

**BALTIMORE COUNTY COUNCIL
NOTES TO THE AGENDA
LEGISLATIVE SESSION 2023**

*Issued: April 20, 2023
Reissued: April 24, 2023
Work Session: April 25, 2023
Legislative Day No. 10: May 1, 2023*

*The accompanying notes are
compiled from unaudited
information provided by
the Administration and
other sources.*



OFFICE OF THE COUNTY AUDITOR

BALTIMORE COUNTY COUNCIL

May 1, 2023

NOTES TO THE AGENDA

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AGENDA
BALTIMORE COUNTY COUNCIL
LEGISLATIVE SESSION 2023, LEGISLATIVE DAY NO. 10
May 1, 2023 6:00 P.M.

CEB = CURRENT EXPENSE BUDGET
BY REQ. = AT REQUEST OF COUNTY EXECUTIVE

Page

CALL OF BILLS FOR FINAL READING AND VOTE

TERRY HICKEY, DIRECTOR, DEPARTMENT OF HOUSING AND COMMUNITY DEVELOPMENT

- 1 Bill 16-23 – Mr. Jones(By Req.) – CEB – Continuum of Care-Planning – McKinney Emergency Shelter Grants
4 Bill 17-23 – Mr. Jones(By Req.) – CEB – Homeless Solutions Program – HSP (State DHCD)

PETE GUTWALD, DIRECTOR, DEPARTMENT OF PERMITS, APPROVALS & INSPECTIONS

- 7 Bill 18-23 – Mr. Jones(By Req.) – Rental Housing Licenses

D’ANDREA WALKER, DIRECTOR, DEPARTMENT OF PUBLIC WORKS & TRANSPORTATION

- 9 Bill 19-23 – All Councilmembers – 2023 Basic Services Maps

COUNCIL

- 19 Bill 20-23 – Mr. Jones – Zoning Regs. – Uses Permitted in the R.C.2 Zone-Catering Halls Converted from Dwellings
21 Bill 21-23 – Mr. Ertel – Zoning Regs. – Uses Permitted in the R-O-A Zone – Interior Design Studio with Retail Sales as an Accessory Use to Office Use
22 Bill 22-23 – Mr. Ertel – Zoning Regs. – Signs – Joint Identification Signs on a Wall-Mounted Canopy
23 Bill 23-23 – Councilmembers Marks, Kach, Patoka & Ertel – Planned Unit Developments – Revocation of Resolution Approving Continued Review
24 Bill 24-23 – Mr. Marks – Zoning Regs. – Neighborhood Commons (N.C) Overlay District – Off-Street Parking
25 Bill 25-23 – Mr. Marks – Zoning Regs. – Funeral Establishments and Crematories
26 Bill 26-23 – Mr. Crandell – Development Vesting

APPROVAL OF FISCAL MATTERS/CONTRACTS

WALT PESTERFIELD, DIRECTOR, DEPARTMENT OF CORRECTIONS

- 27 1. Purchase Order – WMAR Television – Television advertisements – recruitment purposes-DOC

KEVIN REED, DIRECTOR, OFFICE OF BUDGET AND FINANCE

- 30 2. Contract – Public Resources Advisory Group, Inc. – Financial advisory services-OBF

RUIE LAVOIE, DIRECTOR, BOARD OF ELECTIONS

- 34 3. Lease agreement – St. John Properties, Inc. – Board of Elections’ offices/warehouse – 5 Crossing Way-BOE

D’ANDREA WALKER, DIRECTOR, DEPARTMENT OF PUBLIC WORKS & TRANSPORTATION

- 38 4. Contract – McLaren Technical Services, Inc. – On-call civil engineering, transportation & structural design services-DPWT

**DON SCHLIMM, PROGRAM ADMINISTRATOR, LOCAL MANAGEMENT BOARD/
LAWRENCE RICHARDSON, DEPUTY DIRECTOR, F&A, DEPARTMENT HEALTH & HUMAN SERVICES**

- 43 ** 5. Contract – Prologue, Inc. – Outreach services – youth experiencing homelessness - HHS

DEBRA SHINDLE, CHIEF, PROPERTY MANAGEMENT

- 47 6. Contract of Sale – 305 Washington, LLC – Acquisition of 6-story building – general County office space/ garage-PM
50 7. Amendments to Contracts – (3) – Custodial services - PM
54 8. Contract – ARK Systems, Inc. – Test, maintain and repair fire alarms systems – PM

** Change in Witness

APPROVAL OF FISCAL MATTERS/CONTRACTS (cont.)

MEGAN BENJAMIN, PLANNER, DEPARTMENT OF PLANNING

- 57 ** 9. Contract of Sale – Michael Durham – Conservation easement – 5801 Emory Road, 21155 – Ag Preservation Program-REC

FAITH THOMAS, CHIEF, REAL ESTATE COMPLIANCE

- 60 10. Contract of Sale – Melanie Redding - Acquisition of parcel–6503 Windsor Mill Road, 21207– Windsor Mill Project-REC
- 60 11. Contract of Sale – Rosa Lovo/Maria Lovo Zavala - Acquisition of parcel–6716 Windsor Mill Road, 21207– Windsor Mill Project-REC
- 60 12. Contract of Sale – Kenneth & Emma Miguel - Acquisition of parcel–6510 Windsor Mill Road, 21207– Windsor Mill Project-REC
- 60 13. Contract of Sale – Samuel & Annette English - Acquisition of parcel–6511 Windsor Mill Road, 21207– Windsor Mill Project-REC
- 60 14. Contract of Sale – Rosa Lovo/Maria Lovo Zavala/Gustavo Soto - Acquisition of parcel–6505 Windsor Mill Road, 21207– Windsor Mill Project-REC

MISCELLANEOUS BUSINESS

BOB SMITH, ACTING DIRECTOR, DEPARTMENT OF RECREATION AND PARKS

- 69 1. Res. 7-23 – Mr. Jones(By Req.) – Adoption - 2022 Land Preservation, Parks and Recreation Plan (LPPRP)

JENNIFER LYNCH, ACTING DIRECTOR, DEPARTMENT OF ECONOMIC & WORKFORCE DEVELOPMENT

- 70 2. Res. 8-23 – Mr. Jones(By Req.) – Support – Application for Redesignation of the Southwest Enterprise Zone
- 73 3 Res. 9-23 – Mr. Jones(By Req.) – Support – Application for Designation of Woodlawn Enterprise Zone

COUNCIL

- 76 4. Res. 10-23 – Mr. Jones – Establish the Owings Mills Commercial Revitalization District
5. Appointment – Mr. Jones(By Req.) – Acting Director – Dept. of Economic & Workforce Development – Dr. Jennifer Lynch
6. Appointment – Mr. Jones(By Req.) – Director – Department of Recreation and Parks – Robert Smith

** Change in Witness

Bill 16-23 (Supplemental Appropriation)

Council District(s) All

Mr. Jones (By Req.)

Department of Housing and Community Development

Continuum of Care-Planning and McKinney Emergency Shelter Grants

The Administration is requesting a supplemental appropriation of federal funds totaling \$183,888 to the Continuum of Care-Planning (\$180,253) and McKinney Emergency Shelter Grants (\$3,635) Gifts and Grants Fund programs. The Department advised that the funds will be used to assist individuals who are experiencing, or who are at risk of, homelessness in Baltimore County (e.g., rental assistance, emergency shelter, supportive services). See Exhibit A.

Fiscal Summary

<u>Program</u>	<u>Supplemental Appropriation</u>	<u>Current Appropriation</u>	<u>Total Appropriation</u>
Continuum of Care-Planning ⁽¹⁾	\$ 180,253 ⁽²⁾	\$ 1,435,202	\$ 1,615,455
McKinney Emergency Shelter Grants ⁽¹⁾	3,635 ⁽³⁾	357,383	361,018
Total	<u>\$ 183,888</u>	<u>\$ 1,792,585</u>	<u>\$ 1,976,473</u>

⁽¹⁾ U.S. Department of Housing and Urban Development (HUD) funds.

⁽²⁾ The Department advised that the County has a matching requirement of 25%, which will be met through a combination of County, State, and federal funds that leverage Continuum of Care dollars.

⁽³⁾ The Department advised that the County has a matching requirement of 100%, which will be met through County funds provided for the operation of the County's homeless shelters.

Analysis

The Department advised that the \$183,888 supplemental appropriation is being requested to account for the higher-than-anticipated increase in awarded federal Continuum of Care-Planning (\$180,253) and McKinney Emergency Shelter Grants (also known as Emergency Solutions Grants, or ESG) (\$3,635) funds over the budgeted FY 2023 amounts. The Department further advised that the funds will be used to support efforts to prevent and respond to homelessness as

follows: the Continuum of Care-Planning funds will be used primarily for rent, supportive services, and administrative costs for 15 units that currently house 15 residents; and the ESG funds will be used primarily for emergency shelter, rapid rehousing, and street outreach activities. The Department estimates that the Continuum of Care-Planning program will serve 664 clients in FY 2023 and the ESG program will serve 372 clients in FY 2023.

The grant period is July 1, 2022 to June 30, 2023 for the Continuum of Care-Planning funds. The Department advised that the County has a matching requirement of 25%, which will be met through a combination of County, State, and federal funds that leverage Continuum of Care dollars.

The grant period is July 1, 2022 to June 30, 2024 for the ESG funds. The Department advised that the County has a matching requirement of 100%, which will be met through County funds provided for the operation of the County's homeless shelters.

With the affirmative vote of five members of the County Council, Bill 16-23 will take effect May 14, 2023.

EXECUTIVE SUMMARY

The Baltimore County Department of Housing and Community Development (DHCD) seeks County Council approval of two supplemental appropriations that will allow the department to accept increased funding for two federal programs that help the County respond to and prevent homelessness. The combined total funding increase for the two programs \$183,888. The funding increases for each program are as follows:

PROGRAM	current FY 2023 DHCD budget	revised amount	difference
Continuum of Care Program (CoC)	\$1,435,202	\$1,615,455	\$180,253
Emergency Solutions Grant Program (ESG)	\$357,383	\$361,018	\$3,635

Continuum of Care (CoC) program

DHCD seeks to increase the portion of the Continuum of Care (CoC) program funding award that is administered through its budget by \$180,253. The funds are derived from an award made by the U.S. Department of Housing and Urban Development (HUD). DHCD received the official HUD notice of award months after the close of County's budget appropriation process for FY2023. Because the official HUD award often arrives after the close of the county's annual, departmental budgeting process, DHCD often submits a CoC budget based on level, flat funding from the prior year.

In June 2022, Baltimore County DHCD terminated its agreement with a provider that received a direct appropriation from HUD in the amount of \$164,617. Due to the termination of that grant, those Continuum of Care (CoC) grant funds were re-directed to DHCD, until a new provider is identified. These CoC grant funds cover rental, supportive services and a small amount of administrative costs for 15 units of Permanent Supportive Housing (PSH) that currently houses 15 residents. DHCD released a Request for Proposals in early December and expects a new provider being in place on or about June 1, 2023. The remaining increase is due to an accumulative market rate adjustment/increase across all CoC grants in the amount of \$15,636.

DHCD records show that Continuum of Care projects funded through the department's budget in fiscal year 2022 served 664 clients. DHCD expects similar results in the current fiscal year and therefore estimates that 664 clients will be served in fiscal year 2023.

Emergency Solutions Grant program (ESG)

Baltimore County's award from the U.S. Department of Housing and Urban Development for the Emergency Solutions Grant Program increased by \$3,635. This new amount was determined solely by HUD and represents a 1% increase over last year's budget. DHCD received the HUD notice of award months after the close of County's budget appropriation process for FY2023. Because the official HUD award often arrives after the close of the county's annual, departmental budgeting process, DHCD often submits a Homelessness Solutions Program budget based on level, flat funding from the prior year.

Prepared by: Department of Housing and Community Development

Bill 17-23 (Supplemental Appropriation)

Council District(s) All

Mr. Jones (By Req.)

Department of Housing and Community Development

Homeless Solutions Program – HSP (State DHCD)

The Administration is requesting a supplemental appropriation of State funds totaling \$157,206 to the Homeless Solutions Program – HSP (State DHCD) Gifts and Grants Fund program. The Department advised that the funds will be used to support services and activities that respond to and prevent homelessness. See Exhibit A.

Fiscal Summary

Funding Source	Supplemental Appropriation	Current Appropriation	Total Appropriation
County	--	--	--
State ⁽¹⁾	\$ 157,206	\$ 465,964	\$ 623,170
Federal ⁽²⁾	--	81,867	81,867
Other	--	--	--
Total	<u>\$ 157,206</u>	<u>\$ 547,831</u>	<u>\$ 705,037</u>

⁽¹⁾ Maryland Department of Housing and Community Development funds. The Department advised that the County has a 25% matching requirement, which will be met through County funds provided for emergency shelter operations, homeless outreach, and eviction prevention activities.

⁽²⁾ U.S. Department of Health and Human Services (DHHS), Additional Afghanistan Supplemental Appropriations Act, 2022 (ASA) funds passed through the Maryland Department of Housing and Community Development.

Analysis

The Department advised that the proposed \$157,206 supplemental appropriation will be allocated to existing nonprofit providers and the Department to support a variety of services and activities

that respond to and prevent homelessness. The Department expects that the program will serve 2,292 clients in FY 2023.

The grant period is July 1, 2022 through September 30, 2023. The Department advised that the County has a 25% matching requirement, which will be met through County funds provided for emergency shelter operations, homeless outreach, and eviction prevention activities.

With the affirmative vote of five members of the County Council, Bill 17-23 will take effect May 14, 2023.

EXECUTIVE SUMMARY

The Baltimore County Department of Housing and Community Development (DHCD) seeks County Council approval a supplemental appropriation that will allow the department to accept increased funding for the Maryland Homeless Solutions Program.

PROGRAM	current FY 2023 DHCD budget	revised amount	difference
Homeless Solutions Program (HSP)	\$547,831	\$705,037	\$157,206

DHCD seeks to increase the portion of the Homelessness Solutions Program (HSP) funding award that is administered through its budget by \$157,206. The funds are derived from an award made by the Maryland Department of Housing and Community Development (MD-DHCD). DHCD received the official MD-DHCD notice of award months after the close of County's budget appropriation process for FY2023. Because the official MD-DHCD award often arrives after the close of the county's annual, departmental budgeting process, DHCD often submits a Homelessness Solutions Program budget based on level, flat funding from the prior year.

Baltimore County DHCD responded to the opportunity to request increased funding for the fiscal 2023 Homelessness Solutions Program and achieved a successful result. The funding increase will be allocated to five nonprofit providers and also to DHCD to support a variety of services and activities that respond to and prevent homelessness. DHCD estimates that the Homelessness Solutions Program in Baltimore County will serve approximately 2,292 clients in fiscal year 2023.

Prepared by: Department of Housing and Community Development

Bill 18-23

Council District(s) All

Mr. Jones (By Req.)

Department of Permits, Approvals and Inspections

Rental Housing Licenses

Bill 18-23 expands the County’s Rental Registration Program to require all apartment complexes and dwellings operating as rental housing in Baltimore County to maintain a rental housing license.

Under current law, property owners of boarding or rooming houses and most dwellings with six or fewer dwelling units may not rent a dwelling unit or a portion of a dwelling unit unless the property owner has been issued a license for that dwelling unit. Before applying for a rental license, the property owner must obtain a certificate from a State-licensed home inspector that certifies that the dwelling unit and the premises have been inspected and meet the applicable health and safety requirements. The property owner must renew the license every three years.

Bill 18-23 expands the license and inspection requirements to apply to all multi-family apartment complexes and most dwellings with greater than six rental units. Currently, property owners of rental units in those categories are only required to provide the County with the Maryland Department of the Environment lead-paint certification and verify carbon monoxide detectors are present and working. Other Maryland jurisdictions including Howard, Montgomery, and Prince George’s Counties as well as Baltimore City and the City of Annapolis require licensing and inspections for all rental units and multi-family apartment complexes.

