

MINUTES**REGULAR MEETING**

Stephanie Rawlings-Blake, President
Sheila Dixon, Mayor
Joan M. Pratt, Comptroller and Secretary
George A. Nilson, City Solicitor
David E. Scott, Director of Public Works
Donald Huskey, Deputy City Solicitor
Ben Meli, Deputy Director of Public Works
Bernice H. Taylor, Deputy Comptroller and Clerk

The meeting was called to order by the President.

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ACKNOWLEDGEMENTS

Mayor: "We have some youth workers in the audience. I believe they might be Youth Workers."

President: "These are from my office, right? I know you are."

Mayor: "I know there are a lot of young people in this room today. I figured they are Youth Workers."

President: "Any Youth Workers employees. You can stand."

(Applause)

Great. I spoke to many of you yesterday. I hope you have a fantastic -- I hope you have a great time. I know that some of them saw a presentation of how our pages is made and were impressed and maybe want to come back for that experience. So, it shows you want happens when we give our young people opportunities, Madam Mayor, your advocacy on making sure that we expand Youth Works I think will have a long legacy."

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MINUTES

BOARDS AND COMMISSIONS1. Prequalification of Contractors

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

A/C Power, Inc.	\$ 261,000.00
Allan A. Myers, LP	\$400,000,000.00
American Lighting & Signalization, Inc.	\$104,430,000.00
American Contracting & Environmental Services, Inc.	\$ 24,885,000.00
Baytown Painting, Inc.	\$ 387,000.00
Cardinale Construction, Inc.	\$ 387,000.00
Chavis Enterprise, LLC	\$ 738,000.00
Coldspring Company, Inc.	\$ 1,500,000.00
Cole Roofing Co., Inc.	\$ 8,000,000.00
DSI, Inc.	\$ 1,170,000.00
Hudak's Insulation, Inc.	\$ 8,000,000.00
JLN Construction Services, Inc.	\$ 8,000,000.00
Machado Construction Co., Inc.	\$ 6,624,000.00
Maryland Mechanical Systems, Inc.	\$ 1,500,000.00
McLean Contracting Company	\$211,689,000.00
Midasco, LLC	\$ 75,825,000.00
Priceless Industries, Inc.	\$ 8,000,000.00
Miller Pipeline, Corporation	\$211,860,000.00
Schemm Electric Co., Inc.	\$ 8,000,000.00
Titan Construction Services, Inc.	\$ 1,500,000.00
Universal Building Services, Inc.	\$ 1,500,000.00
US Modular Group East	\$ 4,212,000.00
Warren-Ehret Company of MD, Inc.	\$ 8,000,000.00
Y.E.M. Corporation, Inc.	\$ 1,500,000.00

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BOARDS AND COMMISSIONS - cont'd2. 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:

Alvi Associates, Inc.	Engineer
Burdette, Koehler, Murphy & Associates, Inc.	Engineer
Daniel Consultants, Inc.	Engineer
Hillis-Carnes Engineering Associates, Inc.	Engineer
Jacobs Engineering Group	Architect Engineer
McLain Associates, Inc.	Architect
Mincin Patel Milano, Inc.	Engineer
Min Engineering, Inc.	Engineer
Loiederman Soltesz Associates, Inc.	Engineer
Precision Systems, Inc.	Engineer
Studio 50 Design, LLC	Architect

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

Waldon Studio Architects & Planners	Architect
Wallace, Montgomery & Associates, LLP	Engineer Land Survey Property Line Survey
C.L. Warfield & Associates, Inc.	Engineer

There being no objections, the Board, UPON MOTION duly made and seconded, approved the prequalification of contractors and architects and engineers. The President **ABSTAINED**.

MINUTESBureau of General Services - Minor Privilege Permit Application

The Board is requested to approve the following applications for a Minor Privilege Permit. The applications are in order as 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. 1018 Eastern Ave.	1018 Eastern Avenue, LLC	Retain one awning 15 ½' x 4 ½', one banner sign 7' x 2', two spot reflectors
Annual Charge: \$428.37		
2. 1300 Bank St.	Bank Street Holdings, LLC	One double face electric sign 22'11" x 3' 7½ "
Annual Charge: \$358.50		
3. 904 North Charles St.	Charles 900, LLC LLC	One awning with signage 18' x 3'
Annual Charge: \$362.40		
4. 221 South Broadway	Billings and Lavagnino, Inc.	Retain one awning with signage 13' x 2', four fluorescent tubes
Annual Charge: \$478.38		

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Bureau of General Services - cont'd

	<u>LOCATION</u>	<u>APPLICANT</u>	<u>PRIVILEGE/SIZE</u>
5.	3200 Foster Ave.	Amber Theoharis	Retain garage extension 10' x 1'4"
	Annual Charge: \$61.46		
6.	3307 Walbrook Avenue	Orion Development, LLC	Two 4" conduits at 15'
	3309 Walbrook Ave.		" " "
	3311 Walbrook Ave.		" " "
	Annual Charge: \$315.00		
7.	Wildwood Parkway and Edmondson Ave.	Edmondson Village Collaborative, Inc.	One community identification sign 8'x 4'
	Annual Charge: \$0.00		

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

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

MINUTES

Department of Public Works/ - Developer's Agreement No.1145
Bureau of General Services

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of developer's agreement no. 1145 with Green Door Properties, L.L.C., developer.

AMOUNT OF MONEY AND SOURCE:

\$9,200.00

BACKGROUND/EXPLANATION:

The developer would like to install a new electric service to its proposed project located in the vicinity of 1500 South Hanover Street. This developer's agreement will allow the organization to do its own installation, in accordance with Baltimore City standards.

A Performance Bond in the amount of \$9,200.00 has been issued to Green Door Properties, L.L.C. which assumes 100% of the financial responsibility.

MBE/WBE PARTICIPATION:

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

UPON MOTION duly made and seconded, the Board approved and authorized execution of developer's agreement no. 1145 with Green Door Properties, L.L.C., developer.

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Law Department - Claim Settlements

The Board is requested to approve the settlements of the following claims. The settlements have been reviewed and approved by the Settlement Committee of the Law Department.

1. Louis Hopson et al v. M&CCB \$2,500,000.00

Account: 2043-000000-1450-163000-03070

(FILE NO. 57045)

2. Howard Hoffman v. BPD, et al \$ 200,000.00

Account: 1001-000000-1220-145900-603070

UPON MOTION duly made and seconded, the Board approved the settlement claim of Louis Hopson et al v. M&CCB. Item no. 2 was **DEFERRED** until July 1, 2009.

MINUTES

Department of Real Estate - Contract of Sale, SCOPE Project

The Board is requested to approve and authorize execution of the contracts of sale for the following property.

<u>Purchaser/s</u>	<u>Property</u>	<u>Sale Price</u>
John Krigsman, LLC	2454 Lakeview Avenue	\$10,000.00

The purchaser agrees to complete the renovation of the property and obtain a Certificate of Occupancy no later than 18 months from the date of settlement.

On May 28, 2003, the Board approved an agreement with the Baltimore Economy and Efficiency Foundation, Inc. and the Greater Baltimore Board of Realtors, Inc. to allow the sale of City-owned properties under the SCOPE Project, which is an acronym for Selling City Owned Properties Efficiently.

Under this project, real estate brokers are responsible for marketing the properties and providing the City with sale contracts. Upon closing, they will be paid 8% of the sale proceeds, with a \$2,500.00 minimum fee.

(FILE NO. 56663)

UPON MOTION duly made and seconded, the Board approved and authorized execution of the contract of sale for the above property.

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Department of Real Estate - Deed

ACTION REQUESTED OF THE B/E:

The Board of Estimates is requested to approve and authorize a transfer of property by deed to the Maryland Transit Administration, for the closing and conveyance of a portion of North Monroe Street, located between Gwynns Falls Parkway and Reisterstown Road, which has been legally closed.

AMOUNT OF MONEY AND SOURCE:

\$4,950.00 - Appraised Value

BACKGROUND/EXPLANATION:

On September 12, 2007, the City entered into a closing agreement with Mass Transit Administration for the street closing. In the closing agreement Mass Transit Administration agreed to pay the fair market value of the street closing.

The sale was authorized by means of Sales Ordinance No. 08-37, approved on May 27, 2008. The street/alley closing process is intricate and involves public notice and other procedures before the deed can be prepared for submission to the Board for approval. The Deed was recently submitted by the Department of Public Works to the Law Department for approval.

(FILE 56664)

UPON MOTION duly made and seconded, the Board approved and authorized the transfer of property by deed to the Maryland Transit Administration.

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Space Utilization Committee - Lease Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of a lease agreement with Baltimore Animal Rescue and Care Shelter, Inc., tenant, for 19,800 square feet of the property known as 301 Stockholm Street. The period of the agreement is July 1, 2009 through June 30, 2011.

AMOUNT OF MONEY AND SOURCE:

Annual Rent

\$1.00

BACKGROUND/EXPLANATION:

The demised premises will be utilized for the purpose of housing animals, adopting animals, veterinary services including surgery and euthanizing animals, accessory office and storage uses. The term shall be for one, two year term. The lease will automatically renew for successive periods of one year unless written notice to the contrary is provided by tenant to landlord. Rent for the renewal period will be at the same rate as the previous year. The landlord will be responsible for all expenses incurred with operating and maintaining the premises including janitorial services, trash removal, and security for the premises.

The tenant will be responsible for keeping the premises in clean and orderly condition.

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Space Utilization Committee - cont'd

The Space Utilization Committee approved this lease at its meeting on June 16, 2009.

(FILE NO. 57043)

UPON MOTION duly made and seconded, the Board approved and authorized execution of the lease agreement with Baltimore Animal Rescue and Care Shelter, Inc., tenant, for 19,800 square feet of the property known as 301 Stockholm Street.

MINUTES

Bureau of the Budget and Management Research - Restoration of Positions in the
Department of Housing and Community Development (DHCD)

ACTION REQUESTED OF B/E:

The Board is requested to restore five positions in the Department of Housing and Community Development (DHCD).

AMOUNT OF MONEY AND SOURCE:

\$293,000.00 - Special Funds

The cost to restore the positions will be approximately \$293,000.00 in special funds. The source of funds to pay for these positions is private party fees and Community Service Block Grant funds.

BACKGROUND/EXPLANATION:

The five positions to be restored were abolished in the School Age Child Care Program. These positions staff the Northwood and Waverly Centers.

The positions being created were abolished in the Fiscal 2010 Ordinance of Estimates. The DHCD has requested to restore the five positions, as follows: 1) Teacher's Assistant II, Job No. 24581; 2) Teacher's Assistant II, Job No. 24591; 3) Associate Teacher, Job No. 24565; 4) Teacher's Assistant II, Job No. 24602; and, 5) Associate Teacher, Job No. 24569.

President: "The private party fees and Community Service Block Grant funds were used to restore five positions that were previously abolished in the school aged childcare programs. The positions staffed the Northwood and Waverly Center, and I wanted

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to thank Mayor Dixon and her administration for working to find the funds to restore these critical positions for Baltimore City youth. Throughout this year's budget process, I personally communicated the importance of Teach For America to the Mayor and her administration and encouraged her to use designated surplus funds to support the School Systems' ambitious plan to expand the Teach For America's program in Baltimore. I want to thank Amari Todd who is here today for Teach For America. He is present, and before I say this and I know that they are here to encourage the Mayor and the administration to consider additional funds, but also to say thank you for the commitment that has already been made. But Amari is here with and I am going to do the best that I can, Chitamawee Lewand, 2005 Corp member. Taught English at WEB Dubois for the last four years. He is now starting his training and becomes a Baltimore City Public Principal through New Leaders of New Schools. He is an alum.

(Applause)

I can pronounce this one, Ben West, 2008 Corp Member. University

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of Miami grad. Double major in Marine Science and Chemistry. Teaches Science at Calverton. He will go to Australia this summer to do field work research on tiger sharks and bring back what he learns to share with his students on a unit in his ecology section of his science curriculum. Thank you very much for being here.

(Applause)

Mike Atamus. Did I do alright with that? A 2008 Corp member. UMBC grad. Double major in Math and Philosophy, a renaissance man. He teaches high school English at Edmondson West Side. This past year he revived Edmondson Student Chess Club. Thank you very much.

(Applause)

Zeke Berzhoff Cohen a 2008 Corp member. Goucher College graduate. Just finished his first year of teaching. He taught middle school social studies at Curtis Bay. He is interning with Teach For America this summer to help facilitate community engagement of the Teach for America alums. Thank you very much.

(Applause)

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I will have to speak to Amari later. You could not have picked your Corp members and alums with the most difficult names, with more difficult names. This is probably it. Tony Subketkaew."

Mayor: "Subketkaew."

President: "What do you think it looks like?"

Mayor: "Not what you just said."

President: "I am going to take your word for that. 2008 Corp member. Oklahoma State graduate. Just finished his first year of teaching. Taught second grad at Steuart Hill Elementary. Thank you very much.

(Applause)

As I had said many times, people from all over this country want to come to Baltimore. The best and the brightest that are graduating from our nations great schools want to come to Baltimore to be of service in our schools and they are doing a phenomenal job, and Teach For America has raised all but \$350,000.00 of the \$3,008,000.00 needed to double the number of teachers in their Teach For America program within the next two

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years. In these trying times and despite a very successful multi million dollar private campaign fundraising. Not campaign. Private fundraising campaign. You can see where my brain is. Teach For America needs an additional \$350,000.00 to expand from 170 Corp members to 300 by 2010. One Hundred and Twenty-Two new Teach For America teachers have already been placed at a recent school job fair. If the additional funds are not raised by July 1st, Teach For America will be forced to redeploy those teachers away to other school systems. These are calls to the administration and to the foundation community to see if there is any way that we can do more. We know what works. Dr. Alonzo has spoken at length about the success of your Corp members in our classrooms. At a time when we are trying to do more with less, we know when we put the best and the brightest in the classroom, with our students, they excel. That is definitely something that we want to see happen. So, thank you very much for being here today. Did anyone else have any comments?"

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MINUTES

EXTRA WORK ORDERS AND TRANSFERS OF FUNDS

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UPON MOTION duly made and seconded,

the Board approved the

Extra Work Orders and Transfers of Funds

listed on the following pages:

2312 - 2314

All of the EWOs had been reviewed and approved

by the

Department of Audits, CORC,

and MWBOO, unless otherwise indicated.

The Transfers of Funds were approved

SUBJECT to receipt of a favorable reports

from the Planning Commission,

the Director of Finance having reported favorably

thereon, as required by the provisions

of the City Charter.

