

**CHARLES VILLAGE COMMUNITY BENEFITS DISTRICT
AND MANAGEMENT AUTHORITY
BASELINE SERVICES**

PARTIES:

This agreement is between the Charles Village Community Benefits District (CVCBD) and the City of Baltimore, entered into January 4, 2016⁷

AGREEMENT:

The Baltimore City Code, Article 14, Section 6-10 requires that the Charles Village Community Benefits District ("CVCBD") and the City enter into a Memorandum of Understanding ("MOU") that describes the existing levels of service within the District, commit the City to the maintenance of such levels of service and outline the further undertakings of the City, if any, in response to the initiative represented by the creation of the District. The parties executed the MOU on March 3, 1995 and attached the Baseline Services as required. The parties are now updating the Baseline Services by this Agreement.

I. CVCBD BOUNDARIES:

The attached map (Attachment A) shows the geographical area included within the boundaries of the CVCBD to which the Baseline City Services listed below apply.

II. DEPARTMENT OF PUBLIC WORKS: BUREAU OF SOLID WASTE

The following statement describes the services which the Department of Public Works Bureau of Solid Waste will provide in the **CHARLES VILLAGE COMMUNITY BENEFITS DISTRICT** unless budget reductions or other unforeseen circumstances force city wide program reductions.



Rudolph Chow, Director, Department of Public Works

12/23/16
Date

Mixed Refuse/Recycling Collection:

Mixed refuse shall be collected as stated in Article 23, Subtitle 2 of the Baltimore City Code.. The City will make one mixed refuse and one recycling pickup each week. Mixed refuse pickups performed by the City are limited to 96 gallons of mixed refuse each week. Trash put out for collection must be contained in durable cans with tight fitting lids and are limited to 65 -gallons; the municipal trash cans supplied by the City are 65 gallons in size.

The City is committed to the collection of unlimited recyclables using clearly marked containers, cardboard boxes or paper bags. All recyclables can be mixed in the same container. The City cannot recycle plastic bags and will not accept recyclables in plastic bags. Single Stream Recycling services will be provided in accordance with the published schedule for the Greater Charles Village area.

Corner Baskets and Hokey Bag Collection:

Corner baskets are emptied on the regular mixed refuse collection day except corner baskets situated along designated City gateways.

Greenmount Business District:

The term "Greenmount Business District" shall refer to the business district along Greenmount Avenue between 28th Street and 35th Street, along St. Paul Street between 31st Street and 33rd Street, along North Charles Street between 21st Street and 33rd Street, and along Maryland Avenue between 21st Street and 25th Street. The Greenmount Business District shall receive twice daily collection of corner cans and smart baskets.

DPW Hokey Person / MadVac Operator:

A DPW hokey person or MadVac Operator will be assigned daily during business hours on the Greenmount Business District.

MadVac operators work Monday through Friday in the Greenmount Business District and one block on the side streets, including 28th, 29th, 30th, Vineyard Lane, 31st, 32nd, 33rd, 34th, and 35th streets, Merrimans Lane, Gorsuch Avenue, and Venable Streets.

Bulk Removal Services:

Bulk materials are picked up on a designated day of every month. Residents can put out up to three (3) items for collection by calling 311 at least three days in advance of their area's monthly collection day. All items must be clearly marked "bulk collections" and placed at the same location as regular trash collection. Residents with rear collection must leave items at the end of their yard, less than 3 feet from the gate and leave the gate unlocked.

Illegal Dumping:

The Charles Village Community Benefits District Management Authority ("CVCBD-MA") will notify the Housing and Community Development (HCD) Code Enforcement Division immediately on detection of illegally dumped material. After Code Enforcement has investigated the illegal dumping, HCD will create a work order for DPW to remove the illegally dumped material. The illegally-dumped material will be removed by DPW within 72 hours of receiving the work order from HCD. HCD will issue citations as appropriate.

Mechanical Sweeping Operation:

Areas in the Charles Village Benefits District that currently do not have posted sweeping days and times will be phased in when the expansion of the central portion of the city begins. Post cards will be mailed to each household when the program begins. Most areas that already receive Mechanical Street Sweeping will not see significant changes. Currently these areas are posted for Mechanical sweeping and will become part of the Central district. These areas are currently posted as follows:

- The even-numbered side of N. Charles Street between 20th and 26th St posted on Tuesday from 10am-12pm.
- The odd-numbered side of St. Paul Street between 20th and 31st posted on Monday from 10am-12pm.
- The odd-and even-numbered sides of Maryland Avenue between 20th and 29th Street

posted on Tuesday from 10am-12pm

- Even-numbered side of Maryland Ave between 29th and 25th posted on Wednesday from 10am-12pm.
- Odd side of NORTH Calvert Street between 20th and 33rd St=posted on Tuesday from 10am-12pm
- Even side of NORTH Calvert Street between 20th and 33rd St- posted on Monday from 10am-12pm
- Even-numbered side of St. Paul Street between 20th and 31st St- posted on Wednesday from 11am-3pm.
- The even-numbered side of Greenmount Avenue- posted on Monday and Tuesday from 7 a.m. - 9:30 a.m. The odd-numbered side of Greenmount Avenue posted on Monday from 4 p.m. - 6 p.m.
- The odd numbered side of 33rd Street posted on Wednesday from 4 p.m. - 6 p.m.
- The even-numbered side of 33rd Street posted on Monday from 7 p.m. - 9:30 p.m.