Under this expansion, property owners of dwellings with seven or more dwelling units and apartment complexes may apply for a rental license with no inspection if they self-certify that the units and premises meet all health and safety requirements. These units are eligible for self-certification if, as determined by the Director of Permits, Approvals and Inspections (PAI), they have had less than three health and safety violations in the past three years that have been fully

adjudicated. Dwellings with six or fewer dwelling units are not eligible to self-certify. An application to self-certify must include a signed statement that the dwelling units are in compliance with:

- The Baltimore County Rental License Inspection Sheet;
- Life and safety codes and laws for placement;
- All required tenant notifications; and
- The function of:
 - hardwired and battery-backed interconnected smoke detectors;
 - Wood balcony railings; and
 - Carbon monoxide detectors.

For dwellings and apartment complexes that are ineligible to self-certify, the property owner must obtain a certificate from a State-licensed home inspector that certifies that at least ten percent of the dwelling units and all of the premises have been inspected and meet the applicable health and safety requirements. The ten percent of inspected units must be representative and evenly distributed by grouping of units, such as by building.

If the home inspector requires any repairs, the record of that repair must be shared with PAI. If the same or similar defect is found in a majority of inspected units, PAI may require additional inspections.

Finally, Bill 18-23 amends an exception to the Rental Housing License Title for owner-occupied dwellings to clarify that it includes individuals related as family by blood, marriage, or adoption and strikes the specific restriction to grandparents, parents, children, and grandchildren. This change makes the language consistent with the recent changes to the Accessory Apartments law (Bill 7-23).

PAI advised that the County Administrative Officer will determine the application fee, which it expects will generate minimal additional revenue. PAI further advised that it anticipates that the proposed legislation will result in some additional rental registration staff time, the cost of which will not exceed the amount of additional fee revenue.

Upon passage by the County Council, Bill 18-23 will take effect 45 days from the date of its enactment.

Bill 19-23**Council District(s) All**

All Councilmembers

Department of Public Works & Transportation

2023 Basic Services Maps

Article 4A of the Baltimore County Zoning Regulations (“BCZR”) sets out the provisions for growth management in Baltimore County. The growth management provisions are designed to facilitate implementation of the Master Plan with specific regard to the quantity and timing of new growth and development. BCZR Section 4A02.1 provides that:

“The County Council finds that important public facilities in certain predominantly urban areas of the County are inadequate to serve all of the development that would be permitted under the regulations of the zones or commercial districts within which those areas lie. Basic Services Maps are hereby established to regulate nonindustrial development in those under-served areas to a degree commensurate with the availability of these facilities. Basic Services Maps are not permanent and will be reviewed annually with reports to the County Council.”

Basic Services Maps are designed to aid the County in providing public services (water, sewer, and transportation) in an amount that facilitates the level of growth allowed by the current zoning. This growth management system applies inside the Urban Rural Demarcation Line (URDL).

Article 4A requires that the three Basic Services Maps for water, sewer, and transportation be prepared annually by the appropriate Executive agencies, and thereafter the Planning Board must recommend to the County Council any proposed annual revisions to the maps. The law requires the Council to take legislative action on the maps after consideration of the Planning Board’s recommendations. The Council is required to hold one public hearing prior to the adoption of the maps; the hearing is scheduled for April 25, 2023.

Bill 19-23 repeals the 2022 Basic Services Maps and enacts the 2023 Basic Services Maps. A summary of the changes proposed by the Planning Board is attached as Exhibit A.

With the affirmative vote of five members of the County Council, Bill 19-23 will take effect May 15, 2023.



Exhibit A
Bill 19-23

JOHN A. OLSZEWSKI, JR.
County Executive

STEPHEN LAFFERTY, Director
Department of Planning

February 21, 2023

The Honorable Julian Jones, Jr.
Chairman, Baltimore County Council
County Courthouse
400 Washington Avenue
Towson, MD 21204

Re: 2023 Basic Services Maps

Dear Chairman Jones,

At its regular meeting on February 16th, 2023, the Baltimore County Planning Board voted, in accordance with Section 4A02.3.E.1 of the Baltimore County Zoning Regulations (BCZR), to recommend adoption of the proposed 2023 Basic Services Maps as presented.

The item was first introduced to the Board on January 19th, 2023. A Public Hearing was conducted on February 2nd, 2023.

The proposed Water Supply, Sewerage, and Transportation maps, at a 1"= 4000' scale, and the accompanying reports from the Department of Public Works and Transportation are enclosed for Public Hearing and adoption by the County Council.

Thank you in advance for your consideration.

Sincerely,

A handwritten signature in blue ink that reads "Stephen Lafferty".

Stephen Lafferty
Secretary to the Board

SL:tb

Enclosures

C: Members, Baltimore County Council
Thomas Bostwick., Legislative Counsel/Secretary
Lauren M. Smelkinson, County Auditor
Stacy L. Rodgers, Administrative Officer
James R. Benjamin Jr., County Attorney
D'Andrea L. Walker, Acting Director, Department of Public Works and Transportation
Jeannette Applauso, Department of Public Works and Transportation

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Department of Public Works and Transportation

2023 Basic Services Map Transportation Zones

DRAFT

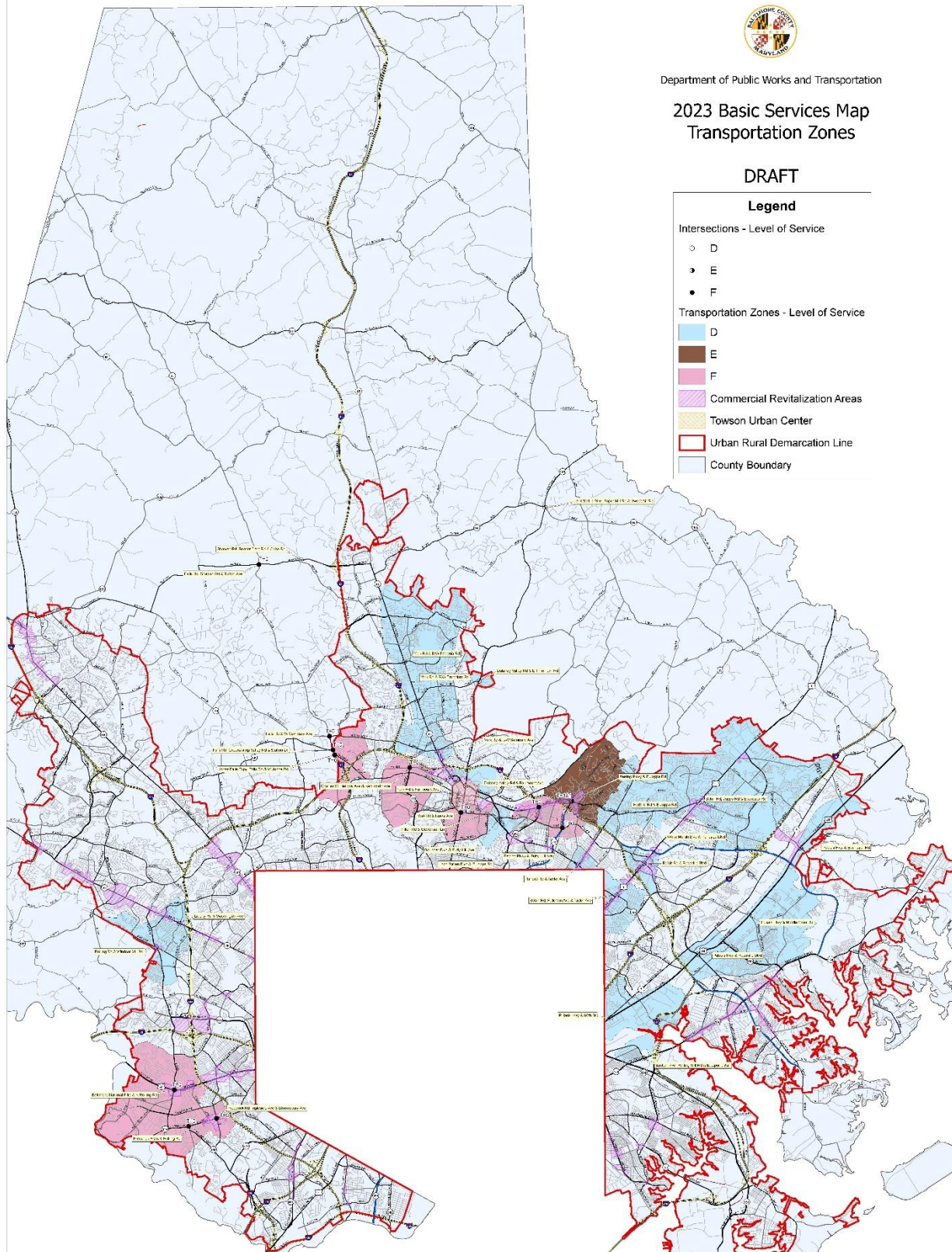
Legend

Intersections - Level of Service

- D
- E
- F

Transportation Zones - Level of Service

- D
- E
- F
- Commercial Revitalization Areas
- Towson Urban Center
- Urban Rural Demarcation Line
- County Boundary



THIS MAP HAS BEEN ENACTED UNDER BILL NUMBER _____ AND IS PART OF THE BALTIMORE COUNTY ZONING REGULATIONS, 1955, AS AMENDED BY THE BILL ADOPTED BY THE COUNTY COUNCIL ON _____ EFFECTIVE _____.

COUNTY COUNCIL OF BALTIMORE COUNTY



SCALE 1 INCH = 4,000 Feet



REVISIONS TO THE MAP: This map is a reproduction of the basic services map prepared for the County Council by the Department of Public Works and Transportation. It is not to be used for any other purpose without the express written consent of the Department of Public Works and Transportation. The map is a reproduction of the basic services map prepared for the County Council by the Department of Public Works and Transportation. It is not to be used for any other purpose without the express written consent of the Department of Public Works and Transportation.

Feature Class	Product or Date
Transportation Zones	2023
Intersections	2023
Commercial Revitalization Areas	2023
Towson Urban Center	2021
Urban Rural Demarcation Line	2012
Intersections	2012
County Boundary	2008

Printed by Baltimore County Department of Public Works and Transportation
 North American Datum 1983 - NAD 83 U.S. Survey Feet
 File: Basic Services 2023



Department of Public Works and Transportation

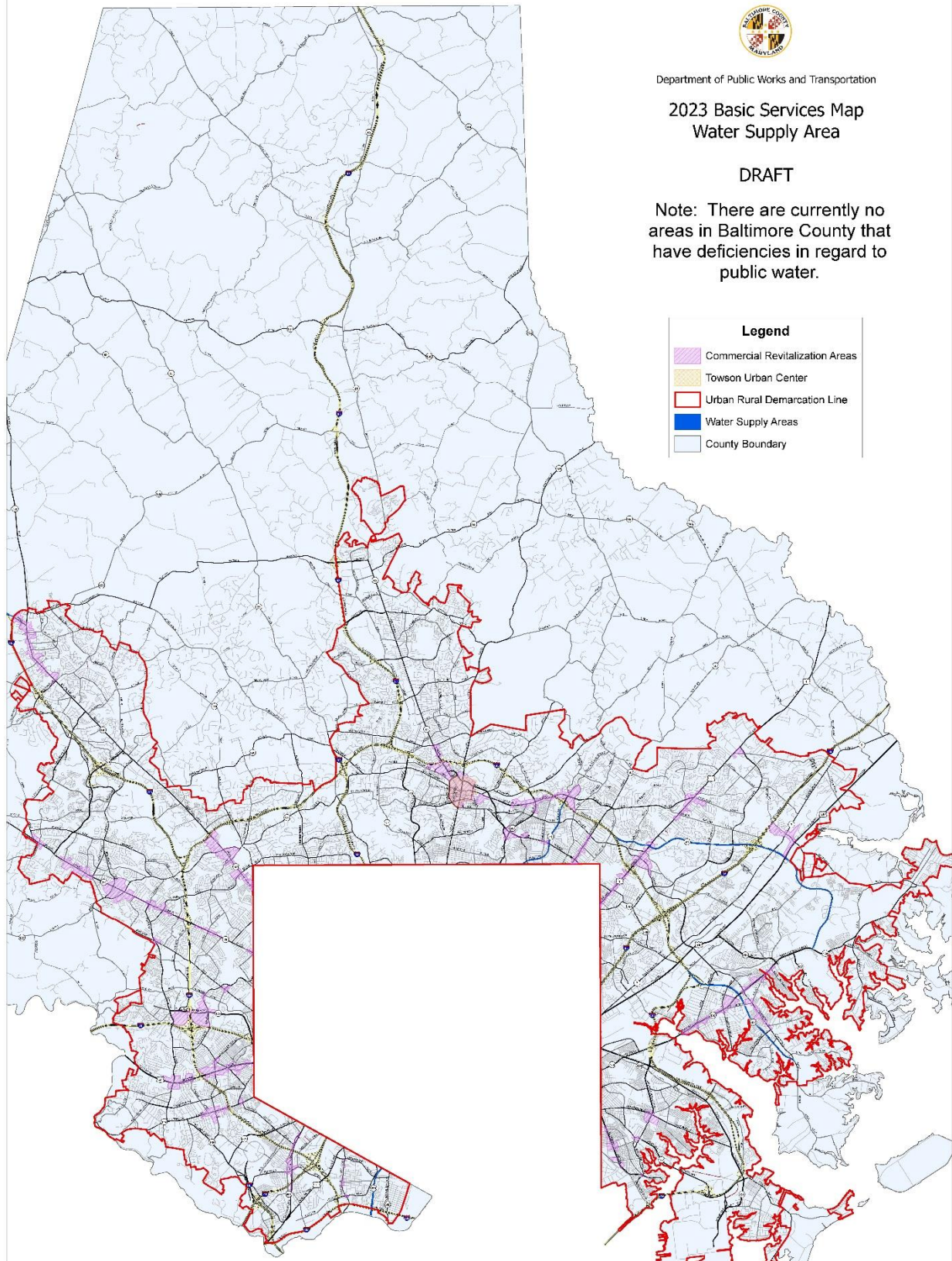
2023 Basic Services Map Water Supply Area

DRAFT

Note: There are currently no areas in Baltimore County that have deficiencies in regard to public water.

Legend

- Commercial Revitalization Areas
- Towson Urban Center
- Urban Rural Demarcation Line
- Water Supply Areas
- County Boundary



THIS MAP HAS BEEN ENACTED UNDER BILL NUMBER _____ AND IS PART OF THE BALTIMORE COUNTY ZONING REGULATIONS, 1955, AS AMENDED BY THE BILL ADOPTED _____ EFFECTIVE _____.

COUNTY COUNCIL OF BALTIMORE COUNTY



SCALE 1 INCH = 4,000 Feet



RED - In preparation of the Basic Services Map, all subject to exceptions provided for in Article 20 of the County Zoning Regulations. Areas subject to the Regulations, including Public Use and Maps. These regulations include: Public Use and Maps, the Urban Rural Demarcation Line (URDL), the Urban Rural Demarcation Line (URDL), Commercial Revitalization Ordinance (CRO), and the Towson Urban Center (TUC) Ordinance. The Towson Urban Center (TUC) Ordinance, as well as the Order for 2020 in the Land Management and Public Use.

