

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

President: "Good morning, the August 23, 2017, meeting of the Board of Estimates is now called to order. In the interest of promoting the order and efficiencies of these hearings, persons who are disruptive to the hearing will be asked to leave the hearing room immediately. Members of the Board of Estimates, 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 mem -- to the memorandum from my office dated August 21, 2017, identifying matters to be considered as routine agenda items together with an -- any corrections and additions that has been noted by the Deputy Comptroller. I will entertain a Motion to approve all of the items contained on the routine agenda."

MINUTES

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

Comptroller: "Second."

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

* * * * *

MINUTES

BOARDS AND COMMISSIONS1. Prequalification of Contractors

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

| | |
|--|--------------------|
| Allied Contractors, Inc. | \$ 44,840,000.00 |
| Allied Control Services, Inc. | \$ 8,000,000.00 |
| CitiRoof Corporation | \$ 8,000,000.00 |
| CTG, Inc. | \$ 1,500,000.00 |
| Estime Enterprises, Inc. | \$ 1,500,000.00 |
| F.H. Paschen, S.N. Nielson & Associates, LLC | \$ 575,410,000.00 |
| GBC Management Group, LLC | \$ 1,500,000.00 |
| Grounded Electrical Construction, LLC | \$ 8,000,000.00 |
| Ligon & Ligon, Inc. | \$ 65,370,000.00 |
| M & R Contracting Services, Inc. | \$ 1,500,000.00 |
| Michels Corporation | \$2,440,520,000.00 |
| Midas Utilities, Inc. | \$ 102,050,000.00 |
| Nay Ty, Inc. | \$ 1,500,000.00 |
| Pleasants Construction, Inc. | \$ 168,960,000.00 |
| Technopref Industries, Inc. | \$ 34,390,000.00 |
| Triple J Construction, Inc. | \$ 2,710,000.00 |

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:

| | |
|----------------------------|--|
| Baker, Ingram & Associates | Engineer |
| Daft-McCune-Walker, Inc. | Landscape Architect Engineer Land Survey |

MINUTES**BOARDS AND COMMISSIONS** - cont'd

| | |
|------------------------------------|---|
| Greenman-Pedersen, Inc. | Landscape Architect Engineer Land Survey |
| HBK Engineering, LLC | Engineer |
| Hydrostructures, LLC | Engineer |
| O'Connell & Lawrence, Inc. | Land Survey Engineer |
| Parsons Transportation Group, Inc. | Engineer |
| Stantec Consulting Services, Inc. | Engineer Landscape Architect Land Survey Architect |

There being no objections, the Board, UPON MOTION duly made and seconded, approved the foregoing prequalification of contractors and architects and engineers for the listed firms.

MINUTESDepartment of Audits - Audit Reports and Related Audit Digests

The Board is requested to **NOTE** receipt of the following Audit Reports and Related Audit Digests:

1. City of Baltimore Water Utility Fund Financial Statements June 30, 2016 and 2015.
2. City of Baltimore Wastewater Utility Fund Financial Statements June 30, 2016 and 2015.
3. City of Baltimore Parking Facilities Fund Financial Statements June 30, 2016.

The Board **NOTED** receipt of the foregoing Audit Reports and Related Audit Digests.

MINUTES

Enoch Pratt Free Library - Notice of Grant Award

ACTION REQUESTED OF B/E:

The Board is requested to approve acceptance of the Notice of Grant Award (NGA) from the Maryland State Department of Education. The period of the NGA is July 1, 2017 through June 30, 2018.

AMOUNT OF MONEY AND SOURCE:

| | | |
|-----------------------|---|---|
| \$3,000,000.00 | - | 5000-504618-4501-797000-405001 |
| 750,000.00 | - | 1001-000000-4501-797000-601010 - City match |
| <u>\$3,750,000.00</u> | | |

BACKGROUND/EXPLANATION:

This NGA will allow the Enoch Pratt Free Library to expand library branch hours. This award also requires a match of 25% or \$750,000.00 from the City.

The NGA is late because the NGA was recently received.

APPROVED FOR FUNDS BY FINANCE

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

UPON MOTION duly made and seconded, the Board approved acceptance of the Notice of Grant Award from the Maryland State Department of Education.

MINUTES

TRANSFERS OF FUNDS

* * * * *

UPON MOTION duly made and seconded,

the Board approved

the Transfers of Funds

listed on the following page:

3419

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 Housing and Community Development</u> | | |
| 1. \$ 21,000.00 | 9910-995001-9587 | 9910-908166-9588 |
| 29 th Community Development | HCD Unallocated - Reserve Bonds | Promenade Ramp - 2001 Aliceanna Street |

This transfer will provide funding for the promenade ramp near 2001 Aliceanna Street. This is a joint effort between the Department of Housing and Community Development and the Department of Transportation regarding a maintenance agreement for the promenade.

Department of Recreation and Parks

| | | |
|------------------------|---|--|
| 2. \$180,000.00 | 9938-908088-9475 | 9938-909088-9474 |
| General Funds | Recreation Management Software - Reserve | Recreation Management Software - Active |

This transfer will provide funds to cover the costs associated with the Rec Trac Software purchase.

| | | |
|--|--|--|
| 3. \$ 50,000.00 | 9938-910083-9475 | 9938-911083-9474 |
| 1 st Parks and Public Facilities | FY17 Historic Park Facility Renovations - Reserve | FY17 Historic Park Facility Renovations - Active |

This transfer will provide funds to cover the costs for improvements to the Eutaw Place Fountains.

MINUTES

Baltimore Police Department - Grant Adjustment Notice

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of a Grant Adjustment Notice (GAN) for the Homicide Victim Advocate grant from the Governor's Office of Crime Control and Prevention. The GAN will extend the period through December 31, 2017.

AMOUNT OF MONEY AND SOURCE:

N/A

BACKGROUND/EXPLANATION:

On May 18, 2016 the Board authorized acceptance of the grant from the Governor's Office of Crime Control and Prevention for the Department's Homicide Victim Advocate project for the period of April 1, 2016 through September 30, 2017 in the amount of \$120,000.00.

On September 28, 2016 the Board approved a GAN extending the period through September 30, 2017.

This GAN will allow the Department to complete the project.

The program funds are being used to hire contractual personnel to serve as Homicide Victim Advocates. They will provide a coordinated and structured response to implement crisis intervention to family members in Baltimore City.

APPROVED FOR FUNDS BY FINANCE

AUDITS NOTED THE TIME EXTENSION.

MINUTES

Baltimore Police Department - cont'd

UPON MOTION duly made and seconded, the Board approved and authorized execution of the Grant Adjustment Notice for the Homicide Victim Advocate grant from the Governor's Office of Crime Control and Prevention.

MINUTES

Department of Real Estate - Option Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of the Option Agreement with Ms. Sheila Solomon and Ms. Nina B. Solomon, Owners, for the purchase of the property known as ES Meadow Lane Rear 4301 Wickford Road (Block 4965E, Lot 2) in fee simple.

AMOUNT OF MONEY AND SOURCE:

\$2,500.00 - 9938-928004-9474-900010-704040

BACKGROUND/EXPLANATION:

This acquisition is necessary to insure the continuity of the Nature Trail that runs along Stony Run Stream in accordance with the Greater Roland Park Master Plan of 2011.

APPROVED FOR FUNDS BY FINANCE

UPON MOTION duly made and seconded, the Board approved and authorized execution of the Option Agreement with Ms. Sheila Solomon and Ms. Nina B. Solomon, Owners, for the purchase of the property known as ES Meadow Lane Rear 4301 Wickford Road (Block 4965E, Lot 2) in fee simple.

MINUTES

Department of Transportation/ - Task Assignment
Engineering and Construction

ACTION REQUESTED OF B/E:

The Board is requested to approve the assignment of Task No. 6 to Johnson, Mirmiran & Thompson, Inc. under Project No. 1225, On-Call Design Consultant Services for Resurfacing and Reconstruction Projects. The duration of the task is approximately 24 months.

AMOUNT OF MONEY AND SOURCE:

\$194,691.35 - 9960-904648-9557-900000-705032

BACKGROUND/EXPLANATION:

This task provides for construction phase services for the Loch Raven Watershed Culverts Repair, Replacement and Reconstruction in connection with TR 11013. Services will include but are not limited to addressing requests for information, attending meetings and reviewing requests for change orders.

MBE/WBE PARTICIPATION:

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

MBE: 27.00%

WBE: 10.00%

APPROVED FOR FUNDS BY FINANCE

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

MINUTES

Department of Transportation/ - cont'd
Engineering and Construction

UPON MOTION duly made and seconded, the Board approved the assignment of Task No. 6 to Johnson, Mirmiran & Thompson, Inc. under Project No. 1225, On-Call Design Consultant Services for Resurfacing and Reconstruction Projects.

MINUTES

Department of Transportation/ - Task Assignment
Engineering and Construction

ACTION REQUESTED OF B/E:

The Board is requested to approve the assignment of Task No. 13 to Johnson, Mirmiran & Thompson, Inc. under Project No. 1217, On-Call Construction Project Management Services. The duration of the task is approximately eight months.

AMOUNT OF MONEY AND SOURCE:

\$209,400.98 - 9962-908070-9562-900000-705032

BACKGROUND/EXPLANATION:

This authorization provides for a Construction Inspector and engineering services in connection with Distributed Antenna Systems (DAS). The DAS is a network of spatially separated antenna nodes connected to a common source via transport medium that provides wireless voice and data services within a geographic area. The scope of services allows for inspection of vendors authorized to install DAS equipment on City-owned street light poles. The inspectors included in this task will oversee the vendors during the installation. Also, during construction of the conduit infrastructure for DAS, inspectors are dispatched to various sites to ensure construction activities meet City standards and the approved permit drawings.

MBE/WBE PARTICIPATION:

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

MBE: 27.00%

WBE: 10.00%

APPROVED FOR FUNDS BY FINANCE

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

MINUTES

Department of Transportation - cont'd

TRANSFER OF FUNDS

| <u>AMOUNT</u> | <u>FROM ACCOUNT/S</u> | <u>TO ACCOUNT/S</u> |
|----------------------|---|---|
| \$230,341.08 | 9962-941002-9563 | 9962-908070-9562-5 |
| Other | Construction Reserve - Conduit Replacement Program | Inspection Conduit System Reconstruction |

This transfer will fund the costs associated with Task No. 13 on Project No. 1217, On-Call Construction Project Management Services with Johnson, Mirmiran & Thompson, Inc.

UPON MOTION duly made and seconded, the Board approved the assignment of Task No. 13 to Johnson, Mirmiran & Thompson, Inc. under Project No. 1217, On-Call Construction Project Management 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.

MINUTESDepartment of Transportation - Minor Privilege Permit Application

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

| <u>LOCATION</u> | <u>APPLICANT</u> | <u>PRIVILEGE/SIZE</u> |
|------------------------|--|--|
| 1. 1300 Russell Street | Russell Street One Associates, LLC | One canopy 294 sq. ft., two sets of stairs |

\$1,245.00 - Annual Charge

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

UPON MOTION duly made and seconded, the Board approved the Minor Privilege Permit.

MINUTES

Law Department - Settlement Agreement and Release

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of the Settlement Agreement and Release for an action brought by Mr. Kollin Truss (Plaintiff) against Officers Christopher Dunlap and Dominic Gerber in connection with an assault by Mr. Vincent Cosom.

AMOUNT OF MONEY AND SOURCE:

\$50,000.00 - 1001-000000-2041-716700-603070

BACKGROUND/EXPLANATION:

This matter stems from an assault and battery that occurred on September 15, 2014 near the corner of North Avenue and Greenmount Avenue, near the Eric 500 liquor store. Plaintiff Kollin Truss and a former police officer named Mr. Vincent Cosom got into a verbal altercation. During the exchange, two more identified officers arrived at the scene. The Plaintiff contends that when he was attempting to walk away, Mr. Cosom punched him repeatedly and without warning. The Plaintiff was then taken into custody. He was released from Central Booking the following day. Mr. Cosom is no longer employed by the Baltimore City Police Department and was convicted of assault in connection with this incident.

The Plaintiff contends that the other two identified officers are liable for Mr. Cosom's actions. The Plaintiff alleged that they should have done more to intervene in the alleged assault. He also claims one identified officer acted in concert with Mr. Cosom by restraining his arm. The identified officers dispute the Plaintiff's claims against them. They maintain that they did not anticipate Mr. Cosom's use of force and that the entire incident was over in seconds. As they did not see what caused Mr. Cosom to strike the Plaintiff the identified officers maintain that they responded to the situation appropriately.

MINUTESLaw Department - cont'd

As a result of this incident, the Plaintiff brought suit against Officers Gerber and Dunlap and a separate suit against Mr. Cosom, which was consolidated by the court. Because of the uncertainties and unpredictability of jury verdicts and to avoid the time and expense of protracted litigations, the parties propose to settle the matter for a total sum of \$50,000.00, with regard to Officers Gerber and Dunlap. The City has declined to indemnify former Officer Cosom regarding this incident.

Based on a review of the facts and legal issues specific to this case, the Settlement Committee of the Law Department recommends that the Board of Estimates approve the settlement of this case as set forth herein.

APPROVED FOR FUNDS BY FINANCE

UPON MOTION duly made and seconded, the Board approved and authorized execution of the Settlement Agreement and Release for an action brought by Mr. Kollin Truss against Officers Christopher Dunlap and Dominic Gerber in connection with an assault by Mr. Vincent Cosom.

MINUTES

Law Department - Settlement Agreement and Release

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of the Settlement Agreement and Release of a lawsuit against the Mayor and City Council of Baltimore by Mr. Felix Stokes arising out of a trip and fall accident that occurred on Midwood Avenue on September 4, 2015.

AMOUNT OF MONEY AND SOURCE:

\$40,000.00 - 2036-000000-1450-703800-603070

BACKGROUND/EXPLANATION:

The Plaintiff, Mr. Felix Stokes, a 67 year old man, fractured his right hip after tripping over a raised sidewalk in front of 5408 Midwood Avenue. The Plaintiff reported to Good Samaritan Hospital the day after he fell and underwent surgery to stabilize his hip fracture, which included installing permanent hardware. The Plaintiff's medical bills totaled \$30,318.83.

Based on a review of the facts and legal issues specific to this lawsuit, the Settlement Committee of the Law Department recommends that the Board of Estimates approve the settlement of this claim.

APPROVED FOR FUNDS BY FINANCE

UPON MOTION duly made and seconded, the Board approved and authorized execution of the Settlement Agreement and Release of a lawsuit against the Mayor and City Council of Baltimore by Mr. Felix Stokes arising out of a trip and fall accident that occurred on Midwood Avenue on September 4, 2015.

MINUTESHealth Department - Agreements

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

1. **THE HOUSE OF RESTORATION, LLC** **\$60,000.00**

Account: 4000-426618-3080-294300-603051

The organization will implement an abstinence-focused program for 500 youths between ages 9 and 11 years old. The period of the agreement is July 1, 2017 through June 30, 2018.

The agreement is late due to a delay in the required documentation.

MWBOO GRANTED A WAIVER.

2. **UNIVERSITY OF MARYLAND,** **\$83,880.00**
BALTIMORE COUNTY (UMBC)

Account: 4000-479516-2023-212602-603051

The Department's Office of Public Health Preparedness and Response (OPHPR) has worked with the UMBC's Emergency Health Services Program (EHS) through graduate student internships and advising on health hazard vulnerability assessments. The UMBC's EHS's program focuses on emergency medical services and disaster health services matches with the mission of OPHPR to prepare for and respond to public health emergencies.

The UMBC EHS will provide the services of a professional, with involvement of the UMBC Project Advisor. They will assist in advancing the BCHD's public health emergency response capability by developing reference materials,

MINUTES

Health Department - cont'd

checklists, and protocols that improve public health preparedness, developing and implementing Zika response activities, conducting weather and bio surveillance activities, and other preparedness and response initiatives under the direction of the Department's OPHPR Director. The period of the agreement is July 1, 2017 through June 30, 2018.

The agreement is late because of revisions which delayed processing of the agreement.

MWBOO GRANTED A WAIVER.

3. **HEALTHCARE ACCESS MARYLAND, INC. (HCAM) \$2,083,969.00**

Account: 4000-421018-3080-294600-603051

The Maryland Children's Health Program (MCHP) Eligibility Determination Program assists consumers who apply for Medicaid services. The majority of Medicaid recipients are walk-in consumers, but the HCAM also processes mail and fax applications.

The HCAM assists persons applying for Medicaid and provides general information regarding Health Choice, the managed care program for pregnant women, children and families. The Eligibility Determination Program also provides information on Federal Qualified Health Centers, and other resources that are linked to the Maryland Department of Social Services, WIC, and other government and local support organizations. The period of the agreement is July 1, 2017 through June 30, 2018.

MINUTES

Health Department - cont'd

The agreement is late because of delays in the administrative review process.

MWBOO GRANTED A WAIVER.

AUDITS REVIEWED AND HAD NO OBJECTION.

4. **BALTIMORE CITY BOARD OF SCHOOL COMMISSIONERS** **\$410,325.00**

Account: 6000-624918-3100-295900-406001

The Baltimore City Public School System with the assistance of the Department will continue to provide School Health Suite services to students. The period of the agreement is July 1, 2017 through June 30, 2018.

The agreement is late because the Department was waiting on signatures from the Baltimore City Board of School Commissioners.

APPROVED FOR FUNDS BY FINANCE

UPON MOTION duly made and seconded, the Board approved and authorized execution of the foregoing agreements. The Comptroller **ABSTAINED** on item no. 1.

MINUTES

Health Department - Consultant Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve the Consultant Agreement with Ms. Rona Martiyan. The period of the agreement is October 1, 2017 through September 30, 2018.

AMOUNT OF MONEY AND SOURCE:

\$40,268.58 - 4000-432918-3255-761200-603018

BACKGROUND/EXPLANATION:

Ms. Martiyan is a Registered Dietician who will provide consultation services, nutrition monitoring, training, and related administrative services for the Department. These services will be provided to over 4,000 seniors in 60+ congregate nutrition sites in Baltimore City and other Department services. Her duties will include follow-up and referral services associated with nutritional screenings of clients, analyze and evaluated nutritional educational materials.