The Comptroller **ABSTAINED** on item no. 6.

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EXTRA WORK ORDERS

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

Department of Transportation

1. EWO #002, \$365,404.53 - TR 07012, Resurfacing Belair Road from Moravia Road to Frankford Avenue and St. Paul Street from Charles Street to 39th Street (JOC-T)

\$1,369,483.60	\$278,599.69	P. Flanigan & Sons, 75	-
		Inc.	

2. TRANSFER OF FUNDS

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
\$365,404.53	9950-906800-9514	9950-902828-9514
State Constr.	Bond Funds	Contingencies
Loans		Resurfacing Highways, JOC-T

This transfer will fund costs associated with Change Order No. 2 on the Project TR 07012, JOC-T for P. Flanigan & Sons, Inc.

3. EWO #009, (\$165,622.47) - TR 02378, Resurfacing North Avenue from Hilton Street to Fulton Avenue

\$2,155,088.40	\$157,418.59	P. Flanigan &	-	-
		Sons, Inc.		

MINUTES

EXTRA WORK ORDERS

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

Department of Transportation

4. EWO #004, \$151,092.10 - TR 04301, Resurfacing Erdman Avenue from Sinclair Lane to Macon Street

\$1,318,306.12	\$714,631.15	Machado Construc-	-	-
		tion Co., Inc.		

5. TRANSFER OF FUNDS

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
\$155,281.89	9950-917001-9507	
Federal	Highways. Federal	
	Aid	
40,658.98	" "	
MVR		
<u>\$195,940.87</u>	-----	9950-904703-9514
		Contingencies
		Resurfacing Erdman
		Avenue

This transfer will cover costs associates with Change Order No. 4 Contract No. TR 04301 for Machado Construction Co., Inc.

Bureau of Water & Wastewater

6. EWO #004, \$79,899.43 - Project No. 1046, Construction Management Services Year

\$1,457,725.00	\$331,394.13	EA Engineering,	-	-
		Science and		
		Technology		

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EXTRA WORK ORDERS

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

Bureau of Water & Wastewater

- | | | | | |
|----|--|----------------|---------------------|-------|
| 7. | <u>EWO #014, \$53,695.00 - SC 873, Repair and Replacement of Existing Sanitary Sewers at Various Locations</u> | | | |
| | \$2,834,852.00 | \$ 514,975.00 | R & F Construc- | 0 50% |
| | | | tion, Ltd. | |
| 8. | <u>EWO #014, \$60,000.00 - WC 1143, Ashburton Filtration Plant Washwater Lake Rehabilitation</u> | | | |
| | \$3,970,570.00 | \$2,570,989.11 | Allied Contractors, | 0 99% |
| | | | Inc. | |
| 9. | <u>EWO #067, \$989,219.06 - WC 1167R, Urgent Need Work Infrastructure Rehabilitation, Various Locations</u> | | | |
| | \$10,932,235.50 | \$2,663,500.00 | J. Fletcher Creamer | 0 99% |
| | | | & Son, Inc. | |

MINUTES

Department of Transportation - Task Assignment

ACTION REQUESTED OF B/E:

The Board is requested to approve task assignment no. 3, to Whitman, Requardt & Associates, LLP/Johnson, Mirmiran & Thompson, Inc. (Joint Venture), under Project 1081, On-Call Bridge Design Services.

AMOUNT OF MONEY AND SOURCE:

\$285,463.57 - 9960-905627-9557-900020-703032

BACKGROUND/EXPLANATION:

The joint venture will provide engineering design services to complete contract specifications, plans, and, cost estimates to replace George Creek Road over George Run. The services will include boring, geotechnical reports, historical investigations, and will carry the design of the replacement.

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

TRANSFER OF FUNDS

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
\$213,500.00	9960-558-070	
Revenue Bond	Constr. Res.	
	Watershed Road &	
	Bridge Repairs	
136,500.00	" "	
<u>Counties</u>		
\$350,000.00	-----	9960-905627-9557-3
		Engineering

The funds are required to cover the cost of the design for the replacement of George's Creek Road over George Run.

UPON MOTION duly made and seconded, the Board approve task

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Department of Transportation - cont'd

assignment no. 3, to Whitman, Requardt & Associates, LLP/
Johnson, Mirmiran & Thompson, Inc. (Joint Venture), under
Project 1081, On-Call Bridge Design Services. 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 provision of the City
Charter.

MINUTES

Department of Transportation - Task Assignment

ACTION REQUESTED OF B/E:

The Board is requested to approve task assignment no. 4 to Vanasse Hangen Brustin, Inc., under Project No. 1059, On-Call Traffic Engineering Studies.

AMOUNT OF MONEY AND SOURCE:

\$101,056.23 - 6170-230-910-00-318

BACKGROUND/EXPLANATION:

The consultant will provide for data collection, existing condition analysis, background conditions analysis, trip generation, distribution, and review of traffic impact studies.

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

UPON MOTION duly made and seconded, the Board approved task assignment no. 4 to Vanasse Hangen Brustin, Inc., under Project No. 1059, On-Call Traffic Engineering Studies.

MINUTES

Department of Planning - Report on Previously
Approved Transfers of Funds

At previous meetings, the Board of Estimates approved Transfers of Funds 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. Today, the Board is requested to **NOTE** the following favorable reports:

1. **11** favorable reports on Transfers of Funds approved by the Board of Estimates at its meetings on March 25 and April 1, 2009,
2. **15** favorable reports on Transfers of Funds approved by the Board of Estimates at its meetings on April 8 and 15, 2009,
3. **27** favorable reports on Transfers of Funds approved by the Board of Estimates at its meetings on April 22, and 29, 2009,
4. **11** favorable reports on Transfers of Funds approved by the Board of Estimates at its meetings on May 6 and 13, 2009, and
5. **14** favorable reports on Transfers of Funds approved by the Board of Estimates at its meetings on June 3 and 10, 2009.

The Board **NOTED** receipt of the 78 favorable reports.

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TRANSFERS OF FUNDS

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UPON MOTION duly made and seconded,

the Board approved

the Transfers of Funds

listed on the following pages:

2320 - 2321

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

Department of Recreation and Parks

	<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
1.	\$15,000.00	9938-901668-9475	
	State	Reserve	
	5,000.00	9938-901668-9475	
	23 rd Series	Reserve	
	R & P	Park Perimeter	
		Improv.	
	<u>\$20,000.00</u>	-----	9938-901668-9474
			Active
			Park Perimeter
			Improv.

The transfer will provide funds to cover the costs associated with design services under On-Call Contract No. 1066, Task #13 assigned to Hord Coplan Macht, Inc., and to reconcile the accounts' deficit.

2.	\$60,000.00	9938-901752-9475	9938-901723-9474
	General Fund	Reserve	Active
		Various Park	Major Park
		Improv.	Improv.

The transfer will cover the costs associated with change order nos. 2,3,5,6 and 7 for the Clyburn Arboretum Orientation and Education project under Contract BP-06822R.

Bureau of General Services

3. TRANSFER OF FUNDS

	<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
	\$315,000.00	9916-902826-9194	9916-902826-9197
	1 st Public	Fire Station Roof	Fire Station Roof
	Building Loan	and Window	and Window Improvements
		Improvements	- Active
		- Reserve	

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TRANSFERS OF FUNDS

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
<u>Bureau of General Services</u> - cont'd		

This transfer of funds will cover the cost of the IQC contractors and any in-house cost associated with the re-roofing of the Fire Stations. Several Baltimore City Fire Houses have been identified as requiring "urgent" roof replacements to minimize any further water infiltration into these stations, thereby arresting water damage problems to the interior spaces.

MINUTES

PERSONNEL MATTERS

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UPON MOTION duly made and seconded,

the Board approved

all of the Personnel matters

listed on the following pages:

2323 - 2339

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.

MINUTES**PERSONNEL**Health Department

	<u>Name</u>	<u>Hourly Rate</u>	<u>Amount</u>
1.	TIFFANY D. SYE	\$10.20	\$12,852.00
2.	LUANN DILLARD	\$11.14	\$14,371.00
3.	ANGELA BOYD	\$11.32	\$14,603.00
4.	SHERRI N. PRESTON	\$12.41	\$16,009.00

The period of the agreement is July 1, 2009 through June 30, 2010.

5.	ROSE MELTON	\$11.59	\$14,951.00
6.	JANET WILLIAMS	\$11.32	\$14,603.00
7.	STEPHANIE THOMPSON	\$11.59	\$14,951.00
8.	EDNA M. MOBLEY	\$11.14	\$14,371.00

The above listed individuals will work as School Health Assistants for the Department's Hearing and Vision Program. Their duties will include using various equipment such as the audiometer, eye chart, and goodlite; attending quarterly Hearing and Vision Program meetings and first day back in-service workshops. They will also submit weekly health statistics and travel daily to various schools. The period of the agreement is August 1, 2009 through June 30, 2010, unless otherwise indicated.

9.	MAE L. FORBES	\$9.55	\$14,898.00
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Ms. Forbes will provide clerical support for the School Health Programs. Her duties will include but will not be limited to answering telephones, providing information and follow-up services to the public, maintaining files, forms, and production logs, and providing other clerical duties as assigned. The period of the agreement is July 1, 2009 through June 30, 2010.

Account: 6000-624910-3100-297101-601009

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PERSONNELHealth Dept. - cont'd

	<u>Name</u>	<u>Hourly Rate</u>	<u>Amount</u>
10.	JENNIFER PANKEY, RN	\$28.00	\$33,600.00

Account: 5000-524306-3080-290700-601009

Ms. Pankey, retiree, will continue to work as a Community Health Nurse for the Maternal and Infant Nursing Program. She will be responsible for reviewing, planning and evaluating patient care in the home, interviewing and assessing health needs of individuals and families; analyzing and interpreting assessment findings for health and welfare professionals; developing nursing care plans for patients receiving both skilled and non-skilled nursing services. The period of the agreement is July 1, 2009 through June 30, 2010.

11.	CHARLOTTE A. PATTERSON	\$14.24	\$17,088.00
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Account: 4000-422710-3080-294000-601009

Ms. Patterson, retiree will continue to work as a Billing Assistant for the Bureau of Adolescent and Reproductive Health. She will be responsible for preparing, reviewing, correcting, verifying and processing insurance claims; recording data in logs and record books; processing insurance checks and maintaining files. The period of the agreement is July 1, 2009 through June 30, 2010.

12.	JAMIKA L. YOCHIM, RDH	\$40.00	\$72,800.00
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Account: 6000-624010-3030-273200-601009

Ms. Yochim will continue to work as a Clinical Dental Hygienist for the Oral Health Program. Her duties will include, but are not limited to providing diagnostic, preventive and periodontal dental care to clinic patients.

MINUTES

PERSONNELHealth Dept. - cont'd

	<u>Name</u>	<u>Hourly Rate</u>	<u>Amount</u>
	<p>She will provide oral health education to clinic patients and outreach to participant family members and facilities staff. In addition, she will serve as a patient referral source for clinic services; develop a program protocol in accordance with services provided that is relevant to the overall program organization and scope. The period of the agreement is July 1, 2009 through June 30, 2010.</p>		
13.	MOSES WIGGINS, JR.	\$14.00	\$18,200.00
	Account: 4000-422710-3080-294000-601009		
	<p>Mr. Wiggins will continue to work as a Building Repairer at the Healthy Teens and Young Adults (HTYA) Center. He will be responsible for the painting, carpentry, electrical, and plumbing work and repair of windows at the HTYA building and garage. He will transport supplies and light furniture from storage areas, restock janitorial supplies, monitor the parking lot and garage area for trash and broken glass and secure the building at the end of the day. The period of the agreement is July 1, 2009 through June 30, 2010.</p>		
14.	NIAMAH J. STEPHENS	\$24.03	\$43,213.15
	Account: 1001-000000-3030-2712-601009		
	<p>Mr. Niiamah Stephens will work as an Assistant for Special Projects. Mr. Stephens will be responsible for developing and implementing special projects as directed by the Deputy Commissioner of Health for Medical Operations or the Assistant Commissioner for Clinical Services. He will communicate with local, state and federal agencies on policy recommendations related to special projects and medically oriented public health issues. In addition, he will implement policies and procedures related to medical operations, perform analyses of public health related data, including STD surveillance data, and conduct research in all assigned special project areas. The period of the agreement is June 29, 2009 through June 4, 2010.</p>		

MINUTES

PERSONNELHealth Dept. - cont'd

	<u>Name</u>	<u>Hourly Rate</u>	<u>Amount</u>
15.	FLORA CALDWELL-DAUGHTRY	\$16.00	\$19,200.00

Account: 4000-426200-3110-299200-601009

Ms. Caldwell-Daughtry will work as an Accounting Assistant II for the Adult and Geriatric Health Services. She will be responsible for reviewing all billing invoices for accuracy and processing bills for payment. She will also maintain the database of billing information; track and record incoming revenue and compile data for statistical reports. The period of the agreement is July 1, 2009 through June 30, 2010.

16.	DAMON BAILEY	\$10.25	\$11,685.00
17.	ELSHA MOORE	\$10.25	\$11,685.00
18.	LATIQUA HOLLEY	\$10.25	\$11,685.00
19.	JEAN CYRILLE BUNDOC	\$10.25	\$11,685.00
20.	KAMIEL A. BELL	\$10.25	\$11,685.00
21.	VENETIA THOMAS	\$10.25	\$11,685.00

The period of the agreement is August 1, 2009 through June 30, 2010.

Account: 6000-624910-3100-297101-601009

These individuals will work as a School Health Aide. They will be responsible for acting as an advocate in obtaining services for students and their families; assisting in logging and triaging all students entering the health suite; helping with

MINUTES**PERSONNEL**Baltimore City Health Department - cont'd

<u>Name</u>	<u>Hourly Rate</u>	<u>Amount</u>
<p>school screening procedures including physical examinations; referring screening failures to sources of care; maintaining the filing and record system; updating health records; assisting in data collection; documenting any service personally rendered to students and making home visits under the direction of the nurse. The period of the agreements is July 1, 2009 through June 30, 2010.</p>		

22.	ALICE PURVIANCE	\$9.55	\$14,898.00
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Account: 6000-624910-3100-297101-601009

Ms. Purviance will work under the supervision of the Office Supervisor or designee in the School Health Program. Her duties will include but are not limited to, performing various clerical duties; answering telephone calls and providing information regarding office functions, operations and procedures. The period of the agreement is July 1, 2009 through June 30, 2010.