Feature Class Production Dates

Water Supply Area	2023
Commercial Revitalization Areas	2021
Towson Urban Center	2014
Urban Rural Demarcation Line	2012
Roads	2020
County Boundary	2020

Map made by Baltimore County Department of Public Works and Transportation
 North American Datum 1983 - NAD 83 U.S. Survey Foot
 File: Basic Services 2023



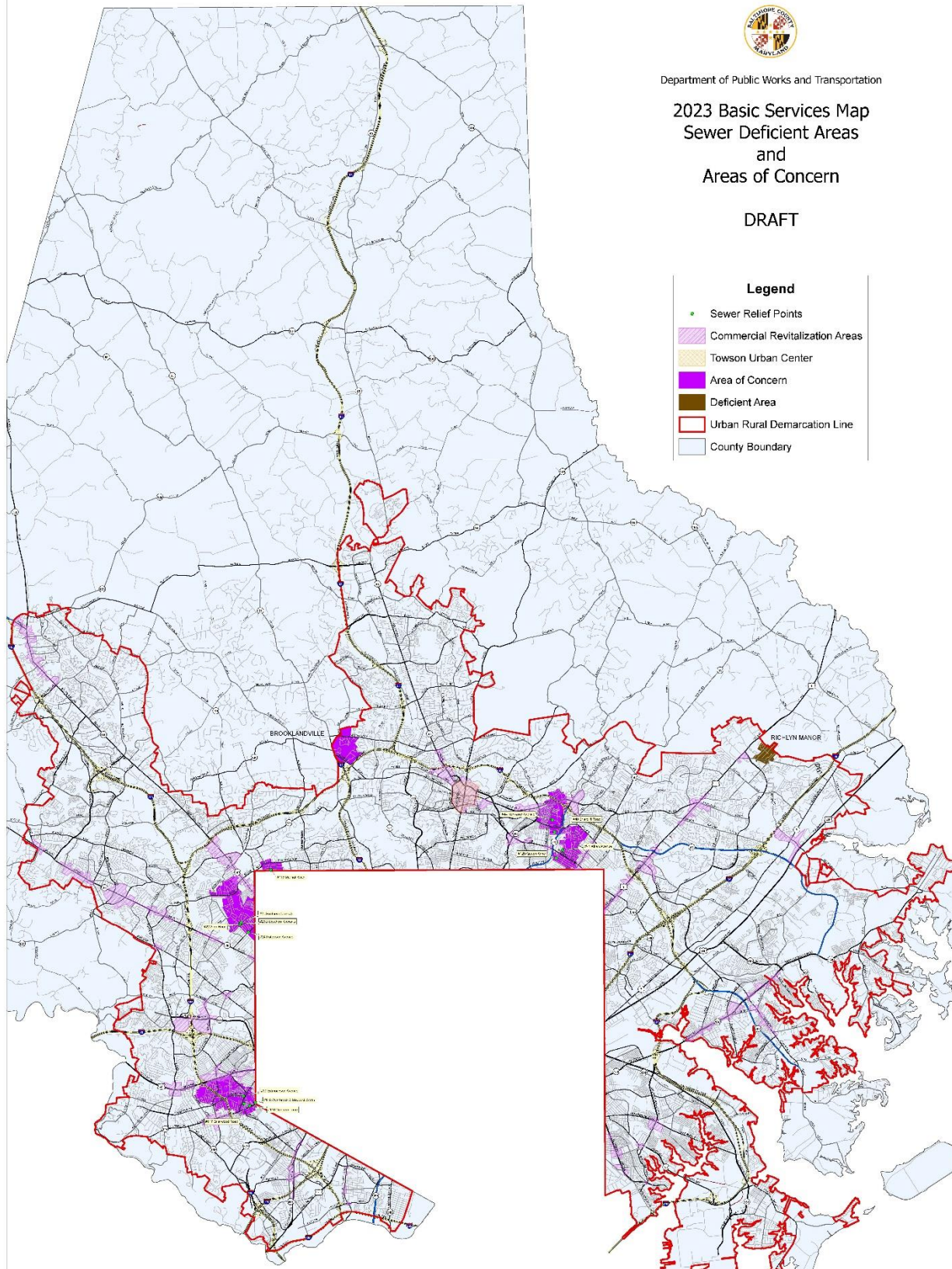
Department of Public Works and Transportation

2023 Basic Services Map Sewer Deficient Areas and Areas of Concern

DRAFT

Legend

- Sewer Relief Points
- Commercial Revitalization Areas
- Towson Urban Center
- Area of Concern
- Deficient Area
- Urban Rural Demarcation Line
- County Boundary



THIS MAP HAS BEEN ENACTED UNDER BILL NUMBER _____ AND IS PART OF THE BALTIMORE COUNTY ZONING REGULATIONS, 1955, AS AMENDED BY THE BILL ADOPTED _____ EFFECTIVE _____.

COUNTY COUNCIL OF BALTIMORE COUNTY



SCALE 1 INCH = 4,000 Feet



RED - In preparation of the Basic Services Map, an Authority for the collection of sewer service charges for the County was established. Areas of Concern, Commercial Revitalization Areas, Towson Urban Center, and Urban Rural Demarcation Lines are shown on this map. The Urban Rural Demarcation Line is shown in red. The Urban Rural Demarcation Line (URDL) is shown in red. The Urban Rural Demarcation Line (URDL) is shown in red. The Urban Rural Demarcation Line (URDL) is shown in red.

Feature Class/Production Dates	2023
Sewer Relief Points	2023
Commercial Revitalization Areas	2023
Towson Urban Center	2023
Urban Rural Demarcation Line	2023
URDL	2023
County Boundary	2023

Map made by Baltimore County Department of Public Works and Transportation
 North Arrow Date: 10/31/2023
 U.S. Survey Feet
 File: Sewer Deficient Areas.mxd

BALTIMORE COUNTY GOVERNMENT
DEPARTMENT OF PUBLIC WORKS
INTER-OFFICE CORRESPONDENCE

DATE: January 6, 2023

TO: D'Andrea Walker, Acting Director
Department of Public Works and Transportation

FROM: Lisa Eicholtz, PE, Chief *LKE*
Bureau of Engineering & Construction

SUBJECT: 2023 Basic Services Maps
Public Water & Sewer Status

In accordance with your request, we are furnishing an update for the 2023 Basic Services Map.

Water

No deficiencies are known to exist.

Sewer

All of the 10 remaining sewer relief point locations are being metered. We have completed several rehabilitation projects and are now performing post-construction monitoring to determine the effectiveness of the projects. In addition, we have projects in design and also construction which will eventually allow the elimination of the areas of special concern.

Revisions to the Basic Services Maps to remove an area of special concern do not mean that an area has unlimited development potential. Computer modeling and simulations to assess the impacts on the County's sewer system resulting from development are completed on a case by case basis. Determinations are made to assess if the impacts from development will require downstream improvements to ensure adequate capacity in the sewer system.

LKE: DAB

cc: Erin A. McKenna-Streyle – Chief, Water Design Section
Amy Bley-Chief, Sewer Design Section
David A. Bayer, P.E. – Sewer Design Section
Jeannette Applauso – Sewer Design Section

**BALTIMORE COUNTY, MARYLAND
BUREAU OF TRAFFIC ENGINEERING AND TRANSPORTATION PLANNING
INTER-OFFICE CORRESPONDENCE**

DATE: December 14, 2022

TO: D'Andrea Walker., Acting Director
Department of Public Works and Transportation

FROM: Angelica Daniel, Bureau Chief
Bureau of Transportation

SUBJECT: 2023 Basic Service Map – Transportation:

Our bureau has restudied all of the intersections currently on the Basic Services Map for 2022 as well as continued the update of all other signalized intersections, with the exception of the following intersection due to construction.

Honeygo Blvd & White Marsh Blvd (MD 43) LOS = D

As of now the proposal is to retain its level of service from 2022.

CHANGES:

Based on these studies over the past year, we are recommending the following change to the Transportation Map for 2023:

Ebenezer Rd / Pulaski Hwy (US 40) F to D

With the change above, there are eleven "F" level intersections and one "E" level intersection that are being proposed to control development on the 2023 Basic Service Transportation Map. These intersections are:

Baltimore Nat'l Pike (US 40)/ Rolling Rd N	LOS = F
Bellona Ave / Charles St (MD 139) / Kenilworth Dr	LOS = F
Bloomsbury Ave / Frederick Rd (MD 144) / Ingleside Ave	LOS = F
Burke Ave / Burke Ave W / York Rd (MD 45)	LOS = F
Falls Rd (MD 25) / Seminary Ave W (MD 131)	LOS = F
Falls Rd (MD 25) / Joppa Rd W	LOS = F
Falls Rd (MD 25) / Greenspring Valley Rd (MD 130)	LOS = F
Falls Rd (MD 25) & Shawan Rd & Tufton Ave *	LOS = F*
Frederick Rd (MD 144) / Rolling Rd S (MD 166)	LOS = F
Joppa Rd E & Loch Raven Blvd (MD 542)	LOS = F
Perring Pkwy (MD 41) / Putty Hill Ave	LOS = F
Joppa Rd E / Perring Pkwy (MD 41)	LOS = E

*The intersection of Falls Rd(MD25)/Shawan Rd and Tufton Rd is outside the URDL, therefore no commuter shed will be associated with this intersection.

At the intersection of Ebenezer & US-40, the northbound leg was widened to accommodate a fully assigned right turn lane. As a result, the level of service improved from an F to a D.

Enclosed is a list of the current D, E, and F intersections for your use. Should you have any questions in regard to the Basic Services Transportation Map for 2023, please contact me at ext.3554.

Sig#	Prev Date	Prev LOS	Curr Date	Curr LOS	Time	1st Rd Name	2nd Rd Name	3rd Rd Name	Notes
S0284	11/17/21 F		9/28/22 F			Baltimore Nat'l Pike	Rolling Rd N		
C0712	11/03/21 D		9/19/22 D			Beaver Dam Rd	Cuba Rd	Shawan Rd	
S0664	9/21/21 D		10/17/22 D			Belair Rd	Ebenezer Rd	Joppa Rd	
S0619	11/08/21 D		10/18/22 D			Belair Rd	Fullerton Ave	Taylor Ave	
S2325	10/28/21 D		10/19/22 D			Belair Rd	Rossville Blvd		
S1594	9/08/21 F		11/01/22 F			Belona Ave	Charles St	Kenilworth Dr	
C4270	9/22/21 F		9/26/22 F			Bloomsbury Ave	Frederick Rd	Ingleside Ave	
S 087	9/20/21 F		10/27/22 F			Burke Ave	York Rd		
S1927	9/23/21 D		11/03/22 D			Dulaney Valley Rd	Fairmount Ave		
S2294	11/02/21 D		9/28/22 D			Dulaney Valley Rd	Timonium Rd E		
S0616	10/18/21 D		10/11/22 D			Eastern Ave	Rolling Mill Rd	Mall Ent	
S0605	9/14/21 F		12/14/22 D			Ebenezer Rd	Pulaski Hwy		
S3981	10/04/21 D		10/25/22 D			Fairmount Ave	York Rd		
S0268	11/09/21 F		11/29/22 F			Falls Rd	Greenspring Valley Rd	Station Dr	
S0271	11/09/21 F		11/29/22 F			Falls Rd	Jones Falls Expwy	Joppa Rd W	
S2231	11/09/21 F		11/29/22 F			Falls Rd	Seminary Ave W		
S0428	9/13/21 F		9/21/22 F			Falls Rd	Shawan Rd	Tufton Ave	
S3356	9/15/21 F		9/21/22 F			Frederick Rd	Rolling Rd S		
C0036	10/19/21 D		11/02/22 D			Goucher Blvd	Putty Hill Ave		
S3016	2/25/20 D		10/24/22 D			Harford Rd	Joppa Rd		
S2167	11/01/21 D		10/13/22 D			Harford Rd	Taylor Ave		
S0591	10/26/21 D		10/20/22 D			Hillen Rd	Stevenson Ln		
S2512	4/17/19 D		3/02/20 D			Honeygo Blvd	White Marsh Blvd		
S0917	9/27/21 D		10/05/22 D			Jarrettsville Pike	Paper Mill Rd		
S2015	9/09/21 F		10/26/22 F			Joppa Rd E	Loch Raven Blvd		
S4320	11/16/21 E		10/31/22 E			Joppa Rd E	Perring Pkwy		
S1911	11/04/21 D		10/03/22 D			Liberty Rd	Washington Ave		
S0628	10/25/21 D		9/12/22 D			Middle River Rd	Pulaski Hwy		
S4310	11/24/21 D		10/03/22 D			Padonia Rd E/W	York Rd		
S0852	3/11/20 F		10/05/22 F			Perring Pkwy	Putty Hill Ave		
S0889	10/27/21 D		10/11/22 D			Pulaski Hwy	66th St		
S0885	10/12/21 D		10/12/22 D			Pulaski Hwy	Rossville Blvd		
C0220	11/15/21 D		9/19/22 D			Rolling Rd	Windsor Mill Rd		
S1580	9/29/21 D		11/07/22 D			Seminary Ave E/W	York Rd		
S3008	11/22/21 D		9/26/22 D			Timonium Rd E/W	York Rd		

Bill 20-23

Council District(s) 4

Mr. Jones

**Zoning Regulations – Uses Permitted in the R.C.2 Zone –
Catering Halls Converted from Dwellings**

Bill 20-23 adds a new by-right permitted use to the Resource Conservation – Agricultural (R.C.2) Zone. Specifically, the bill would permit by right the conversion of a dwelling to a catering hall on which agriculture education activities also occur, provided the property is at least 20 acres and no more than 50 acres in size with at least 300 feet of frontage on or abutting a State highway and located within the Hanover Pike Corridor Study Area.

Bill 20-23 also sets forth special regulations for dwellings converted to a catering hall related to events. Generally, the bill limits the number of events to 150 per calendar year and limits the number of guests to any particular event to 300. Also, sound levels from an event may not exceed the maximum allowable levels for commercial uses stated in COMAR section 26.02.03.02. After an event, all guests must be vacated from the property and all solid waste generated must be removed.

Events may only take place on Fridays and Saturdays until 11:00 p.m. (unless there is alcohol service, in which case events must end by 10:00 p.m.) and on Sundays until 8:00 p.m. Only two events can occur on any given day and there must be at least 2 hours between the end of the first event and the start of the second event. Also, Saturday events may not begin before noon if a flea market is open within five miles of the property.

Events may not include package alcohol sales and no event open to the public may offer ticket sales for alcohol tasting. Also, the property may not be used as a brewery, distillery, or winery.

Parking for events is not permitted along Hanover Pike. Any temporary event lighting must be turned off within 30 minutes after an event ends. At least 80% of the property must remain pervious and unpaved access drives are considered pervious. Also, any additional building or barn construction on the property must be no greater than 12,000 square feet.

With the affirmative vote of five members of the County Council, Bill 20-23 will take effect 14 days from the date of its enactment.

Bill 21-23

Council District(s) All

Mr. Ertel

Zoning Regulations – Uses Permitted in the R-O-A Zone – Interior Design Studio with Retail Sales as an Accessory Use to Office Use

Bill 21-23 adds a definition for an “interior design studio” to the Baltimore County Zoning Regulations and adds interior design studio as a permitted use in the Residential – Office, Class A (R-O-A) zone.

The bill defines an interior design studio as “an office use where an interior designer may have a studio/showroom that is designed to allow clients to experience a live space for their design projects that is complete with furnishings, fabrics and finishes, which allows clients to make an informed decision about their projects.” The definition also states that, “notwithstanding any provision to the contrary, the sale of such furnishings, fabrics and finishes may be permitted as an accessory use to the office use for up to 50% of the overall office space.”

The bill also adds interior design studio offices with retail sales as an accessory use as a permitted use as of right to any Class A office building in the R-O-A zone.

With the affirmative vote of five members of the County Council, Bill 21-23 will take effect 14 days from the date of its enactment.

Bill 22-23

Council District(s) 6

Mr. Ertel

Zoning Regulations – Signs – Joint Identification Signs on a Wall-Mounted Canopy

Bill 22-23 would permit two additional joint identification signs on a wall-mounted canopy in a certain area of the Towson Commercial Revitalization District.

Specifically, the bill permits two additional joint identification signs on a wall-mounted canopy for a shopping center that is in the Business Major (B.M.) Zone and located south of I-695 and in the Towson Commercial Revitalization District. The additional signs are permitted without the frontage requirement contained in § 450.4.7(a)vi of the Baltimore County Zoning Regulations for a plan of development with at least 105,000 square feet of gross floor area. However, there must be structured parking on the same property and no products or services associated with individual tenants may be displayed on tenant panels.

