



## Board of Directors Meeting Minutes Tuesday, July 11, 2017

### OPEN SESSION

#### **Attendance**

##### **In Person**

Thomas Kelso  
Gary Mangum  
Joseph Bryce  
Leonard Attman

##### **Conference Line**

Manervia Riddick

##### **Absent**

James Smith  
Jodi Staltonis

##### **MSA Staff**

Michael Frenz	Phil Hutson
Gary McGuigan	Jeff Provenzano
David Raith	John Samoryk
Terry Hasseltine	Rachelina Bonacci
Carmina Perez-Fowler	Linda Pohuski

##### **Counsel**

Cynthia Hahn

##### **Other**

Ed Gunts [edguntz@aol.com](mailto:edguntz@aol.com)  
Timothy Barr, Jackson and Tull  
Ehan Weech, Jackson and Tull  
Colin Tarbert, Baltimore Mayor's Office

#### **Call to Order:**

Chairman Kelso called the meeting to order at 3:06 p.m. and presided over the open and closed meetings. He requested a motion to consider the June minutes.

**Approvals**  
**Minutes**

June 6, 2017 Open Board Meeting  
**Motion to Consider: Mr. Attman**  
**Second: Mr. Bryce**  
No discussion.  
**Motion to Approve: Mr. Attman**  
**Second: Mr. Bryce**  
Unanimous

June 6, 2017 Closed Board Meeting  
**Motion to Consider: Mr. Attman**  
**Second: Mr. Bryce**  
No discussion.  
**Motion to Approve: Mr. Attman**  
**Second: Mr. Bryce**  
Unanimous

June 20, 2017 Open Board Meeting  
**Motion to Consider: Mr. Attman**  
**Second: Mr. Bryce**  
No discussion.  
**Motion to Approve: Mr. Attman**  
**Second: Mr. Bryce**

June 20, 2017 Closed Board Meeting  
**Motion to Consider: Mr. Attman**  
**Second: Mr. Bryce**  
No discussion.  
**Motion to Approve: Mr. Attman**  
**Second: Mr. Mangum**

**Contracts**

**Oriole Park at Camden Yards**  
**Guard Station No. 2 Replacement**

**(Hutson)**

In a presentation by Mr. Hutson it was recommended that MSA enter into a contract with DSM Properties to replace Guard Station No. 2 for an amount of \$220,125. The amount includes removal of the existing structure, replacement with a larger structure, the addition of a covered screening area, magnetometers, and additional electrical and



communications capabilities. Improvements will also be made to vehicular and pedestrian traffic flow. DSM is a registered small business and has committed to a 10% MBE goal.

**Motion to Consider: Mr. Mangum**

**Second: Mr. Attman**

No Discussion.

**Motion to Approve: Mr. Bryce**

**Second: Mr. Mangum**

Unanimous

**Camden Yards sports Complex**

**Electrical Substation Maintenance Services - First Renewal (Provenzano)**

Mr. Provenzano recommended that MSA exercise the first renewal option of the Electrical Substation Maintenance and Testing services contract with EnerG Test, LLC. in the amount of \$65,000 for maintenance and testing of the contracted equipment and areas throughout Camden Yards. The first renewal extends the contract through August 31, 2018.

**Motion to Consider:**

**Mr. Bryce**

**Second: Mr. Attman**

No discussion.

**Motion to Approve: Mr. Mangum**

**Second: Mr. Attman**

Unanimous

**Baltimore City Public Schools**

**(Perez-Fowler)**

**Architectural/Engineering Services – Lot 4 Feasibility Study**

**James Mosher Elementary School**

Ms. Perez-Fowler recommended the award of a professional services contract to Colimore Architects, Inc. in the amount of \$65,555 to manage and implement a feasibility study for James Mosher Elementary School. The City Schools contract was approved by its Board June 13, 2017. Ms. Perez-Fowler provided an overview of the selection process.

**Motion to Consider: Mr. Bryce**

**Second: Mr. Attman**

Discussion: Technical considerations outweigh price considerations.



**Motion to Approve: Mr. Bryce**

**Second: Mr. Mangum**

Unanimous

**Bill of Materials - Furniture, Fixtures, and Equipment (FF&E)**

**Lyndhurst Elementary School**

**John Eager Howard Elementary School**

Ms. Perez-Fowler reviewed both Bills of Material for these school projects together. The FF&E contract for John Eager Howard is for an amount of \$827,967.65 which includes a 10% owner contingency fund of \$75,269.79.

The contract for Lyndhurst Elementary School was awarded to School Specialty's for an amount of \$1,085,640.60 which includes a 10% owner's contingency fund of \$98,694.60.

