

Maryland Stadium Authority
333 W. Camden Street, Suite 500
Baltimore, Maryland 21201
Board Meeting Minutes, September 5, 2017

OPEN MEETING

Attendants:

In Person

Thomas Kelso
Jim Smith
Joe Bryce
Gary Mangum
*Lenny Attman

Conference Line:

Manervia Riddick
**Jodi Stanalonis

* Mr. Attman joined the meeting at 3:11 p.m.
**Ms. Stanalonis joined the meeting at 3:57 p.m.

MSA Staff:

Michael Frenz	Jeff Provenzano
Terry Hasseltine	John Samoryk
Al Tyler	David Raith
Gary McGuigan	Rachelina Bonacci
Vern Conaway	Linda Pohuski

Counsel:

Cynthia Hahn
Amy Mataban

Call to Order

Mr. Kelso called the meeting at MSA to order at 3:03 p.m. and presided over the open meeting.

Approval

Minutes

Chairman Kelso asked for a motion to consider the open and closed minutes of the August 1, 2017 meeting.

Motion: Mr. Smith

Second: Mr. Bryce

Receiving no discussion on the minutes, Mr. Kelso asked for a motion to approved the minutes.

Motion: Mr. Smith
Second: Mr. Bryce
Unanimous

Mr. Kelso Asked for a motion to consider the open and closed minutes of August 15, 2017.

Motion: Mr. Smith
Second: Mr. Bryce

Receiving no discussion on the minutes Mr. Kelso asked for a motion to approve the minutes.

Motion: Mr. Smith
Second: Mr. Bryce
Unanimous

Contracts

Oriole Park at Camden Yards

Presentation by Mr. Provenzano

Warehouse Janitorial Services - Second Renewal

Mr. Provenzano recommended approval of the second renewal of the Camden Yards Warehouse Janitorial Services contract with Sentral Building Services, Inc. The option runs from November 1, 2017 to October 31, 2018 for \$207,000.

Motion to Consider: Mr. Smith
Motion to Approve: Mr. Bryce

Discussion: Costs are based on past expenses and an estimate of services to be used.

Motion to Approve: Mr. Smith
Second: Mr. Bryce
Unanimous

Camden Station

Presentation by Mr. Raith

Office Lease with Clark Construction

Mr. Raith recommended approval of the business terms of a lease with Clark Construction Group, LLC for approximately 1,000 sq. ft. of office space on the first floor of Camden Station. He outlined the terms of the lease for members.

Motion to Consider: Mr. Smith
Second: Mr. Bryce

Specifics on the size, location, and terms were communicated to the Board.

Motion to Approve: Mr. Smith

Second: Mr. Bryce

Unanimous

*Mr. Attman joined the meeting at this time.

Baltimore City Public Schools

Presentation by Mr. Raith

“Official Intent” Reimbursement Resolution

The Board was asked to review a resolution of official intent to allow MSA to reimburse itself for a portion of projects costs to be paid by MSA prior to the issuance of the Baltimore City Public Schools Construction and Revitalization Program Revenue Bonds, Series 2017. The expenditures that will be subject to reimbursement shall occur within 15 months prior to the issuance of the debt.

Motion to Consider: Mr. Bryce

Second: Mr. Mangum

Discussion: Mr. Raith outlined the timeline and process anticipated for the Series 2017 Bond issuance.

Motion to Approve: Mr. Bryce

Second: Mr. Smith

Unanimous

Presentation by David Raith

Series 2017 Financing Plan and Resolution

Mr. Raith recommended the approval of the Comprehensive Plan of Financing for the Baltimore City Public Schools Construction and Revitalization Program Revenue Bond Series 2017 (Plan) and the Maryland Stadium Authority Board Resolution. The Plan will be submitted to the fiscal committees in September for a 45 day review period.

Following this period, MSA intends to present the Plan to the BPW. With approval, MSA contemplates the issuance of up to \$514.610 million in tax-exempt revenue bonds, with closing to occur on about November 29, 2017. The proceeds from the issue will be used to finance a portion of the Plan Year 1 projects, Plan Year 2 projects and issuance costs.