With the affirmative vote of five members of the County Council, Bill 22-23 will take effect 14 days from the date of its enactment.

Bill 23-23

Council District(s) All

Councilmembers Marks, Kach, Patoka & Ertel

Planned Unit Developments – Revocation of Resolution Approving Continued Review

Bill 23-23 amends the process for amending, modifying, or revoking the approval of a Planned Unit Development (PUD) resolution.

Under current law, a resolution approving the continued review of a PUD may be revoked only during a specific time in a Council term. To be eligible for revocation, a PUD resolution must have been passed within 60 days prior to the qualification under Charter Section 203 of the Councilmember that represents the district where the PUD is located. In other words, the PUD resolution must have passed within the 60 days prior to the swearing in of the Councilmember who represents the PUD area.

If the PUD resolution is eligible for revocation, the Councilmember who represents the PUD area may introduce a resolution to revoke approval. However, this resolution must be introduced within the first 60 days after that Councilmember qualifies under Charter Section 203; in other words, within 60 days after being sworn into office.

Also under current law, the County Council may introduce a resolution that amends or modifies a PUD resolution at any time within 90 days after the conclusion of the Community Input Meeting.

Bill 23-23 eliminates the current revocation process for PUD resolutions and expands the current modification process such that the Council may introduce a resolution that “amends, modifies, or revokes approval” of a PUD resolution at any time within 90 days after the conclusion of the Community Input Meeting.

With the affirmative vote of five members of the County Council, Bill 23-23 will take effect 14 days from the date of its enactment and will apply retroactively to any PUD Plan that has not been granted final, non-appealable approval prior to the effective date of this bill.

Bill 24-23

Council District(s) All

Mr. Marks

**Zoning Regulations – Neighborhood Commons (N.C.) Overlay District –
Off-Street Parking**

Bill 24-23 amends the permitted uses in the Neighborhood Commons (N.C.) Overlay District related to off-street parking.

Currently, use of a property in the N.C. District for off-street parking is permitted by special exception. The bill clarifies that off-street parking on a property in the N.C. District may only be accessory to the other permitted uses on the property or accessory to the other permitted uses on contiguous property with the N.C. District designation.

With the affirmative vote of five members of the County Council, Bill 24-23 will take effect 14 days from the date of its enactment and shall apply to any development that has not obtained final, non-appealable approval of the Development Plan.

Bill 25-23

Council District(s) All

Mr. Marks

Zoning Regulations – Funeral Establishments and Crematories

Bill 25-23 amends the permitted uses for certain funeral establishments with a crematory to require a setback from residential properties. Currently, funeral establishments are permitted in the following zones:

- All Density Residential (D.R.) Zones by special exception;
- Business Local (B.L.) Zone by special exception;
- Rural Conservation and Residential (R.C. 6) Zone by-right if in conjunction with a previously approved cemetery consisting of at least 150 acres; and
- Business Major (B.M.) Zone by-right.

The Maryland Department of Labor regulates the operation of crematories by requiring a use permit, and the Maryland Department of Health requires the registration of all crematories. Also, the Maryland Department of Environment regulates the emission levels for all crematory furnaces based on the location of the crematory and total daily use.

There are no State laws or regulations regarding the siting or zoning of crematories, and currently, the Baltimore County Zoning Regulations do not regulate the use of a crematory, regardless of whether it is in conjunction with a funeral establishment. Bill 25-23 requires that a funeral establishment with a crematory in the D.R. and B.L. zones that is constructed after the effective date of Bill 25-23 be located at least 500 feet from any residential property.

With the affirmative vote of five members of the County Council, Bill 25-23 will take effect 14 days from the date of its enactment.

Bill 26-23

Council District(s) All

Mr. Crandell

Development Vesting

Bill 26-23 permits additional time for construction of a vested Development Plan that receives Growth Allocation.

Growth Allocation is defined in Article 32, Title 9 of the County Code as the number of acres of land in the Chesapeake Bay Critical Area that the County may use to create new intensely developed areas and new limited development areas. The Growth Allocation Title states the total Growth Allocation for the County is 462 acres. One-half of the Growth Allocation acres may be used to reclassify resource conservation areas to either limited development areas or intensely developed areas. The remaining one-half of the acres may be used to reclassify limited development areas to intensely developed areas. The County may award Growth Allocation acres under certain circumstances set forth in Title 9.

Under current law, construction relating to a vested residential Development Plan that occurs more than 9 years after the Plan was granted final, non-appealable approval shall comply with all laws in effect at the time permits are issued. Previously, Bill 51-18 amended the vesting law to state that for a development that received Growth Allocation under Title 9 of Article 32 of the County Code, construction related to a vested residential Development Plan must occur within the latter of 15 years after: (1) the Plan was granted final, non-appealable approval, or (2) the effective date of Bill 58-09 (August 17, 2009).

Bill 26-23 extends the time frame within which one of the above two options must occur from 15 years to 25 years.

With the affirmative vote of five members of the County Council, Bill 26-23 will take effect 14 days from the date of its enactment.

FM-1 (Contract)

Council District(s) All

Department of Corrections

Television Advertisements – Recruitment Purposes

The Administration is requesting approval of a contract with Scripps Howard Broadcasting to create, produce, and run recruitment advertisements for the Department of Corrections on WMAR television (Channel 2 News), the Bounce Network, and streaming services. The contract commences upon Council approval and continues for 6 months, and compensation may not exceed \$49,560. See Exhibit A.

Fiscal Summary

Funding Source	Maximum Compensation	Notes
County ⁽¹⁾	\$ 49,560	(1) General Fund Operating Budget. (2) Maximum compensation for the 6-month term.
State	--	
Federal	--	
Other	--	
Total	<u>\$ 49,560</u> ⁽²⁾	

Analysis

The Department advised that the contractor will create, produce, and run recruitment advertisements for the Department as follows: 86 thirty-second commercials per month on WMAR television (Channel 2 News) and the Bounce Network, and 50,000 thirty-second commercials per month on streaming services (e.g., Roku). The Department further advised that it has utilized other recruitment strategies (e.g., college and military job fairs, flyer distribution) with varying results.

The contract commences upon Council approval and continues for a 6-month period. Compensation may not exceed \$49,560 (\$8,260 per month, which includes \$6,510 for the television commercials and \$1,750 for the streaming commercials) for the 6-month term. The County may terminate the agreement by providing written notice.

The Department requested that the proposed contract be designated as a noncompetitive 902(f) award secured in the best interest of the County. The Department advised that the contractor reaches a wide range of audiences and is able to target key audience demographics (e.g., age, employment status). The Department further advised that it contacted three television stations for advertising proposals, and that it selected the contractor from two proposals received based on the length of the contract (the other respondent was only able to offer a 3-month campaign).

County Charter, Section 902(f), states that “when... [competitive] bidding is not appropriate, a contract shall be awarded only by competitive negotiations, unless such negotiations are not feasible. When neither competitive bidding nor competitive negotiations are feasible, contracts may be awarded by noncompetitive negotiations.”

County Charter, Section 715, requires that “any contract must be approved by the County Council before it is executed if the contract is...for services for a term in excess of two years or involving the expenditure of more than \$25,000 per year....”

Executive Summary

The Baltimore County Department of Corrections (BCDC) is requesting funding for television advertisements for recruitment purposes. Currently BCDC is experiencing hardship with a 30% vacancy rate for the Correctional Officer position. This high vacancy percentage leads to problems retaining staff. Mandatory overtime is at an all-time high, which causes staff to miss time with their families, chronic fatigue and low morale. Television advertisements will assist BCDC with recruitment by targeting a large audience and will ensure the community's awareness of job opportunities within the Baltimore County Government.

WMAR Television is Maryland's first commercial television station. The station was the site of many technological breakthroughs and have been around for 75 years. The station reaches a wide range of audiences who are streaming shows on connected TVs, Smart TVs and set-top boxes and can receive recruitment commercials. WMAR has the capacity to target adults 18 years of age and older within a specific targeted 35-mile radius. Their station has the expertise and ability to run non skippable :30 commercials. The station covers Baltimore County, a total of 50,000 impressions (commercials) will air each month, targeting layers may be applied related to age and employment statues (unemployed or blue collar) audiences. WMAR has a unique system, to place our message next to the most credible sources, such as, Roku, Fubo TV, Sling television, Rackle, Bravo, ESPN, HGTV, AMC Networks and Discovery networks. The Department of Corrections is striving to spread the information to households for our recruitment initiative. There is no additional charge for added layers of targeting.

The Department of Corrections contacted three (3) television stations for this ad campaign. WBAL did not respond with a quote. WMAR provided a quote of \$49,560.00 for a 6-month campaign. For comparison, WJZ provided a quote of \$20,000.00 for just a 3-month campaign (the most airtime WJZ was able to offer). Based on the comparison to WJZ's quote for a shorter campaign, the Department of Corrections feels WMAR's quote for a 6-month campaign is reasonable. If, we were unable to leverage WMAR's messaging service, it would limit our ability to effectively communicate job opportunities to a broad cross section of viewers.

Prepared by: Department of Corrections

FM-2 (Contract)

Council District(s) All

Office of Budget and Finance

Financial Advisory Services

The Administration is requesting approval of a contract with Public Resources Advisory Group, Inc. (PRAG) to provide financial advisory services for the County. PRAG will assist the County in the preparation and issuance of general obligation bonds and other tax-exempt debt with the highest possible rating of creditworthiness in support of the County’s capital program. The contract commences upon Council approval, continues for 5 years, and will renew automatically for two additional 1-year periods with the option to extend the initial term or any renewal term an additional 180 days. Compensation may not exceed the amount appropriated for these services for the entire contract term. Estimated compensation totals \$808,124 for the initial 5-year term and \$1,190,768 for the entire 7-year and 6-month term, including the renewal and extension periods. See Exhibit A.

Fiscal Summary

Funding Source	Initial Term	Total Compensation
County ⁽¹⁾	\$ 808,124	\$ 1,190,768
State	--	--
Federal	--	--
Other	--	--
Total	\$ 808,124 ⁽²⁾	\$ 1,190,768 ⁽³⁾

⁽¹⁾ General Fund Operating Budget and Metropolitan District Operating Budget (50-50 split).

⁽²⁾ Estimated compensation for the initial 5-year term. Compensation may not exceed the amount appropriated for these services.

⁽³⁾ Estimated compensation for the entire 7-year and 6-month term, including the renewal and extension periods. Compensation may not exceed the amount appropriated for these services for the entire contract term.

Analysis

The contractor will assist the County in developing and implementing an effective capital financing plan, including matters relating to the issuance of general obligation bonds and other tax-exempt debt with the highest possible rating of creditworthiness in support of the County's capital program. The contractor will provide advisory services, which will include assessing the need for debt financing; advising on cash flow planning; making recommendations on all matters in the debt structure (e.g., taxable/tax-exempt debt mix, fixed/variable rate debt mix) and in connection with the issuance of general obligation debt instruments (e.g., issue timing, negotiated vs. competitive bid); assisting in the preparation of the County's official statement; and preparing/updating the County's Annual Debt Capacity and Control Analysis Report. The contractor may also assist the County with the issuance of other types of general obligation bonds (e.g., general obligation bond refunding, general obligation pension funding bonds, revenue bonds), and provide supplementary financial consulting services (e.g., escrow restructuring, cash management, investment management, tax structure and economic development programs).

The contractor will be paid an annual flat fee of \$80,000 (\$20,000 per quarter) plus reimbursement for out-of-pocket expenses for its basic services (e.g., travel, telephone). In addition, the County will be billed at a rate of \$0.75 per thousand dollars on any bond refunding and certain types of general obligation bond financing, and at hourly rates ranging from \$250 (analyst) to \$400 (president/executive vice president) for supplementary financial consulting services.

The contract commences upon Council approval, continues for 5 years, and will renew automatically for two additional 1-year periods with the option to extend the initial term or any renewal term an additional 180 days on the same terms and conditions, unless the County provides notice of non-renewal. The contract does not specify a maximum compensation for the initial 5-year term or for the entire 7-year and 6-month term, including the renewal and extension periods. Compensation may not exceed the amount appropriated for these services for the entire contract term. Estimated compensation totals \$808,124 for the initial 5-year term and \$1,190,768 for the entire 7-year and 6-month term, including the renewal and extension periods.

Prior to the commencement of the second year, the County may entertain a request for an escalation in unit prices in accordance with the Consumer Price Index - All Urban Consumers - United States Average - All Items (CPI-U), as published by the United States Department of Labor, Bureau of Labor Statistics at the time of the request, or up to a maximum 5% increase on the current pricing, whichever is lower. The County may terminate the agreement by providing 30 days prior written notice.

The County awarded the contract through a competitive procurement process based on qualifications and experience from four proposals received. PRAG has served as the County's financial advisor since 1985. According to the bid documents, there was not an M/WBE participation requirement.

On July 2, 2018, the Council approved a similar 5-year and 3-month contract with PRAG (which commenced April 2, 2018). The Office advised that as of April 14, 2023, \$799,019 has been expended/encumbered under this contract.

County Charter, Section 715, requires that "any contract must be approved by the County Council before it is executed if the contract is...for services for a term in excess of two years or involving the expenditure of more than \$25,000 per year...."

EXECUTIVE SUMMARY

Vendor Name – Public Resources Advisory Group, Inc.

Scope of Contract – The principal duty, function and responsibility of the Contractor is to act in the capacity of financial advisor to the County for the purpose of preparing and issuing general obligation bonds and other tax-exempt debt with the highest possible rating of creditworthiness in support of the County's capital program. Provide independent financial advice and serve solely the interests of the County. Assist in managing the bond financing process and negotiate key business points to accomplish the County's objectives.

Contract Value – In no event shall the compensation paid to the Contractor exceed the sum of the County Council approved appropriation during the entire term of this Agreement including renewals thereof.

Term – Five (5) years from Council Approval (Initial Term), two (2) successive One (1) Year Renewal Options

Vendor Selection Method – Best Qualified, Best Value, Competitive Bid, Experience

MBE/WBE% - 0%

Other Pertinent Information – Prior to the commencement of subsequent renewal terms, the County may entertain a request for an escalation in accordance with the current Consumer Price Index – All Urban Consumers – United States Average – All Items (CPI-U), as published by the United States Department of Labor, Bureau of Labor Statistics at the time of the request, or up to a maximum 5% increase on the current pricing, whichever is lower.

Prepared by: Office of Budget and Finance

FM-3 (Lease)**Council District(s) 4**

Board of Elections

Board of Elections Offices/Warehouse – 5 Crossing Way

The Administration is requesting approval of an agreement with Dellcrest Properties 3, LLC by its agent, St. John Properties, Inc., to lease 45,120 sq. ft. of space at 5 Crossing Way in Owings Mills to house the Board of Elections offices and warehouse. The lease commences June 1, 2024, continues for 15 years (through May 31, 2039), and may be renewed for two additional 5-year periods. Rent for the initial 15-year term totals \$11,947,587; the Board advised that the State Board of Elections will reimburse the County for 50% of the warehouse storage portion of the lease cost, estimated to be \$3,446,715 during the initial term. Property Management estimates that additional common area maintenance (CAM) (e.g., grass mowing, parking lot maintenance) and utilities/operating expenses for which the County is responsible will total approximately \$2,103,630 and \$531,820, respectively, during the initial term. Rent during the renewal periods shall be based on the fair market value of the leased premises, which, along with CAM and utilities/operating expenses, are not estimable at this time. The County is also responsible for \$2,502,663 of initial build-out costs. The lease includes an early occupancy agreement which enables the County to occupy the premises beginning October 1, 2023; the County is not responsible for rent during this 8-month period but is responsible for the aforementioned CAM and utilities/operating expenses, which Property Management estimates will total \$78,208 and \$21,333 respectively. See Exhibit A.