A blanket purchase order was approved for both schools by the MSA Board on January 10, 2017. BCPS has reviewed the Bill of Materials. Each PO relates to design, furnishings, delivery, and installation of FF&E for the respective school.

**Motion to Consider: Mr. Attman**

**Second: Mr. Mangum**

During discussion the Board reviewed the written documents to identify examples of items, their quantity, and line item extensions and referred to the Board's contract approvals on January 10, 2017 which included installation.

**Motion to Approve: Mr. Bryce**

**Second: Mr. Attman**

Unanimous

**Informational**

Executive Director's Report

(Frenz)

Mr. Frenz presented a plaque from MSA executives recognizing Mr. Raith for his 2017 Best in Finance award.

Mr. Frenz reported on the soft release of the new MSA website. He credited the hard work and long hours devoted to project by Mr. Hasseltine and his team, Ashley Cottrell and Kelli Gerding.



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The Governor's office has assigned MSA to the portfolio of agencies to Deputy Chief of Staff Britta Vander Linden. Ms. Vander Linden's agencies include the Department of Commerce among others, making this a good fit for both MSA and the Governor's staff.

Mr. Frenz reported that Delegate Wilson has requested a meeting regarding the Hagerstown Suns. The meeting will take place on July 12, 2017. Mr. Bryce asked Mr. Frenz to follow-up with him on the meeting results because Delegate Wilson has also contacted him on this issue.

Mr. Frenz provided the Security Report and informed the members that Mr. Conaway, is attending the National Safety and Security Conference in Orlando, FL where he is making a presentation on managing disruptions at sporting events. MSA is expecting a well attended series with the World Series Champion Chicago Cubs this weekend. He added that there are no changes to our threat environment.

Report of Small Procurements and Change Orders (Samoryk)

Mr. Samoryk gave an overview of the list of small procurements and two change orders provided to the board in writing.

Baltimore City Public Schools (McGuigan)

Mr. McGuigan reported that nine schools are under construction. Two schools, Frederick Elementary School and Fort Worthington PK-8, are scheduled to open this school year and a ribbon cutting ceremony is being planned for August 23 at Fort Worthington. Four additional schools are in project design and 15 are in the planning phase.

C.O.R.E. Update (McGuigan)

Mr. McGuigan updated members on project numbers informing them that 168 properties have been procured, 142 are available, and 9 are scheduled for demolition next month.

Mr. McGuigan also reported on change orders for Robert Poole Middle School and the Montgomery Parking Garage.

Leasing Report (Raith)

Mr. Raith provided an update on rental payments and reported on rental space available with an incentive offer for new tenants and/or those responsible for securing leases to MSA properties. There have been several inquiries that will result in future site visits.

Financial Report (Raith)



Mr. Raith shared the Revenues and Expenditures Statement for the month of May 2017 for MSA Consolidated, Baltimore City Public Schools , and Camden Yards. Written Statements were provided to the Board in advance of the meeting.

Maryland Sports Monthly Update (Hasseltine)

Mr. Hasseltine announced the launch preview of MSA's new website and expanded on Mr. Frenz comments. He praised his team, Ashley Cottrell and Kelli Gerding for their work leading to the successful launch and achievement of the goal to create a user friendly site with a format that works well across multiple technologies and devices. He asked Board members to access the site and provide feedback during the next month prior to a public announcement.

Mr. Hasseltine reported on a combined US, Canada, and Mexico bid, and the bid process, for the 2026 World Cup match. He also reported on The Basketball Tournament (TBT) and its game schedule August 1-3. Held in conjunction with a day of giving. The host and location will be Coppin State University. TBT will be covered by ESPN. State officials, including Governor Hogan, will participate in promoting the tournament.

The Board was also reminded that the USEF decision on the Fair Hill 4 Star event location is tentatively scheduled for July 14, 2017.

Security Report (Frenz)

The security report was provided by Mr. Frenz with the Executive Director's report.

Chairman Kelso asked for a motion to close the open meeting at 3:57 p.m.

**Motion to Close the Open Meeting: Mr. Attman**

**Second: Mr. Bryce**

**Unanimous**

**Closed Meeting**

The closed meeting began with a motion at 3:58 p.m. and concluded by motion at 4:05 p.m. During the closed meeting Ms. Hahn updated the Board on one legal case which had been settled and four cases that remain open.

No action was taken by the Board during the closed meeting.



**Open Meeting**

Chairman Kelso asked for a motion to open the open meeting at 4:05 p.m.

**Motion to Open the Open Meeting: Mr. Bryce**

**Second: Mr. Attman**

Unanimous

Chairman Kelso asked for any other business and hearing none, he asked for a motion to close the open meeting and adjourn at 4:05 p.m.

**Motion to Close the Open meeting and Adjourn: Mr. Bryce**

**Second: Mr. Attman**

Unanimous