Graffiti Removal:

Graffiti is removed on a request basis. A waiver is required to remove graffiti from private property, and materials for removal such as paint are the responsibility of the property owner.

Lot Cleaning and Mowing:

City-owned lots designated as the responsibility of Solid Waste will be cleaned and mowed on an as-needed basis. Note that some City-owned lots are the designated responsibility of other agencies, such as the Departments of Recreation and Parks and Transportation. North Lot cleaning includes the removal of debris. Privately-owned lots in need of cleaning will be referred to HCD for sanitation enforcement. Citizens can request lot cleaning and mowing services by calling 311 or going online at <https://baltimore.customerservicerequest.org/web>.

CSX Railroad Property:

The CSX rail line runs through the District parallel to 26th Street. The 26th Street right-of-way immediately adjacent to the CSX property will be cleaned of debris on an as-needed basis.

Litter Basket/Trash Receptacles Replacement:

Damaged baskets are replaced on an as need basis. Baskets are painted and new signs attached as needed.

Special Events:

Streets and areas impacted by special events with an approved Special Event permit issued by the Department of Transportation will be cleaned within 12 hours of such special event if the permit holder pays for services.

Park Cleaning:

There are four park properties within the District: the 26th Street Playground, Harwood Playground, Abell Playground, and the King Kennedy Playground. Each of these park properties will be cleaned of loose trash and installed trash cans will be emptied twice each week.,

Rat Rubout Program:

The Rat Abatement Program inspects every alley on a 21-day rotation cycle and baits observed rat burrows in and along the rights-of-way. Inspector observed rat burrows may be baited in privately-owned yards with signed permission from the owner. Rats found within a structure are the responsibility of the property owner or landlord to abate. Residents who observe a problem property should report the property by calling 311 or report online at <https://baltimore.customerservicerequest.org/web> (For Service Request Type select "Request Rat Rubout") and the City will send out an inspector. Renters should contact their landlord.

III. RECREATION & PARKS

The following statement describes the services which Recreation & Parks will provide in the CHARLES VILLAGE COMMUNITY BENEFITS DISTRICT, unless budget reductions or other unforeseen circumstances force city-wide program reductions.



William Vondrasek,
Acting Director, Department of Recreation & Parks



Date

Bureau of Recreation Programs

There are two centers that are in close proximity to Charles Village.

- Coldstream Recreation Center, 1401 Filmore Street, 21218
- Greenmount Recreation Center, 2304 Greenmount Avenue, 21218

The goals of the Recreation Program are to:

- Provide safe havens for youth 5-17 years old
- Provide structured recreational and educational activities for all populations 5 – seniors
- Provide positive role models and mentoring
- Encourage teamwork, good sportsmanship, responsibility and nutrition

Programming includes:

- Soccer, basketball, and street hockey clinics and leagues
- Homework assistance, anti-violence workshops, cultural activities, active older adult programs, fitness programs, nutrition classes
- High and low impact games, introduction to computers training, computer access
- Environmental workshops
- After school programs, summer camps

Centers operate on Monday and Wednesday-Friday from 1:00 p.m. – 9:00 p.m., and on Tuesday from 10 a. m. – 6 p.m. Centers are staffed by one full time center director, one full time leader, a minimum of two part time leaders, specialists (when programs dictate) and fingerprinted volunteers.

Tree Pruning

Replacement of existing trees is done upon request of the property owner. Additional planting is done by contract, usually initiated by community associations or planners.

IV. DEPARTMENT OF TRANSPORTATION

The following statement describes the services which the Department of Transportation will provide in the **CHARLES VILLAGE COMMUNITY BENEFITS DISTRICT** unless budget reductions or other unforeseen circumstances force city wide program reductions.

Frank J. Murphy
Frank Murphy, Acting Director, Department of Transportation

12/23/16
Date

Point Control Intersections:

Presently, there are 47 positions citywide. The work schedule is one, 8-hour shift, 5 days per week. Officers are on duty at intersections from 10:30 a.m. - 6:30 p.m. The remaining workforce is often reduced by assignment of Officers to special events including ball games, parades, festivals, and other recreational and cultural activities. Officers are also detailed to emergencies such as fires and signal outages which reduces the number of intersections covered. The assignment varies for other special events.

Traffic Signalization:

The workforce is divided between administration, shop and field personnel. Overall there are 74 total positions in the traffic signalization section of which 9 are engineering based positions that deal with new designs or designs for improvement and management and there are 65 positions designated for operations and traffic signal maintenance and repair. Operations are mostly covered through the Transportation Management Center (TMC) and the signal maintenance and repair is covered through the construction and maintenance shop and the electronic shop. The majority of this workforce is assigned to dayshifts, but crews are available to respond to emergencies 365/24/7. Public safety and liability considerations require immediate response to traffic signal malfunctions.