APPROVED FOR FUNDS BY FINANCE

AUDITS REVIEWED AND HAD NO OBJECTION.

UPON MOTION duly made and seconded, the Board approved the Consultant Agreement with Ms. Rona Martiyan.

MINUTES

Health Department - License Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of the License Agreement with Chesapeake Squares, Inc. The period of the License Agreement is September 1, 2017 through August 31, 2018.

AMOUNT OF MONEY AND SOURCE:

\$3,307.56 - 6000-633018-3034-268500-406001

BACKGROUND/EXPLANATION:

This agreement will allow Chesapeake Squares, Inc., a social club, to use the Mason F. Lord room of the Waxter Senior Center on Tuesday and Thursday evenings from 6:30 to 9:45 p.m.

The room will be used for square dances and organizational meetings.

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 License Agreement with Chesapeake Squares, Inc.

MINUTES

Health Department - Notice of Award

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize acceptance of the Notice of Award (NoA) from the U.S. Department of Health and Human Services, Health Resources and Services Administration. The period of the NoA is March 1, 2017 through February 28, 2018.

AMOUNT OF MONEY AND SOURCE:

\$8,376,139.00 - 4000-427717-3023-606100-404001-Part A
975,355.00 - 4000-498717-3023-606100-404001-MAI
\$9,351,494.00

BACKGROUND/EXPLANATION:

The NoA will provide funding for essential HIV/AIDS health care and other services to those who lack or are only partially covered by health insurance. Covered services include, primary medical care, case management, and assistance in obtaining medications, hospice care, substance abuse treatment, mental health care services and other limited services in the areas of housings, transportation, food, legal, childcare, outreach services and other supportive services to persons infected with HIV/AIDS.

The Notice of Award is late because of delays at the administrative level.

APPROVED FOR FUNDS BY FINANCE

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

MINUTES

Health Department - cont'd

UPON MOTION duly made and seconded, the Board approved and authorized acceptance of the Notice of Award from the U.S. Department of Health and Human Services, Health Resources and Services Administration.

MINUTES

Fire Department - Grant Award Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of the Grant Award Agreement with the United States Department of Homeland Security's State Homeland Security Grant Program. The Grant Award Agreement is effective upon Board approval through April 1, 2018.

AMOUNT OF MONEY AND SOURCE:

\$35,275.00 - 4000-407218-3191-308700-404001

BACKGROUND/EXPLANATION:

This grant will provide funding to develop a tabletop exercise focused on testing policies, procedures, and roles during an active shooter event.

APPROVED FOR FUNDS BY FINANCE

AUDITS HAS 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 Agreement with the United States Department of Homeland Security's State Homeland Security Grant Program.

MINUTES

Department of Recreation and Parks - Letter of Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of the Letter of Agreement with the Baltimore Office of Promotion & the Arts, Inc. (BOPA). The Letter of Agreement is effective upon Board approval through February 28, 2018.

AMOUNT OF MONEY AND SOURCE:

\$13,600.00 - 9938-908779-9474-900000-703032

BACKGROUND/EXPLANATION:

BOPA intends to enter into an agreement with an artist to design a new piece of artwork for the Druid Hill Park Swimming pool located at 3001 Druid Park Drive. The City in accordance with the Percent-for-Art program, wishes to make a portion of the funds available to BOPA to initiate the art project design process with the artist.

APPROVED FOR FUNDS BY FINANCE

UPON MOTION duly made and seconded, the Board approved and authorized execution of the Letter of Agreement with the Baltimore Office of Promotion & the Arts, Inc.

MINUTES

OPTIONS/CONDEMNATION/QUICK-TAKES:

| <u>Owner(s)</u> | <u>Property</u> | <u>Interest</u> | <u>Amount</u> |
|--|-----------------|-----------------|---------------|
| <u>Department of Housing and Community Development - Options</u> | | | |

| | | | |
|-------------------------|---------------------|-----|-------------|
| 1. REDC Statutory Trust | 2726 Fenwick Avenue | L/H | \$ 6,996.00 |
|-------------------------|---------------------|-----|-------------|

Funds are available in account no. 9910-904326-9588-900000-704040, Fenwick DHM Project.

| | | | |
|-----------------------|--|----------------|-----------|
| 2. Braverman Trustees | 1066 W. Fairmount 1068 W. Fairmount | G/R \$36.00 | \$ 330.00 |
|-----------------------|--|----------------|-----------|

Funds are available in City Bond Funds account no. 9910-914135-9588-900000-704040, Poppleton 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 amount/s.

DHCD - Condemnations

| | | | |
|--------------------|------------------------|-----|-------------|
| 3. Fulton 200, LLC | 2005 Greenmount Avenue | L/H | \$10,330.00 |
|--------------------|------------------------|-----|-------------|

Funds are available in account no. 9910-906126-9588-900000-704040, FY 17 CORE Demo Project.

MINUTES

OPTIONS/CONDEMNATION/QUICK-TAKES: - cont'dDHCD - Condemnations - cont'd

| | | | | | |
|----|----------------|-------------------|---------|----|--------|
| 4. | S. Goldberg - | 106 N. Carrollton | G/R | \$ | 440.00 |
| | Custodian, LLC | Avenue | \$66.00 | | |

Funds are available in account no. 9910-914135-9588-900000-704040, Poppleton Project.

UPON MOTION duly made and seconded, the Board approved the foregoing Options and Condemnations.

MINUTES

EXTRA WORK ORDERS AND TRANSFER OF FUNDS

* * * * *

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

3443 - 3445

All of the EWOs had been reviewed and approved
by the

Department of Audits, CORC,
and MWBOO, unless otherwise indicated.

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

MINUTES**EXTRA WORK ORDERS**

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

Department of Transportation/Engineering and Construction

1. EWO #001, \$41,346.03 - TR 16009, Cement Concrete Slab Re-
pairs Citywide

| | | | |
|---------------|---|-----------------------------------|------------|
| \$ 680,000.00 | - | J. Villa Construction, Inc. | 60 60 |
|---------------|---|-----------------------------------|------------|

This authorization request is for additional work to be performed by J. Villa Construction, Inc. The Department received a request from the Baltimore City Fire Department requesting assistance for the replacement of deteriorated sidewalk, aprons, and parking areas for the following Fire Station Locations: Engine 21, 3724 Roland Avenue; Engine 27, 4315 Mannasota Avenue; and Engine 52, 3525 Woodbrook Avenue. The concrete surfaces have deteriorated enough that they are becoming a danger to Fire Department personnel as well as the public. The work includes replacing deteriorated aprons and parking areas. The work will require an additional 60 compensable consecutive calendar days extension. Currently the Contract completion date is November 6, 2017. The new completion date will be January 5, 2018.

2. EWO #002, \$91,178.40 - TR 16022, Urgent Need Citywide

| | | | |
|----------------|--------------|-----------------------------|-----------|
| \$1,249,590.50 | \$ 29,582.37 | P. Flanigan & Sons, Inc. | - 29 |
|----------------|--------------|-----------------------------|-----------|

This authorization is requested in order to re-grout/reset cobblestone in designated walks/alleys in the Otterbein neighborhood and is being funded by the Casino Impact fund.

The requested work is within the advertised scope for this contract. The contract is not limited only to items and locations expressed in the contract specification.

MINUTES**EXTRA WORK ORDERS**

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

Department of Transportation - cont'd

3. **TRANSFER OF FUNDS**

| <u>AMOUNT</u> | <u>FROM ACCOUNT/S</u> | <u>TO ACCOUNT/S</u> |
|----------------------|------------------------------|----------------------------|
| \$178,000.00 | 9950-910095-9509 | 9950-911038-9508 |
| Casino Area | Construction Reserve | South Baltimore |
| Local Impact | South Baltimore | Gateway |
| Aid | Gateway | |

This transfer will provide funds to cover the deficit and fund costs associated with Change Order No. 2, Project TR 16022, Urgent Need Contract Citywide with P. Flanigan & Sons, Inc.

Department of Public Works/Office
of Engineering and Construction

4. EWO #001, \$0.00 - SC 901R, Patapsco Residuals Transfer
Station at Patapsco Wastewater Treatment Plant

| | | | | |
|----------------|---|---|----|--------|
| \$2,928,000.00 | - | American Contracting & Environmental Services, Inc. | 90 | 41.38% |
|----------------|---|---|----|--------|

The construction completion date was May 27, 2017 and the new completion date is August 27, 2017. The extra work order is within the original scope of work and was requested by the Contractor. The Office of Engineering and Construction states that during the installation of micro piles for the Residual Transfer Station, the Contractor

MINUTES**EXTRA WORK ORDERS**

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

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

encountered soil conditions that resulted in significant grout loss after pressure injection of the grout. Some grout loss was anticipated, but in several cases, the loss exceeded anticipated volumes. Further micro pile installation was halted until the cause of the excessive grout loss could be evaluated. The Contractor Design Consultant, and the Office of Engineering and Construction compared the subsurface conditions encountered with the contract documents. All parties agreed that the design documents allow for additional grout to be injected into the pile casings should such excessive loss occur again. Concurrently, the Erosion and Sediment Control Plans required updating, revision and re-approval because of modifications made to the South Entrance Gate area. The contract work in this area was halted awaiting approval. For these reasons, the contractor has requested a non-compensable 90-calendar day time extension.

MINUTES

BBMR - cont'd

The program provides transportation assistance and computer access to victims and witnesses of crime in Baltimore City. The grant provides for travel assistance and computer equipment.

This submission is late because the grant award was recently received from the grantor.

MBE/WBE PARTICIPATION:

N/A

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 Grant Award from the State of Maryland - Governor's Office of Crime Control and Prevention for Baltimore City's Victim/Witness project. The Board further approved the Appropriation Adjustment Order No. 14 grant fund transfer within the State's Attorney's Office for \$2,000.00 in State funds from Service 115: Prosecution of Criminals, to Service 786: Victim and Witness Services.

MINUTES

Bureau of the Budget and - Grant Award/Appropriation
Management Research Adjustment Order No. 15

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize acceptance of a Grant Award from the State of Maryland Governor's Office of Crime Control and Prevention (GOCCP)/AAO #15. The period of the Grant Award is November 1, 2017 through December 31, 2017.

AMOUNT OF MONEY AND SOURCE:

\$1,995.00 - Grant

The appropriation will be placed in a Federal fund, detailed fund number 406718.

No appropriation adjustment action is required.

BACKGROUND/EXPLANATION:

The Federal Bureau of Justice assistance, by way of the Maryland GOCCP, has awarded this grant to the Office of the State's Attorney for Baltimore City's Forensic Evidence Training program which enhances individuals' skills and knowledge through specialized training. The program allows one prosecutor to attend the Forensic Evidence training course provided by the National District Attorneys Association, held from December 11-14, 2017. The training provides information on DNA evidence collection. Grant funds provide registration fees and travel costs.

MBE/WBE PARTICIPATION:

N/A

APPROVED FOR FUNDS BY FINANCE

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

MINUTES

Bureau of the Budget and - cont'd
Management Research

UPON MOTION duly made and seconded, the Board approved and authorized execution of the acceptance of a Grant Award from the State of Maryland Governor's Office of Crime Control and Prevention/AAO #15.

MINUTES

Bureau of the Budget and - Grant Award/Appropriation
Management Research Adjustment Order No. 16

ACTION REQUESTED OF B/E:

The Board is requested to approve acceptance of a Grant Award from the State of Maryland, Governor's Office of Crime Control and Prevention (GOCCP)/AAO #16. The period of the Grant Award is July 1, 2017 through June 30, 2018.

AMOUNT OF MONEY AND SOURCE:

\$76,016.00 - Grant

The appropriation will be placed in a State fund, detailed fund number 5064.

No appropriation adjustment action is required.

BACKGROUND/EXPLANATION:

The GOCCP awarded a grant entitled, "AIM to B'More."

This grant is to the Office of the State's Attorney for Baltimore City's AIM to B'More program which is a crime intervention program serving felony drug offenders in Baltimore City. The program equips first-time non-violent, felony drug offenders with jobs while simultaneously removing the burden of a criminal record and reduces their chances of re-engaging in criminal behavior.

MBE/WBE PARTICIPATION:

N/A

APPROVED FOR FUNDS BY FINANCE

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

MINUTES

Bureau of the Budget and - cont'd
Management Research

UPON MOTION duly made and seconded, the Board approved acceptance of the Grant Award from the State of Maryland, Governor's Office of Crime Control and Prevention/AAO #16.

MINUTES

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

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

Bureau of Purchases

- | | | |
|---|---------|---------|
| 1. AXON ENTERPRISE, INC. | \$ 0.00 | Renewal |
| Contract No. B50003166 - Tasers and Related Equipment - Baltimore City Police Department - P.O. No. P525657 | | |

On November 6, 2013, the Board approved the initial award in the amount of \$1,500,000.00. The award contained four 1-year renewal options. Subsequent actions have been approved. This final renewal in the amount of \$0.00 is for the period October 30, 2017 through October 29, 2018, with no renewal options remaining. The above amount is the City's estimated requirement.

MBE/WBE PARTICIPATION:

On September 10, 2013, MWBOO determined that no goals would be set because of no opportunity to segment the contract. This contract is for the purchase of Tasers. No services are being provided under this contract.

MWBOO GRANTED A WAIVER.

- | | | |
|--|----------------|---------|
| 2. KONE, INC. | \$1,000,000.00 | Renewal |
| Contract No. B50002985 - Elevator Maintenance Services - Departments of General Services, Public Works, Transportation, etc. | | |

On August 28, 2013, the Board approved the initial award in the amount of \$2,412,590.00. The award contained two 1-year renewal options. On July 1, 2016, the Board approved the first renewal in the amount of \$1,000,000.00. On November 20, 2013, the Board approved a correction in the amount of \$0.00. This final renewal in the amount of \$1,000,000.00 is for the period September 1, 2017 through August 31, 2018. The above amount is the City's estimated requirement.

MINUTES

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

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

Bureau of Purchases

MBE/WBE PARTICIPATION:

MWBOO set goals of 25% MBE and 0% WBE. Kone, Inc. was found in compliance on August 1, 2017.

| | <u>Commitment</u> | <u>Performed</u> | |
|--------------------------------------|-------------------|------------------|-------|
| MBE: Admiral Elevator Company | 25% | \$245,166.65 | 37.7% |

WBE: N/A

MWBOO FOUND VENDOR IN COMPLIANCE.

3. ALL HANDS FIRE

| | | |
|-----------|---------|---------|
| EQUIPMENT | \$ 0.00 | Renewal |
|-----------|---------|---------|

Contract No. B50004321 - Partner Rescue Saws and Parts -
Baltimore City Fire Department - P.O. No. P533316

On October 21, 2015, the Board approved the initial award in the amount of \$50,000.00. The award contained three 1-year renewal options. On September 14, 2016, the Board approved the first renewal in the amount of \$0.00. This second renewal in the amount of \$0.00 is for the period November 1, 2017 through October 31, 2018, with one 1-year renewal option remaining.

MBE/WBE PARTICIPATION:

This contract value was initially estimated at \$50,000.00 per annual term. However, only \$11,000.00 has been expended to date.

MINUTES

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

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

Bureau of Purchases

- | | | |
|-----------------------|--------------|---------|
| 4. TANGO HEALTH, INC. | \$245,000.00 | Renewal |
|-----------------------|--------------|---------|
- Contract No. 06000 - ACA (Affordable Care Act) Compliance and IRS Reporting - Department of Human Resources - P.O. No. P532543

On August 26, 2015, the Board approved the initial award in the amount of \$275,000.00. The award contained six 1-year renewal options. On August 24, 2016, the Board approved the first renewal in the amount of \$230,000.00. This renewal is for the period August 20, 2017 through August 25, 2018, with four 1-year renewal options remaining.

The Patient Protection and Affordable Act (ACA, P.L. 111-148, as amended) is a Federal law that requires the City to offer health and prescription drug coverage to its full-time eligible employees, i.e. those employees working 30 or more hours per week/per month or the city would incur certain penalties, as defined under IRS Code Section 4980H(a) or (b).

The vendor provides services to ensure the City's continued compliance with the ACA through continued monitoring of the City's approximately 15,000 employees, ongoing determinations regarding employee eligibility in accordance with the evolving ACA legal landscape, and preparation of required and necessary IRS reports consistent with current future regulatory requirements. The above amount is the City's estimated requirement.

MINUTES

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

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

Bureau of Purchases

MBE/WBE PARTICIPATION:

On August 3, 2015, MWBOO granted a waiver because of no opportunity to segment the contract. The software is hosted by the vendor, Tango Health, Inc. and all data transmission is done remotely.

MWBOO GRANTED A WAIVER.

- | | | |
|---|--------------|----------|
| 5. LORENZ LAWN & LANDSCAPE, INC. d/b/a LORENZ, INC. | \$150,000.00 | Increase |
| Contract No. B50002273 - Mowing, Maintenance and Landscaping - Department of Public Works - P.O. No. P520135 | | |

On May 9, 2012, the Board approved the initial award in the amount of \$156,800.00. The award contained two renewal options. Subsequent actions including increases and both renewals have been approved. In order to continue to provide mowing services through the remaining contract term, an increase in the amount of \$150,000.00 is necessary. The contract expires on March 8, 2018. The above amount is the City's estimated requirement. This increase in the amount of \$150,000.00 will make the award amount \$791,000.00.

MINUTES

INFORMAL AWARDS, RENEWALS INCREASES TO CONTRACTS AND EXTENSIONS

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

Bureau of Purchases

MBE/WBE PARTICIPATION:

MWBOO set goals of 15% MBE and 5% WBE. Lorenz Lawn and Landscape, Inc. was found in compliance on July 26, 2017.

| | <u>Commitment</u> | <u>Performed</u> | |
|-----------------------------------|-------------------|------------------|-------|
| MBE: 4 Evergreen Lawn Care | 15% | \$17,236.66 | 15.4% |
| WBE: Fouts Lawn Care, Inc. | 5% | \$ 9,872.22 | 9.8% |

MWBOO FOUND VENDOR IN COMPLIANCE.