Enoch Pratt Free Library

23. Re-title and Upgrade the following Unclassified Class:

From: 00721 - Library PC Technician Coordinator
Grade 111 (\$41,700.00 - \$60,500.00)

To: 00721 - PC Support Technician Supervisor
Grade 114 (\$48,600.00 - \$68,600.00)

Costs: \$3,150.00 - 1001-000000-4500-339600-601001

MINUTES

PERSONNEL

Department of Recreation and Parks

24. Reclassify the following Vacant Position:

Job No. 4780-47372

From: 71430 - Park Administrator
Grade 110 (\$40,000.00 - \$56,800.00)

To: 71452 - Environmental Conservation Analyst
Grade 112 (\$44,300.00 - \$62,600.00)

Costs: \$5,507.00 - 1001-000000-4780-363900-601001

<u>Name</u>	<u>Hourly Rate</u>	<u>Amount</u>
25. V. PATRICIA KOGER	\$25.00	\$4,800.00

Account: 2096-796623-7960-862300-601009

Ms. Koger will serve as an Oral History Specialist in the Bureau of Recreation's Senior Citizen Division. She will conduct and record oral history interviews with senior athletes as part of an historical project relating to the African-American tennis players who played on the "colored" tennis courts in Druid Hill Park. She will also assist in the compilation of an exhibit based upon the players' recollection and memorabilia that will be archived at the Reginald Lewis Museum. The period of the agreement is effective upon Board approval through December 31, 2009.

Commission on Aging and Retirement Education (CARE)

26. NUBRA BATES	\$7.91	\$2,373.01
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Account: 4000-432909-3250-319700-601009

Ms. Bates will serve as a Clerical Assistant. She will assist with class registration; prepare necessary forms for registration; prepare, monitor and document class attendance; answer telephone calls, and provide information

MINUTES

PERSONNEL

<u>Name</u>	<u>Hourly Rate</u>	<u>Amount</u>
<u>Commission on Aging and Retirement Education (CARE) - cont'd</u>		

regarding classes and registration. She will also distribute para-transit and pilot project vouchers and assist with VIP programs for frail adults. The period of the agreement is July 1, 2009 through September 30, 2009.

27. **MARCUS DUNGEE** \$9.25 **\$14,430.00**

Account: 5000-534109-3250-319900-601009	\$ 8,658.00
5000-536009-3250-319500-601009	\$ 5,772.00

Mr. Dungee will serve as an Office Assistant for CARE's Information and Assistance Call Center. He will answer and screen calls through the CARE Call Center and refer callers who require more than general information to Information and Assistance Counselors. He will assist with general office duties such as filing, copying and sorting of incoming and outgoing mail. In addition, he will compile and enter data regarding the Senior Health Program and maintain the Call Center's Outreach Program calendar. The period of the agreement is July 1, 2009 through June 30, 2010.

28. **JANELLE AUGUSTUS** \$15.00 **\$29,250.00**

Account: 4000-433509-3250-319739-7601009

Ms. Augustus will serve as a Contract Service Specialist II in the Fiscal Services Unit. She will be responsible for posting encumbrances, revenue and disbursements to journals. She will reconcile and balance accounts; examine vouchers, claims, and invoices. She will also check and support data for conformance with established procedures and regulations. The period of the agreement is July 1, 2009 through May 30, 2010.

MINUTES**PERSONNEL**CARE - cont'd

	<u>Name</u>	<u>Hourly Rate</u>	<u>Amount</u>
29.	EDNA SWANN	\$17.95	\$35,503.00

Account: 4000-436508-3250-535800-601009

Ms. Swann will serve as a Program Coordinator for the Nursing Home Diversion Program. She will develop and implement program policy, procedures and eligibility status. She will coordinate and assist in arranging services for participants in the program. She will also conduct home visits and develop care plans for community-based clients. The period of the agreement is effective upon Board approval through March 31, 2010.

30. Reclassify the following Vacant Position:

From: 34145 - Accountant Supervisor
Grade 114 (\$48,600.00 - \$68,600.00)
Job No. 43648

To: 34426 - Chief of Fiscal Services I
Grade 117 (\$56,000.00 - \$79,400.00)

Costs: \$7,966.00 - 4000-433509-3250-316400-601001

31. Reclassify the following Position:

From: 91113 - Social Worker II
Grade 092 (\$44,206.00 - \$53,829.00)
Job No. 3250-47602

To: 91152 - Social Program Administrator II
Grade 112 (\$44,300.00 - \$62,600.00)

Costs: (\$57,468.00) - 5000-532805-3250-578200-601001
\$57,950.00 - 4000-436103-3250-317000-601001

MINUTES**PERSONNEL**CARE - cont'd

	<u>Name</u>	<u>Hourly Rate</u>	<u>Amount</u>
32.	IVAN FORNEY	\$17.00	\$ 9,425.00 (includes \$0.55 per mile not to exceed \$500.00)

Account: 4000-436109-3250-319701-601009

Mr. Forney will work as Community Liaison for the National Family Caregivers Program. He will develop partnerships with key community organizations, faith-based organizations and community leaders. The period of the agreement is July 1, 2009 through September 30, 2009.

Department of Transportation

		<u>Hourly Rate</u>	<u>Amount</u>
33.	DONALD STATEN	\$33.82	\$62,000.00

Account: 2076-000000-2350-256200-601009

Mr. Staten will work as a Special Systems Analyst. He will be responsible for providing technical support to end users and remote users for PC and laptop hardware/software and peripheral devices issues, including installation and problem diagnosis. He will also assist in coaching new and existing team members to facilitate training and education activity and provide status reports to management. The period of the agreement is effective upon Board approval for one year.

MINUTES

PERSONNELDepartment of Transportation - cont'd

	<u>Name</u>	<u>Hourly Rate</u>	<u>Amount</u>
34.	ASTRINA CALAME	\$37.64	\$69,000.00

Account: 4180-418008-418008-239000-601009

Ms. Calame will work as a Special Director of Safety Education. Her duties will include but are not limited to evaluating existing pedestrian patterns, traffic infrastructure, proper way to drop-off children at school (vehicles), conducting meetings with parent groups at each school to survey their attitudes and knowledge of pedestrian safety issues. The period of the agreement is effective upon Board approval for one year.

Department of Public Works

35. Reclassify the following vacant position:

Job No. 554-23783

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

To: 33679 - Personnel Administrator
Grade 117 (\$56,000.00 - \$79,400.00)

Cost: \$17,008.00 - 2070-000000-5540-399000-601001

36. Create the following position:

00143 - Executive Level II
Grade 959 (\$77,200.00 - \$132,400.00)
Job No. to be assigned by BBMR

Costs: \$152,501.00 - 2051-000000-1980-654800-601001

MINUTES**PERSONNEL**Fire Department37. Reclassify the following vacant position:

From: 33188 - Document Imaging Manager
 Grade 089 (\$38,966.00 - \$53,226.00)
 Job No. 12579

To: 34142 - Accountant II
 Grade 110 (\$40,000.00 - \$56,800.00)

Costs: \$1,606.00 - 1001-000000-2100-225100-601001

38. Abolish the following two vacant positions:

01701 - President, Board of Fire Commission
 Grade 82A (\$4,250.00 flat)

01700 - Commissioner, Board of Fire Commission
 Grade 81A (\$3,625.00)

Based upon the Department's Charter, these classes were not meant to be paid positions.

There are no costs associated with this action.

39. Overlap in Employment in Excess of 20 Working Days:

41201 - Fire Dispatcher
 Grade 341 (\$37,021.00 - \$44,541.00)
 Job No. 2150-13981

Costs: \$4,747.00 - 1001-000000-2150-230600-601061

MINUTES**PERSONNEL**

Fire Department - cont'd

40. Reclassify the following position:

From: 33152 - Systems Analyst II
Grade 117 (\$56,000.00 - \$79,400.00)

To: 10074 - Assistant Counsel
Grade 116 (\$53,900.00 - \$76,000.00)

Costs: \$3,770.00 - 1001-000000-2100-224900-601001

41. Re-title the following three classes:

From: 62711 - Paramedic EMS EMT - I

To: Paramedic CRT

From: 41234 - Fire Lieutenant EMS EMT - I

To: Fire Lieutenant EMS CRT

From: 41235 - Fire Captain EMS EMT - I

To: Fire Captain EMS CRT

There are no costs associated with this action.

MINUTES**PERSONNEL**Circuit Court42. Create the following two positions:

00804 - Program Coordinator, Courts
 1 position
 Grade 090 (\$40,625.00 - \$49,376.00)
 Job No. to be assigned by BBMR

00142 - Executive Level I
 Grade 948 (\$55,200.00 - \$99,200.00)
 Job No. to be assigned by BBMR

\$ 99,293.00 - 5000-540109-1100-116900-601001
68,049.00 - 5000-540109-1100-116900-601001
\$167,342.00

	<u>Hourly Rate</u>	<u>Amount</u>
43. PATSY CUNNINGHAM	\$21.16	\$40,355.00
44. VALERIE MCKEIVER	\$21.16	\$40,355.00

Account: 5000-540309-1100-116800-601009

These individuals will work as Drug Court Case Managers. They will be responsible for overseeing the ancillary service component of the program and developing case plans, facilitating access to service and providing reports to the Judiciary. The period of the agreement is July 1, 2009 through June 30, 2010.

MINUTES

PERSONNEL

Circuit Court - cont'd

45. Create the following position:

10074 - Assistant Counsel
Grade 116 (\$53,900.00 - \$76,000.00)
1 Position
Job No. to be assigned by BBMR

Cost: \$76,818.00 - 6000-600709-1100-116800-601001

Department of Human Resources

46. Adjust the Salary of the following range:

<u>GRADE:</u>	<u>FROM:</u>	<u>TO:</u>
405	\$6.54 - \$ 6.70	\$7.25 - \$ 7.40
407	\$6.93 - \$ 7.15	\$7.63 - \$ 7.85
851	\$6.55	\$7.25
852	\$6.75	\$7.45
901	\$6.97 - \$9.45	\$7.25 - \$10.15
905	\$6.97 - \$33.28	\$7.25 - \$33.28
910	\$5.15 - \$ 6.19	\$7.25 - \$ 8.29
972	\$7.00 - \$ 9.50	\$7.25 - \$ 9.75
974	\$6.55 - \$ 8.00	\$7.25 - \$ 8.70
975	\$6.55 - \$ 8.65	\$7.25 - \$ 9.35
976	\$6.55 - \$ 9.40	\$7.25 - \$10.10
977	\$6.55 - \$10.50	\$7.25 - \$11.20
979	\$6.55 - \$12.20	\$7.25 - \$12.90
980	\$6.55 - \$13.40	\$7.25 - \$14.10
981	\$6.55 - \$16.90	\$7.25 - \$17.60
982	\$6.55 - \$50.00	\$7.25 - \$50.00
983	\$6.55 - \$90.00	\$7.25 - \$90.00
984	\$7.00 - \$ 9.50	\$7.25 - \$10.00
985	\$7.00 - \$20.00	\$7.25 - \$20.00
92D	\$6.55 - \$100.00	\$7.25- \$100.00

It is estimated that the cost of the above salary actions to General Funds will be \$258,000.00.

MINUTES

PERSONNEL

DHR - cont'd

The Federal law was recently amended to stipulate a mandated increase to the minimum wage, raising the minimum wage from \$6.55 per hour to \$7.25 per hour effective July 24, 2009.

At this time the Department of Human Resources has reviewed the Class File and has identified the above salary ranges, which require adjustment in order to be fully in compliance with the minimum wage legislation. Some of the ranges listed above have had a salary range maximum increase as well as minimum increase in order to preserve the existing span of the range.

In recommending the expansion of the salary range for the class of Work Study Student (10112) from a Grade 981 (\$6.55 to \$7.25), the Department of Human Resources is not only complying with the minimum wage legislation, but also adjusting the salary structure within the range to allow the agencies greater flexibility to recruit and compensate students. The revisions to the internal salary structure are as follows:

<u>Educational Category</u>	<u>Present Plan</u>	<u>Proposed Plan</u>
(1) High School Student	\$6.55 - \$9.40	\$7.25 - \$10.10
(2) First Year of College	\$7.40 - \$11.15	\$8.20 - \$11.85
(3) Second Year of College	\$8.40 - \$12.15	\$9.10 - \$12.85
(4) Third Year of College	\$9.40 - \$13.90	\$10.10 - \$14.60
(5) Fourth Year of College	\$10.80 - \$15.15	\$11.50 - \$15.85
(6) Graduate School	\$11.40 - \$16.90	\$12.10 - \$17.60

Department of Housing and Community Development

47. Create the following unclassified class:

- a. From: 10231 - Research Analyst I
Grade 088 (\$37,426.00 - \$51,014.00)

MINUTES**PERSONNEL**DHCD - cont'dCreate the following unclassified positions:

- b. 00015 - Administrative Assistant
 Grade 940 (\$48,900.00 - \$67,000.00)
 1 Position
 Job No. to be assigned by BBMR
- c. 10231 - Research Analyst
 Grade 088 (\$37,426.00 - \$51,014.00)
 1 Position
 Job No. to be assigned by BBMR

Costs: \$69,840.00 - 1000-000000-3570-327200-601001
53,149.00 - 6000-685209-3570-333600-601001
\$122,989.00

48. Retitle and downgrade the following unclassified class:

- a. From: 00416 - Homeless Program Assistant Administrator
 Grade 625 (\$50,800.00 - \$58,900.00)
- To: 00416 - Program Compliance Officer I
 Grade 087 (\$35,955.00 - \$48,897.00)

Create the following unclassified positions:

- b. 00416 - Program Compliance Officer I
 Grade 087 (\$35,955.00 - \$48,897.00)
 1 Position
 Job No. to be assigned by BBMR
- c. 00419 - Homeless Program Coordinator
 Grade 088 (\$37,426.00 - \$51,014.00)
 1 Position
 Job No. to be assigned by BBMR

Costs: \$106,787.00 - 6000-685209-3570-333600-601001

MINUTES**PERSONNEL**Department of Finance49. Create the following class:

- a. 33544 - Property Disposal Assistant Supervisor
 Grade 110 (\$40,000.00 - \$56,800.00)

Create the following positions:

- b. 33541 - Property Disposal Assistant
 Grade 084 (\$32,209.00 - \$38,441.00)
 2 Positions
 Job Nos. to be assigned by BBMR

- c. 33544 - Property Disposal Assistant Supervisor
 Grade 110 (\$40,000.00 - \$56,800.00)
 1 Position
 Job No. to be assigned by BBMR

Cost: \$143,909.00 - 60000-606000-1440-655900-601001

MINUTESFire Department - Retroactive Payments

The Board is requested to approve and authorize the retroactive payments for the listed individuals.