Crosswalk Painting and Signing:

Citywide, 56 positions are designated for crosswalk painting and sign replacement. Public safety and liability considerations make it necessary to correct unsafe conditions as rapidly as possible.

Street Lighting Operations:

Citywide, 29 positions are assigned to this area. The work force is divided among administrative, shop and field personnel. The work forces are responsible for removing and installing light poles, replacing bulbs and ballasts, as well as cable repair.

The City contracts with the Baltimore Gas Electric Company to perform approximately 75% of the maintenance and repair work on streetlights. The other 25% is maintained by City Transportation forces. Emergency services are available. Services are accessed by calling the City's 311 call center.

Street Maintenance and Repairs:

Positions are assigned to the maintenance and repair of streets, curbs, sidewalks, and alleys. Also positions are assigned for snow removal during the winter months. Emergency services are available.

Parking Meter Maintenance:

This service is now managed by the Parking Authority of Baltimore City (PABC)

Removal of Illegally Parked Cars:

Towing personnel are assigned to the CVBD area 5 days per week, and tow where signs are posted for no parking during rush hour, street cleaning, festivals, parades and other events. Abandoned vehicles are also towed.

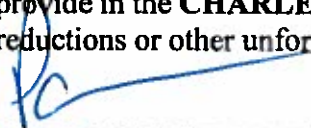
Landscaping:

DOT now contracts this service out to a Landscape Maintenance firm. For example, medians on 33rd Street and Charles Street are maintained. This involves cutting, edging and cleaning. Specifically in Charles Village, this includes:

- Charles Street between 29th and 33rd Streets - Median Strip weed, trim shrubbery, and replace dead shrubs. These functions are done upon request (Transportation Property) usually twice a year, approximately 2 days of work for a supervisor and 3-man crew.
- 33rd Street between Charles Street and Old York Road - Median Strip. Weed, and Trim Shrubs, upon request (Transportation Property), approximately 1 full day for supervisor and 2 man crew.

V. HOUSING AND COMMUNITY DEVELOPMENT

The following statement describes the services which Housing and Community Development will provide in the **CHARLES VILLAGE COMMUNITY BENEFITS DISTRICT**, unless budget reductions or other unforeseen circumstances force city wide program reductions.



Paul T. Graziano, Commissioner, Department of Housing
and Community Development

12/21/16

Date

Housing Code Enforcement:

HCD will inspect the interior and exterior of properties as appropriate in response to 311 calls. In addition, representatives from HCD's Code Enforcement Division will be available for community walking tours as necessary. Multi-Family buildings will be inspected annually. Violations not repaired timely will be referred for prosecution as appropriate.

The City's Housing Code Enforcement Division officers are empowered to write sanitation violation notices with regard to private property.

Building Permits:

Permits are required for alterations, additions, new construction, repairs and demolition (many minor repairs excepted). Following contact, Construction and Building inspectors will inspect all work to insure code compliance. CBI inspectors will respond to all 311 calls alleging work without a permit

Zoning:

The Zoning Code of Baltimore City will be enforced. Citizens can track proposed variances online at http://cels.baltimorehousing.org/Search_BMZA_Map.aspx.

Sale of HCD-managed City-owned properties:


Subject to approval of the Board of Estimates, HCD will sell City-owned properties that are in HCD's management jurisdiction and that are no longer needed for public use. Sales will be consistent with all applicable zoning and other regulations.

Homeownership Counseling and Pre-purchase Counseling:

These services will be made available to individuals and families in the district seeking assistance in the purchase of a home in Baltimore City; homeownership counseling is provided by twenty non-profit housing counseling agencies funded, in part, by HCD.

VI. BALTIMORE POLICE DEPARTMENT

The following statement describes the services which the Baltimore Police Department (“BPD”) will provide in the **CHARLES VILLAGE COMMUNITY BENEFITS DISTRICT**, unless budget reductions or other unforeseen circumstances force citywide program reductions. BPD’ service levels are also subject to change based upon changes in the BPD’s scheduling matrix, geographic deployment and the City’s public safety priorities.

KD


Kevin Davis, Police Commissioner

12/20/16
Date

Northern District

BPD’s mission, in partnership with the Baltimore community, is to protect and preserve life, enforce the laws of the State and City, protect property, understand and serve the needs of the City’s neighborhoods, and to improve the quality of life in the community. BPD’s Northern District is primarily responsible for furthering BPD’s mission in the area that includes CVCBD. As of this date, there are four (4) posts are either wholly or partially located within the CVCBD. In general, the boundaries of the Benefits District fall all or in part in the following posts:

- Post 511
- Post 512
- Post 513
- Post 514

BPD police officers are assigned to these and other Posts in the Northern District as motorized patrol response officers on a schedule determined by BPD from time to time.

BPD police officers from various units within the District may be assigned to the area as determined by BPD in the interest of public safety and crime reduction. BPD police officers are deployed as appropriate and are not permanently assigned to a particular response beat.

Attachment A: Map of the Benefits District