6. KEENOLOGY CORPORATION
 dba CIPPLANNER CORPORATION \$ 49,755.00 Sole Source
 Contract No. 08000 CIPAce Software and Professional Services
 - Department of Public Works, Bureau of Water and Wastewater-
 EDP Center - Req. No. R764146

The vendor is the manufacturer and sole provider of CIPAce software and support. The vendor provided software and implementation services without a valid Purchase Order. Authority is requested to pay for the outstanding invoices. The period of the award is effective upon Board approval for one year. The above amount is the City's estimated requirement.

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

MINUTES

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

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

Bureau of Purchases - cont'd

UPON MOTION duly made and seconded, the Board approved the foregoing informal awards, renewals, increases to contract and extensions.

MINUTES

RECOMMENDATIONS FOR CONTRACT AWARDS/REJECTIONS

* * * * *

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

3458 - 3461

to the low bidders meeting the specifications,
or rejected bids on those as indicated
for the reasons stated.

The Transfers of Funds were approved
SUBJECT to receipt of favorable reports
from the Planning Commission,
the Director of Finance having reported favorably
thereon, as required by the provisions
of the City Charter.

MINUTES**RECOMMENDATIONS FOR CONTRACT AWARDS/REJECTIONS**

Department of Transportation/Bureau
of Engineering and Construction

1. TR 11306, Midtown P. Flanigan & Sons, \$7,664,451.25
Streetscape/Traffic Inc.
Improvements

| | | | |
|-------------|---------------------------|-----------------------|---------------|
| DBE: | Traffic Systems, Inc. | \$ 425,120.00 | 5.55% |
| | William T. King | 89,035.50 | 1.16% |
| | Priority Constr. Corp. | 953,355.55 | 12.44% |
| | Fallsway Constr. Co. | 135,000.00 | 1.76% |
| | American Rebuilders, Inc. | 50,025.00 | .65% |
| | CBY Enterprises, Inc. | 135,000.00 | 1.76% |
| | | <u>\$1,787,536.05</u> | <u>23.32%</u> |

Department of Transportation

2. **TRANSFER OF FUNDS**

| <u>AMOUNT</u> | <u>FROM ACCOUNT/S</u> | <u>TO ACCOUNT/S</u> |
|------------------------------|-----------------------|---------------------|
| \$6,984,075.93 | 9950-904313-9528 | |
| Federal | Constr. Reserve | |
| | Midtown Streetscape/ | |
| | Traffic Mitigation | |
| 235,144.69 | 9950-908703-9528 | |
| Federal | Bayview Intermodal | |
| | Station | |
| 962,558.80 | 9950-904313-9528 | |
| State Constr. | Midtown Streetscape/ | |
| Revenue | Traffic Mitigation | |
| 285,144.69 | 9950-928011-9528 | |
| <u>General Fund</u> | Redline | |
| <u>\$8,466,924.11</u> | | |

MINUTES

RECOMMENDATIONS FOR CONTRACT AWARDS/REJECTIONS

Department of Transportation - cont'd

| | | |
|-----------------------|-------|--|
| \$7,084.745.00 | ----- | 9950-910313-9527-6 Struc. & Improv. |
| 998,956.55 | ----- | 9950-910313-9527-5 Inspection |
| <u>383,222.56</u> | ----- | 9950-910313-9527-2 Contingencies - Midtown Streetscape Traffic Mitigation |
| \$8,466,924.11 | | |

This transfer will partially fund the costs associated with Award of Project TR 11306, Midtown Streetscape/Traffic Improvements with P. Flanigan & Sons, Inc.

Department of Public Works

3. TRANSFER OF FUNDS

| <u>AMOUNT</u> | <u>FROM ACCOUNT/S</u> | <u>TO ACCOUNT/S</u> |
|--|---|--------------------------------------|
| \$ 765,212.00 Water Revenue Bonds | 9960-909100-9558 (Constr. Reserve) Water Infrastructure Rehabilitation | |
| \$ 57,971.00 | ----- | 9960-911502-9557-2 Extra Work |
| 57,971.00 | ----- | 9960-911502-9557-3 Engineering |
| 34,782.00 | ----- | 9960-911502-9557-5 Inspection |
| 579,706.25 | ----- | 9960-911502-9557-6 Construction |
| <u>34,781.75</u> | ----- | 9960-911502-9557-9 Administration |
| \$ 765,212.00 | | |

MINUTES**RECOMMENDATIONS FOR CONTRACT AWARDS/REJECTIONS**

Department of Transportation/Bureau
of Engineering and Construction

The funds are required to cover the costs of Award TR 11306,
Midtown Streetscape/Traffic Improvement.

Bureau of Purchases

| | | |
|-----------------------------|--------------------------------------|---------------------|
| 4. B50004828, In continance | | \$800,000.00 |
| Supplies & Durable | | |
| Equipment | 1 st Needs Medical, LLC | \$100,000.00 |
| | M & M Merchandisers | \$350,000.00 |
| | Medical Supply and Equipment, LLC | |
| | Westnet, Inc. | \$350,000.00 |

(Health Department)

MBE/WBE PARTICIPATION:

On November 18, 2016, it was determined that no goals would
be set because of no opportunity to segment.

MWBOO GRANTED A WAIVER.

| | | |
|---------------------|---------------------|--------------|
| 5. B50005073, Altoz | Port City Equipment | \$ 68,940.00 |
| TRX660i Zero Turn | Company | |
| Lawn Mowers | | |

(Dept. of General Services)

MINUTES**RECOMMENDATIONS FOR CONTRACT AWARDS/REJECTIONS**

Bureau of Purchases

MBE/WBE PARTICIPATION:

On May 15, 2017, MWBOO determined that no goals would be set because of no opportunity to segment. This is a purchase of commodities from an authorized heavy equipment dealer who is required to provide associated pre-delivery inspection and warranty repairs.

MWBOO GRANTED A WAIVER.

MINUTES

Mayor's Office of Criminal Justice - Agreements

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

1. **WASHINGTON/BALTIMORE HIDTA AND** **\$ 48,924.00**
MERCYHURST UNIVERSITY

Account: 4000-468917-2255-785700-600000

The Executive Board of the Washington/Baltimore HIDTA and Mercyhurst University under the authority of a federal grant from the Office of National Drug Control Policy has authorized funds in the amount of \$48,924.00. The funds will be used to develop and implement programs designed to prevent illicit drug use, keep drugs out of neighborhoods and schools, and provide a safe and secure community. The period of the agreement is January 1, 2017 through June 30, 2018.

The agreement is late due to late receipt of the Service Agreement.

2. **HOUSE OF RUTH MARYLAND, INC.** **\$499,950.00**

Account: 6000-613116-2252-247800-600000

Baltimore City Code, Article 5, Section 48-1 (2014 Edition) requires the Clerk of the Circuit Court to collect an additional fee to the City on a monthly basis into a special fund (up to a maximum of \$500,000.00). Monies collected benefit domestic violence victims it serves. The Baltimore City Police Department is the City agency designated to administer and disburse the funds. The period of the agreement is July 1, 2017 through June 30, 2018.

The agreement is late due to the administrative process.

MINUTES

Mayor's Office of Criminal Justice - cont'd

APPROVED FOR FUNDS BY FINANCE

AUDITS REVIEWED AND HAD NO OBJECTION.

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

MINUTES

Mayor's Office of - Ratification of Service Agreement
Criminal Justice

ACTION REQUESTED OF B/E:

The Board is requested to ratify the Service Agreement with Washington/Baltimore HIDTA and Mercyhurst University. The period of the Service Agreement was January 1, 2016 through June 30, 2017.

AMOUNT OF MONEY AND SOURCE:

\$48,924.00 - 4000-468916-2255-785700-600000

BACKGROUND/EXPLANATION:

The Executive Board of the Washington/Baltimore HIDTA and Mercyhurst University under the authority of a federal grant from the Office of National Drug Control Policy authorized funds in the amount of \$48,924.00. The funds were used to develop and implement programs designed to prevent illicit drug use, keep drugs out of neighborhoods and schools, and provide a safe and secure community.

The agreement is late because at the time this Service Agreement was reached by the parties, there were personnel changes in the administration.

APPROVED FOR FUNDS BY FINANCE

AUDITS REVIEWED AND HAD NO OBJECTION.

UPON MOTION duly made and seconded, the Board ratified the Service Agreement with Washington/Baltimore HIDTA and Mercyhurst University.

MINUTES

Mayor's Office of - Ratification of Grant Adjustment Notice
Criminal Justice

ACTION REQUESTED OF B/E:

The Board is requested to ratify the Grant Adjustment Notice from the Department of Justice. The GAN will extend the period through September 30, 2017.

AMOUNT OF MONEY AND SOURCE:

N/A

BACKGROUND/EXPLANATION:

On February 6, 2013, the Board approved a grant for the "McElderry Park Revitalization Coalition" project in the amount of \$938,773.00 for the period of October 1, 2012 through September 30, 2015.

On July 29, 2015, the Board approved a GAN extending the period through August 31, 2016. On July 27, 2016, the Board approved a GAN extending the period through February 28, 2017. On March 22, 2017, the Board approved a GAN extending the period through March 31, 2017.

This GAN is for a no-cost extension that will extend the award through September 30, 2017.

This program aims to improve community safety by designing and implementing effective, comprehensive approaches to addressing crime within a targeted neighborhood, as part of a broader strategy to advance neighborhood revitalization through cross-sector and community based partnerships.

MINUTES

Mayor's Office of - cont'd
Criminal Justice

This agreement is late due to late receipt of the approved GAN from the Department of Justice.

APPROVED FOR FUNDS BY FINANCE

AUDITS NOTED THE NO-COST TIME EXTENSION.

UPON MOTION duly made and seconded, the Board ratified the Grant Adjustment Notice from the Department of Justice.

MINUTES

Department of Public Works/Office - Agreement for SC 903
of Engineering and Construction Improvements to Sanitary
Sewers in the Patapsco
Sewershed

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of an Agreement for S.C. 903 with Whitman, Requardt & Associates, LLP, (Consultant) for the Improvements to Sanitary Sewers in the Patapsco Sewershed. The period of the agreement is effective upon Board approval for two years or until the upset limit is reached, whichever occurs first.

AMOUNT OF MONEY AND SOURCE:

\$199,851.83 - 9956-907603-9951-900020-703032

BACKGROUND/EXPLANATION:

The Office of Engineering and Construction needs Whitman, Requardt & Associates, LLP to provide post award services for ongoing construction. The Consultant will assist the City during construction to oversee work performed by the contractor so that it is completed in conformance with the design and as specified in the contract documents.

Post award services includes project management and general coordination, progress meetings/conferences, status log, submittal reviews, substitutions review, review for information/interpretation, change orders, technical consultation, review of closed conduit television inspections, conditional acceptance inspection, final inspection, record drawings and geographic information system updates. The Consultant is the Engineer of Record and it is critical for the City to have the Consultant performing the post award services on the Consent Decree project.

MINUTES

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

MBE/WBE PARTICIPATION:

The Consultant will comply with Article 5, Subtitle 28 of the Baltimore City Code and the MBE and WBE goals assigned in the agreement of 27% MBE and 9% WBE.

| | | |
|---|--------------------|---------------|
| MBE: Savin Engineers, P.C. | \$33,999.57 | 17.01% |
| Tech International Corp. | 19,999.99 | 10.00% |
| | \$53,999.56 | 27.01% |
| WBE: Phoenix Engineering, Inc. | \$19,985.18 | 9.99% |

MWBOO FOUND VENDOR IN COMPLIANCE.

APPROVED FOR FUNDS BY FINANCE

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

UPON MOTION duly made and seconded, the Board approved and authorized execution of the Agreement for S.C. 903 with Whitman, Requardt & Associates, LLP, for the Improvements to Sanitary Sewers in the Patapsco Sewershed.

MINUTES

Department of Public Works/Office - Agreement for Project No.
of Engineering and Construction 1256, S.C. 918H-Project &
Construction Management
Services, Improvements to
Headworks & Wet Weather Flow
Equalization

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of an Agreement with Louis Berger Water Services, Inc. (Consultant) for Project No. 1256, S.C. 918H-Project & Construction Management Services, Improvements to the Headworks & Wet Weather Flow Equalization at the Back River Wastewater Treatment Plant. The period of the agreement is effective upon Board approval for five years or until the upset limit is reached, whichever occurs first.

AMOUNT OF MONEY AND SOURCE:

\$9,899,999.84 - 9956-907689-9551-900020-703032

BACKGROUND/EXPLANATION:

The Office of Engineering and Construction is requesting approval of Project 1256 for Louis Berger Water Services, Inc. to provide construction management services during the construction of S.C. 918H - Improvements to the Headworks and Wet Weather Flow Equalization Facilities at the Back River Wastewater Treatment Plant.

Services will include regular civil, structural, mechanical, electrical and instrumentation inspection, performance of value engineering with the Construction Management at Risk (CMAR) and the City to identify potential cost savings, review, coordinate and process Request for Information, proposed change orders and shop drawing submittals with the CMAR firm, design engineer and the City, prepare day-to-day progress of the project, conduct

MINUTES

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

quality control and quality assurance, maintain health and safety compliance, maintain construction as built records, attend progress meetings, prepare and monitor the progress of the punch list items, and assist the City in resolving project claims filed by the CMAR.

MBE/WBE PARTICIPATION:

The vendor will comply with Article 5, Subtitle 28 of the Baltimore City Code and the MBE and WBE goals assigned in the agreement are 27% MBE and 10% WBE.

| | | |
|--|-----------------------|---------------|
| MBE: Kumi Construction Management Corporation | \$ 628,294.14 | 6.34% |
| Environ-Civil Engineering, Ltd. | 605,499.00 | 6.11% |
| Techno Consult, Inc.* | 608,441.05 | 6.14% |
| DM Enterprises of Baltimore, LLC | 833,184.03 | 8.41% |
| | <u>\$2,675,418.22</u> | <u>27%</u> |
| | | |
| WBE: Ross Technical Services, Inc. | \$ 493,653.60 | 4.98% |
| Peer Consultants, P.C. | 498,122.67 | 5.03% |
| | <u>\$ 991,776.27</u> | <u>10.01%</u> |

*The MBE subcontractor is not in good standing with the Department of Assessment and Taxation. The Bidder will be allowed to substitute an approved MBE if Techno Consult, Inc. is not in good standing at time of award.

MWBOO FOUND VENDOR IN COMPLIANCE.

APPROVED FOR FUNDS BY FINANCE

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

MINUTES

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

UPON MOTION duly made and seconded, the Board approved and authorized execution of the Agreement with Louis Berger Water Services, Inc. for Project No. 1256, S.C. 918H-Project & Construction Management Services, Improvements to the Headworks & Wet Weather Flow Equalization at the Back River Wastewater Treatment Plant.

MINUTES

Department of Public Works/Office - Post Award Services Agreement
of Engineering and Construction

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of a Post Award Services Agreement with Johnson, Mirmiran, and Thompson, (JMT) Consultant, for SC 918H, Improvements to the Headworks and Wet Weather Flow Equalization Facilities at the Back River Wastewater Treatment Plant. The period of the agreement is effective upon Board approval for six years or until the upset limit is reached, whichever occurs first.

AMOUNT OF MONEY AND SOURCE:

\$ 9,096,899.98 - Baltimore County
9,096,899.98 - Baltimore City
\$18,193,799.96 - 9956-907689-9551-900020-703032

BACKGROUND/EXPLANATION:

The Consultant will provide engineering services during the construction of the new Headworks and Wet Weather Flow Equalization Facilities at the Back River Wastewater Treatment Plant. The S.C. 918H construction is budgeted at \$430 Million.

The scope of the original agreement includes: review and approval of shop drawings, evaluation of proposed change orders, if any, respond to the request for information, preparation of engineer's operation and maintenance manuals, providing assistance to train the plant operation and maintenance personnel in the operation and maintenance of equipment and systems furnished under the project, process control system consultation, integration and coordination with other existing facilities, inspect and monitor the surcharge and pile installation operations, participate in system start up and develop record drawings. The JMT will also provide a full-time engineer on site to provide technical assistance, attend pre-installation, monthly progress meetings, and periodic coordination meetings with ongoing projects and perform Quality Assurance.

MINUTES

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

In addition, the Consultant will conduct value engineering, conditional, and final acceptance inspection and prepare punch list items. The Consultant was approved by the Office of Boards and Commission and the Architectural and Engineering Awards Commission to design this project.

MBE/WBE PARTICIPATION:

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

| | | |
|--|------------------------------|----------------------|
| MBE: AS Architects, Inc. | \$ 583,187.36 | 3.21% |
| Dhillon Engineering, Inc. | 1,311,249.22 | 7.21% |
| E2CR, Inc. | 1,411,124.18 | 7.76% |
| Sidhu Associates, Inc. | 523,631.54 | 2.88% |
| Transviron, Inc. | 502,001.79 | 2.76% |
| Mm Engineering, Inc. | 580,874.60 | 3.19% |
| | <u>\$4,912,068.69</u> | <u>27.01%</u> |
| WBE: Hope Furrer Associates, Inc. | \$ 627,070.42 | 3.45% |
| Constellation Design Group, Inc. | 495,125.21 | 2.72% |
| Phoenix Engineering, Inc. | 285,132.66 | 1.57% |
| SP Arch, Inc. | 416,156.10 | 2.29% |
| | <u>\$1,823,484.39</u> | <u>10.03%</u> |

MWBOO FOUND VENDOR IN COMPLIANCE.

APPROVED FOR FUNDS BY FINANCE

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

MINUTES

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

UPON MOTION duly made and seconded, the Board approved and authorized execution of the Post Award Services Agreement with Johnson, Mirmiran, and Thompson, Consultant, for SC 918H, Improvements to the Headworks and Wet Weather Flow Equalization Facilities at the Back River Wastewater Treatment Plant.

MINUTES

Department of Public Works/Office - Post Award Services Agreement
of Engineering and Construction

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of Post Award Services Agreement with Gannett Fleming, Inc., Consultant, for Post Award Services, for SC 919, Wastewater Engineering Services of Outfall Sewershed Collection System. The period of the agreement is effective upon Board approval for three years or until the upset limit is reached, whichever occurs first.