1. **BARRY BROYLES** **\$104,803.59**

Account: 1001-000000-2120-226300-601061

Mr. Broyles was terminated. A hearing was conducted by the Civil Service Commission at which time his termination was reversed. Mr. Broyles is to be paid all lost wages and benefits, in the amount of \$104,803.59, for the payroll periods ending August 7, 2007 through November 25, 2008.

2. **DAVID J. COOGAN** **\$ 27,546.12**

Account: 1001-000000-3190-308700-601061

Mr. Coogan has retired. He filed a grievance. As a result of the arbitration hearing, the decision was made to pay him a retroactive payment, in the amount of \$27,546.12, for an additional 90 days terminal leave with full benefits.

3. **DONALD E. WILSON** **\$ 19,953.40**

Account: 1001-000000-2120-226300-601061

Mr. Wilson has retired. He filed a grievance. As a result of the arbitration hearing, the decision was made to pay him a retroactive payment, in the amount of \$19,953.40, for an additional 90 days terminal leave with full benefits.

APPROVED FOR FUNDS BY FINANCE

UPON MOTION duly made and seconded, the Board approved and authorized the retroactive payments for the above listed individuals.

MINUTES

Fire Department - Memorandum of Understanding

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of a memorandum of understanding (MOU) with the Baltimore City Local Emergency Planning Committee (LEPC), and the Maryland Department of the Environment (MDE). The period of the MOU is March 1, 2009 through February 28, 2010.

AMOUNT OF MONEY AND SOURCE:

\$6,077.00 - 5000-558809-2130-229200

BACKGROUND/EXPLANATION:

The Department has received a grant, in the amount of \$6,077.00, from the MDE. Under the terms of this MOU, the funds will be used for federally required planning and training activities for the LEPC.

The MOU is late because notification of the grant award was recently received from the MDE.

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 execution of the memorandum of understanding with the Baltimore City Local Emergency Planning Committee (LEPC), and the Maryland Department of the Environment (MDE).

MINUTES

Department of Recreation and Parks - Right-of-Entry Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of a right-of-entry agreement with the Canton Community Association, Inc. (CCA). The period of the agreement is effective upon Board approval for two months.

AMOUNT OF MONEY AND SOURCE:

N/A

BACKGROUND/EXPLANATION:

The CCA is a community-based organization that is dedicated to preserving and improving the green space in the neighborhood. The CCA has raised funds for the fabrication of ornamental fencing to protect the flowerbeds in O'Donnell Square Park. Under the terms of this right-of-entry agreement, the CCA and its contractor, Best Fence, will be granted right-of-entry to install the fence in O'Donnell Square Park.

UPON MOTION duly made and seconded, the Board approved and authorized execution of the right-of-entry agreement with the Canton Community Association, Inc.

MINUTES

Department of Recreation and Parks - Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of an agreement with the Baltimore Metro Soccer Officials' Association. The period of the agreement is effective upon Board approval through May 31, 2012.

AMOUNT OF MONEY AND SOURCE:

\$19,200.00 (\$6,400.00 per yr.) - 1001-000000-4790-369800-603026
6000-677907-4790-371005-603026

BACKGROUND/EXPLANATION:

The Baltimore Metro Soccer Officials' Association coordinates the assignment of knowledgeable and competent officials for youth and adult soccer games at the Department's indoor soccer facility, as well as outdoor facilities City-wide. Under the terms of this agreement, the organization will also conduct training programs for officials on an annual basis.

APPROVED FOR FUNDS BY FINANCE

AUDITS REVIEWED AND HAD NO OBJECTION.

UPON MOTION duly made and seconded, the Board approved and authorized execution of the agreement with the Baltimore Metro Soccer Officials' Association.

MINUTES

OPTIONS/CONDEMNATIONS/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.	Fred Nochumowitz, Trustee under The Deed of Trust for Ross Adam Nochumowitz	2010 Barclay St.	G/R \$96.00	\$640.00
2.	Robert S. Taub	2005 Guilford Avenue	G/R \$98.00	\$653.00
3.	J. Mayer Willen and Janice B. Willen (Deceased)	422 E. 20th St.	G/R \$65.00	\$596.00
4.	Sambor Investments, LLC	2014 Barclay St.	G/R \$84.00	\$770.00

Funds will be transferred prior to settlement into account no. 9912-904713-9591-900000-704040, Barclay 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 and quick-take proceedings for an amount equal to or lesser than the option amounts.

Department of Housing and Community Development - Quick-Takes

5.	Domino Financial Corp.	2134 Herbert St.	G/R \$120.00	\$800.00
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Funds will be transferred prior to quick-take into account no. 9910-908087-9588-900000-704040, Miscellaneous Project.

MINUTES

OPTIONS/CONDEMNATIONS/QUICK-TAKES:

	<u>Owner(s)</u>	<u>Property</u>	<u>Interest</u>	<u>Amount</u>
	<u>DHCD - Quick-Takes</u>			
6.	B. Spaulding DeGarmendia	2212 Etting St.	G/R \$30.00	\$200.00

Funds will be transferred prior to quick-take into account no. 9910-905788-9588-900000-704040, Baker/Division Project.

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

UPON MOTION duly made and seconded, the Board approved the options, condemnations, quick-takes.

MINUTES

Department of Housing and - Condemnation
Community Development

ACTION REQUESTED OF B/E:

The Board is requested to approve the purchase, by condemnation, of the fee simple interest of 3200 East Biddle Street.

AMOUNT OF MONEY AND SOURCE:

\$435,000.00 - 9910-902873-9600

BACKGROUND/EXPLANATION:

The property 3200 E. Biddle Street is located adjacent to the Berea community in East Baltimore. The site is approximately 1.5 acres and is improved by a 42,354 square foot former paint manufacturing facility and a smaller laboratory building. The paint factory has not been in operation since 1990 and the property has sat vacant since then and has become blighted.

At the request of the Baltimore Development Corporation (BDC), Mayor Dixon signed Ordinance 07-0644 on November 8, 2007, which allows the City to acquire the property, through condemnation pursuant to Article 13, Section(s) 2-7(jj) of the Baltimore City Code for industrial growth purposes.

The site is environmentally contaminated. Environmental studies have revealed hazardous materials and evidence of underground storage tanks. The site is also a known dumping location and has been used to shelter transient persons. There are a number of outstanding Federal, State and City liens on the property in excess of \$1,600,000.00. Both the environmental conditions and the liens have prevented redevelopment of the property. In addition, the property is subject to an open Code Enforcement notice dated May 25, 2006 requiring the property owner to raze or rehabilitate the building. To date, this notice has not been complied with. A subsequent notice was sent on September 03, 2008.

MINUTES

DHCD - cont'd

An appraisal was conducted on the property in August 2008 by Calvin Thomas of Lipman, Frizzell & Mitchell, LLC. Mr. Thomas appraised the property at \$435,000.00. The City Real Estate Department has reviewed and approved the appraisal. The valuation was based upon certain conditions including an environmentally cleaned and cleared site. Currently, neither of these conditions is true and the environmental remediation and demolition are substantial costs that are to be the responsibility of the City.

The total amount of liens is in excess of \$1,600,000.00. The BDC has been successful in its request to the U.S. Small Business Administration to release its \$1,100,000.00 lien against the property contingent upon acquisition, which lessens the burden to \$567,185.00. Below is a list of the current liens on the property and its sources.

US SBA	\$1,100,000.00
UDAG/M&CC	\$ 500,000.00
State Income Taxes	\$ 9,633.00
Federal Income Taxes	\$ 13,130.00
City Real Property Taxes	\$ 44,422.00
Total	\$1,667,185.00

In addition, the BDC has requested that the U.S. Environmental Protection Agency not pursue further cost recovery actions for emergency action work completed in 1995 valued at \$500,000.00. The EPA has agreed to this request because the City is acquiring the property for economic development purposes and will remediate the property.

Upon acquisition through condemnation, the BDC will proceed to conduct environmental remediation, demolish the structures, and issue an RFP for redevelopment of the property.

In light of the above liens, demolition, and remediation costs, the City will be petitioning the Court during the condemnation proceedings to establish the settlement price at no value. The savings offered by a no value judgment will be used to satisfy the existing liens on the property and conduct environmental remediation and demolition.

MINUTES

DHCD - cont'd**TRANSFER OF FUNDS**Baltimore Development Corporation

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
\$435,000.00	9910-902873-9600	9910-906675-9601
21 st EDF	Constr. Res. Brownfield Incentive Fund	E. Balto. Ind. & Coml. Dev.

This transfer will provide funds for the acquisition of the former Ainsworth Paint manufacturing facility located at 3200 East Biddle Street.

(FILE NO. 57025)

UPON MOTION duly made and seconded, the Board approved the purchase, by condemnation, of the fee simple interest of 3200 East Biddle Street. 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

Police Department - Employment Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of the employment agreement with Ms. Nancy P. Byers, retiree. The period of the agreement is effective upon Board approval for one year.

AMOUNT OF MONEY AND SOURCE:

\$30,000.00 - 1001-000000-2010-198300-601062
(\$14.42/hr)

BACKGROUND/EXPLANATION:

On January 3, 1996, the Board approved a waiver of Administrative Manual Policy AM 212-1, which allowed the Baltimore Police Department to hire retired Police Officers as contract employees.

The retiree will perform a variety of tasks, previously performed by full-duty Police Officers, which are supportive in nature. This will allow the Department to continue to assign active Police Officers to crime fighting duties.

The retiree will receive no benefits other than workmen's compensation and F.I.C.A.

APPROVED FOR FUNDS BY FINANCE

UPON MOTION duly made and seconded, the Board approved and authorized execution of the employment agreement with Ms. Nancy P. Byers, retiree.

MINUTES

Police Department - Grant Award Agreement and
Appropriation Adjustment Order

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of a grant award agreement with the Governor's Office of Crime Control and Prevention. The period of the agreement is March 1, 2009 through March 31, 2009. The Board is also requested to approve an appropriation adjustment order to transfer appropriation from Program No. 2010 to Program No. 2070.

AMOUNT OF MONEY AND SOURCE:

Grant Award - \$6,380.00

Appropriation Adjustment Order

<u>Amount</u>	<u>From:</u>
\$6,380.00	4000-400009-2010-548000-400000

<u>Amount</u>	<u>To:</u>
\$6,380.00	4000-434609-2070-567000-603001

BACKGROUND/EXPLANATION:

The Department received a grant, in the amount of \$6,380.00, from the Governor's Office of Crime Control and Prevention, under the Byrne-Justice Assistance Grant Program for the Crime Analysis Seminar (CAS).

MINUTESPolice Department - cont'd

The grant funds will be used to cover the costs of registration fees and lodging for the CAS Seminar. The seminar provided immediate techniques to help solve the real-world problems that confront crime analysts, patrol and investigative officers, and community policing personnel.

The grant award agreement is late because required documentation was recently received.

APPROVED FOR FUNDS BY FINANCE

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

UPON MOTION duly made and seconded, the Board approved and authorized execution of the grant award agreement with the Governor's Office of Crime Control and Prevention. The Board also approved the appropriation adjustment order to transfer appropriation from Program No. 2010 to Program No. 2070.

MINUTESHealth Department - Grant Agreement, Agreements, Inter-
governmental Agreement

The Board is requested to approve and authorize execution of the following grant agreement, agreements, and intergovernmental agreement.

GRANT AGREEMENT

- | | | |
|----|--|-----------------------|
| 1. | CAREFIRST BLUECROSS BLUESHIELD | \$3,000,000.00 |
| | 2009 - 3 Installments totaling | \$ 750,000.00 |
| | 2010 - Quarterly Installments totaling | 1,100,000.00 |
| | 2011 - Quarterly Installments totaling | 1,150,000.00 |

Account: 6000-626309-3080-294901

This grant is made to support the initiative Improving Birth Outcomes in Baltimore City, a comprehensive and innovative "medical home" concept of coordinated care to improve maternal and child health in communities where the need is greatest. The second and third year funding is dependant on the outcomes of the previous years.

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

AGREEMENTS

- | | | |
|----|--|----------------------|
| 2. | GREATER HOMEWOOD COMMUNITY
(GHCC) | \$ 280,880.00 |
|----|--|----------------------|

Account: 4000-428008-3050-282900-603026

The GHCC and its stipulated subcontractor, Dennis Livingston d/b/a Community Resources, Inc. (CRI) will together perform the services and provide the materials for the scope of services described in the agreement. Environmental Remediation Technician training will be provided. The purpose of the training contemplated under the contract is to meet the U.S. Department of Housing

MINUTESHealth Department - cont'd

and Urban Development (HUD) Section 3 requirements, pertaining to recruitment and training in sustainable fields of endeavor. Through this training local persons can continue to work in the local community and educate people about lead and eradicate lead as a health concern in the City.

The Community Resources, Inc. is named specifically in the 2007 Demonstration Grant funded by HUD, and fulfills a specific requirement of the grant. The period of the agreement is March 1, 2009 through September 30, 2010.

This agreement is being presented at this time because it was just finalized.

AUDITS REVIEWED AND HAD NO OBJECTION

3. **HEALTH CARE FOR THE HOMELESS, \$ 17,750.00**
INC.

Account: 4000-422509-3030-273016-603051

Health Care for the Homeless, Inc will provide a multi-faceted Syphilis/Sexually Transmitted Disease (STD) prevention and health education program to people experiencing homelessness in the City. The project will offer individual and group prevention and health education interventions conducted by registered nurses and outreach workers at its Park Avenue clinic and in outreach settings. All types and locations of intervention will include education resources, referrals for those in need of screening and/or treatment, and referrals of complementary services as appropriate. The organization will also provide on-site and outreach based

MINUTES

Health Dept. - cont'd

Syphilis and HIV screening, serological testing, and treatment to reduce the potential of losing clients who are not likely to follow through on referrals to STD clinics. The period of the agreement is January 1, 2009 through June 30, 2009.

The agreement is being processed at this time because funds were awarded late in the grant year.

AUDITS REVIEWED AND HAD NO OBJECTION

4. **JOHNS HOPKINS UNIVERSITY, INC.** **\$13,000.00**
(JHU)

Account: 5000-522309-3030-272500-603051

The JHU will provide case-specific consultation on Sexually Transmitted Disease (STD) cases (Syphilis, Gonorrhea, Chlamydia, Lymphogranuloma Venereum (LGV), and other STDs other than HIV/AIDS) to the Maryland State STD Prevention Division and to local health departments in Maryland. Cases from local health departments will be screened before referral for consultation. The period of the agreement is July 1, 2008 through June 30, 2009.

