

*BALTIMORE COUNTY COUNCIL
NOTES TO THE AGENDA
LEGISLATIVE SESSION 2024*

*Issued: October 10, 2024
Reissued: October 15, 2024
Work Session: October 15, 2024
Legislative Day No. 19 : October 21, 2024*

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



OFFICE OF THE COUNTY AUDITOR

BALTIMORE COUNTY COUNCIL

October 21, 2024

NOTES TO THE AGENDA

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* Note included in reissued package

**BALTIMORE COUNTY COUNCIL AGENDA
LEGISLATIVE SESSION 2024, LEGISLATIVE DAY NO. 19
OCTOBER 21, 2024 6:00 P.M.**

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

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CALL OF BILLS FOR FINAL READING AND VOTE

- 1 **MICHELLE MILLS, DEPUTY DIRECTOR, DEPARTMENT OF AGING**
Bill 75-24 – Mr. Patoka(By Req.) – CEB – Long-Term & Dementia Care Program
- 4 **KEVIN REED, DIRECTOR, OFFICE OF BUDGET AND FINANCE**
Bill 76-24 – Mr. Patoka(By Req.) – Amending the 2024 – 2025 Capital Budget
- 10 **COUNCIL**
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BILLS FOR FIRST CONSIDERATION

- 11 **CHERYL RILL, CIRCUIT COURT**
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- 14 **GRETCHEN YINGLING, BUREAU CHIEF, CHIEF, FIRE DEPARTMENT**
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- 17 **COUNCIL**
Bill 80-24 – Councilmembers Patoka & Ertel – Zoning Regs. - Office Buildings in the Residential-Office (R-O) Zone
- 19 Bill 81-24 – Mr. Kach – Zoning Regs. – Converted Builder Show House

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- 21 **CHRIS MARTIN, DIRECTOR, OFFICE OF INFORMATION TECHNOLOGY**
1. Change Order – Iron Mountain, Inc. – Records management services – Document storage
- 24 **DEBRA SHINDLE, CHIEF, PROPERTY MANAGEMENT**
2. Contracts – (2) – On-call duct cleaning & mold remediation services
- 28 3. Contracts – (2) – Overhead door services

MISCELLANEOUS BUSINESS

- 31 **COUNCIL**
1. Appointment – Mr. Patoka(By Req.) – Health Officer – Director – Department of Health and Human Services – Dr. Lucy Wilson
- 31 2. Appointment – Mr. Patoka(By Req.) – Director -Department of Public Works & Transportation – Lauren Buckler
- 32 3. Res. 44-24 – Mr. Jones – Planning Board – Reisterstown Streetscape Action Plan/Reisterstown Streetscape Design Guidelines
- 32 4. Res. 45-24 – Councilmembers Kach, Marks & Patoka – Opposition to Maryland Piedmont Reliability Project (MPRP)

Bill 75-24 (Supplemental Appropriation)

Council District(s) All

Mr. Patoka (By Req.)

Department of Aging

Long-Term & Dementia Care Program

The Administration is requesting a supplemental appropriation of State funds totaling \$94,868 to the Long-Term & Dementia Care Program Gifts and Grants Fund program. The funds will be used primarily toward the salary and benefits of a new 34-hours-per-week Specialist Officer I (Dementia Navigator) to provide navigation services that enhance the abilities of persons with cognitive decline and dementia and their caregivers to access information, assistance, and long-term services and supports. See Exhibit A.

Fiscal Summary

<u>Funding Source</u>	<u>Supplemental Appropriation</u>	<u>Current Appropriation</u>	<u>Total Appropriation</u>
County	--	--	--
State ⁽¹⁾	\$ 94,868	--	\$ 94,868
Federal	--	--	--
Other	--	--	--
Total	\$ 94,868	--	\$ 94,868

⁽¹⁾ Maryland Department of Aging. No County matching funds are required.

Analysis

The Department's new Long-Term and Dementia Care Navigation program will provide navigation services that enhance the abilities of persons with cognitive decline and dementia and their caregivers to access information, assistance, and long-term services and supports. The Department advised that it plans to use the proposed supplemental appropriation primarily toward

the salary and benefits (\$88,275) of a new 34-hours-per-week Specialist Officer I (Dementia Navigator) to provide counseling, application assistance, and short-term case management to connect clients to long-term care options and report data to the Maryland Department of Aging. The Department also advised that its goal is to have the position filled by mid-November. The Department further advised that the remaining grant funds (\$6,593) will be used for mileage, supplies, and computer and phone expenses. The Department expects the program will serve 50 individuals and/or caregivers in FY 2025.

The grant period is July 1, 2024 through June 30, 2025. No County matching funds are required.

With the affirmative vote of five members of the County Council, Bill 75-24 will take effect November 3, 2024.

Executive Summary

The Baltimore County Department of Aging is requesting approval of a supplemental appropriation of \$94,868 for the ***Long-Term & Dementia Care Navigation*** program.

The Long-Term & Dementia Care Navigation program is funded by the Maryland Department of Aging to provide navigation services that enhance the ability of persons with cognitive decline and dementia and their caregivers to access information, assistance, and long-term services and supports.

This is a new program for FY2025 and will be an ongoing endeavor in future years.

Prepared by: Department of Aging

Bill 76-24 (Supplemental Appropriations)

Council District(s) All

Mr. Patoka (By Req.)