AMOUNT OF MONEY AND SOURCE:

\$390,188.08 - 9956-908614-9951-900020-703032

BACKGROUND/EXPLANATION:

The Consultant will provide post award services for ongoing construction for SC 919.

The Consultant will assist the City during construction to oversee work performed by the contractor is complete in conformance with the design and specified in the contract documents. In addition to providing construction phase assistance during rehabilitation, replacement and other upgrades to the Outfall System, the Consultant will assist the City in resolving construction phase issues cleaning program.

The second phase of the large diameter cleaning program will include 8,500 feet of pipe cleaning within the City limits and 20,500 feet in the County between the City line and Back River Wastewater Treatment Plant. The design services associated with

MINUTES

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

the second phase of cleaning are included in the original scope of work are, submittals, technical consultations, review of information, and change orders, progress meetings/conferences, closed circuit television inspection, conditional and final acceptance inspection, record drawings, and general information service update.

MBE/WBE PARTICIPATION:

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

MBE: 27%

WBE: 10%

| | | |
|---|---------------------|---------------|
| MBE: Savin Engineers, P.C. | \$ 20,453.25 | 5.24% |
| Navarro & Wright Consulting Engineer, Inc. | 75,198.69 | 19.27% |
| Findling, Inc. | 9,712.22 | 2.48% |
| | <u>\$105,364.16</u> | <u>26.99%</u> |

| | | |
|---------------------------------------|--------------|--------|
| WBE: Phoenix Engineering, Inc. | \$ 39,074.89 | 10.01% |
|---------------------------------------|--------------|--------|

MWBOO FOUND VENDOR IN COMPLIANCE.

APPROVED FOR FUNDS BY FINANCE

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

MINUTES

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

UPON MOTION duly made and seconded, the Board approved and authorized execution of the Post Award Services Agreement with Gannett Fleming, Inc., Consultant, for Post Award Services, for SC 919, Wastewater Engineering Services of Outfall Sewershed Collection System.

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. 23 to Rummel, Klepper & Kahl, LLP under Project 1402, On-Call Project and Construction Management Assistance Services Inspection Services. The period of the task assignment is 18 months.

AMOUNT OF MONEY AND SOURCE:

\$198,193.94 - 9956-905527-9551-900010-705032

BACKGROUND/EXPLANATION:

The Department is in need of continued quality deficiency rework on SC 845R, Enhanced Nutrient Removal Nitrification Facilities Patapsco Wastewater Treatment Plant project, which is being supplemented and supported under SC 961 Emergency Construction Services Agreement. This task will provide continuity of service by continuing the similar inspection services on the rework of deficiencies.

The services to be provided may include, but are not limited to assisting the City's Office of Engineering and Construction with construction monitoring and inspection, preparation of daily reports, maintenance of project records and documentation, review of contractor's application for payment, attendance at progress meetings, preparation of record drawings, review of contract claims and supports, estimating, scheduling, project engineering, constructability reviews, submittal reviews and responses, review of information and responses, and construction contract administrative support.

MINUTES

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

MBE/WBE PARTICIPATION:

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

MBE: 27%

WBE: 10%

APPROVED FOR FUNDS BY FINANCE

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

UPON MOTION duly made and seconded, the Board approved the assignment of Task No. 23 to Rummel, Klepper & Kahl, LLP under Project 1402, On-Call Project and Construction Management Assistance Services Inspection Services.

MINUTES

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

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of an Agreement for the Partial Release of Retainage to Spiniello Companies for Water Contract No. 1276, Water Main Replacements Georgetown Road/Winans Way/Wells St. & Vicinity.

AMOUNT OF MONEY AND SOURCE:

\$172,655.00 - 9960-905668-9557-000000-200001

BACKGROUND/EXPLANATION:

All work on Water Contract No. 1276 was completed as of May 1, 2017. Subsequently, Spiniello Companies has requested a partial release of retainage in the amount of \$172,655.00. The City holds \$246,650.00 in retainage. The remaining \$73,995.00 is sufficient to protect the interests of the City.

MWBOO HAS APPROVED THE RELEASE.

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 Agreement for the Partial Release of Retainage to Spiniello Companies for Water Contract No. 1276, Water Main Replacements Georgetown Road/Winans Way/Wells St. & Vicinity.

MINUTES

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

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of an Agreement for the Partial Release of Retainage to Spiniello Companies for Water Contract No. 1278, Old York Road & Vicinity Water Main Replacements.

AMOUNT OF MONEY AND SOURCE:

\$233,915.50 - 9960-905668-9557-000000-200001

BACKGROUND/EXPLANATION:

All work on Water Contract No. 1278 was completed as of May 1, 2017. Subsequently, Spiniello Companies has requested a partial release of retainage in the amount of \$233,915.50. The City holds \$334,165.00 in retainage. The remaining \$100,249.50 is sufficient to protect the interests of the City.

MWBOO HAS APPROVED THE RELEASE.

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 Agreement for the Partial Release of Retainage to Spiniello Companies for Water Contract No. 1278, Old York Road & Vicinity Water Main Replacements.

MINUTES

Department of Public Works - Maryland Energy Administration
(MEA) Combined Heat and Power
Program Grant Agreement for the
Callow Hill Aquatics Center

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of the MEA Combined Heat and Power Grant Agreement with the Maryland Energy Administration. The period of the agreement is effective upon receipt of a properly executed agreement by MEA through January 01, 2019.

AMOUNT OF MONEY AND SOURCE:

\$11,500.00 - 5000-583017-1981-194600-60000

BACKGROUND/EXPLANATION:

The Department of Public Works received an award letter from the Maryland Energy Administration in April of 2017 announcing the Callow Hill Aquatics Center had been selected to receive up to \$11,500.00 through the Combined Heat and Power Grant Program. The purpose of the grant is to provide funding for the commissioning of a Combined Heat and Power (CHP) system in a multi-function critical infrastructure office building in Baltimore, Maryland.

The CHP system will consist of two 10 kW natural gas fired Co-Gen units (reciprocating engines) with both exhaust and jacket heat recovery. The combined CHP units will be operated approximately 4,200 hours per year at 20 kW and achieve a minimum efficiency of at least 60% (higher heating value). The waste heat will be used for the existing swimming pool.

The award letter was not submitted to the Board due to various shortfalls in communication in the administrative process.

MINUTES

Department of Public Works - cont'd

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 MEA Combined Heat and Power Grant Agreement with the Maryland Energy Administration.

MINUTES

Department of Public Works - Maryland Energy Administration
(MEA) Combined Heat and Power
Program Grant Agreement for the
Charles Benton Building

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of the MEA Combined Heat and Power Grant Agreement with the Maryland Energy Administration. The period of the agreement is effective upon receipt of a properly executed agreement by MEA through January 01, 2019.

AMOUNT OF MONEY AND SOURCE:

\$500,000.00 - 5000-583017-1981-194600-60000

BACKGROUND/EXPLANATION:

The Department of Public Works received an award letter from the Maryland Energy Administration in April of 2017 announcing the Charles Benton Building had been selected to receive up to \$500,000.00 through the Combined Heat and Power Grant Program. The purpose of the grant is to provide funding for the commissioning of a Combined Heat and Power (CHP) system in a multi-function critical infrastructure office building in Baltimore, Maryland.

The CHP system will consist of one 1300 kW HGM 560 or equivalent Co-Gen units (reciprocating engines) with both exhaust and jacket heat recovery. The CHP unit will be operated approximately 8,250 hrs./yr. at 1,300 kW and achieve a minimum efficiency of at least 60% (higher heating value). The waste heat will be used for existing building hot water loads and to drive an absorption chiller.

The award letter was not submitted to the Board due to various shortfalls in communication in the administrative process.

MINUTES

Department of Public Works - cont'd

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 MEA Combined Heat and Power Grant Agreement with the Maryland Energy Administration.

MINUTES

Department of Housing and - Land Disposition and
Community Development Acquisition Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of the Land Disposition and Property Exchange Agreement which outlines the exchange of a property owned by Jehovah Elohim, LLC, Developer, for a comparable property owned by the City.

The proposed property exchange is as follows:

Jehovah Elohim, LLC 2735 Fenwick Avenue 3937-032

In exchange for:

Mayor and City Council 4217 Ivanhoe Avenue 3973D-009

AMOUNT OF MONEY AND SOURCE:

\$600.00 - 9910-08044-9588-900000-704044

BACKGROUND/EXPLANATION:

The Department's Land Resource Division, on behalf of the City, strategically acquires, and manages vacant or abandoned properties, ultimately enabling them to be returned to productive use and improving Baltimore's neighborhoods.

Jehovah Elohim, LLC, planned to rehab its property at 2735 Fenwick Avenue when it received notice of the City's intent to demolish it. However, because the City is currently acquiring properties in the 2700 Block of Fenwick Avenue for future development, a swap was proposed to convey a comparable City owned property at 4217 Ivanhoe Avenue, to Jehovah Elohim, LLC, subject to open municipal liens with the exception of water bills.

MINUTES

Department of Housing and - cont'd
Community Development

In exchange, the City would receive from the Developer the property at 2735 Fenwick Avenue. Both parties agreed to convey the exchanged properties in "as is" condition with good and marketable titles. The rehab work to 4217 Ivanhoe Avenue will be completed by the Developer within 12 months from the date of settlement.

The comparability of value for each property was determined by the Waiver Valuation Process. The property at 2735 Fenwick Avenue was valued at \$10,000.00, and 4217 Ivanhoe Avenue value is \$11,500.00. There are outstanding liens against the Developer's property in the amount of \$4,816.70, which the City will acquire with the exception of water bills. The open municipal liens are stated below:

2735 Fenwick Avenue

| | |
|-------------------------|-------------------|
| Tax Sale | \$3,301.70 |
| Environmental Citations | <u>1,515.00</u> |
| Total Municipal Liens | \$4,816.70 |

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

The rationale behind the exchange of properties will allow the City to take title and demolish expeditiously the property at 2735 Fenwick Avenue while allowing for the rehab of 4217 Ivanhoe Avenue in a timely manner. The transfer of property by means of comparable exchange helps in the elimination of blight, more time efficient and minimizes cost over other methods of acquisition such as tax sale foreclosure and the eminent domain process.

MINUTES

Department of Housing and - cont'd
Community Development

By virtue of the power conferred by Article 13, Section 2-7, of the Baltimore City Code (2009 Edition), the Housing Commissioner approved all the terms and conditions of this Land Disposition and Acquisition Agreement.

APPROVED FOR FUNDS BY FINANCE

UPON MOTION duly made and seconded, the Board approved and authorized execution of the Land Disposition and Property Exchange Agreement which outlines the exchange of the property owned by Jehovah Elohim, LLC, Developer, for a comparable property owned by the City.

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 Elite Management Group Corporation, Developer, for sale of City-owned properties located at 1522 and 1524 Retreat Street.

AMOUNT OF MONEY AND SOURCE:

\$ 7,000.00 - 1522 Retreat Street
7,000.00 - 1524 Retreat Street
\$14,000.00

BACKGROUND/EXPLANATION:

The project shall consist of the rehabilitation of the properties. Once rehabbed, the properties shall be used as single family rental units.

The City is authorized to dispose of the Property by virtue of the provisions of Article II, Section 15 of the Charter of Baltimore City (as amended); Article 13 of the Baltimore City Code (as amended), which established the Department of Housing and Community Development.

The properties were priced pursuant to the appraisal policy of Baltimore City using the Waiver Valuation process for \$6,300.00 each and will be sold for \$7,000.00 each (\$14,000.00 total). The properties are selling for a price above the value; therefore a rationale for the sale price is not applicable.

MBE/WBE PARTICIPATION:

The developer will purchase the 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.

MINUTES

Department of Housing and - cont'd
Community Development

UPON MOTION duly made and seconded, the Board approved and authorized execution of the Land Disposition Agreement with Elite Management Group Corporation, Developer, for sale of City-owned properties located at 1522 and 1524 Retreat Street.

MINUTES

Department of Housing and - Land Disposition Agreement
Community Development

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of a Land Disposition Agreement with Live It Up, LLC., for sale of City-owned property located at 1823 N. Register Street.

AMOUNT OF MONEY AND SOURCE:

\$3,000.00 - Purchase Price

BACKGROUND/EXPLANATION:

The project will consist of the rehabilitation of one vacant building. Once rehabilitated, the property will be used as a rental property. The project will be privately financed.

The City is authorized to dispose of the Property by virtue of the provisions of Article 13 §2-7 (h) (2) (as amended)

STATEMENT OF PURPOSE AND RATIONALE FOR SALE DETERMINED BELOW THE WAIVER VALUATION VALUE:

The property was priced pursuant to the appraisal policy of Baltimore City using the Waiver Valuation process for \$5,200.00 and will be sold for \$3,000.00. The property will be sold to Live It Up, LLC below the waiver valuation value because of the following reasons:

- The sale will help to promote a specific benefit to the immediate community.

MINUTES

DHCD - cont'd

- The sale and rehabilitation will help to eliminate Blight from the neighborhood.
- The sale and rehabilitation will promote economic development through the placement of the subject property on the City's tax rolls.

MBE/WBE PARTICIPATION:

The developer will purchase the 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 Live It Up, LLC., for sale of City-owned property located at 1823 N. Register Street.

MINUTES

Department of Housing and - Land Disposition Agreement
Community Development

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of a Land Disposition Agreement with Charm City Meadworks, LLC, Developer, for the sale of City-owned properties located at 320, 322, 324, 400, 402, 404, and 406 E. Biddle Street.

AMOUNT OF MONEY AND SOURCE:

| | | | |
|----|-------------------|---|----------------------|
| \$ | 650.00 | - | 320 E. Biddle Street |
| | 650.00 | - | 322 E. Biddle Street |
| | 650.00 | - | 324 E. Biddle Street |
| | 650.00 | - | 400 E. Biddle Street |
| | 650.00 | - | 402 E. Biddle Street |
| | 650.00 | - | 404 E. Biddle Street |
| | 650.00 | - | 406 E. Biddle Street |
| | \$4,550.00 | - | Purchase Price |

BACKGROUND/EXPLANATION:

The City will convey all of its rights, title, and interests in to Charm City Meadworks, LLC for the purchase price, which will be paid to the City of Baltimore at the time of settlement.

The project will involve the clearing and landscaping of seven vacant lots. These properties are in the Johnston Square neighborhood.

The authority to sell the 5 properties located at 320, 324, 400, 402, and 406 E. Biddle Street is given under Baltimore City Code, Article 13, §2-7(h). The properties located at 322 and 404 E. Biddle Street were journalized and approved for sale on December 6, 2012.

MINUTES

DHCD - cont'd

STATEMENT OF PURPOSE AND RATIONALE FOR SALE DETERMINED BELOW APPRAISED VALUE:

The properties located at 320, 322, 324, 400, 402, 404 and 406 E. Biddle Street are assessed by State Department of Assessments and Taxation (SDAT) at \$1,000.00 each. Pursuant to the Baltimore City Appraisal Policy, properties assessed below \$2,500.00 by the SDAT do not have to be appraised for value.

The sales of these vacant lots at a price below the assessed value are being sold for the following reason:

- will be a specific benefit to the immediate community,
- eliminate blight and the property,
- returned to the tax rolls, and
- The properties are also very small and will not be built on.

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 Charm City Meadworks, LLC, Developer, for the sale of City-owned properties located at 320, 322, 324, 400, 402, 404, and 406 E. Biddle Street.

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 North Bethel Row, LLC, Developer, for the sale of the City-owned properties located at 1400, 1402, 1404, 1406, 1414, and 1422 N. Bethel Street.

AMOUNT OF MONEY AND SOURCE:

| | | |
|--------------------|---|-----------------------|
| \$ 1,000.00 | - | 1400 N. Bethel Street |
| 3,000.00 | - | 1402 N. Bethel Street |
| 3,000.00 | - | 1404 N. Bethel Street |
| 3,000.00 | - | 1406 N. Bethel Street |
| 3,000.00 | - | 1414 N. Bethel Street |
| 3,000.00 | - | 1422 N. Bethel Street |
| <u>\$16,000.00</u> | - | Purchase Price |

BACKGROUND/EXPLANATION:

The City will convey all of its rights, title, and interest to North Bethel Row, LLC, for \$16,000.00, which will be paid to the City of Baltimore at the time of settlement. The developer will be using private funds.

The project will involve the complete rehabilitation of the five vacant buildings located at 1402, 1404, 1406, 1414, and 1422.

The vacant lot at located at 1400 Bethel Street will be used as green space/garden and will be attached to and sold with the unit at located at 1402. When completed, 80% of the units will to be sold to homeowners at market rate the remaining 20% of the

MINUTES

DHCD - cont'd

entire project will be sold to homeowners with low to moderate income. The properties are located in the Oliver neighborhood and are part of a larger project with a whole block outcome.

The authority to sell these properties, is given under Baltimore City Code, Article 13, §2-7(h) of the Baltimore City Code.

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

In accordance with the Waiver Valuation Process, the DHCD determined the five vacant buildings located at 1402, 1404, 1406, 1414, and 1422 N. Bethel Street were valued at \$5,000.00 each and will be sold for \$3,000.00 each.

Pursuant to the City of Baltimore Appraisal Policy, "unimproved real property with an assessed value of \$2,500.00 or less will not require an appraisal." The vacant lot located at 1400 N. Bethel Street is currently assessed by SDAT for \$500.00 and will be sold for \$1,000.00; therefore, this statement is not applicable to the lot. The sale of the vacant five properties at a price below the waiver valuation value will be a specific benefit to the immediate community, eliminate blight, create jobs during reconstruction and the properties will be returned to the 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.

MINUTES

DHCD - cont'd

UPON MOTION duly made and seconded, the Board approved and authorized execution of the Land Disposition Agreement with North Bethel Row, LLC, Developer, for the sale of the City-owned properties located at 1400, 1402, 1404, 1406, 1414, and 1422 N. Bethel Street.