This agreement is being presented at this time because of the delay in receiving an acceptable scope and budget.

AUDITS REVIEWED AND HAD NO OBJECTIONINTERGOVERNMENTAL AGREEMENT

5. **BALTIMORE CITY PUBLIC SCHOOL** **\$25,000.00**
SYSTEM, BOARD OF SCHOOL COMMISSIONERS

Account: 5000-530309-3040-278903-603051

The Board of School Commissioners will work with the Department to reduce illness related to tobacco use, reduce cigarette use among school staff and K-12 students; prevent the initiation of tobacco use among young people; and reduce exposure to second hand smoke.

MINUTES

Health Dept. - cont'd

This agreement is being presented at this time because the FY 09 budget was not approved until November 6, 2008.

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

MINUTESHealth Department - Agreements

The Board is requested to approve and authorize execution of the following Senior Community Service Employment Program (SCSEP) agreements:

- | | | | |
|----|---|----|------|
| 1. | DEPARTMENT OF HUMAN RESOURCES/
ADMINISTRATIVE OFFICE | \$ | 0.00 |
| 2. | DEPARTMENT OF HUMAN RESOURCES/
RECRUITMENT DIVISION | \$ | 0.00 |
| 3. | DEPARTMENT OF HUMAN RESOURCES/
TRAINING DIVISION | \$ | 0.00 |

The above-listed organizations will serve as host agencies for the SCSEP. This program provides part-time work experience or volunteer service opportunities for persons, aged 55 years or older, with no upper age limitation. The placement of Senior Citizen Aides in non-profit or governmental agencies will allow those agencies to provide services that would otherwise not be available because of the lack of funds. The period of the agreement is July 1, 2009 through June 30, 2010.

APPROVED FOR FUNDS BY FINANCE

UPON MOTION duly made and seconded, the Board approved and authorized execution of the above listed Senior Community Service Employment Program (SCSEP) agreements.

MINUTES

Commission on Aging and Retirement Education (CARE) - Agreement and Amendment to Agreement

The Board is requested to approve and authorize execution of the following agreement and amendment to agreement.

1. ST. AMBROSE HOUSING AID CENTER \$8,544.00

Account: 4000-433509-3250-319324-607001

The St. Ambrose Housing Aid Center will continue to assist elderly adults with housing needs through the Home-Sharing Program. The program is designed to be an alternative to the institutionalization of frail and elderly residents of the City. The program will identify and match elderly residents with senior homeowners living alone in single family dwellings. The program will promote program services, screen and interview applicants, complete home assessments, recruit appropriate housemates for applicants, and provide counseling services. The period of the agreement is October 1, 2008 through September 30, 2009. The request is being submitted late because of the late submission of budget information from St. Ambrose Housing Aid Center.

AUDITS REVIEWED AND HAD NO OBJECTION

2. JAMES MACGILL, JR. \$ 0.00

On July 16, 2008 the Board approved the original agreement in the amount of \$20,481.50. Mr. Macgill, will continue to provide services as a consulting Special Projects Manager who is assisting CARE with preparations of the FY 2009 Area Plan narrative, exhibits, program updates, budget and other related duties. He will also assist in developing the blueprint for

MINUTES

CARE - cont'd

the Urban Initiative, special projects and evaluations. In addition he will analyze state and federal legislation with respect to its impact on CARE programs. This amendment extends the period of performance for an additional 45 calendar days through August 15, 2009 at no additional cost. The scope of services has been revised to include the additional services that will be provide for the extended term of the agreement.

APPROVED FOR FUNDS BY FINANCE

UPON MOTION duly made and seconded, the Board approved and authorized execution of the foregoing agreement and the amendment to agreement.

MINUTES**CITY COUNCIL BILL**

09-0281 - An ordinance concerning the Sale of Property - Certain Streets or Portions of Them Lying Within the Middle East Urban Renewal Project for the purpose of authorizing the Mayor and City Council of Baltimore to sell, at either public or private sale, all its interest in certain parcels of land known as the former beds of certain streets or portions of them lying within the Middle East Urban Renewal Project, bounded by Ashland Avenue, McDonogh Street, Chase Street, and Washington Street, and no longer needed for public use; and providing for a special effective date.

ALL REPORTS RECEIVED WERE FAVORABLE.

UPON MOTION duly made and seconded, the Board approved Bill No. 09-0281 and directed that the bill be returned to the City Council with the recommendation that it also be approved and passed by that Honorable Body. The President **ABSTAINED.**

MINUTES

Bureau of Water and Wastewater (BW&WW) - Supplemental
On-Call Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of a supplemental on-call agreement with Johnson, Mirmiran & Thompson, Inc. (consultant). The period of the supplemental agreement is effective upon Board approval for one year or until the upset limit is reached, whichever occurs first.

AMOUNT OF MONEY AND SOURCE:

\$750,000.00 - Upset limit

BACKGROUND/EXPLANATION:

On January 10, 2007, the Board approved the original two year agreement with the consultant. The BW&WW has identified the need for the consultant to continue to provide services under Project No. 1030, On-Call Project Management, Scheduling Inspection, and Engineering Services. This supplemental on-call agreement, in the amount of \$750,000.00, will allow the consultant to continue to provide these services.

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

UPON MOTION duly made and seconded, the Board approved and authorized execution of the supplemental on-call agreement with Johnson, Mirmiran & Thompson, Inc..

MINUTES

Bureau of Water and Wastewater (BW&WW) - Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of an agreement with ALMAC Enterprises, (ALMAC). The period of the agreement is June 22, 2009 through July 21, 2009.

AMOUNT OF MONEY AND SOURCE:

\$ 2,940.00	-	2071-000000-5520-397926-60320
1,260.00	-	2071-000000-5520-398012-60320
1,050.00	-	2071-000000-5520-398140-60320
2,625.00	-	2070-000000-5500-397001-60320
2,625.00	-	2070-000000-5500-397101-60320
\$10,500.00		

BACKGROUND/EXPLANATION:

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

ALMAC has an extension background in Mechanical Maintenance Technician Training Program and has provided a custom curriculum that enables the apprentices to be exposed to the technical requirements of the program as they relate to the actual work environment of a Water and Wastewater Filtration Plant.

This agreement is for the first year of a three year instruction program for the class of trainees hired as Mechanical Maintenance Technician Apprentices.

APPROVED FOR FUNDS BY FINANCE

AUDITS REVIEWED AND HAD NO OBJECTION.

UPON MOTION duly made and seconded, the Board approved and authorized execution of an agreement with ALMAC Enterprises.

MINUTES**TRAVEL REQUESTS**

<u>Name</u>	<u>To Attend</u>	<u>Amount</u>
<u>Baltimore City Board of Elections</u>		
1. Armstead Jones, Sr. Terri Marciszewski Abigail Goldman Edna M. Johnson	Professional Education Program-MD Session Annapolis, MD July 25 - 31, 2009 (Reg. Fee \$1,516.00 ea.)	\$10,760.40
<u>Baltimore City Police Department</u>		
2. Jeffrey R. Chaney	13 th Annual International Criminal Justice Diversity Symposium Palm Springs, CA Sept. 01 - 05, 2009 (Reg. Fee \$150.00)	\$1,053.20
3. David J. Rosenblatt Anthony E. Cirillo	National Technical Investigators Association Training Memphis, TN July 11 - 17, 2009 (Reg. Fee \$300.00 ea.)	\$2,376.00
<u>Department of Recreation and Parks</u>		
4. Gerald Stokes	Amateur Athletic Union Basketball Tournament Memphis, TN June 28 - July 05, 2009	\$ 0.00

MINUTES**TRAVEL REQUESTS**

<u>Name</u>	<u>To Attend</u>	<u>Amount</u>
<u>Mayor's Office of Employment Development</u>		
5. Karen Sitnick	Job Creation & Workforce Development Summit New York, NY June 24 - 26, 2009	\$ 898.00

UPON MOTION duly made and seconded, the Board approved the travel requests. The Mayor **ABSTAINED** on item no. 5.

MINUTES

Department of Audits - Training for Auditors

ACTION REQUESTED OF B/E:

The Board is requested to approve an expenditure of funds for Ernst & Young LLP to provide training for thirty-five staff members. The one-day auditing training seminar will be held on or before July 31, 2009.

AMOUNT OF MONEY AND SOURCE:

\$6,100.00 - 1001-000000-1310-157800-603020

BACKGROUND/EXPLANATION:

Government Auditing Standards require that each auditor obtain 80 hours of continuing professional education every two years. The foregoing program is part of the Department's scheduled training for this year. Up to five members of the Department of Finance are included with this training request. The Department of Finance will reimburse the Department of Audits for their attendees.

APPROVED FOR FUNDS BY FINANCE

UPON MOTION duly made and seconded, the Board approved the expenditure of funds for Ernst & Young LLP to provide training for thirty-five staff members.

MINUTES

Department of Finance - Mayoral Fellows Program Contribution

ACTION REQUESTED OF B/E:

The Board is requested to approve a contribution to the Baltimore City Foundation in support of the 2009 Mayoral Fellows Program.

AMOUNT OF MONEY AND SOURCE:

\$48,000.00 - Various Accounts

BACKGROUND/EXPLANATION:

The Administration seeks to contribute \$48,000.00 to the Baltimore City Foundation to assist with the cost of the 2009 Mayoral Fellows Program. Private fundraising to support the program is also ongoing. Through the program, which began in 2002, graduate and undergraduate students work in City government for a ten-week fellowship over the summer. The primary objective through this program is to recruit and retain talented individuals, with an interest in public service, in seeking permanent positions within Baltimore City government at the conclusion of their academic program. Currently, previous fellows are working full-time in the Office of Criminal Justice, the Department of Finance, Baltimore City Public School System and the East Baltimore Development Initiative.

APPROVED FOR FUNDS BY FINANCE

UPON MOTION duly made and seconded, the Board approved the contribution to the Baltimore City Foundation in support of the 2009 Mayoral Fellows Program.

MINUTES

Bureau of the Budget and - Carryover of Unexpended FY 2009
Management Research Appropriations

ACTION REQUESTED OF B/E:

In accordance with end of year procedures, approval is requested for the Department of Finance to transfer, within an agency, appropriations to meet any program deficit and/or, to meet specific carryover requests in cases where surpluses exist within any agency, but not necessarily within a particular program. Additionally, the Board's approval is requested to carry forward all encumbrances and pre-encumbrances, and to transfer from the Contingent Fund an amount sufficient to cover an agency's overall deficit if required.

In accordance with the Board of Estimates policy of prior years, the balance of unexpended special and loan funds earmarked for specific purposes will be carried over as necessary to Fiscal 2010.

AMOUNT OF MONEY AND SOURCE:

Sources and amounts for closing out appropriations will be from within each agency and fund.

	ACCOUNT #	PURPOSE	AGENCY REQUEST	CATEGORY*	
FIRE	1001-214-001-00-604	Purchase Medic Units	\$ 940,801.00	B	
HEALTH	1001-240-001-00-316	BARCS Facility Projects	\$ 100,000.00	B	
	1001-300-001-00-419	Health Disparities/Cardio Disease	\$ 35,000.00	B	
	1001-302-001-00-326	Environmental Health Audit Compliance	\$ 140,000.00	B	
	1001-304-021-00-604	Tobacco Van	\$ 50,000.00	B	
	1001-307-015-00-351	Substance Abuse	\$ 500,000.00	A	
	1001-308-015-00-351	Operation Safe Kids	\$ 500,000.00	B	
	1001-308-016-00-351	Safe Streets	\$ 100,000.00	B	
	1001-308-021-00-368	Immunization Program	\$ 40,000.00	B	
		Total		\$1,465,000.00	

MINUTES

BBMR - cont'd

HCD	1001-177-095-00-000	Affordable Housing/UDAG Swap	\$5,292,989.00	A
	1001-583-002-00-603	Computer Upgrades	\$ 353,250.00	B
	1001-592-005-00-701	South Baltimore Learning Center	\$ 60,000.00	A
	1001-592-026-00-326	Base Realignment and Closure (BRAC)	\$ 76,000.00	A
	1001-592-029-00-351	Office of Community Investment	\$ 100,000.00	A
	1001-592-030-00-326	Dawson House Rehabilitation	\$ 225,000.00	A
	1001-592-031-00-326	Charm City Land Trust	\$ 17,000.00	A
	Total		\$6,124,239.00	
LAW	1001-175-001-00-501	Office Furniture and Equipment	\$ 5,300.00	B
	1001-175-001-00-603	Data/Word Processing Equipment	\$ 24,000.00	B
	1001-175-001-00-508	Computer Software	\$ 1,800.00	B
		Total	\$ 31,100.00	
LIBRARY	1001-452-005-00-540	Books and Periodicals	\$ 500,000.00	B
	1001-452-010-00-540	Books and Periodicals	\$ 500,000.00	B
	1001-450-068-00-603	Data/Word Processing Equipment	\$ 125,000.00	B
		Total	\$1,125,000.00	
M-R: OFFICE ON CRIMINAL JUSTICE	1001-225-007-00-505	Citizens on Patrol	\$ 18,170.00	A
	1001-225-013-00-701	Support of Individ. & Org. - Grant Match	\$ 25,808.00	A
	1001-225-014-00-701	Support of Individ. & Org. - Grant Match	\$ 13,091.00	A
		Total	\$ 57,069.00	
M-R: MISC. GENERAL EXPENSES	1001-122-021-00-701	Special Projects	\$ 236,111.00	A
	1001-122-049-00-701	After School Programs	\$ 1,616,400.00	A
	1001-122-083-00-701	Wrap Around Services - Target Schools	\$ 352,851.00	A
	1001-122-086-00-701	Feasibility Study - Municipal Electric Utility	\$ 150,000.00	A
	1001-122-089-00-701	Child Care Resource Center	\$ 100,000.00	A

MINUTES

	1001-122-091-00-701	Friends of the Family	\$ 50,000.00	A
	1001-122-092-00-701	Pediatric Hospice Program	\$ 500,000.00	A
	Total		\$ 3,005,362.00	
M-R: EDUCATIONAL GRANTS	1001-446-006-00-402	Office Supplies	\$ 33,000.00	A
PLANNING	1001-187-001-00-318	Comprehensive Rezoning	\$ 192,300.00	A
	1001-187-001-00-603	Data/Word Processing Equipment	\$ 50,000.00	B
	Total		\$ 242,300.00	
PUBLIC WORKS	1001-193-002-00-351	Disinfection of City Buildings	\$ 395,649.00	B
	1001-515-006-00-326	Living Classrooms Contract	\$ 200,000.00	A
	Total		\$ 595,649.00	

Category A = Funds originally appropriated for such a purpose

Category B = Funds **NOT** originally appropriated for such purpose

BACKGROUND AND EXPLANATION:

The Baltimore City Charter (1996 Edition as amended), Article VI, Section 9(c), provides that: "Appropriations contained in the Ordinance of Estimates for a particular program, purpose, activity, or project may, upon the recommendation of the head of the municipal agency concerned and the Director of Finance and the approval of the Board of Estimates, be carried over to fiscal years subsequent to the one for which the appropriation is initially made for the accomplishment of said program, purpose, activity, or project. Funds encumbered for contracts, projects or other actual commitments and funds dedicated by an act of Congress or by State law or by the terms of any private grant to some specific purpose will be carried over to the next ensuing fiscal year. All appropriations not so carried over shall lapse at the end of the fiscal year from which made, except that any balance remaining in the fund of the water or sanitary wastewater utility (under Section 18 of this article) at the end of the fiscal year will remain to the credit of that utility and an estimate of such a balance will be included in that utility's budget for the next year as an estimated receipt."