Fiscal Summary

Funding Source	Early Occupancy Period & Initial Term	Total Compensation
County ⁽¹⁾	\$ 13,738,526	*
State ⁽²⁾	3,446,715	--
Federal	--	--
Other ⁽³⁾	720,000	--
Total	\$ 17,905,241 ⁽⁴⁾	* ⁽⁵⁾

⁽¹⁾ General Fund Operating Budget.

⁽²⁾ State Board of Elections (50% of the warehouse portion of the lease).

⁽³⁾ Landlord contribution toward initial build-out costs.

⁽⁴⁾ Includes rent (\$11,947,587) net of State contribution (\$3,446,715), estimated CAM (e.g., grass mowing, parking lot maintenance) (\$2,103,630) and utilities/operating costs (\$531,820), and the County's portion of initial build-out costs (\$2,502,663) for the initial 15-year term, plus \$99,541 in estimated CAM (\$78,208) and utilities/operating (\$21,333) expenses for the 8-month early occupancy period.

⁽⁵⁾ The lease does not specify the cost for the two 5-year renewal periods; rent shall be based on the fair market value of the leased premises, which, along with the CAM and utilities/operating expenses for the renewal periods, are not estimable at this time.

Analysis

The County will lease approximately 45,120 sq. ft. of space located at 5 Crossing Way in Owings Mills to house the Board of Elections offices and warehouse. The Board advised that its current office and three satellite warehouses (including the State warehouse) are inadequate to accommodate office needs, voting services, ballot and equipment storage, election judge training, early voting, and ballot canvassing. The Board further advised that in coordination with the Office of the County Executive and Property Management, six potential locations were toured, and 5 Crossing Way was selected because the location satisfies all requirements including convenience of public transportation. The Board also advised that this location includes a larger warehouse to accommodate the secure and proper storage of supplies, ballots, and voting equipment, and has space to conduct election judge training and ballot canvassing, provide the public with voting services, and establish an early voting center.

The lease commences June 1, 2024 and continues for 15 years (through May 31, 2039), and may be renewed for two additional 5-year periods. Annual rent for the first year of the initial term is \$654,240 (\$14.50/sq. ft.). The lease states that rent will increase 2.75% annually during the initial term. Rent for the initial 15-year term totals \$11,947,587; the Board advised that the State Board

of Elections will reimburse the County for 50% of the warehouse storage portion of the lease cost, estimated to be \$3,446,715 during the initial term. Property Management estimates that additional common area maintenance (CAM) (e.g., grass mowing, parking lot maintenance) and utilities/operating expenses for which the County is responsible will total approximately \$2,103,630 and \$531,820, respectively, during the initial term. Rent during the renewal periods shall be based on the fair market value of the leased premises, which, along with CAM and utilities/operating expenses, are not estimable at this time. The County is also responsible for \$2,502,663 of initial build-out costs (e.g., security systems, IT/data wiring, furniture) totaling \$3,222,663; the landlord will pay \$720,000. The lease includes an early occupancy agreement which enables the County to occupy the premises beginning October 1, 2023; the County is not responsible for rent during this 8-month period but is responsible for the aforementioned CAM and utilities/operating expenses, which Property Management estimates will total \$78,208 and \$21,333, respectively.

The County may terminate the lease should sufficient funds not be appropriated. The landlord may terminate the lease in the event of default.

County Charter, Section 715, requires Council approval of leases of real or leasehold property in excess of \$25,000 in the aggregate.

EXECUTIVE SUMMARY

The Board of Elections (BOE) is requesting approval of a 15 year lease. The current BOE office and warehouse is not adequate to accommodate office needs, voting and equipment storage. The BOE is currently using two satellite warehouses to store equipment and the existing location does not have adequate space for election judge training, early voting and ballot canvassing. Relocating to a larger space is at the recommendation of the Public Works study.

In coordination with the **County Executive's office**, the Office of Property Management, the BOE toured six potential locations. Of the six, 5 Crossing Way in Owings Mills, Maryland was selected because the location satisfies all requirements and needs and is convenient to public transportation.

This contract is to lease a 45,120 square foot facility to house the BOE offices and warehouse at 5 Crossing Way. This location includes a larger warehouse to accommodate the secure and proper storage of supplies and voting equipment, has an area to conduct election judge training, ballot canvassing, establish an early voting center and provide the public with voting services.

Should the Council approve, through this triple net lease with Dellcrest Properties LLC and its agent, St. Johns Properties, effective June of 2024, the County will enter into a 15 year agreement for a new location that the owner will build out to County specifications. This location consolidates all of our needs under one roof, alleviates logical issues and is convenient for the public.

Annual rent is \$654,240.00 (\$14.50 sq. ft.) with an annual escalation of 2.75%. The lease was modified to accommodate the special needs of the election agency. For example, parking and signage.

There is an early Occupancy Agreement with an estimated move-in date of October 1, 2023. This will allow the BOE the necessary time needed to prepare for the 2024 Presidential election cycle. Baltimore County will not be responsible for annual rent during the 8 month period between October 1, 2023 and May 31, 2024. In addition, the BOE negotiated with the State Board for the State to reimburse Baltimore County 50% of the warehouse storage portion of the lease cost. This calculates to approximately \$188,739.25.

Funding to cover the monthly rent will be included in the BOE FY budget without exceeding the general fund budget target.

Prepared by: Board of Elections/Property Management

FM-4 (Contract)

Council District(s) All

Department of Public Works and Transportation

On-Call Civil Engineering, Transportation, and Structural Design Services

The Administration is requesting approval of a contract with McLaren Technical Services, Inc. to provide “Tier 1” on-call civil engineering, transportation, and structural design services throughout the County. (“Tier 1” tasks will typically cost \$50,000 or less.) The contract commences upon Council approval, continues for 5 years, and will renew automatically for two additional 1-year periods. The contract provides that the agreement shall remain in effect until the earlier of the date upon which the required services are completed or the County terminates the agreement. The contract does not specify a maximum compensation for the initial 5-year term. Compensation may not exceed \$1.0 million for the entire 7-plus-year term, including the renewal periods. See Exhibit A.

Fiscal Summary

Funding Source	Maximum Compensation	Notes
County ⁽¹⁾	\$ 1,000,000	⁽¹⁾ Capital Projects Fund. ⁽²⁾ Maximum compensation for the entire 7-plus-year term, including the renewal periods. The contract does not specify a maximum compensation for the initial 5-year term.
State	--	
Federal	--	
Other	--	
Total	\$ 1,000,000 ⁽²⁾	

Analysis

The contractor will provide on-call civil engineering, transportation, and structural design services throughout the County. Services will include roadway/intersection design, transportation planning, traffic engineering, surveying, drainage design, environmental permitting, minor utility relocation design, and structural design. The contractor will provide “Tier 1” services (tasks that will typically cost \$50,000 or less).

The contract commences upon Council approval, continues for 5 years, and will renew automatically for two additional 1-year periods, unless the County provides notice of non-renewal. The contract provides that the agreement shall remain in effect until the earlier of the date upon which the required services are completed or the County terminates the agreement. The contract does not specify a maximum compensation for the initial 5-year term. Compensation may not exceed \$1.0 million for the entire 7-plus-year term, including the renewal periods.

The County will compensate the contractor for services at the engineer's cost plus profit. Profit is limited to 10% of the combined total of direct labor costs plus overhead and payroll burden. Hourly rates and percentages for overhead, payroll burden, and profit must be within established County limits. The County will not encumber funding for the contract at this time but rather will charge contract costs to specific projects as it assigns work tasks. The County may terminate the agreement by providing 30 days prior written notice.

The contract stipulates that should the contractor perform work under the 2005 consent decree, it shall be liable for payment of penalties charged to the County for failure by the contractor to meet or achieve deadlines or requirements. The damages payable are dependent upon the type of project and the length of delay in completing the project.

The Department advised that on September 7, 2022, the Professional Services Selection Committee (PSSC) selected the contractor from 12 submittals to provide "Tier 1" services based on qualifications. On April 3, 2023, the Council approved a similar 7-plus-year contract not to exceed \$4.0 million with A. Morton Thomas and Associates, Inc. for "Tier 2" services (tasks will typically exceed \$25,000). On April 17, 2023, the Council approved four similar 7-plus-year contracts with combined maximum compensation totaling \$10.0 million: \$1.0 million each for "Tier 1" contractors Pennoni Associates, Inc. and Brudis & Associates, Inc. and \$4.0 million each for "Tier 2" contractors Johnson, Mirmiran and Thompson, Inc. and KCI Technologies, Inc. According to the bid documents, there was a 20% M/WBE participation requirement.

On September 6, 2016, the Council approved four similar 5-year contracts with combined maximum compensation totaling \$8.0 million (\$2.0 million each), with Greenman-Pedersen, Inc.; Whitney, Bailey, Cox & Magnani, LLC; Wallace Montgomery & Associates, LLP; and Whitman, Requardt & Associates, LLP. On September 3, 2021, the County Administrative Officer extended the contracts through project completion. The Department advised that as of March 23, 2023, expenditures/encumbrances under the contracts with Greenman-Pedersen, Inc.; Whitney, Bailey,

Cox & Magnani, LLC; Wallace Montgomery & Associates, LLP; and Whitman, Requardt & Associates, LLP totaled \$521,904, \$1,261,340, \$854,508, and \$1,571,870, respectively.

County Charter, Section 715, requires that “any contract must be approved by the County Council before it is executed if the contract is...for services for a term in excess of two years or involving the expenditure of more than \$25,000 per year....”

Executive Summary

Contract Executive Summary - Basic Information

On-Call Civil Engineering/Transportation/Structural Design Services Tier 1

Vendor Name – McLaren Technical Services, Inc.

Scope of Contract – Projects may include:

- Roadway/Intersection design
 - Road upgrade to include new curb, gutter, sidewalk, resurfacing
 - **Redesign to include parking bays, "bumpouts," bicycle lanes, pedestrian refuge islands.**
 - Design to improve pedestrian access and safety and ADA compliance.
 - Parking redesign
 - Traffic calming features
 - Evaluation of existing or proposed conditions to verify conformance with County, State, Federal and AASHTO criteria.
 - Slope and/or road embankment stabilization

- Transportation Planning
 - Transit planning and design for fixed route, on-demand, and micro transit
 - Bicycle and pedestrian planning and design for capital projects and operations
 - Feasibility studies for bicycle, pedestrian and transit operations
 - Complete streets planning and design
 - Multimodal planning and design
 - Transit Oriented Development planning and design
 - Capability to review and overhaul transportation regulatory framework
 - Develop standard operating procedures for project management and planning
 - Develop cost-benefit analysis for transportation projects
 - Prepare federal, state and other grant applications for capital, planning and design funding.
 - Perform fieldwork to assess existing conditions and develop reports
 - GIS maps in accordance with Baltimore County standards
 - Public outreach and engagement support and management.

- Traffic Engineering
 - Minor geometric designs, roundabout designs, traffic signal design, bicycle facility design, traffic impact studies, origin/destination studies, speed studies, data collection (manual and automated), development of maintenance of traffic plans, lighting plans and other traffic engineering tasks.

- Surveys
 - Topographical field surveys
 - Right of way plats
- Drainage Design – drainage systems, storm water management, hydrological and hydraulic calculations, sediment control design, scour evaluations at bridges, wetlands identifications.
- Environmental permitting – local state and federal environmental permitting include NEPA/Section 106 evaluations.
- Minor Utility (water, sewer, storm drain) relocation design and coordination with outside utility companies.
- Structures design
 - Design & construction document preparation for both minor & major bridge replacement & rehabilitation projects
 - Design and structural analysis of retaining walls
 - Design and structural analysis of culverts, headwalls and miscellaneous drainage structures
 - Construction phase design support services (shop drawings, consultation, etc.)
 - Supplemental staffing of County in-house design personnel
 - Field evaluation of existing structural conditions.

Purpose - Professional services are required to perform various types of engineering, transportation and structural design services in Baltimore County. While the majority of the tasks are expected to be various types of design work regarding roadway/intersection and transportation resources in Baltimore County, the number and type of project assignments to be performed will **depend solely on the County's needs**. Projects may require complete services from the start of design through completion of construction. The **services will be assigned on an "as-required" or emergency basis through the utilization of an On-Call** form of agreement. Task orders assigned under tier 1 will typically be \$50,000.00 or less.

Contract Value \$ - \$1,000,000.00 (Tier 1)

Term – The length of the contract for Tier 1 and Tier 2 will be 5-years with the possibility of two 1-year extensions.

Vendor Selection method - Via PSSC meeting on September 7, 2022

Prepared by: Department of Public Works and Transportation

FM-5 (Contract)

Council District(s) All

Department of Health and Human Services

Outreach Services – Youth Experiencing Homelessness

The Administration is requesting approval of a contract with Prologue, Inc. to provide outreach services, including a day center program and individual case management, to unaccompanied youth (ages 24 years and younger) experiencing homelessness. The contract commences July 1, 2023, continues for 1 year, and will renew automatically for four additional 1-year periods with the option to extend the initial term or any renewal term an additional 90 days. Compensation may not exceed \$211,509 for FY 2024. Compensation for each renewal period may not exceed the amount of grant funds appropriated for these services. Estimated compensation totals \$1,057,545 for the entire 5-year and 3-month term, including the renewal and extension periods. See Exhibit A.

Fiscal Summary

Funding Source	Initial Term	Total Compensation
County	--	--
State ⁽¹⁾	\$ 211,509	\$ 1,057,545
Federal	--	--
Other	--	--
Total	<u>\$ 211,509 ⁽²⁾</u>	<u>\$ 1,057,545 ⁽³⁾</u>

⁽¹⁾ Governor's Office of Crime Prevention, Youth, and Victim Services.

⁽²⁾ Maximum compensation for FY 2024.

⁽³⁾ Estimated compensation for the entire 5-year and 3-month term, including the renewal and extension periods, assuming the same level of appropriation each year. Compensation for each renewal period is limited to the amount of grant funds appropriated.

Analysis

The Department advised that the contractor will provide outreach services to unaccompanied homeless youth, which is defined as youth 24 years of age and younger, not in the physical custody of a parent or legal guardian, and lacking a fixed, regular, or adequate nighttime residence. The contractor will engage unaccompanied homeless youth identified through mobile street outreach and within two days of a referral from a youth-serving referral source (e.g., Baltimore County Public Schools, Baltimore County Public Library, Department of Social Services). The contractor will provide safety assessments; outreach services, including a day center program in Towson where immediate needs can be met (hygiene, clothes, food, etc.); and individual case management for linkage to needed services (e.g., healthcare, housing, and employment). The contractor also will be responsible for tracking and reporting data and achieving specific performance measures. The Department expects the program to serve 90-100 youth annually.

The contract commences July 1, 2023, continues for 1 year, and will renew automatically for four additional 1-year periods with the option to extend the initial term or any renewal term an additional 90 days on the same terms and conditions, unless the County provides notice of non-renewal. Compensation may not exceed \$211,509 for FY 2024. Compensation for each renewal period may not exceed the amount of grant funds appropriated for these services. Estimated compensation totals \$1,057,545 for the entire 5-year and 3-month term, including the renewal and extension periods. The County may terminate the agreement by providing 30 days prior written notice.

The County awarded the contract through a competitive procurement process based on qualifications from two proposals received. According to the bid documents, there was not an M/WBE participation requirement.

The Department advised that since FY 2018, the County (via the Local Management Board (LMB)) has entered into an annual grant agreement with Prologue, Inc. to provide these services. Most recently, the Council was notified through a 14-day notice dated September 16, 2022 (considered approved September 30, 2022) of a \$211,509 grant to Prologue for these services for FY 2023. The Department advised that the County is transitioning all LMB grant agreements to contracts.

The County's financial system indicates that as of April 10, 2023, the County has four other contracts with Prologue, Inc.