MINUTES

Department of Housing and - Land Disposition Agreement
Community Development

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of a Land Disposition Agreement with Ernst Valery Investments, Corp., Developer, for the sale of City-owned property located at 1704 - 1706 Barclay Street.

AMOUNT OF MONEY AND SOURCE:

\$13,000.00 - Purchase Price

BACKGROUND/EXPLANATION:

The City will convey all of its rights, title, and interest in 1704 - 1706 Barclay Street to Ernst Valery Investments, Corp., for the price of \$13,000.00, which will be paid to the City of Baltimore at the time of settlement. The Developer will be using private funds.

The project will involve the construction of a brand new three level multi-family building, with three condo units. The condo units will be sold to homeowners at market-rate. The property is a single, consolidated vacant lot in the Greenmount-West neighborhood.

The authority to sell the property, is given under Baltimore City Code, Article 13, §2-7(h) of the Baltimore City Code.

STATEMENT OF PURPOSE AND RATIONALE FOR SALE BELOW THE VALUE DETERMINED BY THE APPRAISAL VALUE:

In accordance with the Appraisal Policy, the Waiver Valuation Process determined the property located at 1704 - 1706 Barclay Street to be valued at \$15,800.00. The sales price is \$13,000.00.

The sale of the vacant lot at a price below the waiver valuation for the following reasons:

MINUTES

DHCD - cont'd

- the sale will be a specific benefit to the immediate community,
- eliminate blight, facilitate owner-occupied home ownership, and
- create jobs during construction and the property will be returned to the 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 Ernst Valery Investments, Corp., Developer, for the sale of City-owned property located at 1704 - 1706 Barclay Street.

MINUTES

Department of Housing and - Land Disposition Agreement
Community Development

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of a Land Disposition Agreement with WBD Monopolies, LLC, Developer, for the sale of City-owned property located at 1730 Darley Avenue.

AMOUNT OF MONEY AND SOURCE:

\$7,000.00 - Purchase Price

BACKGROUND/EXPLANATION:

The City will convey all of its rights, title, and interest in 1730 Darley Avenue for the price of \$7,000.00, which will be paid to the City of Baltimore at the time of settlement. The developer will be using private funds.

The project will involve the rehabilitation of the vacant building as a single family home, which will be rented to a tenant at market rate. The property is in the Darley Park neighborhood.

The authority to sell the property, is given under Baltimore City Code, Article 13, §2-7(h) of the Baltimore City Code.

STATEMENT OF PURPOSE AND RATIONALE FOR SALE BELOW THE VALUE DETERMINED BY THE APPRAISAL VALUE:

In accordance with the Appraisal Policy, the Waiver Valuation Process determined the property located at 1730 Darley Park to be valued at \$8,775.00. The property is being sold for \$7,000.00. The sale of this vacant property at a price below the waiver valuation value for the following reasons:

MINUTES

DHCD - cont'd

- the sale will be a specific benefit to the immediate Property,
- eliminate blight, create jobs during reconstruction, and
- the property will be returned to the 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 WBD Monopolies, LLC, Developer, for the sale of City-owned property located at 1730 Darley 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 Ewincorp One LLC, Developer, for sale of City-owned properties located at 1531, 1533, 1614, 1618, 1620 and 1622 Edmondson Avenue.

AMOUNT OF MONEY AND SOURCE:

\$ 3,000.00 - 1531 Edmondson Avenue
 3,000.00 - 1533 Edmondson Avenue
 3,000.00 - 1614 Edmondson Avenue
 3,000.00 - 1618 Edmondson Avenue
 3,000.00 - 1620 Edmondson Avenue
 3,000.00 - 1622 Edmondson Avenue
\$18,000.00

BACKGROUND/EXPLANATION:

The project will consist of the rehabilitation of six vacant properties. Once rehabilitated, each property will consist of six for-sale, one or two-unit properties with one owner-occupant in each property.

The City is authorized to dispose of the Property by virtue of Article 13 §2-7(h) (2) (as amended) and Ordinance No. 64-234, the Harlem Park Project II Renewal Plan, approved by the Mayor and City Council of Baltimore on July 6, 1960 (as amended).

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

Each property was priced pursuant to the Appraisal Policy of Baltimore City using the Waiver Valuation Process for \$5,000.00 each and will be sold at \$3,000.00 each for a total of \$18,000.00 because of the following reasons:

MINUTES

Department of Housing and - cont'd
Community Development

- the sale and the rehabilitation will help to promote a specific benefit to the immediate community,
- the sale and rehabilitation will continue the elimination of blight, and
- the sale and rehabilitation will promote economic development through the placement of the subject properties on the City's tax rolls.

MBE/WBE PARTICIPATION:

The Developer will purchase the 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 Ewincorp One LLC, Developer, for sale of City-owned properties located at 1531, 1533, 1614, 1618, 1620 and 1622 Edmondson Avenue.

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 3604 W. Belvedere Avenue, (Block 4544C, Lot 036) by gift from Wells Fargo Bank, N.A. **SUBJECT** to municipal liens, interest, and penalties, other than water bills.

AMOUNT OF MONEY AND SOURCE:

Wells Fargo Bank, N.A., Owner, agrees 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.

Wells Fargo Bank, N.A. has offered to donate to the City, title to the property located at 3604 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 DHCD will acquire the property subject to all municipal liens, other than water bills, and all interest and penalties that may accrue prior to recording a deed. A list of open municipal liens accrued through June 14, 2017, other than water bill which must be paid as part of the transaction is as follows:

MINUTES

DHCD - cont'd

| | | |
|--------------------|-------------------------|-----------------|
| Real Property Tax | 2017-2018 | \$ 70.46 |
| Miscellaneous Bill | #8271389 | <u>204.88</u> |
| | Total Taxes owed | \$275.34 |

UPON MOTION duly made and seconded, the Board approved the acquisition of the leasehold interest in the property located at 3604 W. Belvedere Avenue, (Block 4544C, Lot 036) by gift from Wells Fargo Bank, N.A. **SUBJECT** to municipal liens, interest, and penalties, other than water bills.

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 fee simple interest in the property located at 710 N. Carrollton Avenue, (Block 0102, Lot 006) by gift from Wells Fargo Bank, N.A. **SUBJECT** to municipal liens, interest, and penalties, other than water bills.

AMOUNT OF MONEY AND SOURCE:

Wells Fargo Bank, N.A., Owner, agrees 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.

Wells Fargo Bank, N.A. has offered to donate to the City, title to the property located at 710 N. Carrollton 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 DHCD will acquire the property subject to all municipal liens, other than water bills, and all interest and penalties that may accrue prior to recording a deed. A list of open municipal liens accrued through July 26, 2017, other than water bills which must be paid as part of the transaction is as follows:

MINUTES

DHCD - cont'd

| | | |
|------------------------|-------------------------|-----------------|
| Real Property Tax Levy | 2017-2018 | \$ 70.46 |
| | Total Taxes owed | \$ 70.46 |

UPON MOTION duly made and seconded, the Board approved the acquisition of the fee simple interest in the property located at 710 N. Carrollton Avenue, (Block 0102, Lot 006) by gift from Wells Fargo Bank, N.A. **SUBJECT** to municipal liens, interest, and penalties, other than water bills.

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 807 Dukeland Street, (Block 2378, Lot 003A) by gift from House of Refuge International Church, Inc. **SUBJECT** to municipal liens, interest, and penalties, other than water bills.

AMOUNT OF MONEY AND SOURCE:

House of Refuge International Church, Inc., Owner, agrees 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.

House of Refuge International Church, Inc. has offered to donate to the City, title to the property located at 807 Dukeland Street. 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 DHCD will acquire the property subject to all municipal liens, other than water bills, and all interest and penalties that may accrue prior to recording a deed. A list of open municipal liens accrued through July 14, 2017, other than water bills which must be paid as part of the transaction is as follows:

MINUTES

DHCD - cont'd

| | | |
|--------------------|-------------------------|-----------------|
| Real Property Tax | 2017-2018 | \$ 70.46 |
| Miscellaneous Bill | #8295057 | <u>160.00</u> |
| | Total Taxes owed | \$230.46 |

UPON MOTION duly made and seconded, the Board approved and authorized execution of the acquisition of the leasehold interest in the property located at 807 Dukeland Street, (Block 2378, Lot 003A) by gift from House of Refuge International Church, Inc. **SUBJECT** to municipal liens, interest, and penalties, other than water bills.

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 4502 Schley Avenue, (Block 5864C, Lot 006) by gift from John and Ethel Zimmerman **SUBJECT** to municipal liens, interest, and penalties, other than water bills.

AMOUNT OF MONEY AND SOURCE:

John and Ethel Zimmerman, 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.

John and Ethel Zimmerman have offered to donate to the City, title to the property located at 4502 Schley 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 DHCD will acquire the property subject to all municipal liens, other than water bills, and all interest and penalties that may accrue prior to recording a deed. A list of open municipal liens accrued through July 14, 2017, other than water bills which must be paid as part of the transaction is as follows:

MINUTES

DHCD - cont'd

| | | |
|-----------------------|-------------------------|-----------------|
| Real Property Tax | 2017-2018 | \$145.62 |
| Real Property Tax | 2016-2017 | 174.92 |
| Miscellaneous Bill | #7991243 | 258.45 |
| Property Registration | 208660 | <u>81.36</u> |
| | Total Taxes owed | \$660.35 |

UPON MOTION duly made and seconded, the Board approved the leasehold interest in the property located at 4502 Schley Avenue, (Block 5864C, Lot 006) by gift from John and Ethel Zimmerman **SUBJECT** to municipal liens, interest, and penalties, other than water bills.

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 1515 E. Federal Street (Block 1126, Lot 029) by gift from C and K Realty, LLC **SUBJECT** to municipal liens, interest, and penalties, other than water bills.

AMOUNT OF MONEY AND SOURCE:

C and K Realty, LLC, Owner, 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.

C and K Realty, LLC has offered to donate to the City, title to the property located at 1515 E. Federal Street. 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 DHCD will acquire the property subject to all municipal liens, other than water bills, and all interest and penalties that may accrue prior to recording a deed. A list of open municipal liens accrued through July 28, 2017, other than water bills which must be paid as part of the transaction is as follows:

MINUTES

DHCD - cont'd

| | | |
|------------------------|-------------------------|-------------------|
| Tax Sale Cert. #315186 | 09/28/2016 | \$1,276.43 |
| Real Property Tax | 2017-2018 | 430.60 |
| Real Property Tax | 2016-2017 | 423.10 |
| Miscellaneous Bill | #7587793 | 132.77 |
| Miscellaneous Bill | #7592074 | 232.00 |
| Miscellaneous Bill | #7718257 | 270.05 |
| Miscellaneous Bill | #7887227 | 299.12 |
| Miscellaneous Bill | #8120826 | 219.47 |
| Miscellaneous Bill | #8209942 | 207.87 |
| | Total Taxes owed | \$3,491.41 |

UPON MOTION duly made and seconded, the Board approved the acquisition of the leasehold interest in the property located at 1515 E. Federal Street (Block 1126, Lot 029) by gift from C and K Realty, LLC **SUBJECT** to municipal liens, interest, and penalties, other than water bills.

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 fee simple interests in the property located at 1702 Ashburton Street by gift from Mr. Kevin O'Toole, Owner, **SUBJECT** to municipal liens, interest, and penalties, other than water bills.

AMOUNT OF MONEY AND SOURCE:

The Owner agrees 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.

Mr. O'Toole has offered to donate to the City, title to the property at 1702 Ashburton St. With this Honorable Board's approval, the City will receive clear and marketable title to the property, subject only to certain City liens. Accepting this donation is less costly than acquiring the property by tax sale foreclosure or eminent domain.

The Department will to acquire the properties subject to all municipal liens, other than water bills, and all interest and penalties that may accrue to recording a deed. A list of open municipal liens accrued through July 14, 2017, other than water bills which must be paid as part of the transaction is as follows:

MINUTES

DHCD - cont'd

| | | |
|--------------------------|---------------|--------------------|
| Tax Cert #305830 | Date: 5/16/16 | \$10,643.05 |
| Tax Cert #213905 | Date: 5/12/18 | 2,869.29 |
| Real Property Tax | 2017-2018 | 101.77 |
| Real Property Tax | 2016-2017 | 84.60 |
| Real Property Tax | 2015-2016 | 152.53 |
| Real Property Tax | 2014-2015 | 117.72 |
| Real Property Tax | 2013-2014 | 134.28 |
| Real Property Tax | 2012-2013 | 163.30 |
| Real Property Tax | 2011-2012 | 168.70 |
| Real Property Tax | 2010-2011 | 423.29 |
| Miscellaneous Bill | #6273957 | 127.54 |
| Miscellaneous Bill | #6328272 | 119.11 |
| Miscellaneous Bill | #6425219 | 156.02 |
| Miscellaneous Bill | #6450167 | 274.42 |
| Miscellaneous Bill | #6787634 | 218.36 |
| Miscellaneous Bill | #6927370 | 207.19 |
| Miscellaneous Bill | #7080617 | 320.72 |
| Miscellaneous Bill | #7107212 | 308.52 |
| Miscellaneous Bill | #7477409 | 291.41 |
| Miscellaneous Bill | #8068322 | 254.14 |
| Miscellaneous Bill | #8287351 | 160.00 |
| Environmental Citations | 52979333 | 1,500.00 |
| Total Taxes Owed: | | \$18,795.96 |

UPON MOTION duly made and seconded, the Board approved the acquisition of the fee simple interests in the property located at 1702 Ashburton Street by gift from Mr. Kevin O'Toole, Owner, **SUBJECT** to municipal liens, interest, and penalties, other than water bills.

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 fee simple interests in the property located at 1602 Gorsuch Avenue by gift from Mr. Edward Asafo-Adjei, Owner, **SUBJECT** to municipal liens, interest, and penalties, other than water bills.

AMOUNT OF MONEY AND SOURCE:

The Owner agrees 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.

Mr. Asafo-Adjei has offered to donate to the City, title to the property at 1602 Gorsuch Avenue. With this Honorable Board's approval, the City will receive clear and marketable title to the property, subject only to certain City liens. Accepting this donation is less costly than acquiring the property by tax sale foreclosure or eminent domain.

The Department will to acquire the properties subject to all municipal liens, other than water bills, and all interest and penalties that may accrue to recording a deed. A list of open municipal liens accrued through July 13, 2017, other than water bills which must be paid as part of the transaction is as follows:

MINUTES

DHCD - cont'd

| | | |
|--------------------------|---------------|--------------------|
| Tax Cert #309233 | Date: 5/16/16 | \$ 5,804.48 |
| Real Property Tax | 2017-2018 | 117.44 |
| Real Property Tax | 2016-2017 | 141.10 |
| Real Property Tax | 2015-2016 | 220.19 |
| Real Property Tax | 2014-2015 | 196.54 |
| Real Property Tax | 2013-2014 | 224.56 |
| Real Property Tax | 2012-2013 | 231.56 |
| Real Property Tax | 2011-2012 | 206.28 |
| Real Property Tax | 2010-2011 | 185.38 |
| Miscellaneous Bill | #5420153 | 297.36 |
| Miscellaneous Bill | #5835608 | 202.82 |
| Miscellaneous Bill | #6560478 | 242.67 |
| Miscellaneous Bill | #6701734 | 169.36 |
| Miscellaneous Bill | #6749873 | 219.47 |
| Miscellaneous Bill | #6788673 | 128.22 |
| Miscellaneous Bill | #6799159 | 204.64 |
| Miscellaneous Bill | #6982003 | 300.67 |
| Miscellaneous Bill | #7137649 | 283.27 |
| Miscellaneous Bill | #8137366 | 223.80 |
| Environmental Citations | 54267950 | 1,500.00 |
| Total Taxes Owed: | | \$11,099.81 |

UPON MOTION duly made and seconded, the Board approved and authorized execution of the acquisition of the fee simple interests in the property located at 1602 Gorsuch Avenue by gift from Mr. Edward Asafo-Adjei, Owner, **SUBJECT** to municipal liens, interest, and penalties, other than water bills.

MINUTES

Department of Housing and - Acquisition by Gift
Community Development

ACTION REQUESTED OF B/E:

The Board is requested to approve acquisition of the fee simple interest in the property located at 304 S. Stricker Street by gift from Mr. Kevin O'Toole, Owner, **SUBJECT** to municipal liens, interest, and penalties, other than water bills.

AMOUNT OF MONEY AND SOURCE:

Mr. Kevin O'Toole, Owner, of the property at 304 S. Stricker St. agrees to pay for any title work and all associated settlement costs, not to exceed \$600.00 total. Thus, no City funds will be expended.

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 enables these properties to be returned to productive use and improving Baltimore's neighborhoods.

Mr. O'Toole has offered to donate to the City, title to the property at 304 S. Stricker Street. 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 DHCD seeks approval to acquire the properties subject to all municipal liens, other than water bills, and all interest and penalties that may accrue prior to recording a deed. A list of open municipal liens accrued through July 14, 2017, other than water bills which must be paid as part of the transaction is as follows:

MINUTES

DHCD - cont'd

| | | |
|--------------------------|----------------|--------------------|
| Tax Cert. #31390 | Date: 05/16/16 | \$12,427.79 |
| Tax Cert. #211373 | Date: 05/14/17 | 17,496.66 |
| Real Property Tax | 2017-2018 | 117.44 |
| Real Property Tax | 2016-2017 | 141.10 |
| Real Property Tax | 2015-2016 | 220.19 |
| Real Property Tax | 2014-2015 | 431.98 |
| Real Property Tax | 2013-2014 | 99.42 |
| Miscellaneous Bills | #7068513 | 332.10 |
| Miscellaneous Bills | #7346851 | 220.00 |
| Miscellaneous Bills | #7899784 | 212.32 |
| Miscellaneous Bills | #7907249 | 126.44 |
| Miscellaneous Bills | #8029969 | 238.49 |
| Miscellaneous Bills | #8078453 | 341.98 |
| Environmental Citations | #52748886 | 1,500.00 |
| Environmental Citations | #54843545 | 500.00 |
| Property Registration | 069147 | 1,179.46 |
| Total Taxes Owed: | | \$35,585.37 |

UPON MOTION duly made and seconded, the Board approved the acquisition of the fee simple interest in the property located at 304 S. Stricker Street by gift from Mr. Kevin O'Toole, Owner, **SUBJECT** to municipal liens, interest, and penalties, other than water bills.