Motion to Consider: Mr. Attman

Second: Mr. Smith

Discussion: Details from the written information forwarded to the Board were reviewed.

Motion to Approve: Mr. Bryce

Second: Mr. Mangum

Unanimous

Presentation by Mr. Raith

Trustee Selection of Zions Bank

Mr. Raith recommended approval of Zions Bank as Trustee for the Baltimore City Public Schools Construction and Revitalization Program Revenue Bond, Series 2017. Zions Bank has served as trustee for the Series 2015 Bonds for the BCPS Program, and Mr. Raith explained the reasons why it is in the best interest of MSA to maintain the same trustee for the Series 2017.

Motion to Consider: Mr. Attman

Second: Mr. Smith

Discussion: Financial information was discussed. The fee schedule for the Series 2017 remains the same as the Series 2015. Mr. Raith has been very satisfied with Zions Bank's level of service to MSA. Mr. Frenz concurs.

Motion to Approve: Mr. Bryce

Second: Mr. Attman

Unanimous

C.O.R.E.

Presentation by Mr. Tyler

Environmental Testing and Inspection Services Contract

Mr. Tyler recommended the award of the contract to KCI Technologies, Inc. in the amount of \$35,265.30 to provide services for 116 locations included in the advertised RFP.

Motion to Consider: Mr. Attman

Second: Mr. Smith

Discussion: The testing process, pricing and level of minority business partners were discussed.

Motion to Approve: Mr. Bryce

Second: Mr. Smith

Unanimous

Maryland Stadium Authority

Presentation by Mr. McGuigan

Assessment Studies Request - Crownsville Hospital Center Campus

Mr. McGuigan recommended that the study be performed in two phases. Phase I is a due diligence effort to assess the condition and constraints of the existing site. For financial reasons, Phase I will be performed in multiple steps. The attached request letter is step one. Future steps will be completed based on the availability of funding.

The total estimated cost of the Phase I study is \$900,000. MDH is allocating \$400,000 to begin the assessment. If MDH desires to complete the study, MDH understands that additional funding will be needed to complete the full assessment and will update available funds as the procurement efforts determine the actual costs of the services. There is an additional \$500,000 study to be conducted by MDOT for an I-97 potential interchange.

Motion to Consider: Mr. Attman
Second: Mr. Bryce

Discussion: The buildings have been studied before, therefore this study is focused on the site to learn as much information as possible for any future development. There will be a menu of options and associated costs, revealed in the procurement.

Motion to Approve: Mr. Bryce
Second: Mr. Smith
Unanimous

Presentation by Mr. Tyler

Phase III - Ocean City Convention Center Expansion and Improvements

The Memorandum of Agreement (MOA) and Architectural & Engineering (A&E) Services Contract were presented together, and voted on separately.

Mr. Tyler recommended the MOA between the town of Ocean City and MSA. MSA will manage the procurement of professional services and all phases of planning, design, cost estimating, construction, and other services related to the expansion and improvements of the convention center under the terms of the MOA.

Motion to Consider: Mr. Attman
Second: Mr. Mangum

Discussion: None

Motion to Approve: Mr. Attman
Second: Mr. Mangum
Unanimous

Mr. Tyler also recommended the contract to award a professional A&E Services contract to Becker Morgan for the Phase III - Ocean City Convention Center Expansion & Improvements project.

This recommendation is pursuant to the MOA and MSA will award a contract in the amount of \$1,661,750 to Becker Morgan to provide design and construction administration services for Phase III.

Discussion: The timing of MSA's approval of this contract was discussed. All financing commitments have not been made for the expansion project. The MOA included a process and covered the necessary contingencies without risk to MSA.

Motion to Approve: Mr. Mangum

Second: Mr. Bryce

Unanimous

Informational

**Ms. Stanalonis entered the meeting by phone during the Executive Director's report.

Executive Director's Report

Mr. Frenz reported on MSA's participation in the MACo summer conference. MSA was able to schedule several joint agency meetings due to the high level of Administration and legislative participation in this annual event.

He expressed appreciation for the Board's attendance and Mr. Kelso's role and remarks in the August 23, Fort Worthington Elementary and Middle School opening and ribbon cutting event marking the first CPDG 21st Century School project completion.