MINUTES

No recommendations are made at this time pending a review of the requests by the Budget Bureau and the availability of appropriations.

A final report of recommendations and actions by the Budget Bureau will be submitted for approval by the Board of Estimates for the July 29, 2009 meeting.

UPON MOTION duly made and seconded, the Board approved the Carryover of Unexpended FY 2009 Appropriations. The President **ABSTAINED** on the DPW Carryover of the Living Classrooms' contract.

MINUTES

Department of Finance/ - Renewal of FY 2010
Office of Risk Management Insurance Policy

ACTION REQUESTED OF B/E:

The Board is requested to approve the renewal of the FY 2010 insurance policy for the Convention Center Complex and the 1st Mariner Arena through the Philadelphia Insurance Company. The period of the renewal is effective July 1, 2009.

AMOUNT OF MONEY AND SOURCE:

\$91,548.00 - 2043-000000-1450-162900-603014

BACKGROUND/EXPLANATION:

This policy provides liability coverage for the Convention Center Complex and the 1st Mariner Arena. The renewal is being provided by a new carrier, Philadelphia Insurance Company, at a 36% decrease in premium.

The policy contains a \$25,000.00 deductible in lieu of a Self Insured Retention as per the expiring policy. The new insurance carrier will handle all claims, thereby eliminating the need for a Third Party Administrator to handle all claims under the Self Insured Retention.

APPROVED FOR FUNDS BY FINANCE

UPON MOTION duly made and seconded, the Board approved the renewal of the FY 2010 insurance policy for the Convention Center Complex and the 1st Mariner Arena through the Philadelphia Insurance Company. The President **ABSTAINED**.

MINUTES

Department of Finance/ - Renewal of FY 2010
Office of Risk Management Insurance Policy

ACTION REQUESTED OF B/E:

The Board is requested to approve the renewal of the FY 2010 insurance policy for the Baltimore City Public School System and vendor-owned school buses' GPS tracking systems through the incumbent carrier, Fireman's Fund Insurance Company. The period of the renewal is effective July 1, 2009.

AMOUNT OF MONEY AND SOURCE:

\$7,699.00 - 2043-000000-1450-162900-603014

BACKGROUND/EXPLANATION:

This policy provides for theft and direct physical damage for GPS tracking units installed in 30 Baltimore City Public School System buses and 300 vendor-owned buses. The insurance coverage is being provided by the Fireman's Fund Insurance Company, at a 0% rate increase, and is subject to a \$250.00 deductible.

APPROVED FOR FUNDS BY FINANCE

UPON MOTION duly made and seconded, the Board approved the renewal of the FY 2010 insurance policy for the Baltimore City Public School System and vendor-owned school buses' GPS tracking systems through the incumbent carrier, Fireman's Fund Insurance Company.

MINUTES

Department of Finance/ - Renewal of FY 2010
Office of Risk Management Insurance Policy

ACTION REQUESTED OF B/E:

The Board is requested to approve the renewal of the FY 2010 Master Property Insurance Policy for the real and personal property of Baltimore City and the Baltimore City Public School System through the incumbent carrier, Lexington Insurance Company. The period of the renewal is effective July 1, 2009.

AMOUNT OF MONEY AND SOURCE:

\$1,752,712.00 - 2043-000000-1450-162900-603014

BACKGROUND/EXPLANATION:

Because the Office of Risk Management anticipated new challenges to commercial property performance as a direct result of the general conditions of the economy, this year's Master Property Insurance placement was aggressively marketed. The City carries a \$500,000,000.00 policy limit at a rate of less than three cents per \$100.00 of coverage. Thirteen markets were approached and declined based on target pricing and limited capacity for this class of business. Lexington Insurance Company continues to provide the most competitive and comprehensive plan. In addition, the rate remains at less than three cents per \$100.00 of coverage.

APPROVED FOR FUNDS BY FINANCE

UPON MOTION duly made and seconded, the Board approved the renewal of the FY 2010 Master Property Insurance Policy for the real and personal property of Baltimore City and the Baltimore City Public School System through the incumbent carrier, Lexington Insurance Company.

MINUTES

Department of Finance/ - Renewal of FY 2010
Office of Risk Management Insurance Policy

ACTION REQUESTED OF B/E:

The Board is requested to approve the renewal of the FY 2010 School Bus Automobile Liability Insurance Policy through the incumbent carrier, Scottsdale Insurance Company. The period of the renewal is effective July 1, 2009.

AMOUNT OF MONEY AND SOURCE:

\$227,640.00 - 2043-000000-1450-162900-603014

BACKGROUND/EXPLANATION:

The commercial market for school bus automobile liability remains very limited. The expiring rate was \$967.00 per unit. The Office of Risk Management began negotiations early and as a result, was able to obtain a renewal rate of \$840.00. This represents a 13% reduction.

APPROVED FOR FUNDS BY FINANCE

UPON MOTION duly made and seconded, the Board approved the renewal of the FY 2010 School Bus Automobile Liability Insurance Policy through the incumbent carrier, Scottsdale Insurance Company.

MINUTES

Department of Finance/ - Renewal of FY 2010
Office of Risk Management Insurance Policy

ACTION REQUESTED OF B/E:

The Board is requested to approve the renewal of the FY 2010 Directors and Officers Insurance through the incumbent carrier, Zurich Insurance Company. The period of the renewal is effective July 1, 2009.

AMOUNT OF MONEY AND SOURCE:

\$22,626.00 - 2043-000000-1450-162900-603014

BACKGROUND/EXPLANATION:

On May 11, 2005, the Board approved and adopted a Resolution, whereas the Mayor and City Council of Baltimore would indemnify and save harmless the Directors, Officers, and Employees of certain non-profit quasi corporations from monetary loss sustained by them due to acts of negligence while in the performance of their duties as Directors, Officers, and Employees of said non-profit quasi corporations.

The coverage is being renewed with Zurich Insurance Company at the same terms and conditions as the expiring policy. The renewal premium of \$22,626.00 represents a 15% reduction in rate.

APPROVED FOR FUNDS BY FINANCE

UPON MOTION duly made and seconded, the Board approved the renewal of the FY 2010 Directors and Officers Insurance through the incumbent carrier, Zurich Insurance Company.

MINUTES

Department of Finance/ - Renewal of FY 2010
Office of Risk Management Insurance Policy

ACTION REQUESTED OF B/E:

The Board is requested to approve the renewal of the FY 2010 Baltimore City Hull and Insurance Policy through the incumbent carrier, AIG Insurance Company. The period of the renewal is effective July 1, 2009.

AMOUNT OF MONEY AND SOURCE:

\$82,087.00 - 2043-000000-1450-162900-603014

BACKGROUND/EXPLANATION:

This policy covers various vessels owned and/or operated by City agencies, including the Constellation. Markets for this exposure are limited.

The coverage is being renewed with AIG Insurance Company at the same terms and conditions as the expiring policy, including terrorism coverage on the entire fleet. The renewal premium of \$82,087.00 reflects a 0% rate increase.

APPROVED FOR FUNDS BY FINANCE

UPON MOTION duly made and seconded, the Board approved the renewal of the FY 2010 Baltimore City Hull and Insurance Policy through the incumbent carrier, AIG Insurance Company.

MINUTES

Department of Finance/ - Renewal of FY 2010
Office of Risk Management Insurance Policy

ACTION REQUESTED OF B/E:

The Board is requested to approve the renewal of the FY 2010 Baltimore City and the Baltimore City Public School System Employee Crime Insurance Policy through the incumbent carrier, AIG Insurance Company. The period of the renewal is effective July 1, 2009.

AMOUNT OF MONEY AND SOURCE:

\$17,488.00 - 2043-000000-1450-162900-603014

BACKGROUND/EXPLANATION:

This insurance policy will provide coverage for the loss of money, securities or other financial instruments for which the City and the Baltimore City Public School System is legally liable. The marketplace for this coverage is limited.

The AIG Insurance Company will continue to provide this coverage for FY 2010 at a 0% rate increase. The policy has a \$1,000,000.00 per occurrence limit, with a per occurrence deductible of \$10,000.00.

APPROVED FOR FUNDS BY FINANCE

UPON MOTION duly made and seconded, the Board approved the renewal of the FY 2010 Baltimore City and the Baltimore City Public School System Employee Crime Insurance Policy through the incumbent carrier, AIG Insurance Company.

MINUTES

RECOMMENDATIONS FOR CONTRACT AWARDS/REJECTIONS

* * * * *

On the recommendations of the City agencies

hereinafter named, the Board,

UPON MOTION duly made and seconded,

awarded the formally advertised contracts

listed on the following pages:

2378 - 2380

to the low bidders meeting the specifications,

or rejected bids on those as indicated

for the reasons stated.

The Transfer of Funds was approved

SUBJECT to receipt of favorable a report

from the Planning Commission,

the Director of Finance having reported favorably

thereon, as required by the provisions

of the City Charter.

MINUTES

RECOMMENDATIONS FOR CONTRACT AWARDS/REJECTIONS:Department of Transportation

1. TR 02057, Prestressed American Infra- \$8,247,777.00
 Concrete Girder Bridge structure
 No. BC 6513 on Nicodemus
 Road Liberty Reservoir

MWBOO SET SUB-GOALS OF 15% FOR AFRICAN AMERICANS (AA); 9% FOR HISPANIC AMERICANS (HA); 2% FOR ASIAN AMERICANS (AsA); AND 1% FOR NATIVE AMERICANS (NaA).

MBE-AA:	Genesis Steel Service, Inc.	\$1,237,170.00	15.00%
MBE-AsA:	G.E. Frisco Company, Inc.	\$ 165,000.00	2.00%
MBE-HA:	Machado Construction Co.	\$ 500,000.00	6.06%
	Chevy Chase Contractors, Inc.	\$ 60,000.00	0.73%
	Universal Carrier Industries, Inc.	\$ 183,000.00	2.22%
NaA:	Interlock Steelworks, Inc	\$ 83,000.00	1.01%
WBE:	Guardrails Etc, Inc.	\$ 40,035.00	0.49%
	Sunrise Safety Services, Inc.	\$ 28,045.00	0.34%
	AR-CE Enterprises	\$ 28,000.00	0.34%
	Native Terrain Restoration Services, Inc.	\$ 6,000.00	0.07%
	Janis Rettaliata	\$ 9,600.00	0.12%
	Priceless Industries, Inc.	\$ 12,870.00	0.16%
	Foundation Test Group, Inc.	\$ 11,200.00	0.14%
	Annapolis Contracting, Inc.	\$ 524,073.00	6.35%

MWBOO FOUND VENDOR IN COMPLIANCE.

MINUTES

RECOMMENDATIONS FOR CONTRACT AWARDS/REJECTIONS:

Department of Transportation - cont'd

2. TRANSFER OF FUNDS

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
\$6,641,109.65	9960-902070-9558-000000-200001	
Water Rev. Bonds	Constr. Res. Watershed	
	Road & Bridge Improv.	
4,245,955.35	"	"
<u>Water Utility Funds</u>		
\$10,887,065.00		
\$ 824,777.00 -----		9960-903734-9557-2
		Extra Work
824,777.00 -----		9960-903734-9577-3
		Design
494,867.00 -----		9960-903734-9557-5
		Inspection
8,247,777.00 -----		9960-903734-9557-6
		Construction
<u>494,867.00 -----</u>		9960-903734-9557-9
\$10,887,065.00		Administrative

These funds are required to cover the cost of the award of TR 02057, Prestressed Concrete Girder Bridge No. BC 6513 on Nicodemus Road, Liberty Reservoir.

Bureau of Purchases

- 3. B50001058, Various Hoses and Accessories Tipco Technologies Inc. \$100,000.00

MWBOO GRANTED A WAIVER.

MINUTES

RECOMMENDATIONS FOR CONTRACT AWARDS/REJECTIONS:Bureau of Purchases

- | | | |
|----|---|---|
| 4. | B50001004, Street
Lighting Pedestal
Bases | REJECTION - Two bids were
received and opened on May 13,
2009. Both bids were found
non-responsive because the
bidders did not submit all the
required documentation. |
| 5. | B50001066, Cisco
Hardware Support | GovConnection, Inc. \$ 33,601.97 |

MWBOO GRANTED A WAIVER.

MINUTES

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

VENDOR	AMOUNT OF AWARD	AWARD BASIS
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Bureau of Purchases

- | | | |
|--|--------------------|-----------------|
| 1. <u>COGENT COMMUNICATIONS</u>
Solicitation No. 06000 - Internet Access Services - Mayor's Office of Information Technology - Req. No. R525326 | <u>\$24,875.00</u> | Selected Source |
|--|--------------------|-----------------|

The City has been using a single internet service provider (ISP) for the past several years. Due to substantial increased bandwidth use, an additional ISP is needed. The vendor has been selected because of the City's unique direct access to fiber optic resources in their main hosting facility. This access results in prices well below the market for such services.

- | | | |
|---|--------------------|-------------|
| 2. <u>HIGHER GROUND, INC.</u>
Solicitation No. 08000 - Higher Ground Recording System Equipment and Software Maintenance Agreement - Mayor's Office of Information Technology - Req. No. R516481 | <u>\$24,069.63</u> | Sole Source |
|---|--------------------|-------------|

The vendor is the sole source provider of this proprietary software.