MINUTES

Department of Housing and - Acquisition by Gift
Community Development

ACTION REQUESTED OF B/E:

The Board is requested to approve acquisition of the leasehold interest in the property located at 3031 Rayner Ave (2475E-016) by gift from U.S. Bank, N.A., Owner, **SUBJECT** to municipal liens, interest, and penalties, other than water bills.

AMOUNT OF MONEY AND SOURCE:

U.S. Bank, N.A., Owner of the property at 3031 Rayner Avenue agrees to pay for any title work and all associated settlement costs, not to exceed \$600.00 total. Thus, no City funds will be expended.

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 enables these properties to be returned to productive use and improving Baltimore's neighborhoods.

The U.S. Bank, N.A. has offered to donate to the City, title to the property at 3031 Rayner Avenue. With the City'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.

MINUTES

DHCD - cont'd

The DHCD Land Resources seeks approval to acquire the properties subject to all municipal liens, other than water bills, and all interest and penalties that may accrue prior to recording a deed. A list of open municipal liens accrued through July 21, 2017, other than water bills which must be part of the transaction is as follows:

| | | |
|--------------------------|-----------|-------------------|
| Real Tax Property | 2017-2018 | \$1,336.44 |
| Total Taxes Owed: | | \$1,336.44 |

UPON MOTION duly made and seconded, the Board approved acquisition of the leasehold interest in the property located at 3031 Rayner Ave (2475E-016) by gift from U.S. Bank, N.A., Owner, **SUBJECT** to municipal liens, interest, and penalties, other than water bills.

MINUTES

Department of Housing and - Acquisition by Gift
Community Development

ACTION REQUESTED OF B/E:

The Board is requested to approve acquisition of the fee simple interests in the properties located at 3447 Cottage Avenue, 2814 Hilldale Avenue, 2904 Hilldale Avenue, and 2924 Violet Avenue by gift from GBAHC Park Heights Homes, LLC, Owner, **SUBJECT** to municipal liens, interest, and penalties, other than water bills.

AMOUNT OF MONEY AND SOURCE:

GBAHC Park Heights Homes, LLC., Owner, of the property at 3447 Cottage Avenue, 2814 Hilldale Avenue, 2904 Hilldale Avenue, and 2924 Violet Avenue agrees to pay for any title work and all associated settlement costs, not to exceed \$2,400.00 total. Thus, no City funds will be expended.

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.

GBAHC Park Heights Homes, LLC. offered to donate to the City, title to the property at 3447 Cottage Ave., 2814 Hilldale Ave., 2904 Hilldale Ave., and 2924 Violet Ave. 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 DHCD seeks approval to acquire the properties subject to all municipal liens, other than water bills, and all interest and penalties that may accrue prior to recording a deed. A list of open municipal liens accrued through July 14, 2017, other than water bills which must be paid as part of the transaction is as follows:

MINUTES

DHCD - cont'd

| | | |
|--------------------------|-------------|-----------------|
| 3447 Cottage Avenue | | |
| Real Property Tax | 2017 - 2018 | \$ 70.80 |
| Total Taxes Owed: | | 70.80 |
| 2814 Hilldale Avenue | | |
| Real Property Tax | 2017 - 2018 | 70.80 |
| Total Taxes Owed: | | 70.80 |
| 2904 Hilldale Avenue | | |
| Real Property Tax | 2017 - 2018 | 70.80 |
| Total Taxes Owed: | | 70.80 |
| 2924 Violet Avenue | | |
| Real Property Tax | 2017 - 2018 | 70.80 |
| Total Taxes Owed: | | <u>70.80</u> |
| Total Taxes Owed: | | \$283.20 |

UPON MOTION duly made and seconded, the Board approved the acquisition of the fee simple interests in the properties located at 3447 Cottage Avenue, 2814 Hilldale Avenue, 2904 Hilldale Avenue, and 2924 Violet Avenue by gift from GBAHC Park Heights Homes, LLC, Owner, **SUBJECT** to municipal liens, interest, and penalties, other than water bills.

MINUTES

Department of Housing and - Acquisition by Gift
Community Development

ACTION REQUESTED OF B/E:

The Board is requested to approve acquisition of the fee simple interest in the property located at 718 E. 30th Street by gift from The Estate of James H. Van Daniker, Jr., Owner, **SUBJECT** to municipal liens, interest, and penalties, other than water bills.

AMOUNT OF MONEY AND SOURCE:

The Estate of James H. Van Daniker, Jr., Owner of the property at 718 E. 30th St. agrees to pay for any title work and all associated settlement costs, not to exceed \$600.00 total. Thus, no City funds will be expended.

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 enables these properties to be returned to productive use and improving Baltimore's neighborhoods.

The Estate of James H. Van Daniker, Jr. has offered to donate to the City, title to the property at 718 E. 30th St. 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 this donation is less costly than acquiring the property by tax sale foreclosure or eminent domain.

The DHCD seeks approval to acquire the properties subject to all municipal liens, other than water bills, and all interest and penalties that may accrue prior to recording a deed. A list of open municipal liens accrued through July 14, 2017, other than water bills which must be paid as part of the transaction is as follows:

MINUTES

DHCD - cont'd

| | | |
|--------------------------|---------------|--------------------|
| Tax Sale Cert #247049 | Date 05/17/10 | \$50,249.89 |
| Real Property Tax | 2017-2018 | 65.77 |
| Real Property Tax | 2016-2017 | 90.35 |
| Real Property Tax | 2015-2016 | 94.46 |
| Real Property Tax | 2014-2015 | 161.28 |
| Real Property Tax | 2013-2014 | 125.42 |
| Real Property Tax | 2012-2013 | 111.52 |
| Real Property Tax | 2011-2010 | 141.84 |
| Real Property Tax | 2010-2009 | 61.52 |
| Real Property Tax | 2009-2008 | 118.64 |
| Real Property Tax | 2008-2007 | 72.56 |
| Real Property Tax | 2007-2006 | 130.41 |
| Real Property Tax | 2006-2007 | 85.10 |
| Real Property Tax | 2005-2006 | 91.14 |
| Miscellaneous Bills | #6353908 | 304.58 |
| Miscellaneous Bills | #6583413 | 239.18 |
| Miscellaneous Bills | #6621395 | 202.50 |
| Miscellaneous Bills | #6658553 | 302.80 |
| Miscellaneous Bills | #6780241 | 292.02 |
| Miscellaneous Bills | #6948780 | 297.63 |
| Miscellaneous Bills | #7058597 | 265.38 |
| Miscellaneous Bills | #7064199 | 262.39 |
| Miscellaneous Bills | #7094501 | 259.40 |
| Miscellaneous Bills | #7116635 | 256.41 |
| Miscellaneous Bills | #7361561 | 249.62 |
| Miscellaneous Bills | #7387467 | 248.48 |
| Miscellaneous Bills | #7422330 | 242.16 |
| Miscellaneous Bills | #7472038 | 235.84 |
| Miscellaneous Bills | #7673411 | 315.38 |
| Miscellaneous Bills | #7694029 | 311.98 |
| Miscellaneous Bills | #7988264 | 243.40 |
| Miscellaneous Bills | #8014755 | 218.29 |
| Miscellaneous Bills | #8053704 | 271.15 |
| Miscellaneous Bills | #8255606 | 208.80 |
| Property Registration | 208234 | 568.00 |
| Total Taxes Owed: | | \$57,395.29 |

MINUTES

DHCD - cont'd

UPON MOTION duly made and seconded, the Board approved the acquisition of the fee simple interest in the property located at 718 E. 30th Street by gift from The Estate of James H. Van Daniker, Jr., Owner, **SUBJECT** to municipal liens, interest, and penalties, other than water bills.

MINUTES

Department of Housing and - Acquisition by Gift
Community Development

ACTION REQUESTED OF B/E:

The Board is requested to approve acquisition of the fee simple interest in the property located at 3215 Elmora Avenue by gift from Adeyinka Adeyemi, Owner, **SUBJECT** to municipal liens, interest, and penalties, other than water bills.

AMOUNT OF MONEY AND SOURCE:

Adeyinka Adeyemi, Owner, of the property at 3215 Elmora Ave. agrees to pay for any title work and all associated settlement costs, not to exceed \$600.00 total. Thus, no City funds will be expended.

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 enables these properties to be returned to productive use and improving Baltimore's neighborhoods.

The Owner has offered to donate to the City, title to the property at 3215 Elmora Ave. 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 DHCD seeks approval to acquire the properties subject to all municipal liens, other than water bills, and all interest and penalties that may accrue prior to recording a deed. A list of open municipal liens accrued through July 13, 2017, other than water bills which must be paid as part of the transaction is as follows:

MINUTES

DHCD - cont'd

| | | |
|--------------------------|-----------|--------------------|
| Real Property Tax | 2017-2018 | \$ 305.34 |
| Real Property Tax | 2016-2017 | 2,090.26 |
| Real Property Tax | 2015-2016 | 2,258.26 |
| Real Property Tax | 2014-2015 | 2,335.10 |
| Real Property Tax | 2013-2014 | 2,527.32 |
| Real Property Tax | 2012-2013 | 2,963.87 |
| Miscellaneous Bills | 46645204 | 227.62 |
| Miscellaneous Bills | #6880868 | 126.48 |
| Miscellaneous Bills | #6920391 | 204.97 |
| Miscellaneous Bills | #6950372 | 119.52 |
| Miscellaneous Bills | #7021108 | 294.87 |
| Miscellaneous Bills | #7132624 | 283.27 |
| Miscellaneous Bills | #7442106 | 304.48 |
| Miscellaneous Bills | #7745797 | 110.38 |
| Miscellaneous Bills | #7760093 | 219.47 |
| Miscellaneous Bills | #7774367 | 219.47 |
| Miscellaneous Bills | #7923634 | 229.41 |
| Miscellaneous Bills | #7988975 | 233.20 |
| Miscellaneous Bills | #8062325 | 351.69 |
| Miscellaneous Bills | #8138398 | 300.25 |
| Miscellaneous Bills | #8230781 | 181.48 |
| Miscellaneous Bills | #8263873 | 206.09 |
| Environmental Citations | 52758976 | 1,515.00 |
| Environmental Citations | 53444592 | 300.00 |
| Environmental Citations | 54046289 | 1,515.00 |
| Environmental Citations | 54548821 | 400.00 |
| Total Taxes Owed: | | \$19,822.80 |

MINUTES

DHCD - cont'd

UPON MOTION duly made and seconded, the Board approved the acquisition of the fee simple interest in the property located at 3215 Elmora Avenue by gift from Adeyinka Adeyemi, Owner, **SUBJECT** to municipal liens, interest, and penalties, other than water bills.

MINUTES

Department of Housing and - Contract of Sale
Community Development

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of the Contract of Sale with Housing Authority of Baltimore City (HABC) for the acquisition of the property interests listed below **SUBJECT** to municipal liens and all other municipal liens, interest and penalties, other than water bills, that may accrue.

| | <u>OWNER</u> | <u>PROPERTY ADDRESS</u> | <u>INT.</u> | <u>AMOUNT</u> |
|----|--------------|---------------------------|-------------|---------------|
| 1. | HABC | 1105 N. Collington Avenue | FS | \$2,500.00 |
| 2. | HABC | 2020 McCulloh Street | FS | \$8,000.00 |
| 3. | HABC | 4307 Park Heights Avenue | LH | \$3,567.00 |
| 4. | HABC | 4309 Park Heights Avenue | FS | \$4,400.00 |

AMOUNT OF MONEY AND SOURCE:

\$18,467.00 - 9910-906126-9588-900000-704040
HABC Acquisitions Project

BACKGROUND/EXPLANATION:

This contract of sale enables the Mayor and City Council of Baltimore to acquire the interests in the above listed vacant properties, for resale through the planning and development efforts of the Department of Housing and Community Development.

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 they 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 June 30, 2017, follows. HABC is exempt from Real Estate Taxes; therefore, no taxes are will be paid and are not included in these figures. Water bills will be paid and are not listed.

| <u>Property</u> | <u>Balance</u> |
|---------------------------|----------------|
| 1105 N. Collington Avenue | \$0.00 |
| 2020 McCulloh Street | \$0.00 |
| 4307 Park Heights Avenue | \$0.00 |
| 4309 Park Heights Avenue | \$0.00 |

APPROVED FOR FUNDS BY FINANCE

UPON MOTION duly made and seconded, the Board approved and authorized execution of the Contract of Sale with Housing Authority of Baltimore City for the acquisition of the foregoing property interests **SUBJECT** to municipal liens and all other municipal liens, interest and penalties, other than water bills, that may accrue.

MINUTES

PERSONNEL MATTERS

* * * * *

UPON MOTION duly made and seconded,

the Board approved

all of the Personnel matters

listed on the following pages:

3534 - 3560

All of the Personnel matters have been approved

by the EXPENDITURE CONTROL COMMITTEE.

All of the contracts have been approved

by the Law Department

as to form and legal sufficiency.

The President **ABSTAINED** on item no. 3.

The Comptroller **ABSTAINED** on item no. 5.

MINUTES**PERSONNEL**Mayor's Office of Cable and Communication1. Upgrade the following classification:

From: Media Producer/Director II
 Job Code: 83343
 Grade: 092 (\$48,812.00 - \$59,437.00)

To: Media Producer/Director
 Job Code: 83343
 Grade: 093 (\$59,466.00 - \$95,370.00)

Cost: \$15,974.00 - 6000-601917-5721-794400-406001

This position is to be considered a Position of Trust in accordance with the policy outlined in the Administrative Manual, Section 237-1.

Circuit Court for Baltimore City2. a. Create the following non-civil classification:

Classification: Manager, Court Technology
 Job Code: 10192
 Grade: 931 (\$72,420.00 - \$115,770.00)

b. Reclassify the following filled position:

From: System Analyst
 Job Code: 00890
 Grade: 927 (\$63,240.00 - \$101,184.00)
 Position No.: 10286

To: Manager, Court Technology
 Job Code: 10192
 Grade: 931 (\$72,420.00 - \$115,770.00)

Costs: \$10,705.00 - 1001-000000-1100-109400-601001

This position is to be considered a Position of Trust in accordance with the policy outlined in the Administrative Manual, Section 237-1.

MINUTES**PERSONNEL**Office of the City Council

| | <u>Hourly Rate</u> | <u>Amount</u> |
|---------------------------|--------------------|--------------------|
| 3. MICHAEL L SWIFT | \$90.00 | \$ 6,750.00 |

Account: 1001-000000-1000-104800-601009

Mr. Swift, will continue to work as a Contract Service Specialist II (Legislative Services Analyst/Parliamentarian). He will attend City Council meetings, provide technical support to the President of the City Council, provide advice on parliamentary procedures, review and comment on questions of parliamentary procedures, and educate the President and City Council on parliamentary procedures. In addition, Mr. Swift will provide analysis of the City Council rules and Robert's Rules of Order, newly revised. This is the same salary as in the previous contract period. The period of the agreement is effective upon Board approval for one year.

Baltimore Convention Center4. Reclassify the following filled position:

From: Lead Applications Systems Analyst
 Job Code: 07359
 Grade: 931 (\$72,420.00 - \$115,770.00)
 Position No.: 40395

To: Agency IT Manager II
 Job Code: 10263
 Grade: 942 (\$88,842.00 - \$146,472.00)

Cost: \$12,880.00 - 1001-000000-5311-391300-601001

This position is to be considered a Position of Trust in accordance with the policy outlined in the Administrative Manual, Section 237-1.

MINUTES**PERSONNEL**

Employee's Retirement System/ Elected
Officials Retirement System

| | <u>Hourly Rate</u> | <u>Amount</u> |
|---------------------------|--------------------|--------------------|
| 5. THOMAS B. COREY | \$45.83 | \$55,000.00 |

Account: 6000-604018-1520-168600-601009

Mr. Corey, retiree, will work as a Contact Service Specialist I (Assistant Solicitor/Special Counsel). His duties will include but are not limited to whether to waive the ERS's right to a hearing in claims for disability benefits brought under Article 22 of the Baltimore City Code. He will prepare for and represent the ERS and EOS at administrative hearings before an independent hearing examiner, reviews hearing examiner disability decisions and determine whether to appeal any such decision to the Circuit Court for Baltimore City. He will also appeal adverse Circuit Court decisions to the Maryland Court of Special Appeals and to the Maryland Court of Appeals. The period of the agreement is effective upon Board approval for one year.

Fire Department

6. a. Adjust the salary grade for the following classification:

Classification: Deputy Fire Chief
Job Code: 10213
From Grade: 84F (\$134,657.00)
To Grade: 84F (\$142,007.00)

Classification: Assistant Fire Chief
Job Code: 10213
From Grade: 85F (\$146,500.00)
To Grade: 85F (\$154,355.00)

MINUTES**PERSONNEL**

Fire Department - cont'd

b. Abolish the following position:

Classification: Fire Prevention Inspector I
 Job Code: 41224
 Grade: 337 (\$42,145.00 - \$64,483.00)
 Position No.: 47953

Costs: \$145,338.00 - 1001-000000-2112-226000-601061
 1001-000000-2121-226400-601061
 1001-000000-2101-225100-601061
 1001-000000-2132-228200-601061
 1001-000000-3191-308700-601061
 1001-000000-2101-225900-601061

On July 22, 2010, the Board of Estimates approved an established fixed salary relationship between the Battalion Fire Chief Suppression ALS classification and the Deputy and Assistant Chief classifications. This salary relationship was based on the Battalion Fire Chief Suppression, ALS maximum salary, plus longevities. The Deputy Fire Chief's salary was to be maintained at 115% and the Assistant Fire Chief's salary at 125% of the Battalion Fire Chief's maximum salary. Local 964's approved contract gave their members a 2% COLA effective July 1, 2017, so this action will align the established fixed salary between the Battalion Fire Chief and Deputy Fire Chief and Assistant Fire Chief positions.