Frederick Elementary School held a community fair celebrating the opening of the new building on Saturday, August 26. This was the second MSA CPDG 21st Century School project. Mr. Frenz represented MSA.

A legislative package was delivered to the Governor's office in advance of the September 1, deadline for pre filed bills. The proposed legislation seeks to remove MSA from certain Department of Information Technology requirements.

Roy McGrath, Executive Director of Maryland Environmental Service provided MSA a briefing on his agency's activities and services on August 29.

Future events and meetings of interest to the Board were noted by Mr. Frenz beginning with a September 8, Maryland Minority Contractors' Association dinner and awards presentation with CEO Sheila Dixon.

Report on Small Procurements and Change Orders

Mr. Samoryk reported the following small procurements:

OPCY

Utility Consulting Services - Assessment of Electricity Purchasing Strategy Applied
Energy Group Consulting Services - Assessment of Steam Contract Renewal Options
Bithenergy, Inc.

Property Boundary Services Johnson, Mirmiran & Thompson

M&T

Daktronics Video Equipment Service Agreement Daktronics, Inc.

Report on Baltimore City Schools and C.O.R. E. Update

Mr. McGuigan reported that 2 schools would be opening this week for classes, 2 more will open this winter, 5 schools will open next summer, 6 are in various phases of design and 13 are in planning stages.

He also reported on the completed demolition of 142 units under Project C.O.R.E., with an additional 116 units waiting for Notice to Proceed from Baltimore City and the State.

Leasing Report

Mr. Raith reported that all tenants had paid in full for August. He has had some inquiries regarding Warehouse space last week and will advise the Board of future developments.

Financial Report

Mr. Raith presented the Statements of Revenues and Expenditures for Maryland Stadium Authority Consolidated, Camden Yards, and Baltimore City Public Schools Construction for June 2017 which ended the fiscal year.

The proposed 2019 MSA budget will be brought to the Board during the October meeting. Materials will be distributed to the Board 2 weeks in advance for review and comment.

Security Report

Mr. Conaway reported on the recent trial use of Jersey Barriers on Camden Street as part of a plan under consideration to enhance security. Similar procedures are used for M&T Bank Stadium at Hamburg and Ostend Streets.

The MSA and the Ravens in partnership with the Maryland Emergency Management Agency and Baltimore Mayor's Office of Emergency Management are hosting a Tabletop Exercise (TTX) on Friday, September 8, 2017. The exercise is designed to test the emergency preparedness and response coordination of federal, state and local public safety agencies and stadium partners during a complex coordinated terrorist attack on the property.

Mr. Conaway briefed the Board on training exercises and also shared information about a life saved by the use of Narcan at M&T during a preseason Ravens game after a fan combined an opioid medication with alcohol.

Marketing & Media Report

Chairman Kelso acknowledged Ms. Bonacci's work as submitted in the Board materials as photographs and a list of media mentions for the celebration at Ft. Worthington.

He also thanked and expressed appreciation on behalf of CPDG to Mr. Attman and his family at Attman's Deli for providing refreshments at the Ft. Worthington ribbon-cutting event. Mr Kelso and Mr. Attman recognized the spectacular job that

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CDPG had done in opening the first two schools on time and on budget which was mostly attributed to Mr. Johnson and his staff.

Mr. Hasseltine reported on Fair Hill and attending the Fair Hill Foundation board meeting in Saratoga. He was assured that the expertise of MSA was brought to bare in the award of the 4-star event. He thanked Mr. Frenz, Chairman Kelso, and the Board for their support and remaining engaged in the process.

Mr. Hasseltine updated the Board on submissions to be made on the World Cup. He also provided the media and marketing report.

Mr. Smith requested an update on the Pimlico Study and information was provided. Mr. Smith and Mr. Cole will join a future meeting as representatives of the City.

Mr. Kelso asked for a motion to close the meeting and adjourn at 4:32 p.m.

Motion to close the open meeting: Mr. Bryce

Second: Mr. Attman

Unanimous

There was no Closed Meeting on September 5, 2017.