- | | | |
|---|--------------------|---------|
| 3. <u>SHI</u>
Solicitation No. 07000 - Windows Server for CitiBuy - Department of Finance, Bureau of Purchase - Req. No. P526273 | <u>\$ 5,806.11</u> | Low Bid |
|---|--------------------|---------|

- | | | |
|--|--------------------|----------|
| 4. <u>HADCO A GENLYTE CO.</u>
Solicitation No. B50001102 - Black Bollards - Department of Transportation - Req. No. R524537 | <u>\$17,480.00</u> | Only Bid |
|--|--------------------|----------|

- | | | |
|---|--------------------|---------|
| 5. <u>TELETRONIC, INC.</u>
Solicitation No. 07000 - Radio Mount Installation - Department of Public Works - Req. No. R525311 | <u>\$ 9,423.00</u> | Low Bid |
|---|--------------------|---------|

MINUTES

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

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

Bureau of Purchases

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|--|-------------|-------------|
| 6. FUTURE CARE HOMEWOOD
PROPERTIES, LLC | \$12,000.00 | Sole Source |
| Solicitation No. 08000 - Security Services - Department of
Housing and Community Development - Req. No. R526193 | | |

The Department of Housing and Community Development has a five-year lease agreement with the vendor. As part of that agreement, the DHCD must contribute \$12,000.00 per year towards the annual cost of security services for the building.

(FILE NO. 55527)

- | | | |
|--|-------------|---------|
| 7. XEROX CORPORATION | \$24,965.20 | Low Bid |
| Solicitation No. 07000 - Bond Paper - Department of Public
Works - Req. No. R526055 | | |

- | | | |
|---|-------------|-------------|
| 8. ROCHESTER SOFTWARE
ASSOCIATES, INC. | \$ 7,155.00 | Sole Source |
| Solicitation No. 08000 - Annual Maintenance of MIS Print
Software - Department of Finance - Req. No. R526106 | | |

The vendor is the manufacturer and sole representative for maintenance and support of a select series of operational software for the Bureau of Revenue Collections.

- | | | |
|---|-------------|-------------|
| 9. GRAPHTECH SYSTEMS | \$ 7,135.00 | Sole Source |
| Solicitation No. 08000 - Annual Software Updates - Department
of Finance, Bureau of Purchases - Req. No. TBD | | |

The vendor is the sole source provider of the needed software updates.

- | | | |
|---|--------------------|-----------|
| 10. ARAMARK SPORTS AND
ENTERTAINMENT SERVICES
INC. | N/A (Rev Contract) | Extension |
| Solicitation No. BP 15299 - Food and Beverage Management
Services - Various Agencies - Req. Nos. Various | | |

MINUTES

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

VENDOR	AMOUNT OF AWARD	AWARD BASIS
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Bureau of Purchases

On June 02, 1999, the original award was approved with an estimated revenue amount of \$15,643,735.00. The Board is requested to approve an extension for the period of July 13, 2009 through December 20, 2009 for an estimated revenue amount of \$7,000,000.00.

MWBOO FOUND THE VENDOR IN COMPLIANCE.

11. MEDSTAR/MID ATLANTIC

TRANSPORTATION	\$405,000.00	Renewal
Solicitation No. 06000 - Non Emergent Air Transportation Services - Baltimore City Health Department - Req. No. TBD		

On June 25, 2008, the Board approved the initial award for the amount of \$405,000.00. A renewal for the amount of \$450,000.00 is requested for the period of July 01, 2009 through June 30, 2010. Two 1-year renewal options will remain.

MWBOO GRANTED A WAIVER.

12. FALCON EXPRESS

TRANSPORTATION	\$ 40,000.00	Renewal
Solicitation No. BP 07133 - Courier Services - Baltimore City Health Department - Req. No. TBD		

On June 13, 2007, the Board approved the initial award for the amount of \$40,000.00. The first renewal was approved by the Board on June 25, 2008 for the amount of \$40,000.00. A second renewal for the amount of \$40,000.00 is requested for the period of July 01, 2009 through June 30, 2010. A single 1-year renewal option will remain.

MWBOO GRANTED A WAIVER.

MINUTES

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

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

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|--|-----|-----------|
| 13. VERIZON-MD, INC. | N/A | Agreement |
| Solicitation No. 08000 - Relocating DMARC, Cable, and Serving Terminal - Department of Public Works, Data Processing Center - Req. No. R520438 | | |

The Board is requested to approve and authorize execution of an agreement with Verizon-MD, Inc. The period of the agreement is 120 days upon receipt of the agreement and advanced payment. On March 25, 2009, the Board approved an informal award to Verizon-MD, Inc. for the amount of \$11,408.81. No additional funds are needed.

(FILE NO. 55899)

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|--|-------------|---------|
| 14. CRITICAL CARE
MEDFLIGHT, INC. | \$50,000.00 | Renewal |
| Solicitation No. 06000 - Medical Fixed Wing Air Transportation - Health Department - Req. No. to be determined | | |

On June 25, 2008, the Board approved the initial award, with three 1-year renewal options. Authority is requested to renew the first renewal option for the period July 1, 2009 through July 30, 2010.

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

MWBOO GRANTED A WAIVER.

MINUTES

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

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

- | | | |
|--|--------------|---------|
| 15. HERSEY S. MILTON
MEDICAL CENTER | \$ 50,000.00 | Renewal |
|--|--------------|---------|
- Solicitation No. 06000 - Multi-Level Medical Air Transportation - Health Department - Req. No. To-Be-Determined.

On June 25, 2008, the Board approved the initial award, with three 1-year renewal options. Authority is requested to exercise the first renewal option for the period July 1, 2009 through July 30, 2010.

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

MWBOO GRANTED A WAIVER.

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|--------------------------|--------------|---------|
| 16. AON CONSULTING, INC. | \$350,000.00 | Renewal |
|--------------------------|--------------|---------|
- Solicitation No. BP 05160 - Actuarial Service for Employees' and Retirees' Benefits Program - Department of Human Resources - Req. No. R524451

On July 27, 2005, the Board approved the initial award with an option for the City to renew the contract for six 1-year renewals. Authority is requested to exercise the third renewal option for the period of July 27, 2009 through July 26, 2010.

MWBOO SET GOALS OF 17% MBE AND 9% WBE.

MBE: Walker Benefit Solutions, Inc.	17%
WBE: Advanced Benefit Solutions, Inc.	9%

MWBOO FOUND VENDOR IN COMPLIANCE.

MINUTES

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

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

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|--|--------------|---------|
| 17. PETROLEUM HELICOPTERS,
INC. | \$250,000.00 | Renewal |
| Solicitation No. 06000 - Non Emergent Air Transportation
Services - Health Department - Req. No. To-Be-Determined | | |

On June 25, 2008, the Board approved the initial award with three 1-year renewal options. Authority is requested to exercise the first renewal for the period July 1, 2009 through June 30, 2010.

MWBOO GRANTED A WAIVER.

- | | | |
|--|---------|-----------------|
| 18. FAMILY INN BAKERY
& DELI | REVENUE | Selected Source |
| Solicitation No. 06000 - Concession Services - Department of
Recreation and Parks - Req. No. To-Be-Determined | | |

The need for a concession vendor at the Shake and Bake Family Fun Center has caused a hardship in that operation. During skating and bowling events, food or beverages are not available to patrons. The Department of Recreation and Parks wishes to engage this vendor to operate the concession areas on both levels of the center on a temporary basis while this requirement is bid. The contractor is a registered MBE vendor with an established reputation and credentials, including providing services at the M&T Stadium.

The City will be paid 12% of the gross food and drink sales.

MINUTES

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

<u>VENDOR</u>	<u>AMOUNT OF AWARD</u>	<u>AWARD BASIS</u>
<u>Bureau of Purchases</u>		
19. INTERNATIONAL SALT	\$ 990,000.00	Ratification
CO., LLC	<u>2,010,000.00</u>	& Increase
	\$3,000,000.00	

Solicitation No. B50000222 - Furnish & Deliver Salt - Agencies
- Various - Req. Nos. Various

On February 6, 2008, the Board approved the initial award with two one-year renewal options. Ratification is needed to pay outstanding invoices for the supply already received by the Department of Transportation and funds are required to meet the anticipated demand for this contract. The contract expires January 29, 2010, with two 1-year renewal options.

MWBOO SET GOALS OF 5% MBE AND 2% WBE.

MBE: L & J Construction Services, Inc. 5%
WBE: Morgan Construction Services, Inc. 2%

MWBOO FOUND VENDOR IN COMPLIANCE.

20. RUDOLPH'S OFFICE AND COMPUTER SUPPLY	N/A	Extension
Solicitation No. BP 04111 - J.I.T. Stationery - Agencies Various - Req. Nos. Various		

On March 31, 2004, the Board approved the initial award. Subsequent actions were approved by the Board. Competitive bids for this requirement, pursuant to B50001027, were opened on May 27, 2009 and additional time is needed to complete the evaluation award process.

MWBOO SET GOALS OF 1% MBE AND 0% WBE.

MBE: Sutherland Data Products 11%

MWBOO FOUND VENDOR IN COMPLIANCE.

MINUTES

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

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

21. ABACUS CORPORATION	N/A	Extension
KENNEDY PERSONNEL SERVICES	N/A	Extension
KELLY SERVICES, INC.	N/A	Extension

Solicitation No. BP 05117 - Provide Temporary Personnel -
Agencies Various - Req. No. N/A

On May 11, 2005, the Board approved the initial award. Subsequent actions were approved. Thirty-Three competitive bids for this requirement under Contract No. B50001026 were opened on May 27, 2009. Due to the large number of bids received, time is needed to complete the evaluation and award process. The period of this extension is July 1, 2009 through July 31, 2009.

MWBOO SET GOALS OF 17% MBE AND 9% WBE.Abacus Corporation:

MBE: Proper Staffing Services, Inc.	8.5%
The Match Group	8.5%
WBE: Marge Fox Personnel	9.0%

Kennedy Personnel Services:

MBE: Swift Staffing	17.0%
WBE: Staff Quest	9.0%

Kelly Services, Inc.:

MBE: Swift Staffing	17.0%
WBE: All Pro Placement Service	9.0%

MWBOO FOUND VENDOR IN COMPLIANCE.

MINUTES

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

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

22. FUTURE CARE HOMEWOOD

PROPERTIES, LLC	\$274,032.00	Increase
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Solicitation No. 08000 - Annual Rent to Future Care Homewood Properties, LLC - Department of Housing & Community Development - Req. No. R526185

On July 18, 2007, the Board approved a five-year lease agreement with the vendor. The funds are requested for the third year of the lease. The period of the agreement is July 1, 2009 through June 30, 2010.

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

(FILE NO. 55527)

MINUTES

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

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

Bureau of Purchases

23. WORLDCARE MEDICAL DISTRIBUTORS, INC.	\$36,000.00	Re-Award
Solicitation No. BP 07078 - Provide Medications, Medical Supplies, and Equipment - Health Department - Req. No. Various		

On January 24, 2007, the Board approved the initial award to WorldCare Medical Distributors, Southeastern Emergency, and Moore Medical Corporation.

On January 14, 2009, the Board approved a renewal with WorldCare Medical Distributors, Inc. in the amount of \$36,000.00 for items nos. 1 , 6 , and 8; Southeastern Emergency in the amount of \$18,988.88 for item nos. 3 and 4; and, Moore Medical Corporation in the amount of \$36,000.00 for item no. 2 and 5.

The vendor, Moore Medical Corporation, has stated that it will be unable to continue providing the items awarded. Therefore, the Board is requested to rescind the award of January 14, 2009 to Moore Medical Corporation and re-award items no. 2 & 5 to WorldCare Medical Distributors, Inc. The revised renewal award amount for WorldCare Medical Distributors, Inc. will be \$72,000.00.

MWBOO GRANTED A WAIVER.

UPON MOTION duly made and seconded, the Board approved the informal awards, renewals, increases to contracts and extensions. The Board also approved and authorized execution of the agreement with the Verizon-MD, Inc. The President **ABSTAINED** on item no. 13. The Comptroller **ABSTAINED** on item nos. 19 and 21.

MINUTES

Department of Public Works/ - Baltimore County Water Rates
Department of Finance

ACTION REQUESTED OF B/E:

The Board is requested to concur with the new metered water and fire service rates, as proposed by Baltimore County, for Baltimore County residents:

The proposed rates represent approximately a 5% increase over the current rates for Baltimore County residents, which became effective July 1, 2008.

Metered Water Rate Schedule Applicable to
 Baltimore County

Minimum Quarterly Charges

<u>Meter Size</u>	<u>Consumption Allowed</u>	<u>Minimum Charge</u>
5/8"	1,000 Cubic Feet	\$ 13.23
3/4"	1,800 Cubic Feet	\$ 23.81
1"	4,000 Cubic Feet	\$ 52.92
1-1/2"	7,000 Cubic Feet	\$ 92.61
2"	16,000 Cubic Feet	\$ 211.68
3"	28,000 Cubic Feet	\$ 370.44
4"	64,000 Cubic Feet	\$ 846.72
6"	115,000 Cubic Feet	\$1,521.45
8"	180,000 Cubic Feet	\$2,381.40
10"	255,000 Cubic Feet	\$3,373.65
12" and larger	455,000 Cubic Feet	\$6,019.65

Quarterly Consumption Charges

First 1,000,000 cubic feet per quarter or fraction thereof - \$13.23 per 1,000 cubic feet.

Over 1,000,000 cubic feet per quarter or fraction thereof - \$8.79 per 1,000 cubic feet.

The following changes to the various Rate Codes for Baltimore County are to be made effective on July 1, 2009:

MINUTES

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

<u>Rate Code - Description</u>	<u>Change</u>
51 - Regular Accounts	Apply new metered water rate schedule
53 - Metered Fire Services	Increase annual service charge to \$201.14 and apply the new quarterly consumption charges
58 - Special Customers	All consumption to be charged at \$8.79 per 1,000 cubic feet
97 - City Property in the County	Apply new metered water rate schedule

Metered Fire Services should be billed at the new rate effective July 1, 2009.

BACKGROUND/EXPLANATION:

The proposed rates are submitted for concurrence in accordance with the terms of the Metropolitan District Act of 1924, as amended. Under the Act, the City is obligated to provide water to Baltimore County at cost. Revenue from these proposed rates will be used to fund Baltimore County's share of expenditures in the Baltimore City Water Utility operation. If revenues from the billings to County customers exceed the cost, the City will remit the excess to the County; if there is a shortfall, the County must pay the difference.

MINUTES

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

If approved, the new rates will be applied to all Baltimore County water bills issued on or after July 1, 2009. The proposed rates represent a 5% increase over the current rates for Baltimore County residents, which become effective on July 1, 2009.

(FILE NO. 56467)

UPON MOTION duly made and seconded, the Board concurred with the new metered water and fire service rates, as proposed by Baltimore County, for Baltimore County residents.