County Charter, Section 715, requires that "any contract must be approved by the County Council before it is executed if the contract is...for services for a term in excess of two years or involving the expenditure of more than \$25,000 per year...."

Executive Summary

Outreach Services for Unaccompanied Homeless Youth (P-10000029)

The Department of Health and Human Services/Local Management Board is requesting Council approval of a contract with Prologue, Inc., for the delivery of outreach services to unaccompanied homeless youth.*

The services provided will include:

- outreach to engage youth experiencing homelessness in the community;
- access to a day center program where basic needs can be met such as showers, clothing and food; and,
- individual case management for linkage to services meeting long term needs such as healthcare, housing, education, and employment.

The target number of youth to be served annually is 90-100.

The annual compensation amount for this contract is \$211,509. The total compensation amount including all renewals is \$1,057,545.

*Unaccompanied Homeless Youth is defined as:

- young people who are 24 years of age or younger;
- not in the physical custody of a parent or legal guardian; and,
- lacking a fixed, regular, or adequate nighttime residence (e.g., couch surfing).

Prepared by: Department of Health and Human Services

FM-6 (Contract)

Council District(s) 6

Property Management

Acquisition of 6-Story Building – General County Office Space/Garage

The Administration is requesting approval of a contract to acquire an improved property with a 48,345 sq. ft. building sited on approximately 0.283 acre for \$6,000,000 for County government office space. 305 Washington, LLC currently owns the property to be acquired, which is located at 305 Washington Avenue in Towson and zoned BM-DT (Business Major- Downtown Towson District). See Exhibit A.

Fiscal Summary

Funding Source	Purchase Price	Notes
County ⁽¹⁾	\$ 6,000,000	⁽¹⁾ Capital Projects Fund.
State	--	
Federal	--	
Other	--	
Total	<u>\$ 6,000,000</u>	

Analysis

The County will purchase an approximate 0.283-acre property located at 305 Washington Avenue in Towson for \$6,000,000. The property, which is owned by 305 Washington, LLC, is improved with a 48,345 sq. ft. 6-story building (currently used as leased office spaces) over a one-level, 20-space basement parking area.

Property Management advised that the County’s appraisal consultant, Peabody & Associates, completed an appraisal of the property effective January 26, 2023, recommending a value of

\$6,000,000, assuming the property owner's long-term parking lease expense is partially subsidized. After review and analysis, the County's review appraiser concurred with the appraisal, recommending \$6,000,000 as just compensation for the acquisition. Property Management advised that following negotiations, the property owner accepted the County's offer.

Property Management advised that the County has a significant immediate need for staff, training, and meeting space in Towson and is conducting a comprehensive space utilization needs assessment to be completed in summer 2023. Property Management further advised that it is planning a phased-in approach to utilizing the building as existing tenants' leases expire, with the Department of Economic and Workforce Development being the first County occupant.

The proposed FY 2024 Capital Budget includes \$6,000,000 in County funds for the acquisition of the property and \$250,000 for renovation costs. Property Management advised that it anticipates actual renovation costs will be minimal due to the excellent condition of the property. However, Property Management also advised that during a 60-day feasibility study period to occur after Council approval of the proposed contract, the County will conduct an in-depth review of the building and identify any structural or systems-related issues that may need to be addressed; operating and maintenance costs also will be determined during this period. Should the County determine that the feasibility study's outcome is unacceptable, the County may terminate the contract. Property Management advised that as of April 18, 2023, \$13,543 has been encumbered/expended for project expenses.

County Charter, Section 715, requires Council approval of real property acquisitions where the purchase price exceeds \$5,000. County Code, Section 3-9-102, states that the County "may acquire by purchase...real or leasehold property needed for a public purpose."

Executive Summary

This contract is for the acquisition of a 12,327 sqft property and 48,345+- sqft, 6 story building, with underground parking to use as general county government office space at 305 Washington Avenue in Towson.

Contract price is \$6,000,000.00.

Prepared by: Property Management

FM-7 (3 Contract Amendments)

Council District(s) All

Property Management

Custodial Services

The Administration is requesting approval of amendments to three contracts to continue to provide custodial and day porter services at various County-owned and/or operated buildings. The three contractors are Brooks & Brooks Services, Inc., Multicorp, Inc., and JDG Management DBA City Wide Facility Solutions (formerly Citywide Maintenance of Central Maryland). The proposed amendments, which are effective upon Council approval, extend each contract through the earlier of the date upon which the County executes a new agreement for these services, or December 31, 2023. The maximum combined compensation of \$27,980,935 for all three contractors remains unchanged for the entire amended approximate 5-year and 7-month term, including the renewal periods. The original contracts commenced May 24, 2018. See Exhibit A.

Fiscal Summary

The amendments have no fiscal impact since the combined maximum compensation amount of \$27,980,935 remains unchanged for the entire amended approximate 5-year and 7-month term, including the renewal periods. The source of funding for the contract is the General Fund Operating Budget.

Analysis

The contractors will continue to provide cleaning and custodial services (e.g., vacuuming, maintaining floors and rugs, cleaning restrooms, and removing trash) at various County buildings, typically Monday through Friday, excluding County holidays. The contractors will provide all supervision, labor, equipment, and custodial supplies. Services performed by the contractors are subject to inspection and approval by Property Management personnel.

The County is billed at monthly unit prices ranging from \$389 to \$43,386, depending on the building services and the contractor. Day porter services may be provided at library branches, senior centers, and police precincts/stations at hourly rates of \$25.21 (Brooks & Brooks) and \$26.98 (Multicorp, Inc.). The County reserves the right to add or delete locations throughout the County and to change the required days and hours as necessary. The County does not guarantee a minimum amount of work to any one contractor; the assignment of work is at the County's sole discretion. Property Management advised that Multicorp, Inc. will service the east side (30 custodial sites and 2 day porter locations), JDG will service the west side (20 custodial sites), and Brooks & Brooks Services, Inc. will service the central area (19 custodial sites and 38 day porter locations) of the County. Property Management's custodial staff is responsible for servicing 24 County facilities and for providing day porter services at 6 other facilities.

On May 24, 2018, the Council approved the original 5-year contracts not to exceed \$27,980,935 combined. The proposed amendments, which are effective upon Council approval, extend each contract through the earlier of the date upon which the County executes a new agreement for these services, or December 31, 2023. All other terms and conditions remain the same. The proposed amendments have no fiscal impact since the maximum compensation amount remains unchanged for the entire amended approximate 5-year and 7-month term. Property Management advised that the County has expended/encumbered \$23,198,027 under these contracts as of April 13, 2023: \$2,462,196 to JDG, \$6,518,440 to Multicorp, and \$14,217,392 to Brooks & Brooks.

Prior to the commencement of each renewal period, the County may entertain a request for an escalation in unit prices for materials used in the contracts in accordance with the Consumer Price Index – All Urban Consumers – United States Average – All Items (CPI-U), as published by the United States Department of Labor, Bureau of Labor Statistics at the time of the request, or up to a maximum 5% increase on the current pricing, whichever is lower. In addition, the County will entertain a request for an escalation in labor rates in accordance with minimum wage adjustments that are mandated by State and Federal law. The County may terminate the agreements by providing 30 days prior written notice.

The County awarded the original contracts through a competitive procurement process from eight proposals received. According to the bid documents, there was a 20% M/WBE participation requirement.

County Charter, Section 715, requires that “any contract must be approved by the County Council before it is executed if the contract is...for services for a term in excess of two years or involving the expenditure of more than \$25,000 per year....”

EXECUTIVE SUMMARY

Property Management is requesting the approval of an amendment to the contracts for Brooks & Brooks Services Inc., JDG Management DBA Citywide Maintenance of Central Maryland, and Multicorp Inc for custodial and day porter services throughout the County.

The County requires additional time to evaluate and negotiate the terms of a new Agreement for Custodial and Day Porter Services through Request for Proposal No. P-10000033. Both parties desire to amend Agreements SCON-10000309, SCON-10000310, and SCON-10000311 to provide an extension of the existing term to avoid interruption of services.

Paragraph 3.2 of each Agreement shall be amended to add the following: "The parties acknowledge that Baltimore County, Maryland has executed the renewals set forth above. The parties hereby agree that the Agreement shall be extended for a period not to exceed the earlier of (a) the date on which the County has executed a new Agreement, or (b) December 31, 2023 (the "Amendment Term").

All other terms, conditions, and provisions of the Agreement remain in full force and effect.

Prepared by: Property Management

FM-8 (Contract)

Council District(s) All

Property Management

Test, Maintain, and Repair Fire Alarm Systems

The Administration is requesting approval of a contract with ARK Systems, Inc. to provide fire alarm installations, repairs, parts, inspections, and preventive maintenance at various County-owned/maintained facilities. The contract commences upon Council approval and continues through December 31, 2027 with the option to extend the 4-year and 8-month term an additional 120 days. Compensation may not exceed \$715,000 for the entire 5-year term, including the extension period. See Exhibit A.

Fiscal Summary

Funding Source	Maximum Compensation	Notes
County ⁽¹⁾	\$ 715,000	⁽¹⁾ General Fund Operating Budget or Capital Projects Fund, depending on the nature of the work. ⁽²⁾ Maximum compensation for the entire 5-year term, including the extension period.
State	--	
Federal	--	
Other	--	
Total	\$ 715,000 ⁽²⁾	

Analysis

The contractor will provide all labor, materials, tools, equipment, supervision, and related incidentals required to install, test, maintain, repair, and upgrade fire alarm systems located in 105 County-owned/maintained facilities. Hourly labor rates are \$84.50, \$126.75, and \$169 for a normal business day (7:00 a.m. until 5:00 p.m., Monday through Friday), off hours (5:00 p.m. until 11:00 pm, Monday through Friday, and 7:00 a.m. until 3:00 pm., Saturday), and holidays, respectively. Unit prices for fire alarm maintenance and annual testing range from \$165 to \$3,743 per year, depending on the building. The contractor's mark-up for materials is 56%. Additional buildings may be added as required.

The contract commences upon Council approval and continues through December 31, 2027 with the option to extend the 4-year and 8-month term an additional 120 days on the same terms and conditions, unless the County provides notice of non-renewal. Compensation may not exceed \$715,000 for the entire 5-year term, including the extension period. Property Management advised that the maximum compensation includes a 20% contingency to accommodate additional buildings that may be added to the contract.

In any year subsequent to the first year of the initial term, the County may entertain a request for an escalation in unit prices in accordance with the Consumer Price Index – All Urban Consumers – United States Average – All Items (CPI-U), as published by the United States Department of Labor, Bureau of Labor Statistics at the time of the request or up to a maximum 5% increase on the current pricing, whichever is lower. The County may terminate the agreement by providing 30 days prior written notice.

The County awarded the contract as a cooperative procurement of an existing competitively bid Baltimore County Public Schools agreement with ARK Systems, Inc. that was awarded on December 6, 2022 and expires December 31, 2027. According to the bid documents, there was a 15% M/WBE participation requirement.

On April 16, 2018, the Council approved a similar 5-year and 4-month contract (which commenced January 1, 2018) with ARK Systems, Inc. not to exceed \$420,000 for services at 91 County facilities. On March 7, 2022, the Council approved an amendment to the contract, increasing the maximum compensation by \$230,000 to \$650,000, to provide services at 104 County facilities. Property Management previously advised that the amendment was necessary due to a greater number of fire alarm systems requiring service than what was originally projected and an increase in the cost of materials. The contract expires April 30, 2023. Property Management advised that as of April 14, 2023, expenditures/encumbrances under this contract totaled \$580,693.

County Charter, Section 715, requires that “any contract must be approved by the County Council before it is executed if the contract is...for services for a term in excess of two years or involving the expenditure of more than \$25,000 per year....”

EXECUTIVE SUMMARY

Property Management is requesting the approval of a contract for ARK Systems, Inc. to test, maintain, repair, and/or upgrade fire alarm systems at various locations throughout the County.

In no event shall the total compensation paid to the Contractor exceed the sum of Seven Hundred Fifteen Thousand Dollars (\$715,000) during the entire term of this Agreement, including the extension period. This Agreement shall be effective when it has been executed by the County and shall continue through December 31, 2027 (the "Initial Term"). The County shall have the option of extending this Agreement at the end of the Initial Term an additional 120 days on the same terms and conditions.

This Agreement has a MBE/WBE goal of 15%.

Prior to the commencement of subsequent renewal terms, the County may entertain a request for an escalation in accordance with the current Consumer Price Index – All Urban Consumers – United States Average – All Items (CPI-U), as published by the United States Department of Labor, Bureau of Labor Statistics at the time of the request, or up to a maximum 5% increase on the current pricing, whichever is lower.

Prepared by: Property Management

FM-9 (Contract)

Council District(s) 4

Department of Planning

Conservation Easement – 5801 Emory Road, 21155 – Ag. Preservation Program

The Administration is requesting approval to acquire a perpetual conservation easement on approximately 65.865 acres of land for \$428,123 under the County’s Agricultural Land Preservation Program. Michael H. Durham currently owns the property, which is located at 5801 Emory Road in Upperco. The property is zoned RC-2 (Resource Conservation-Agricultural Protection) and RC-8 (Resource Conservation-Environmental Enhancement). See Exhibit A.

Fiscal Summary

Funding Source	Purchase Price	Notes
County ⁽¹⁾	\$ 428,123	⁽¹⁾ Capital Projects Fund.
State	--	
Federal	--	
Other	--	
Total	<u>\$ 428,123</u>	

Analysis

The County established the Agricultural Land Preservation Program in 1994 to preserve working family farms; the program uses innovative and collaborative funding mechanisms for land preservation. The Department advised that to be eligible, a farm must be at least 50 acres in size or at least 20 acres if contiguous to a preserved farm, be located in an Agricultural Priority Preservation Area (or meet State qualifying criteria), and meet certain soil criteria.

The Department advised that the County reviews applications submitted by property owners and moves forward projects as funding allows. The Department further advised that it does not anticipate that the County will acquire additional easements in FY 2023.

The 65.865-acre property to be acquired is located within the Upperco, Worthington, & Sparks Agricultural Priority Preservation Area. The use of the property will be subject to a deed of conservation easement to be granted to the County on behalf of the Baltimore County Agricultural Land Preservation Board by the seller. The property is zoned RC-2 and RC-8. The Department advised that the purpose of the easement is to conserve and preserve the significant conservation values including the natural, agricultural, forestry, environmental, scenic, cultural, woodland, and wetland characteristics of the property.

The Department advised that it calculated a value of approximately \$7,325 per acre for the easement in accordance with the formula set forth by Section 24-3-106 of the Baltimore County Code; the property owner offered a discount to \$6,500 per acre. The formula considers factors relating to the quality of the land and its importance relative to preservation efforts (e.g., size, soil productivity, contribution to agricultural industry, woodland area, and development pressure) and the willingness of the property owner to discount easement prices.

The Department advised that the County has preserved a total of 70,128 acres through all preservation programs as of May 2023; the County's goal is at least 80,000 acres.

The Baltimore County Code, Article 24, Section 3-101, authorizes Baltimore County to purchase easements and real property to preserve agricultural land in the County. As noted, the purpose of the Agricultural Land Preservation Program is to provide for the protection of large contiguous blocks of natural and agricultural resources including forest, scenic, and environmental resources in the County.

County Charter, Section 715, requires Council approval of real property acquisitions where the purchase price exceeds \$5,000.