These positions are to be considered Positions of Trust in accordance with the policy outlined in the Administrative Manual, Section 237-1.

MINUTES**PERSONNEL**Fire Department - cont'd

| | <u>Hourly Rate</u> | <u>Amount</u> |
|----------------------|--------------------|--------------------|
| 7. KELLY KING | \$35.40 | \$73,632.00 |

Account: 1001-000000-3191-308700-601061

Ms. King will continue to work as Contract Service Specialist II (Research Analyst II) for the EMS Division. Ms. King's duties will include, but are not limited to overseeing the implementation of the Baltimore City Fire Department's strategic plan for mobile integrated health, serves as a Project Coordinator and Lead Evaluator for the Fire Department and the Baltimore City Health Department's new initiative to reduce opioid-related fatalities across the city. Track monthly progress and conduct ongoing cost effectiveness analyses of current Baltimore City Fire Department effects to reduce call volume among high utilizers of the City's 911 system, oversees data, consent and referral process for linking individuals experiencing homelessness. The period of the agreement is effective upon Board approval for one year.

| | | |
|---------------------------------|---------|--------------------|
| 8. ELISE MAJOR WHITEFORD | \$25.48 | \$53,000.00 |
|---------------------------------|---------|--------------------|

Account: 4000-482016-2023-212609-601009

Ms. Whiteford will serve as a Contract Services Specialist II (City Planner I/Associate Planner). She will provide assistance to the Director of Operations by creating and updating the Standard Operating Procedures. She will also assist with crafting special trainings and exercises for the Office of Emergency Management. The period of the agreement is effective upon Board approval for one year.

MINUTES**PERSONNEL**Fire Department - cont'd

| | <u>Hourly Rate</u> | <u>Amount</u> |
|--------------------|--------------------|--------------------|
| 9. MARK FOX | \$26.44 | \$55,000.00 |

Account: 4000-481216-2023-212609-601009

Mr. Fox will serve as a Contract Services Specialist II (City Planner I/Associate Planner). He will provide assistance to the Director of Planning of major planning projects such as GIS mapping, social media program and public information dissemination, upgrading of the Mayor's Office of Emergency Management and its emergency operations centers technological needs. The period of the agreement is effective upon Board approval for one year.

| | | |
|--------------------------|---------|--------------------|
| 10. CHAYA DEITSCH | \$25.48 | \$53,000.00 |
|--------------------------|---------|--------------------|

Account: 4000-482016-2023-212609-601009

Ms. Deitsch will serve as a Contract Services Specialist II (City Planner I/Associate Emergency Planner). She will provide assistance to the Director of Logistics by participating in logistics operations during Emergency Operations Center activation and other events. She will also utilize the WASP system as well as train other staff in system use and updates of the Mayor's Office of Emergency Management's continuity of operations. The period of the agreement is effective upon Board approval for one year.

11. Reclassify the following vacant position:

From: Administrative Analyst I
 Job Code: 31311
 Grade: 087 (\$39,701.00 - \$47,990.00)
 Position No.: 19330

MINUTES**PERSONNEL**Fire Department - cont'd

To: Operations Officer V
Job Code: 00089
Grade: 936 (\$79,152.00 - \$126,582.00)

Costs: \$49,220.00 - 1001-000000-2151-776500-601061

This position is to be considered a Position of Trust in accordance with the policy outlined in Administrative Manual, Section 237-1.

Department of General Services12. Reclassify the following filled position:

From: Office Supervisor
Job Code: 33215
Grade: 084 (\$35,564.00 - \$42,446.00)
Position No.: 20051

To: Operations Assistant III
Job Code: 31106
Grade: 904 (\$46,920.00 - \$75,072.00)

Cost: \$6,339.00 - 2029-000000-1982-709500-601001

This position is to be considered a Position of Trust in accordance with the policy outlined in Administrative Manual, Section 237-1.

MINUTES**PERSONNEL**Department of General Services - cont'd

| | <u>Hourly Rate</u> | <u>Amount</u> |
|-----------------------------|--------------------|--------------------|
| 13. MICHAEL O'CONNOR | \$34.16 | \$40,992.00 |

Account: 1001-000000-1981-194700-601009

Mr. O'Connor, retiree, will continue to work as a Contract Services Specialist I (Administrative Analyst II/Financial Assessment Specialist). He will provide review of the Fleet Management Consultant's recommendations and provide oversight of the implementation project that will phase in new operational and financial structures by Mercury Associates. Mr. O'Connor will also develop an internal service fund for the Building Maintenance Division and assist in the implementation of that fund and develop funding structures to support the reorganization of the Department of General Services, including the establishment of the Property Management Bureau and Contract Administration Section. In addition, he will make recommendations regarding the budgetary and fiscal structure with an emphasis on improvements. The period of the agreement is effective upon Board approval for one year.

This salary is in compliance with AM 212-1, Part I.

14. Reclassify the following vacant position:

From: New Position
 Job Code: 90000
 Grade: 900 (\$1.00 - \$204,000.00)
 Position No.: 51951

MINUTES**PERSONNEL**Department of General Services - cont'd

To: Operations Research Analyst
Job Code: 31314
Grade: 923 (\$59,466.00 - \$95,370.00)

Cost: \$104,856.00 - 2030-000000-1890-189400-601001

This position is to be considered a Position of Trust in accordance with the policy outlined in Administrative Manual, Section 237-1.

Health Department15. Create the following position:

Classification: Public Health Representative
Job Code: 42563
Grade: 086 (\$38,152.00 - \$46,019.00)
Position No.: To be assigned by BBMR

Cost: \$60,615.51 - 4000-480317-3150-762100-601001

This position is to be considered a Position of Trust in accordance with the policy outlined in Administrative Manual, Section 237-1.

16. Create the following position:

Classification: Community Health Educator III
Job Code: 61253
Grade: 088 (\$41,326.00 - \$50,069.00)
Position No.: To be assigned by BBMR

Savings: \$62,259.18 - 4000-484915-3160-308600-601001

This position is to be considered a Position of Trust in accordance with the policy outlined in Administrative Manual, Section 237-1

MINUTES

PERSONNEL

Health Department - cont'd

17. Create the following position:

Classification: Program Coordinator
Job Code: 31192
Grade: 923 (\$59,466.00 - \$95,370.00)
Position No.: To be assigned by BBMR

Savings \$84,215.05 - 4000-484915-3160-308600-601001

This position is to be considered a Position of Trust in accordance with the policy outlined in Administrative Manual, Section 237-1

18. Create the following position:

Classification: Program Coordinator
Job Code: 31192
Grade: 923 (\$59,466.00 - \$95,370.00)
Position No.: To be assigned by BBMR

Cost: \$59,466.00 - 6000-613017-3080-275200-601001

This position is to be considered a Position of Trust in accordance with the policy outlined in Administrative Manual, Section 237-1.

Department of Law

| | <u>Hourly Rate</u> | <u>Amount</u> |
|--|--------------------|---------------------|
| 19. JOHN P. MACHEN | \$78.75 | \$136,158.75 |
| Accounts: 1001-000000-8620-175200-601009 | | \$ 34,039.69 |
| 6000-694007-5850-418600-601009 | | \$102,119.06 |

Mr. Machen, retiree, will continue to work as a Contract Services Specialist II (Chief Solicitor/Special Chief

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

| | <u>Hourly Rate</u> | <u>Amount</u> |
|---|--------------------|---------------|
| <p>Solicitor). He will draft and review documents for the Baltimore Development Corporation and other City departments and agencies. This is the same hourly rate as in the previous contract period. The period of the agreement is September 28, 2017 through September 27, 2018.</p> | | |

| | | |
|-------------------------|---------|--------------------|
| 20. BENJAMIN BOR | \$38.76 | \$67,830.00 |
|-------------------------|---------|--------------------|

Account: 2036-000000-1752-175200-601009

Mr. Bor will continue work as a Contract Services Specialist II (Assistant Solicitor/Special Assistant Solicitor). He will advise City agencies on responses to subpoenas and public information requests, provide training on responses to public information requests, handle guardianship matters for the Baltimore City Health Department, and assist in litigation involving the City. This is a 2% increase in the hourly rate from the previous contract period. The period of the agreement is October 26, 2017 through October 25, 2018.

| | | |
|------------------------------|---------|---------------------|
| 21. LAURA A. GIANTRIS | \$68.28 | \$ 81,936.00 |
|------------------------------|---------|---------------------|

Account: 2036-000000-1752-175200-601009

Ms. Giantris will continue work as a Contract Services Specialist II (Chief Solicitor/Special Chief Solicitor). She will handle questions received from the Mayor's Office and provide legal advice and counsel to City agency clients and other senior attorneys. Ms. Giantris will also provide support to the Baltimore City Department of Human Resources. This is a 2% increase in the hourly rate from the previous contract period. The period of the agreement is November 23, 2017 through November 22, 2018.

MINUTES**PERSONNEL**

Mayor's Office of Employment Development (MOED)

22. Reclassify the following vacant position:

From: Human Services
Job Code: 01223
Grade: 918 (\$33,263.00 - \$57,957.00)
Position No.: 16284

To: Operations Specialist I
Job Code: 00083
Grade: 906 (\$50,694.00 - \$80,988.00)

Cost: \$24,404.00 - 1001-000000-6397-484000-601001

This position is to be considered a position of Trust in accordance with the policy outlined in the Administrative Manual, Section 237-1.

23. Reclassify the following filled position:

From: Operations Officer I
Job Code: 00085
Grade: 923 (\$59,466.00 - \$95,370.00)
Position No.: 50422

To: Operations Officer II
Job Code: 00086
Grade: 927 (\$63,240.00 - \$101,184.00)

Cost: \$2,988.00 - 2026-000000-6311-733900-601001

This position is to be considered a Position of Trust in accordance with the policy outlined in the Administrative Manual, Section 237-1.

MINUTES**PERSONNEL**Police Department

| | <u>Hourly Rate</u> | <u>Amount</u> |
|------------------------------------|--------------------|--------------------|
| 24. RODERICK O. DOTSON, JR. | \$14.42 | \$30,000.00 |

Account: 1001-000000-2041-744200-601009

Mr. Dotson, retiree, will work as a Contract Services Specialist I (Court Security Assistant). He will review body worn camera footage from agency members and prepare electronic case folders for prosecution for the State's Attorney's Office. In addition, Mr. Dotson, will review, title, and categorize body worn camera video footage for inclusion in the electronic case folders submitted to the State's Attorney's Office. This is the same salary as in the previous contract period. The period of the agreement is December 18, 2017 through December 17, 2018.

| | | |
|---------------------------|---------|--------------------|
| 25. JAMES L. PRICE | \$14.42 | \$30,000.00 |
|---------------------------|---------|--------------------|

Account: 1001-000000-2042-198100-601009

Mr. Price, retiree, will continue to work as a Contract Services Specialist I (Police Report Reviewer). He will review police reports submitted online by the public to ensure they are consistent with uniform crime reporting and departmental standards. Mr. Price will also process arrests and court disposition supplements, coordinate with the Evidence Control Unit regarding disposal of evidence upon conclusion of criminal cases, and assist with various data entry tasks. This is the same hourly rate as in the previous contract period. The period of the agreement is November 21, 2017 through November 20, 2018.

MINUTES**PERSONNEL**Police Department - cont'd

| | <u>Hourly Rate</u> | <u>Amount</u> |
|---------------------------|--------------------|--------------------|
| 26. NANCY P. BYERS | \$14.42 | \$30,000.00 |

Account: 1001-000000-2042-198100-601009

Ms. Byers, retiree, will continue to work as a Contract Services Specialist I (Audio-Visual Technologist) for the Communications - Information Retrieval Unit. She will be responsible for audio reproduction of 911 and 311 calls from the public, police dispatches, and other recorded call. Ms. Byers will also research the computer-aided dispatch and recording systems regarding the process of reproducing the calls, search for individual audio files to be places in order of occurrence for a CD or tape to be produces, and verify the completeness of the recordings in court. This is the same salary as in the previous contract period. The period of the agreement is August 28, 2017 through August 27, 2018.

On January 3, 1996, the Board approved a waiver to the Administrative Manual policy 212-1, part I, which allowed the Police Department to hire retired police officers on a contractual basis.

| | | |
|--------------------------------|---------|--------------------|
| 27. EDILBERTO ILDEFONSO | \$14.42 | \$30,000.00 |
|--------------------------------|---------|--------------------|

Account: 1001-000000-2042-198100-601009

Mr. Ildefonso, retiree, will continue to work as a Storekeeper I (Contract Services Specialist I) in the Evidence Control Unit. He will be responsible for entry and

MINUTES**PERSONNEL**Police Department - cont'd

program goals, policies, and procedures. Mr. Stevens will also supervise program advisors, oversee the preparation of grant proposals, direct the administration of the program budget, develop program evaluation standards, and oversee the provision of services to program recipients. In addition, he will coordinate program activities with other agencies and organizations to obtain financial and other assistance, and ensure adherence to laws, policies, regulations, and guidelines. The period of the agreement is September 3, 2017 through September 2, 2018.

Enoch Pratt Free Library29. Create the following seven non-Civil Service positions:

Classification: Librarian I
 Job Code: 00656
 Grade: 087 (\$39,701.00 - \$47,990.00)
 Position Nos.: To be assigned by BBMR

Cost: \$488,000.00 - 5000-504618-4501-797000-601001

These positions are to be considered Positions of Trust in accordance with the policy outlined in the Administrative Manual, Section 237-1.

30. Create the following 12 positions:

Classification: Library Security Officer
 Job Code: 00672
 Grade: 083 (\$34,297.00 - \$40,788.00)
 Position Nos.: To be assigned by BBMR

Cost: \$658,000.00 - 1001-000000-4501-592700-601001

This position is to be considered Positions of Trust in accordance with the policy outlined in the Administrative Manual, Section 237-1.

MINUTES**PERSONNEL**

Enoch Pratt Free Library - cont'd

31. Create the following position:

Classification: Library IT Training Officer
Job Code: 00691
Grade: 927 (\$63,240.00 - \$101,184.00)
Position No.: To be assigned by BBMR

Cost: \$101,000.00 - 5000-504618-4501-797000-601001

This position is to be considered a Position of Trust in accordance with the policy outlined in the Administrative Manual, Section 237-1.

32. Create the following position:

Classification: Bookmobile Operator
Job Code: 00625
Grade: 079 (\$30,278.00 - \$35,348.00)
Position No.: To be assigned by BBMR

Cost: \$57,000.00 - 5000-504618-4501-797000-601001

This position is to be considered a Position of Trust in accordance with the policy outlined in the Administrative Manual, Section 237-1.

33. Create the following 12 positions:

Classification: Office Assistant II
Job Code: 00707
Grade: 075 (\$27,929.00 - \$31,746.00)
Position Nos.: To be determined by BBMR

Cost: \$641,000.00 - 5000-504618-4501-797000-601001

These positions are to be considered Positions of Trust in accordance with the policy outlined in the Administrative Manual, Section 237-1.

MINUTES**PERSONNEL**

Enoch Pratt Free Library - cont'd

34. Create the following 13 positions:

Classification: Library Associate II
 Job Code: 00654
 Grade: 085 (\$36,681.00 - \$44,199.00)
 Position Nos.: To be assigned by BBMR

Cost: \$852,000.00 - 5000-504618-4501-797000-601001

These positions are to be considered Positions of Trust in accordance with the policy outlined in the Administrative Manual, Section 237-1.

35. Create the following position:

Classification: Library Security Officer Supervisor
 Job Code: 00674
 Grade: 086 (\$38,152.00 - \$46,019.00)
 Position No.: To be assigned by BBMR

Cost: \$69,000.00 - 5000-504618-4501-797000-601001

This position is to be considered a Position of Trust in accordance with the policy outlined in the Administrative Manual, Section 237-1.

36. Reclassify the following vacant position:

From: Secretary II
 Job Code: 00710
 Grade: 078 (\$29,672.00 - \$34,218.00)
 Position No.: 15759

To: Library Associate II
 Job Code: 00654
 Grade: 085 (\$36,681.00 - \$44,199.00)

Costs: \$7,570.00 - 1001-000000-4501-592700-601001

MINUTES**PERSONNEL**Enoch Pratt Free Library - cont'd

This position is to be considered a Position of Trust in accordance with the policy outlined in the Administrative Manual, Section 237-1.

Department of Public Works

| | <u>Hourly Rate</u> | <u>Amount</u> |
|-------------------------|--------------------|--------------------|
| 37. JOANA Y. PEI | \$31.21 | \$59,486.26 |

Account: 2072-000000-5181-738100-601009

Ms. Pei will continue to work as a Contract Services Specialist II (Environmental Conservation Analyst/Environmental Conservation Analyst). She will create and implement a database to ensure timely completion of environmental reporting requirements; perform inspections of various agency environmental permits and records; assist operational staff with environmental compliance measures and strategic planning initiatives; and provides information on the environmental impact of programs and proposals. This salary is a 2% increase in the hourly rate from the previous contract period. The period of the agreement is effective upon Board approval for one year.

| | | |
|---------------------------|---------|--------------------|
| 38. CYNTHIA SPENCE | \$32.50 | \$61,945.00 |
|---------------------------|---------|--------------------|

Account: 2071-000000-5471-400504-601009

Ms. Spence will continue to work as a Contract Services Specialist II (Program Analyst/Program Analyst). She will collaborate with project management, establish and communicate metering and billing project goals, objectives, strategies, and priorities; conduct an assessment of meter installations, meter infrastructure, and water billing system project needs, and analyze availability and coordinate the utilization of City resources to address project needs and protect City metering equipment. This is a 2% increase in the hourly rate from the previous contract period. The period of the agreement is effective upon Board approval for one year.