MINUTES

Department of Housing and - Local Government Resolutions
Community Development

The Board is requested to approve and authorize execution of the local government resolutions in support of the applications of the listed organizations to the State of Maryland's Rental Housing Production Program (RHPP)/Tax Credit Assistance Program (TCAP) and for Low Income Housing Tax Credits. The State requires that all applicants to the programs provide a local government resolution in support of their application.

- | | | |
|----|---|--|
| 1. | JUBILEE BALTIMORE, INC. AND
ITS PARTNERS, HOMES FOR AMERICA
AND TRF DEVELOPMENT PARTNERS | \$3,000,000.00
RHPP and TCAP
\$1,381,814.00
LIHTC |
|----|---|--|

Jubilee Baltimore, Inc., a Community Based Development Organization and its partners, Homes for America and TRF Development Partners propose to construct and operate a rental housing development. The development will comprise of approximately 69 units, known as City Arts Apartments. The project is located in the Greenmount West Community of Baltimore City. Fifty-Eight units will be reserved for artists whose incomes are at or below 30% - 60% of the Area Median Income. Eleven of the units will be reserved for Non-Elderly Disabled persons from Baltimore Housing's Public Housing waiting list.

- | | | |
|----|---|---|
| 2. | UNITY PROPERTIES, INC. AND
ITS PARTNERS, WBC COMMUNITY
DEVELOPMENT CORPORATION | \$2,000,000.00
TCAP
\$1,466,477.00
LIHTC |
|----|---|---|

Unity Properties, Inc., and its partner WBC Community Development Corporation propose to construct and operate a senior rental housing development. The development will comprise of approximately 90 units known as Wayland Village Senior Apartments. The project is located at 3020-3026 Garrison Blvd., in the northwest section of Baltimore City. All of the units will be rented to persons whose incomes are at or below 60% of the Area Median Income. Baltimore Housing intends to support the project by providing Project Based Section 8 subsidy for 45 units.

MINUTES

DHCD - cont'd

3. **TELESIS BALTIMORE CORPORATION** **\$ 498,682.00**
 RHPP
\$1,200,000.00
 LIHTC

Telesis Baltimore Corporation proposes to construct, rehabilitate and operate a scattered site rental housing development comprised of approximately 72 units, known as Barclay/Midway/Old Goucher - Phase IA. The project is located in the Barclay/Old Goucher neighborhoods of Baltimore City. The units will assist families whose incomes are at or below 30 - 60% of the Area Median Income.

4. **UPLANDS VISIONARIES, LLC** **\$3,000,000.00**
 (UVLLC) RHPP and TCAP
\$1,374,120.00
 LIHTC

DEFERRED

Uplands Visionaries, LLC proposes to acquire and construct a mixed-income community of 1,100 new rental and for-sale opportunities. Rental Phase I will be developed by Pennrose Properties, LLC a member of UVLLC and sole member of Uplands Rental Phase I, LLC. Rental Phase I will consist of the new construction of 104 rental units. Forty units will be available to residents with income ranging from 30% and below of the Area Median Income. Thirty-Seven units will be available to residents with incomes ranging from between 50% - 60% of the Area Median Income, and the remaining 37 units will be available to residents with incomes from 80% - 115% of the Area Median Income. The project is located on the northeastern section of the Uplands Apartments site between Old Frederick Road, the Westside Skill Center and Athol Avenue. Seventeen units will be reserved for Non-Elderly Disabled persons from Baltimore Housing's Public Housing waiting list.

MINUTES

DHCD - cont'd

5.	ST. STEPHEN'S COURT APARTMENTS	\$ 847,213.00
		LIHTC
		\$1,699,600.00
		CDA Rental Housing
		Production Program/
		TCAP

The St. Stephen's Court Apartments Project will involve the acquisition and rehabilitation of a housing development project consisting of 72 rental units, which will be affordable to persons with incomes at or below 30% - 60% of the area median income. The property is located at 2401, 2403, 2405, 2407, 2409 and 2411 St. Stephen's Court in the Coppin Heights/Rosemount communities of Baltimore City.

(FILE NO. 56488)

UPON MOTION duly made and seconded, the Board approved and authorized execution of the local government resolutions in support of the applications of the aforementioned organizations to the State of Maryland's Rental Housing Production Program (RHPP)/Tax Credit Assistance Program (TCAP) and for Low Income Housing Tax Credits. Item no. 4 was **DEFERRED** until July 1, 2009.

MINUTES

Department of Housing and Community Development - Subordination, Non-Disturbance and Attornment Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve a subordination, non-disturbance and attornment agreement with Cherry Hill Town Center, Inc. (landlord) and the Family Dollar Stores of Maryland, Inc. (tenant).

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

AMOUNT OF MONEY AND SOURCE:

No City funds are requested.

BACKGROUND/EXPLANATION:

On March 25, 1998, the Board approved a \$975,000.00 construction loan to renovate a vacant theater in a portion of the Cherry Hill Shopping Center, located at 600 Cherry Hill Road to house an Enoch Pratt Free Library branch, the Cherry Hill Senior Life Center, and the Neighborhood Service Center.

The 15-year loan is secured by an indemnity mortgage with Associated Catholic Charities, Inc. The landlord guaranteed the loan and operates the shopping center. The principal balance of the loan is reduced each year by \$65,325.00 to retire the debt at the end of the permanent loan period. Currently, the approximate remaining balance is \$321,750.00.

MINUTES

DHCD - cont'd

The landlord seeks to lease a portion of the shopping center to the tenant, who requests that the City enter into a subordination, non-disturbance and attornment agreement. This agreement will acknowledge the proposed lease as subordinate to the City's loan and protects the tenant in the event of a default or foreclosure by the landlord.

MBE/WBE PARTICIPATION:

Article 5, Subtitle 28 of the Baltimore City Code for the Minority and Women's Business Opportunity Program of Baltimore City is not applicable.

(FILE NO. 55471)

UPON MOTION duly made and seconded, the Board approved the subordination, non-disturbance and attornment agreement with Cherry Hill Town Center, Inc. (landlord) and the Family Dollar Stores of Maryland, Inc. (tenant). The Board also authorized the Commissioner of the Department of Housing and Community Development to execute any and all legal documents to effectuate this transaction subject to review and approval for form and legal sufficiency by the Department of Law.

MINUTES

Department of Housing and - Reimbursement of Funds
Community Development/(BHS)

ACTION REQUESTED OF B/E:

The Board is requested to approve reimbursement to the Health Education Resource Organization (HERO). The period of the reimbursement is October 2008 through December 2008.

AMOUNT OF MONEY AND SOURCE:

\$ 4,197.00	-	4000-496208-3010-267959-603051,	Supportive Housing
34,204.69	-	4000-490909-3570-333659-603051,	HOPWA Home Ties
22,392.96	-	4000-490909-3570-333626-603051,	HOPWA Drop In
10,480.65	-	4000-494205-3570-331900-603051,	HOPWA At the Door
<u>\$71,275.30</u>			

BACKGROUND/EXPLANATION:

Through the Baltimore Homeless Services, Housing and Urban Development funds were awarded to HERO to perform services. The award was not finalized in time for the contracts to be ratified prior to the scheduled start of services. On April 8, 2009, the Board approved advance funding for four-months to HERO.

During the period of time, the BHS was directed by the Office of the Mayor to pull the contracts under development between HERO and the City. The payments under the April 8, 2009 approval was predicated upon the pursuit of a contract, payments to HERO ceased. The HERO was informed that they were to cease operations under the contract.

The expenses HERO incurred prior to this directive, and thereafter have not been reimbursed. The following table summarizes contracts which were pulled prior to receiving approval:

MINUTES

BHS - cont'd

<u>Contract No. & Programs</u>	<u>October</u>	<u>November</u>	<u>December</u>	<u>Total</u>
No. 32488 Supportive Housing	\$ 6.00	\$2,794.00	\$1,397.00	\$4,197.00
No. 32695-1 HOPWA Home Ties	14,889.05	13,342.90	5,972.74	34,204.69
No. 32695-2 HOPWA Drop-In Center	10,399.33	10,522.38	1,471.25	22,392.96
No. 31425 HOPWA At The Door	<u>5,088.92</u>	<u>4,641.66</u>	<u>750.07</u>	<u>10,480.65</u>
	\$30,383.30	\$31,300.94	\$9,591.06	\$71,275.30

APPROVED FOR FUNDS BY FINANCE

AUDITS REVIEWED AND HAD NO OBJECTION.

UPON MOTION duly made and seconded, the Board approved reimbursement to the Health Education Resource Organization.

MINUTES

Bureau of General Services - Howard Peters Rawlings Conservatory
Emergency Storm Repairs

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize payment to Caplan Glass Company for emergency repairs to the Howard Peters Rawlings Conservatory, located in Druid Hill Park.

AMOUNT OF MONEY AND SOURCE:

\$36,397.00 - 9916-909171-9197-900000-706063

BACKGROUND/EXPLANATION:

On February 12, 2009, a windstorm struck the Howard Peters Rawlings Conservatory in Druid Hill Park, causing major damages to the glass panels of both the Palm House and Orchid Rooms, the resulting damages caused the building to be temporarily closed.

Due to the emergency nature of the damages that were incurred and the immediacy of the work required to prevent even further damage, the Department of Public Works/Bureau of General Services was compelled to respond expeditiously. The Bureau of General Services certifies pursuant to Article VI, Section 11 (d)(i) that under these circumstances it was not practicable to seek competitive bids.

By inadvertence, the Bureau of General Services did not request the Department of Finance to authorize procurement of these emergency services. The Bureau of General Services apologizes for this oversight.

On May 15, 2009, the Department of Public Works/Bureau of General Services on behalf of the Department of Recreation and Parks was granted a waiver of the participation goals for the

MINUTES

Bureau of General Services - cont'd

aforementioned project, by the Chief of the Minority and Women's Business Opportunity Office.

APPROVED FOR FUNDS BY FINANCE

UPON MOTION duly made and seconded, the Board approved and authorized payment to Caplan Glass Company for emergency repairs to the Howard Peters Rawlings Conservatory, located in Druid Hill Park. The President **ABSTAINED**.

* * * * *

THERE WERE NO PROPOSALS AND SPECIFICATIONS.

* * * * *

PRESIDENT: "The Board is in recess until twelve o'clock noon for the opening and receiving of bids."

MINUTES

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

BIDS, PROPOSALS AND CONTRACT AWARDS

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

<u>Bureau of Water and Wastewater</u>	- SC 876, Rehabilitation and Cleaning of Lower Jones Falls Sewer BIDS TO BE RECV'D: 07/15/09 <u>BIDS TO BE OPENED: 07/15/09</u>
<u>Department of Recreation and Parks</u>	- RP 08835, Edgewood Recreation Center Gym Expansion BIDS TO BE RECV'D: 07/01/09 <u>BIDS TO BE OPENED: 07/01/09</u>
<u>Bureau of Purchases</u>	- B50001017, Medical Claims Billings Services <u>CANCELLED</u>
<u>Bureau of Purchases</u>	- B50001108, Smoke and Fire Alarms BIDS TO BE RECV'D: 07/01/09 <u>BIDS TO BE OPENED: 07/01/09</u>

MINUTES

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

Bureau of Water and Wastewater - SC 852, Denitrification Filters at Back River Wastewater Treatment Plant

Skanska/Schlosser, J.V.
 Alberici-Cianbro, J.V.
 *Whiting-Turner Contracting
 Co.
 Fru-Con Construction
 Archer Western Contractors
 Western Summit Constructors,
 Inc.
 Tutor Perini Corporation
 Allan A. Myers, LP
 Clark/Pizzagalli, J.V.

Bureau of Water and Wastewater - ER 4025, Urgent Needs Environmental Restoration

Monumental Paving &
 Excavating, Inc.
 Allied Contractors, Inc.
 Baltimore Pile Driving &
 Marine Construction, Inc.
 Environmental Quality
 Resources, LLC

*UPON FURTHER MOTION duly made and seconded, the Board declared the bid(s) of Whiting-Turner Contracting Company **IRREGULAR** due to the company's failure to submit the original contract book as required by the contract specifications.

MINUTES

Bureau of Water and Wastewater - ER 4014, Western Run Environmental Restoration

Ecotone, Inc.
Meadville Land Services,
Inc.
Baltimore Pile Driving &
Marine Construction, Inc.
Environmental Quality
Resources, LLC

Bureau of Water and Wastewater - PB 08820R, Fallsway Housing and Service Center

Whiting-Turner Contracting
Co.
TMG - The Michael Group
Inc.
Roy Kirby & Sons, Inc.
Towson Mechanical, Inc.
March Westin Co., MD
Division

Bureau of Purchases - B50001090, OEM Parts and Service for Amida Light Towers

Correlli Inc.

Bureau of Purchases - B50001091, OEM Parts and Service for Cummins Engines

Beltway International
Harbor Truck Sales t/a
Baltimore Freightliner
Cummins Power Systems,
Inc.

MINUTES

Bureau of Purchases - B50001092, OEM Parts and Service
for International and GMC/
Chevrolet Heavy Duty Trucks

Beltway International
Bob Bell GMC

Bureau of Purchases - B50001098, OEM Parts and Service
for Detroit Engines and Allison
Transmissions

Harbor Truck Sales t/a
Baltimore Freightliner
Chesapeake Ford Truck
Sales, Inc.
Johnson & Towers, Inc.

Bureau of Purchases - B50001103, Automotive Hardware
and Fasteners

Fastenal Co.
Midwest Motor Supply d/b/a
Kimball Midwest
B & B Industrial Supplies,
Inc.
Lawson Products, Inc.
ROBNET, Inc.
Grayson Industries, Inc.

Bureau of Purchases - Forklift

Alliance Material
Westminster Hydraulics,
Inc.
Intercon Truck of
Baltimore, Inc.

MINUTES

Department of Housing and Community Development - DHCD, Baltimore City Head
Head Start Professional Services to Provide Special Education Consultants

Kiera Johnson
Edith Meyers
Laurie A. Moran
Gregg, Alice C.G.
Appel, Sandra B.
Sandra Sherry
Wanda M-Kearse
Arlene J. Klaff
Rebecca Seitz
Keith Allen
Barbie Scott
Diana Brooke
Ms. Marilyn Stack-Gill
Dorothy M. Taylor
D'Lisa Ramsey Worthy
Robert Solomon
Schunick, Howard E. DDS

MINUTES

There being no objections, the Board, UPON MOTION duly made and seconded, adjourned until its next regularly scheduled meeting on Wednesday, July 8, 2009.

JOAN M. PRATT
Secretary