Executive Summary

PROGRAM TITLE: County's Agricultural Land Preservation Program

JO NO.: 248.217.0001.0301

FISCAL MATTER: Contract of Sale

PROPERTY OWNER: Michael H. Durham

LOCATION: 5801 Emory Rd. Map 0031; Grid 009; Parcel 0049
65.865 ac.+/-

CONSIDERATION \$428,122.50

PURPOSE OF PROJECT: This contract being a perpetual conservation easement containing a total of 65.865 ac+/- . Under the County Agricultural Land Program

LIMITS OF PROJECT: 5801 Emory Rd. Upperco MD 21155

Prepared by: Office of Law – Real Estate Compliance

FMs-10 through 14 (5 Contracts)**Council District(s) 2**

Office of Law – Real Estate Compliance Division

Acquisitions of Parcels – 6503, 6716, 6510, 6511, 6505 Windsor Mill Road, 21207 – Sidewalk Project

The Administration is requesting approval of five contracts to acquire land and easement access spanning, in total, approximately 0.17 acre for \$53,299, for road widening, storm drain enhancement, and the construction of a sidewalk along Windsor Mill Road in Gwynn Oak. FM-10 is a contract with Melanie Redding, for \$10,737, for land (0.006 acre) and easement access (0.012 acre) located at 6503 Windsor Mill Road. FM-11 is a contract with Maria Lovo Zavala and Rosa Lovo, for \$5,667, for land (0.037 acre) and easement access (0.040 acre) located at 6716 Windsor Mill Road. FM-12 is a contract with Kenneth R. Miguel and Emma D. Miguel, for \$7,363, for land (0.006 acre) and easement access (0.027 acre) located at 6510 Windsor Mill Road. FM-13 is a contract with Samuel E. English, Jr. and Annette M. English for \$15,575, for land (0.010 acre) and easement access (0.011 acre) located at 6511 Windsor Mill Road. FM-14 is a contract with Maria M. Lovo Zavala, Rosa Lovo, and Gustavo Soto, for \$13,957, for land (0.006 acre) and easement access (0.015 acre) located at 6505 Windsor Mill Road. The properties are zoned DR-5.5 (Density Residential – 5.5 lots per acre). The acquired land will be used for highway widening areas, and the easements will be used for temporary construction areas or revertible slope easements necessary to retain and support the highway and/or adjacent property. Each contract's compensation amount takes into account any adverse impacts to site improvements and/or proximity damage. See Exhibits A-E.

Fiscal Summary

Funding Source	Combined Purchase Price	Notes
County ⁽¹⁾	\$ 53,299	⁽¹⁾ Capital Projects Fund. The purchase price includes \$9,291 to compensate for adverse impacts to certain site improvements and \$26,128 to compensate for proximity damages.
State	--	
Federal	--	
Other	--	
Total	<u>\$ 53,299</u>	

Analysis

Descriptions of the five acquisitions are as follows:

6503 Windsor Mill Road (FM-10)

The County’s staff appraiser completed an appraisal of the property effective November 15, 2022, recommending a value of \$10,737. After review and analysis, the County’s review appraiser concurred with the appraisal, recommending the respective amount as just compensation for the acquisition. The Office of Law – Real Estate Compliance Division advised that the property owner accepted the County’s offer. The purchase price includes \$384 to compensate for adverse impacts to certain site improvements and \$6,525 to compensate for proximity damages; additionally, the County will reinstall or replace as necessary other impacted site improvements.

The total 0.018-acre property to be acquired, including both the land and the easement access area, is part of a larger 0.155-acre parcel that is residentially improved with a detached 2-story dwelling.

6716 Windsor Mill Road (FM-11)

The County’s staff appraiser completed an appraisal of the property effective November 22, 2022, recommending a value of \$5,667. After review and analysis, the County’s review appraiser concurred with the appraisal, recommending the respective amount as just compensation for the acquisition. The Office of Law – Real Estate Compliance Division advised that the property owner accepted the County’s offer. The purchase price includes \$3,505 to compensate for adverse impacts to certain site improvements; additionally, the County will reinstall or replace as necessary other impacted site improvements.

The 0.077-acre property to be acquired, including both the land and the easement access area, is part of a larger 0.848-acre parcel that is residentially improved with a detached 1.5-story dwelling.

6510 Windsor Mill Road (FM-12)

The County's staff appraiser completed an appraisal of the property effective October 27, 2022, recommending a value of \$7,363. After review and analysis, the County's review appraiser concurred with the appraisal, recommending the respective amount as just compensation for the acquisition. The Office of Law – Real Estate Compliance Division advised that the property owner accepted the County's offer. The purchase price includes \$4,600 to compensate for adverse impacts to certain site improvements; additionally, the County will reinstall or replace as necessary other impacted site improvements.

The 0.033-acre property to be acquired, including both the land and the easement access area, is part of a larger 0.193-acre parcel that is residentially improved with a detached 1.5-story dwelling.

6511 Windsor Mill Road (FM-13)

The County's staff appraiser completed an appraisal of the property effective November 10, 2022, recommending a value of \$15,575. After review and analysis, the County's review appraiser concurred with the appraisal, recommending the respective amount as just compensation for the acquisition. The Office of Law – Real Estate Compliance Division advised that the property owner accepted the County's offer. The purchase price includes \$520 to compensate for adverse impacts to certain site improvements and \$10,285 to compensate for proximity damages; additionally, the County will reinstall or replace as necessary other impacted site improvements.

The 0.021-acre property to be acquired, including both the land and the easement access area, is part of a larger 0.190-acre parcel that is residentially improved with a detached 1.5-story dwelling.

6505 Windsor Mill Road (FM-14)

The County's staff appraiser completed an appraisal of the property effective November 22, 2022, recommending a value of \$13,957. After review and analysis, the County's review appraiser concurred with the appraisal, recommending the respective amount as just compensation for the acquisition. The Office of Law – Real Estate Compliance Division advised that the property owner accepted the County's offer. The purchase price includes \$282 to compensate for adverse

impacts to certain site improvements and \$9,318 to compensate for proximity damages; additionally, the County will reinstall or replace as necessary other impacted site improvements.

The total 0.021-acre property to be acquired, including both the land and the easement access area, is part of a larger 0.155-acre parcel that is residentially improved with a detached 1.5-story dwelling.

The Department of Public Works and Transportation (DPWT) advised that construction of a sidewalk along Windsor Mill Road will be completed in three phases: phase one (current phase) will run from Woodlawn Drive to Featherbed Lane; phase two will continue to Windsor Boulevard; and phase three will continue to Rolling Road. The Office of Law – Real Estate Compliance Division advised that, in total, 190 acquisitions are needed for this project, and following approval of these five proposed acquisitions, approximately 20 remaining acquisitions will require Council approval.

On January 17, 2023, the Council approved a contract totaling \$7,666 to acquire land and easement access spanning approximately 0.076 acre at 6742 Windsor Mill Road. On March 20, 2023, the Council approved two contracts totaling \$17,367 to acquire land and easement access spanning approximately 0.137 acre, at 6727 Windsor Mill Road (0.063 acre for \$5,210) and 6746 Windsor Mill Road (0.074 acre for \$12,157). On April 17, 2023, the Council approved a contract totaling \$13,750 to acquire land and easement access spanning approximately 0.063 acre at 6739 Windsor Mill Road. DPWT advised that estimated phase one costs for property acquisition total \$1.0 million; other estimated phase one costs (including design and construction costs) total \$5.5 million. DPWT further advised that as of April 13, 2023, the County has expended/encumbered approximately \$300,000 for design work.

County Charter, Section 715, requires Council approval of real property acquisitions where the purchase price exceeds \$5,000.

Executive Summary

PROGRAM TITLE: Windsor Mill Sidewalk Project

PROJECT NO.: 205-0286-0516

FISCAL MATTER: Contract of Sale

PROPERTY OWNERS: Melanie Redding

LOCATION: 6503 Windsor Mill Road
Baltimore, MD 21207

CONSIDERATION: \$10,737.00

PURPOSE OF PROJECT: This contract is for the purchase of Highway
Widening Area 289 sq. ft. and a Revertible
Slope area of 557 sq. ft.

LIMITS OF PROJECT: 6503 Windsor Mill Road

Prepared by: Office of Law – Real Estate Compliance Division

Executive Summary

PROGRAM TITLE: Windsor Mill Road Widening, Storm Drain Enhancement & Sidewalk Project

PROJECT NO.: 205-0286-0516

FISCAL MATTER: Contract of Sale

PROPERTY OWNERS: Rosa Lovo
Maria M. Lovo Zavala

LOCATION: 6716 Windsor Mill Road
Baltimore, MD 21207

CONSIDERATION: \$5,667.00

PURPOSE OF PROJECT: This contract is for the purchase of Highway Widening Area 1,646 sq. ft. and a temporary Construction area of 1,762 sq. ft.

LIMITS OF PROJECT: 6716 Windsor Mill Road

Prepared by: Office of Law – Real Estate Compliance Division

Executive Summary

PROGRAM TITLE: Windsor Mill Road Widening, Storm Drain Enhancement &
Sidewalk Project

PROJECT NO.: 205-0286-0516

FISCAL MATTER: Contract of Sale

PROPERTY OWNERS: Kenneth R. Miguel
Emma D. Miguel

LOCATION: 6510 Windsor Mill Road
Baltimore, MD 21207

CONSIDERATION: \$7,363.00

PURPOSE OF PROJECT: This contract is for the purchase of Highway
Widening Area 290 sq. ft. and a temporary
Construction area of 1,188 sq. ft.

LIMITS OF PROJECT: 6510 Windsor Mill Road

Prepared by: Office of Law – Real Estate Compliance Division

Executive Summary

PROGRAM TITLE: Windsor Mill Sidewalk Project

PROJECT NO.: 205-0286-0516

FISCAL MATTER: Contract of Sale

PROPERTY OWNERS: Samuel E. English, Jr.
Annette M. English

LOCATION: 6511 Windsor Mill Road
Baltimore, MD 21207

CONSIDERATION: \$15,575.00

PURPOSE OF PROJECT: This contract is for the purchase of Highway
Widening Area 450 sq. ft. and a Revertible Slope
Area of 517 sq. ft.

LIMITS OF PROJECT: 6511 Windsor Mill Road

Prepared by: Office of Law – Real Estate Compliance Division

Executive Summary

PROGRAM TITLE: Windsor Mill Sidewalk Project

PROJECT NO.: 205-0286-0516

FISCAL MATTER: Contract of Sale

PROPERTY OWNERS: Maria M. Lovo Zavala
Rosa Lovo
Gustavo Soto

LOCATION: 6505 Windsor Mill Road
Baltimore, MD 21207

CONSIDERATION: \$13,957.00

PURPOSE OF PROJECT: This contract is for the purchase of Highway
Widening Area 276 sq. ft. and a Revertible
Slope Area 655 Sq. ft.

LIMITS OF PROJECT: 6505 Windsor Mill Road

Prepared by: Office of Law – Real Estate Compliance Division

MB-1 (Res. 7-23)

Council District(s) All

Mr. Jones (By Req.)

Department of Recreation and Parks

Adoption – 2022 Land Preservation, Parks and Recreation Plan (LPPRP)

Resolution 7-23 adopts the Baltimore County 2022 Land Preservation, Parks and Recreation Plan (the LPPRP) as an addendum to the Baltimore County Master Plan 2020.

This resolution is required for the purpose of adopting the 2022 LPPRP as a Baltimore County Master Plan addendum. The State of Maryland requires that counties submit a formally adopted LPPRP every five years, as a mandatory step in maintaining eligibility for Maryland Program Open Space (POS) funding. POS funding is allocated to the counties annually, and is a key source for park acquisition, development, and enhancements. The LPPRP - like other Baltimore County plans - serves as an advisory document, and is but one medium for establishing capital priorities for the Department of Recreation and Parks' capital budget.

The LPPRP, being a Master Plan addendum, is first approved by the Baltimore County Planning Board. The Planning Board approved the 2022 LPPRP at its March 16, 2023 meeting. The public hearing associated with the Planning Board's approval process was March 2, 2023, and no requests for edits to the LPPRP have been received to date. Upon County Council approval of the LPPRP, the plan will be submitted to the Maryland Department of Natural Resources and the Maryland Department of Planning. Some information from local LPPRPs is incorporated in the State's LPPRP, which is itself submitted to the federal government to maintain eligibility for Land and Water Conservation Fund (LWCF) funding.

Resolution 7-23 will take effect from the date of its passage by the County Council.

MB-2 (Res. 8-23)

Council District(s) 1

Mr. Jones (By Req.)

Department of Economic & Workforce Development

Support – Application for Redesignation of the Southwest Enterprise Zone

Resolution 8-23 expresses the Council’s support of Baltimore County’s application to the State of Maryland for the redesignation of the Southwest Enterprise Zone. See Exhibits A and B.

The Maryland Enterprise Zone Program gives local governments the legal authority to offer economic incentives, including real property and income tax credits. Enterprise Zones create specific geographic boundaries encompassing census tracts meeting income, poverty, unemployment, and/or decreased population qualifications. The zones provide businesses and property owners added incentives to locate or remain in the area, invest in physical property improvements, and create jobs within the zone.

The Southwest Enterprise Zone, encompassing approximately 1,660 acres, was formally designated in 1996 as part of a comprehensive revitalization strategy for Southwestern Baltimore County. The Council passed resolutions approving the original application for the designation of the Southwest Zone in 1996. In 2003 and 2013, the Council approved resolutions for the recertification and boundary modifications of the Southwest Zone.

The zone redesignation is one element of a continuing business retention and development strategy to support existing businesses and attract new businesses to the zone; promote development of vacant, underutilized land; encourage the creation of well-paying new jobs; and support the County’s commitment to revitalizing Southwestern Baltimore County.

Resolution 8-23 will take effect from the date of its passage by the County Council.

Executive Summary

Enterprise Zone Program Background and Benefits

The Maryland Enterprise Zone Program was established by the Maryland General Assembly, and gives local governments the legal authority to offer economic incentives, including real property and income tax credits. The Department of Commerce is designated as the State agency responsible for coordinating the program, however, each zone is the creation and the responsibility of municipal and county governments. As a part of the application, a resolution from the local jurisdiction must also be included.

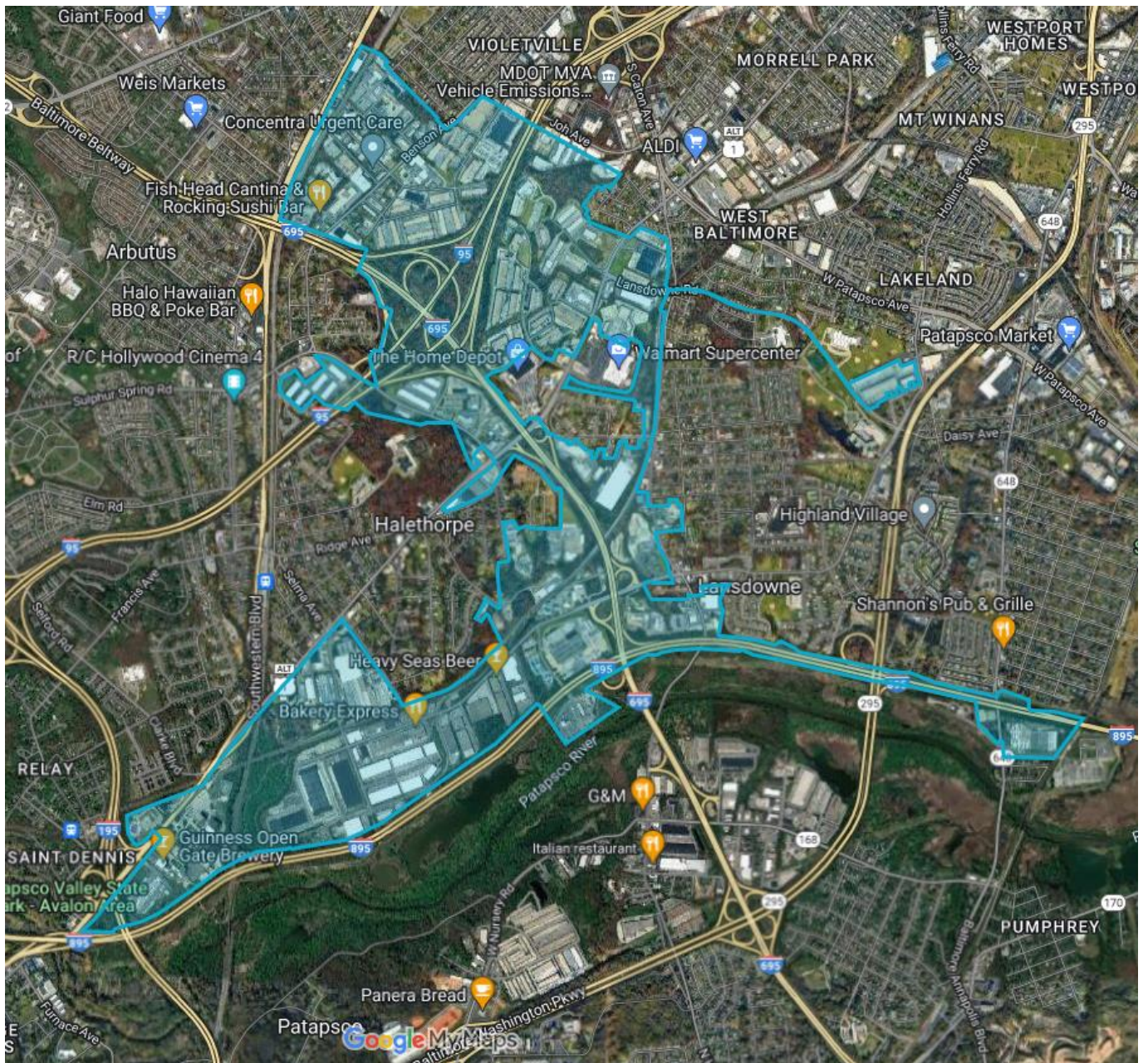
Enterprise Zones create specific geographic boundaries encompassing census tracts meeting income, poverty, unemployment, and/or decreased population qualifications (see map on page 2). The zones provide businesses and property owners added incentives to locate or remain in the area, invest in physical property improvements and create jobs within the zone.