MINUTES

Department of Public Works - cont'd

| | <u>Hourly Rate</u> | <u>Amount</u> |
|--------------------------|--------------------|--------------------|
| 39. INGRID RIVERA | \$31.65 | \$60,324.90 |

Account: 1001-000000-1901-190300-601009

Ms. Rivera will continue to work as a Contract Services Specialist II (Stores Supervisor II/Stores Supervisor II). She will evaluate, manage, and oversee all operational aspects of the inventory processes; ensure the goods and services needed for the Department to perform its mission and adhere to its strategic plans are received in a timely manner and complies with all City and Department policies and procedures and are catalogued and stored in an appropriate and secure environment. This is a 2% increase in the hourly rate from previous contract period. The period of the agreement is effective upon Board approval for one year.

| | | |
|------------------------------|---------|--------------------|
| 40. CYNTHIA STEVENSON | \$31.58 | \$37,896.00 |
|------------------------------|---------|--------------------|

Account: 1001-000000-1901-190300-601009

Ms. Stevenson, a retiree, will continue to work as a Contract Services Specialist I (Secretary III/Secretary). She will assist in the organization of departmental divisions and programs; prepare technical and complex reports; maintain personal and confidential files; oversee the maintenance of other or sensitive record systems; compose correspondence; may sign routine correspondence for supervisor and takes dictation and shorthand at meetings; coordinate program activities with other agencies and organizations; and assist with the evaluation of agency programs. This is a 2% increase in the hourly rate from previous contract period. The period of the agreement is effective upon Board approval for one year.

MINUTES**PERSONNEL**Department of Public Works - cont'd

| | <u>Hourly Rate</u> | <u>Amount</u> |
|--|--------------------|--------------------|
| The Department of Public Works is requesting a waiver of the AM 212-1, Part I. | | |
| 41. CHARLES McMILLION, SR. | \$37.83 | \$45,396.00 |

Account: 1001-000000-5161-390100-601009

Mr. McMillion, a retiree, will continue to work as a Contract Services Specialist I (Administrative Analyst I/Administrative Analyst). He will manage and operate the agency's facilities and implement standard operating procedures that will serve as a guide for the facilities' management and supervisory staff; work with the supervisory staff to coordinate and implement modifications in the operations of the facilities; assist with inspecting work sites to ensure compliance with regulations and procedures to ensure efficient operations; report findings and make corrective recommendations; ensure implementation and enforcement of new policies, procedures and operational modification; facilitate the development of an arrangement of training programs in solid waste practices that are related to disposal and maintenance procedures. This is a 2% increase from the previous year contract. The period of the agreement is effective upon Board approval for one year.

The Department of Public Works is requesting a waiver of the AM 212-1, Part I.

MINUTES**PERSONNEL**Department of Public Works - cont'd

42. **BRENT CLEMMENS** \$31.67 **\$58,051.11**

Account: 1001-000000-1901-749500-601009

Mr. Clemmens will continue to work as a Contract Services Specialist II (Utility Policy Analyst/Utility Policy Analyst). He will integrate full-time legal involvement in the day-to-day operations and regulatory compliance issues of the department; assist in exercising sound regulatory practices and responses avoiding penalties and other adverse consequences. This is a 2% increase from the previous year contract. The period of the agreement is effective upon Board approval for one year.

Department of Public Works/Bureau of Solid Waste:43. Reclassify the following Vacant Position:

From: Community Health Educator III
Job Code: 61253
Grade: 088 (\$41,326.00 - \$50,069.00)
Position: 47770

To: Cashier I
Job Code: 34211
Grade: 078 (\$29,672.00 - \$34,218.00)

Cost: \$15,309.00 - 1001-000000-5161-389800-601001

This position is to be considered a Position of Trust in accordance with Administrative Manual Section 237-1.

44. Reclassify the following Vacant Position:

From: Laborer (Hourly)
Job Code: 53931
Grade: 482 (\$14.16 - \$14.63)
Position: 47550

MINUTES**PERSONNEL**

Department of Public Works/Bureau of Solid Waste - cont'd

To: Solid Waste Worker
 Job Code: 53811
 Grade: 485 (\$14.60 - \$15.15)

Cost: \$1,888.00 - 1001-000000-5153-387800-601001

This position is to be considered a Position of Trust in accordance with Administrative Manual Section 237-1.

45. Reclassify the following 12 Vacant Positions:

From: Laborer (Hourly)
 Job Code: 53931
 Grade: 482 (\$14.16 - \$14.63)
 Positions: 36006, 36169, 36178, 36188, 36123, 36036,
 36055, 36131, 35976, 36058, 34682, 36012

To: Solid Waste Worker
 Job Code: 53811
 Grade: 485 (\$14.60 - \$15.15)

Cost: \$14,423.00 - 1001-000000-5153-387800-601001
 1001-000000-5152-385900-601001
 1001-000000-5152-386500-601001

These positions are to be considered Positions of Trust in accordance with Administrative Manual Section 237-1.

46. Reclassify the following Four Vacant Positions:

From: Laborer (Hourly)
 Job Code: 53931
 Grade: 482 (\$14.16 - \$14.63)
 Positions: 34657, 34748, 36119, 36171

MINUTES**PERSONNEL**Department of Public Works - cont'd

To: Motor Vehicle Driver II
 Job Code: 54412
 Grade: 490 (\$16.02 - \$17.08)

Cost: \$20,434.00 - 1001-000000-5152-386500-601001
 1001-000000-5154-388000-601001
 1001-000000-5154-659000-601001

This position is to be considered a Position of Trust in accordance with Administrative Manual Section 237-1.

Department of Recreation and Parks47. Reclassify the following Vacant Position:

From: Recreation Program Assistant
 Job Code: 83120
 Grade: 084 (\$35,564.00 - \$42,446.00)
 Position: 24335

To: Recreation Programmer
 Job Code: 83121
 Grade: 090 (\$44,858.00 - \$54,520.00)

Cost: \$12,070.00 - 1001-000000-4791-630500-601001

This position is to be considered a Position of Trust in accordance with Administrative Manual Section 237-1.

MINUTES**PERSONNEL**Office of the State's Attorney

| | <u>Hourly Rate</u> | <u>Amount</u> |
|--------------------------------|--------------------|--------------------|
| 48. MICHAEL A. TOWNSEND | \$27.74 | \$52,891.00 |

Account: 1001-000000-1150-118000-601009

Mr. Townsend, a retiree, will continue to work as a Contract Services Specialist I (Investigator, SAO/Investigator). Mr. Townsend will assist the State's Attorney's Office in expediting cases through Central Booking; assists the Assistant State's Attorney in the movement of cases, inputting of charges; finalizing of charging documents; finding open warrants and communicating with Public Safety staff and members of the Baltimore City Police Department. The period of the agreement is effective upon Board approval through September 9, 2018.

On March 3, 1999, the Board approved a waiver of the AM 212-1, to hire retired Police Officers as Investigators for the Office of the State's Attorney with no restrictions on the number of work hours and rate of pay.

| | | |
|--------------------------------|---------|--------------------|
| 49. ROBERT W. BITTINGER | \$33.19 | \$63,282.00 |
|--------------------------------|---------|--------------------|

Account: 1001-000000-1150-118000-601009

Mr. Bittinger, a retiree, will continue to work as a Contract Services Specialist I (Investigator, SAO). He will act as a liaison with the Police Department Chemistry Laboratory; order the analysis of drugs, obtains lab reports, ascertain the correct names and/or dates of birth of juveniles being prosecuted in Juvenile Court, locate witnesses and interviews victims and witnesses. This is a 2% increase in the hourly rate from the previous contract period. The period of the agreement is effective upon Board approval through September 9, 2018.

MINUTES**PERSONNEL**

| | <u>Hourly Rate</u> | <u>Amount</u> |
|---|--------------------|--------------------|
| <u>Office of the State's Attorney - cont'd</u> | | |
| <p>On March 3, 1999, the Board approved a waiver of AM 212-1, to hire retired Police Officers as Investigators for the Office of the State's Attorney with no restrictions on the number of work hours and rate of pay.</p> | | |
| <p>On March 3, 1999, the Board approved a waiver of AM 212-1, to allow the hiring of retired Police Officers as Investigators for the Office of State's Attorney with no restrictions on the number of work hours and rate of pay.</p> | | |
| 50. WILLIAM E. COLE | \$33.19 | \$63,282.00 |
| Account: 1001-000000-1150-118000-601009 | | |
| <p>Mr. Cole, a retiree, will continue to work as a Contract Services Specialist I (Investigator, SAO/Investigator). He will investigate felony, homicide, and violent crime cases. He will locate and interview witnesses and act as a liaison with police agencies. The period of the agreement is effective upon Board approval through September 9, 2018.</p> | | |
| <p>On March 3, 1999, the Board approved a waiver of the AM 212-1, to allow the hiring of retired Police Officers as Investigators for the Office of State's Attorney with no restrictions on the number of work hours and rate of pay.</p> | | |
| 51. PATRICIA A. SYDNOR | \$20.55 | \$39,182.00 |
| Account: 1001-000000-1150-118000-601009 | | |
| <p>Ms. Sydnor will continue to work as a Contract Services Specialist II (Office Services Assistant II/Office Services Assistant). She will receive incoming phone calls and assist visitors doing business with the State's Attorney's Office. She will receive and verify Motions and other legal documents for routing to the appropriate assistant State's Attorney. The period of the agreement is effective upon Board approval for one year.</p> | | |

MINUTES**PERSONNEL**Office of the State's Attorney - cont'd

52. **YOLANDA V. ROBINSON** \$27.74 **\$52,891.00**

Account: 1001-000000-1150-118000-601009

Ms. Robinson, a retiree, will continue to work as a Contract Service Specialist I (Investigator SAO). She will assist the Assistant State's Attorneys in expediting cases through Central Booking; assist the Assistant State's Attorneys in the movement of cases, inputting of charges; finalizing of charging documents; finding open warrants and communicating with Public Safety staff and member of the Baltimore City Police Department.

On March 3, 1999, the Board approved a waiver of the AM 212-1, to hiring of retired Police Officers as Investigators for the Office of the State's Attorney with no restrictions on the number of work hours and rate of pay.

53. **LAURZETTE WILLIAMS** \$21.50 **\$25,800.00**

Account: 1001-000000-1150-118000-601009

Ms. Williams will continue to work as a Contract Services Specialist I (Office Services Assistant II/Office Services Assistant). Ms. Williams will assist the State's Attorney's Office with case preparation and data entry into judicial databases; prepare case folders and legal documents such as petitions, indictments, discoveries, subpoenas and writs. The period of the Agreement is August 29, 2017 through August 28, 2018.

MINUTESOffice of the State's Attorney - Grant Awards

The Board is requested to approve and authorize execution of the Grant Awards from the Governor's Office of Crime Control and Prevention (GOCCP). The period of the Grant Awards is July 1, 2017 through June 30, 2018.

1. **FAMILY BEREAVEMENT CENTER** **\$ 50,274.00**

Account: 5000-580118-1156-117900-601001

The GOCCP has awarded this grant to the Office of the State's Attorney Family Bereavement Center to address the needs of homicide survivors. The program provides individual counseling, support groups, court accompaniment, and other related services. The funds will provide salary support.

2. **GUN VIOLENCE REDUCTION INITIATIVE** **\$102,115.00**

Account: 5000-504818-1150-118000-601001

The GOCCP has awarded these funds to Office of the State's Attorney to support the Gun Violence Reduction Initiative program. Funding will support the salary of one cross-designated Assistant State's Attorney to the U.S. Attorney's Office assigned to handle the prosecution of gun cases as a part of the City-wide effort to reduce gun violence.

3. **JUVENILE CRIMES UNIT INITIATIVE** **\$ 90,000.00**

Account: 5000-597518-1150-118000-60000

The GOCCP has awarded this grant to the Office of the State's Attorney of Baltimore City's Juvenile Crimes Unit Initiative which is tasked with identifying and prosecuting

MINUTESOffice of the State's Attorney - cont'd

the most violent juvenile offenders driving crime in Baltimore City. Strategies rely heavily on the cooperation of the Department of Juvenile Services and the Baltimore City Police Department, to identify, target, prosecute, and monitor these offenders. The funds will provide salary support for one prosecutor.

4. **CIVILIAN REVIEW UNIT** **\$5,000.00**

Account: 5000-579818-1150-118000-601001

The GOCCP has awarded this grant to the Office of the State's Attorney for Baltimore City's Legal Services for Crime Victims Program. This program will assist in developing and implementing strategies specifically intended to provide legal assistance to crime victims in the State of Maryland. The program includes review by an Assistant State's Attorney of every criminal complaint a victim files with a Baltimore City Court Commissioner. The funds will provide salary support.

The Grant Awards are late because it was recently awarded from the State.

APPROVED FOR FUNDS BY FINANCE

AUDITS HAS 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 Awards from the Governor's Office of Crime Control and Prevention.

MINUTES

Office of State's Attorney - Expenditure of Funds

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of the Expenditure of Funds for the Client Protection Fund of the Bar of Maryland. The period of the Expenditure of Funds is September 2017 through August 2018.

AMOUNT OF MONEY AND SOURCE:

\$26,780.00 - 1001-000000-1151-117900-603026

BACKGROUND/EXPLANATION:

The Client Protection Fund (CPF) of the Bar of Maryland was created in 1965 for the purpose of maintaining the integrity and protecting the good name of the legal profession. The Client Protection Fund supported financially by practicing attorneys, reimburses claimants for losses caused by theft of funds by members of the Maryland Bar, acting either as attorneys or as fiduciaries. Payment of the Client Protection Fund assessment is required to practice law in Maryland. The Baltimore City State's Attorney Office will cover the mandatory CPF fee for all prosecutors.

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 Expenditure of Funds for the Client Protection Fund of the Bar of Maryland.

MINUTES

Employees' Retirement System (ERS) - Subscription Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of a Subscription Agreement and Limited Partnership Agreement for participation in the Pacific Asset Management Bank Loan Fund L.P., managed by Pacific Life Fund Advisors, LLC d/b/a Pacific Asset Management.

AMOUNT OF MONEY AND SOURCE:

\$65,000,000.00

No City General Fund monies are involved in this transaction. All funds and expenses will be expended from the ERS.

BACKGROUND/EXPLANATION:

Pacific Life Fund Advisors, LLC d/b/a Pacific Asset Management will be investing \$65 million of ERS assets in the Pacific Asset Management Bank Loan Fund L.P., a commingled investment vehicle investing in a portfolio of bank loans.

The Employees' Retirement System Board of Trustees conducted a search for a bank loan investment manager and, as a result of that search, interviewed two finalists. Following those interviews, the Board unanimously selected Pacific Life Fund Advisors, LLC d/b/a Pacific Asset Management. The search and selection was conducted with the assistance and advice of the Employees' Retirement System's investment advisor, Marquette Associates.

MBE/WBE PARTICIPATION:

The Minority and Women's Business Opportunity Office has waived MBE/WBE utilization requirements for this selected source, professional service contract.

MINUTES

Employees' Retirement System - cont'd

UPON MOTION duly made and seconded, the Board approved and authorized execution of the Subscription Agreement and Limited Partnership Agreement for participation in the Pacific Asset Management Bank Loan Fund L.P., managed by Pacific Life Fund Advisors, LLC d/b/a Pacific Asset Management. The Comptroller

ABSTAINED.

MINUTES**TRAVEL REQUESTS**

| <u>Name</u> | <u>To Attend</u> | <u>Fund Source</u> | <u>Amount</u> |
|--|---|--------------------|---------------|
| <u>City Council President's Office</u> | | | |
| 1. Hosea Chew | Mid-Atlantic ADA Update 2017 Tysons, VA Sept. 13 - 15, 2017 (Reg. Fee \$375.00) | General Funds | \$1,073.33 |

The registration fee of \$375.00 was prepaid on a City-issued procurement card assigned to Hosea Chew. Therefore, Mr. Chew will be disbursed \$698.33.

Health Department

| | | | |
|--------------------|--|---|-----------|
| 2. Charlotte Hager | 2017 September Seasonal Meeting- National Family Planning & Repro- ductive Health Association San Diego, CA Sept. 9 - 13, 2017 (Reg. Fee \$0.00) | Family Planning Special Needs Account | \$ 220.00 |
|--------------------|--|---|-----------|

The hotel and airfare costs will be covered by the National Family Planning & Reproductive Health Association.

UPON MOTION duly made and seconded, the Board approved the Travel Request. The President **ABSTAINED** on item no. 1.

MINUTES**PROPOSAL AND SPECIFICATIONS**

1. Department of General Services - GS 16815, Mitchell Courthouse
Jury Assembly Room 320
Renovations
BIDS TO BE RECV'D: 10/04/2017
BIDS TO BE OPENED: 10/04/2017

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

MINUTES

ACKNOWLEDGMENT

President: "Before we close I would like to recognize umm -- Councilman Ryan Dorsey who has joined us this morning."

Ryan Dorsey: "Thank you."

President: "Welcome. Le-- as there is no more business before the Board, we will recess until bid opening at twelve noon."

* * * * *

MINUTES

Clerk: "Good afternoon. The Board of Estimates is now in session for the receiving and the 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 **THERE WERE NO ADDENDA RECEIVED** extending the dates for receipt and opening of bids. There were no objections.

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

Bureau of Purchases - B50004701, Pickup and Payment
for Unclean Brass Water Meters

United Iron & Metal
Integrity Recycling Inc.

Bureau of Purchases - B50005048, Courier Services

Deluxe Delivery Systems, Inc.
Runners, Inc.
Omega Courier, Inc.

MINUTES

Department of Public Works - SC 973, On-Call Assessment and
Repairs of Sanitary Sewer
Mains and Laterals - Zone A

Midas Utilities, LLC
AM-Liner East, Inc.
Spiniello
IPR Northeast LLC
SAK Construction
Metra Industries
Anchor Construction Corp.


Department of Transportation- TR 13301, Installation of I-83
Median Gate North of Cold
Spring Lane and Bridge Joint
Repairs

Eastern Highway Specialists, Inc.*
M.D. Miller Co., Inc. t/a The Marksmen Company

*UPON FURTHER MOTION duly made and seconded, the Board referred the bid of Eastern Highway Specialists, Inc. to the Law Department for review. The Law Department determined that there was a clerical error/minor irregularity and forwarded the bid to the Department of Transportation for evaluation.

* * * * *

There being no objections, the Board, UPON MOTION duly made and seconded, adjourned until its next regularly scheduled meeting on Wednesday, August 30, 2017.


JOAN M. PRATT
Secretary