The two main benefits for a business located in an enterprise zone are eligibility for real property tax credits and State income tax credits. The State reimburses the local jurisdiction 50 percent of the revenue lost as a result of offering businesses the property tax credit, subject to approval in the annual budget.

Southwest Zone Purpose and Background

- The Southwest Enterprise Zone, encompassing approximately 1660 acres, was formally designated in 1996 as part of a comprehensive revitalization strategy for Southwestern Baltimore County. The Council passed resolutions approving the original application for the designation of the Southwest Zone in 1996. In 2003 and 2013, Council approved resolutions for the recertification and boundary modifications of the Southwest Zone.
- The zone redesignation is one element of a continuing business retention and development strategy to support existing businesses and attract new businesses to the zone; promote development of vacant, underutilized land; encourage the creation of well-paying new jobs; and support the County's commitment to revitalizing Southwestern Baltimore County.
- Redesignation of the Southwest Zone supports the identified goals of the 2020 Master Plan, specifically the promotion of redevelopment with an emphasis on ailing commercial or industrial properties, and advancing economic well-being by promoting a high-quality labor force.
- This redesignation provides an important tool for the County to assist property owners in the development and redevelopment of underutilized industrial/flex/office property in the Southwest area. Enterprise zone designation brings benefits to the area by encouraging business growth, property revitalization and improvement, thereby ultimately increasing the tax base and employment opportunities.

Prepared by: Department of Economic and Workforce Development



Prepared by: Department of Economic and Workforce Development

MB-3 (Res. 9-23)

Council District(s) 1, 4

Mr. Jones (By Req.)

Department of Economic & Workforce Development

Support – Application for Redesignation of Woodlawn Enterprise Zone

Resolution 9-23 expresses the Council’s support of Baltimore County’s application to the State of Maryland for the designation of a Woodlawn Enterprise Zone. See Exhibits A and B.

The Maryland Enterprise Zone Program gives local governments the legal authority to offer economic incentives, including real property and income tax credits. Enterprise Zones create specific geographic boundaries encompassing census tracts meeting income, poverty, unemployment, and/or decreased population qualifications. The zones provide businesses and property owners added incentives to locate or remain in the area, invest in physical property improvements and create jobs within the zone.

The Woodlawn Enterprise Zone is a reworking of the zone formerly designated in 2011 as the Federal Center at Woodlawn. The zone contains a number of underutilized flex/industrial buildings and properties, as well as some undeveloped land, including the Security Square area.

This designation provides an important tool for the County to assist property owners in the development and redevelopment of underutilized industrial/flex/office property in the Woodlawn and Security Square area. Enterprise zone designation brings benefits to the area by encouraging business growth, property revitalization and improvement, thereby ultimately increasing the tax base and employment opportunities.

Resolution 9-23 will take effect from the date of its passage by the County Council.

Executive Summary

Enterprise Zone Program Background and Benefits

The Maryland Enterprise Zone Program was established by the Maryland General Assembly, and gives local governments the legal authority to offer economic incentives, including real property and income tax credits. The Department of Commerce is designated as the State agency responsible for coordinating the program, however, each zone is the creation and the responsibility of municipal and county governments. As a part of the application, a resolution from the local jurisdiction must also be included.

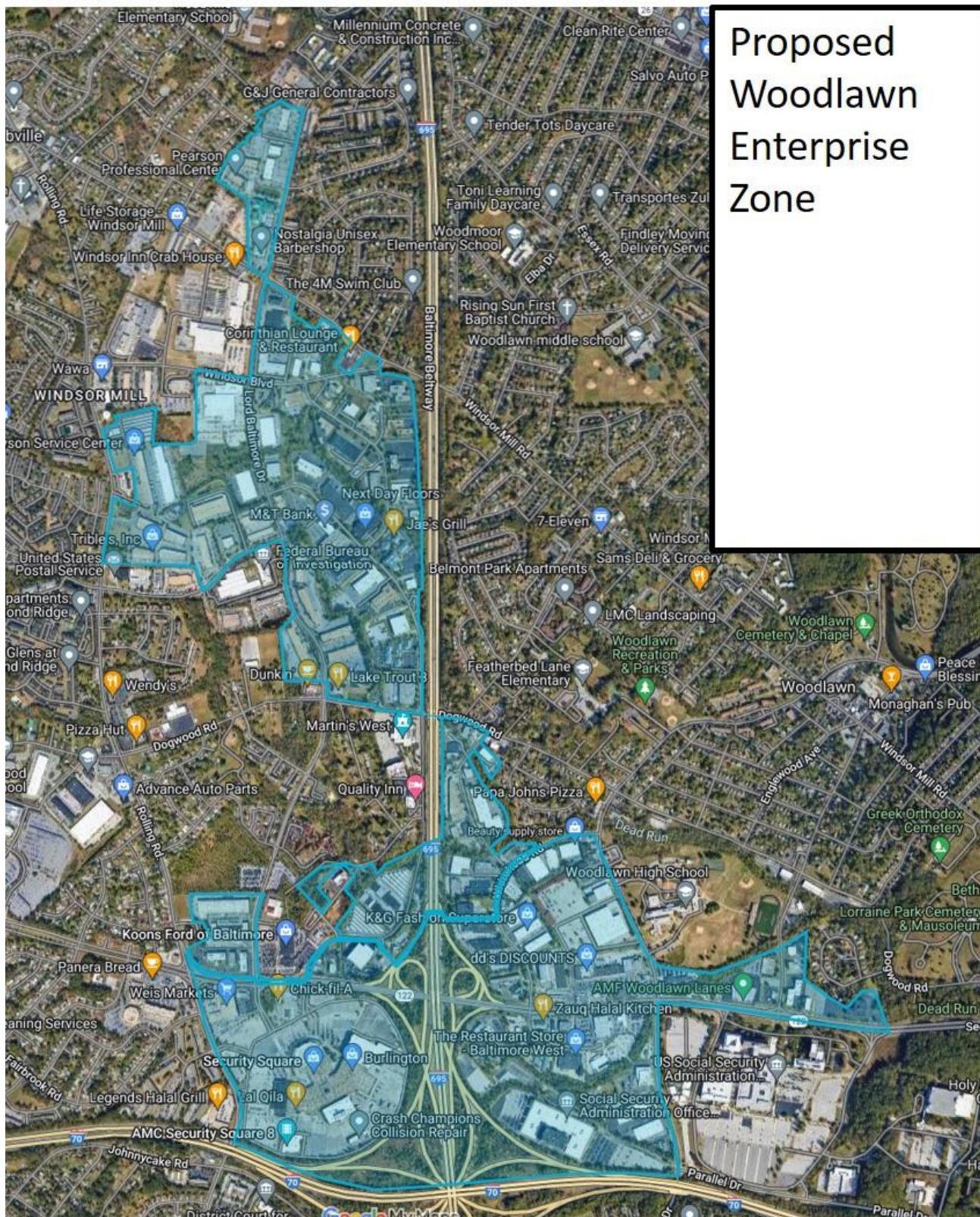
Enterprise Zones create specific geographic boundaries encompassing census tracts meeting income, poverty, unemployment, and/or decreased population qualifications (see map on page 2). The zones provide businesses and property owners added incentives to locate or remain in the area, invest in physical property improvements and create jobs within the zone.

The two main benefits for a business located in an enterprise zone are eligibility for real property tax credits and State income tax credits. The State reimburses the local jurisdiction 50 percent of the revenue lost as a result of offering businesses the property tax credit, subject to approval in the annual budget.

Woodlawn Zone Purpose and Background

- The Woodlawn Enterprise Zone is a reworking of the zone formerly designated in 2011 as the Federal Center at Woodlawn. The zone contains a number of underutilized flex/industrial buildings and properties, as well as some undeveloped land, including the Security Square area.
- The zone designation is one element of a business retention and development strategy to support existing businesses and attract new businesses to the zone; promote development of vacant, underutilized land; encourage the creation of well-paying new jobs; and support the County's commitment to revitalizing Western Baltimore County.
- The designation will be instrumental in providing the means for power and infrastructure upgrades necessary for Western Baltimore County, in order to attract high-tech and entrepreneurial businesses potentially transformative to the region.
- This designation provides an important tool for the County to assist property owners in the development and redevelopment of underutilized industrial/flex/office property in the Woodlawn and Security Square area. Enterprise zone designation brings benefits to the area by encouraging business growth, property revitalization and improvement, thereby ultimately increasing the tax base and employment opportunities.

Prepared by: Department of Economic and Workforce Development



Proposed
Woodlawn
Enterprise
Zone

Prepared by: Department of Economic and Workforce Development

MB-4 (Res. 10-23)

Council District(s) 4

Mr. Jones

Establish the Owings Mills Commercial Revitalization District

Resolution 10-23 creates the Owings Mills Commercial Revitalization District.

Currently, there are 20 Commercial Revitalization Districts in Baltimore County that have been officially designated, either by resolution of the County Council or by adoption of the Master Plan or a Master Plan amendment.

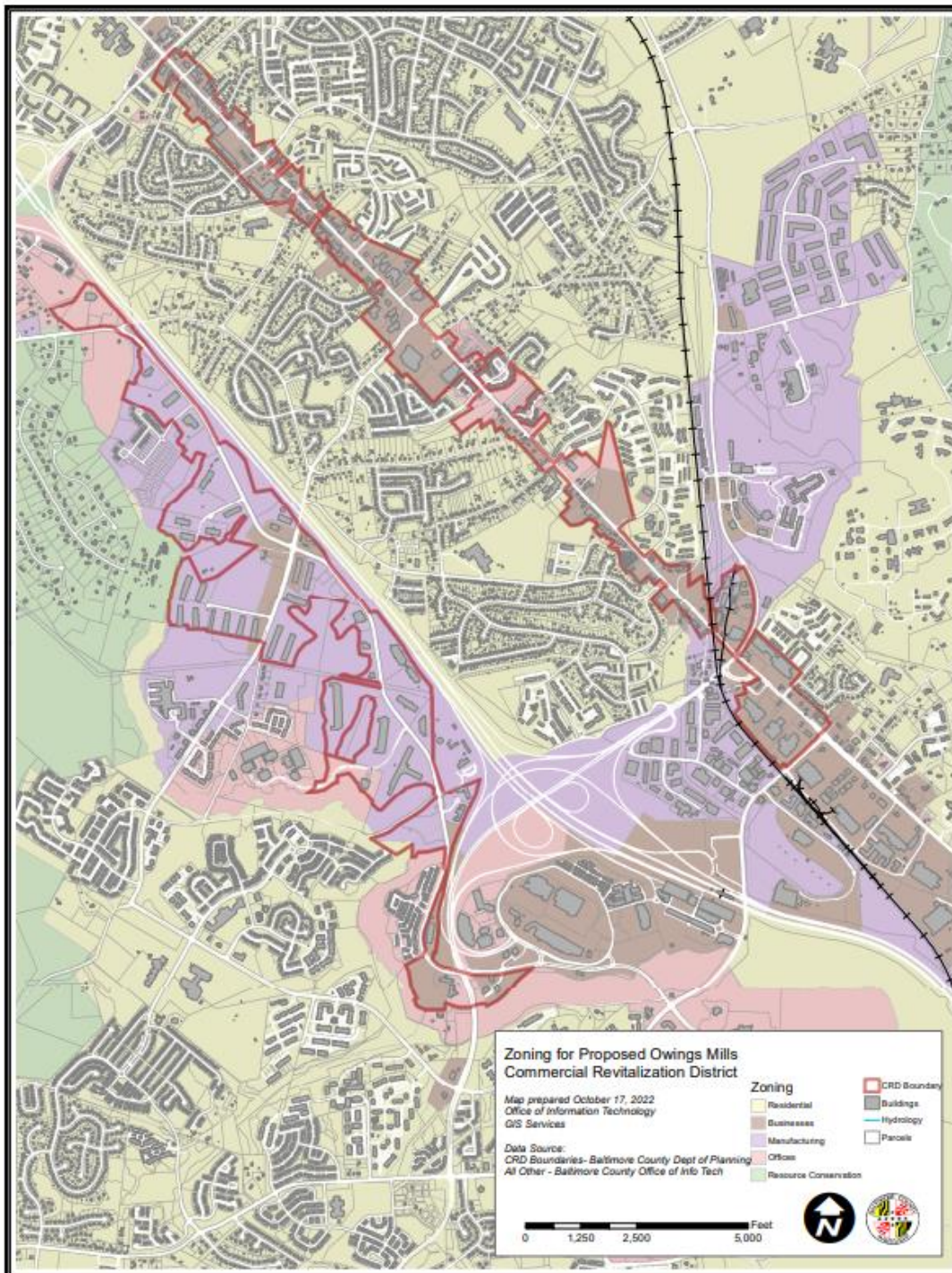
Commercial Revitalization Districts provide incentives to property owners and businesses in the districts to improve the exterior of existing buildings and to develop and redevelop underused properties. Each district is staffed by a planner from the Department of Planning who works closely with the business and property owners, business associations, and the local communities to provide a range of tools aimed at maintaining the health and vitality of neighborhood commercial areas. These tools include “Architect On Call” services, the Building Improvement Loan Program, the Commercial Revitalization Action Grant, and potential property tax credits.

Resolution 10-23 creates the Owings Mills Commercial Revitalization District and sets its boundaries around two areas of land, the first being a section of Red Run Boulevard between Owings Mills Boulevard and Cherry Hill Court, and the second being a section of Reisterstown Road between Painters Mill Road and Dolfield Boulevard, as shown on the map attached as Exhibit A.

Generally, the Owings Mills community is located four miles outside of the Baltimore Beltway, between the communities of Reisterstown and Pikesville along the Reisterstown Road/I-795 corridor. The Owings Mills area is home to about 35,600 residents and more than 1,600 businesses and is a major employment center, drawing more than 23,000 workers each day from nearby neighborhoods and throughout the region.

Resolution 10-23 will take effect from the date of its passage by the County Council and copies shall be sent to the Departments of Economic and Workforce Development, Public Works & Transportation, and Planning, to be used for programming departmental operations.

EXHIBIT A



Prepared by: Office of Information Technology