Office of Budget and Finance

Amending the 2024-2025 Capital Budget

The Administration is requesting 10 supplemental capital budget appropriations of bond premium funds generated from the County’s July 9, 2024 bond sale totaling \$14,425,197, as follows and as amended: Curbs, Gutters, and Sidewalks (\$1,500,000); Roadway Resurfacing (\$1,500,000); Traffic Calming (\$400,000); Traffic Signals (\$400,000); Community/Neighborhood Park Development (\$5,375,197); Recreation Facility Renovations (\$2,800,000); Athletic Field Construction/Renovation (\$750,000); Park and Recreation Center Accessibility (\$700,000); Park and Recreation Facility Acquisition (\$500,000); and Greenways, Stream Valleys, and Trails (\$500,000). (The Office advised that it will be submitting amendments to the introduced bill to remove references to the appropriation of \$250,000 in State funds to Countywide Improvements and to correct the appropriations to Athletic Field Construction/Renovation and Community/Neighborhood Park Development.) See Exhibits A and B.

Fiscal Summary			
Capital Project	Supplemental Appropriation (as amended) ⁽¹⁾	Current Unobligated Appropriation ⁽²⁾	Total Unobligated Appropriation
<u>Streets and Highways:</u>			
Curbs, Gutters, and Sidewalks	\$ 1,500,000	\$ 8,447,313	\$ 9,947,313
Roadway Resurfacing	1,500,000	1,066,618	2,566,618
Traffic Calming	400,000	1,961,897	2,361,897
Traffic Signals	400,000	18,188,108	18,588,108
Streets and Highways Total	\$ 3,800,000	\$ 29,663,936	\$ 33,463,936
<u>Parks and Playgrounds</u>			
Community/Neighborhood Park Development	\$ 5,375,197	\$ 34,388,385	\$ 39,763,582
Recreation Facility Renovations	2,800,000	4,513,619	7,313,619
Athletic Field Construction/Renovation	750,000	3,523,117	4,273,117
Park and Recreation Center Accessibility	700,000	1,992,628	2,692,628
Park and Recreation Facility Acquisition	500,000	11,016,853	11,516,853
Greenways, Stream Valleys, and Trails	500,000	1,811,763	2,311,763
Parks and Playgrounds Total	\$ 10,625,197	\$ 57,246,365	\$ 67,871,562
Total	\$ 14,425,197	\$ 86,910,301	\$ 101,335,498

(1) Bond Premium Funds.

(2) As reflected on the County's financial system as of September 16, 2024.

Analysis

The Office advised that on July 9, 2024, the County executed a bond sale of Consolidated Public Improvement and Metropolitan District bonds; as a result of the sale, the County obtained debt premium in the amounts of \$14,425,197 and \$4,877,866, respectively.

The Office advised that the distribution of the proposed \$14,425,197 supplemental Capital Budget appropriations is as follows:

Streets and Highways		\$ 3,800,000
Curbs, gutters, and sidewalks	Roadway Improvements - Concrete	\$ 1,500,000
Roadway Resurfacing	General Resurfacing	1,500,000
Traffic Signals	Campbell Blvd at Bird River Road	400,000
Traffic Calming	Campbell Blvd near Windless Run Community	400,000
Parks and Playgrounds		10,625,197
Community/Neighborhood Park Development		5,375,197
	Oregon Ridge Park Renovations and Enhancements	\$ 2,500,000
	Local Park Comprehensive Enhancement Program	1,475,197
	Cheverly Avenue Park Design and Development	500,000
	Community and Neighborhood Park Development - General (contingency)	500,000
	Gerst Road Park Site Development	400,000
Recreation Facility Renovations	Playground Renovation and Replacement Program	2,800,000
Athletic Field Construction/ Renovation		750,000
	Backstop, Safety Fencing and Player Bench Replacement Program	150,000
	Ball Diamond Delipping Program	150,000
	LED Lighting Conversion Program	450,000
Park and Recreation Center Accessibility	Park and Recreation Facility Renovations and Enhancements - General (contingency)	700,000
Park and Recreation Facility Acquisition	Park and Recreation Facility Acquisition - General (contingency)	500,000
Greenways, Stream Valleys, and Trails	Trail Renovations and Enhancements - General (contingency)	500,000
Total Bond Premium Funds		\$14,425,197

The Office noted that the \$400,000 for Traffic Signals and the \$400,000 for Traffic Calming are to be “programmed with this intention” but that “projects will be required to be in compliance with

Federal Traffic Safety Signal Guidelines and County Traffic Calming Regulations to proceed forward.”

The Office advised that the premium associated with the Metropolitan District bonds is not required to be appropriated and is being presented as a matter of transparency as follows: \$2,377,866 – City and County Jointly Used Facilities – Contingency; \$500,000 – Construction at Highway Sites – Water – Contingency; and \$2,000,000 – Miscellaneous Pumping Station & System Improvements - Contingency.

With the affirmative vote of five members of the County Council, Bill 76-24 will take effect November 3, 2024.

EXECUTIVE SUMMARY

The Office of Budget and Finance is requesting a supplemental appropriation to add an additional appropriation of \$14,425,197 into the County's FY 2025 Capital Budget Program resulting from Debt Premium obtained from the most recent sale of County bonds.

On July 9, 2024 the County executed a bond sale of Consolidated Improvement and Metropolitan District Bonds. As result of this sale the County obtained Debt Premium on the sale of these bonds in the amounts of \$14,425,197 and \$4,877,866, respectively. The Exhibit attached will detail the anticipated programming of these funds. Although the premium associated with the Metropolitan District Bonds is not required to be appropriated, it is being presented as a matter of transparency.

Prepared by: Office of Budget and Finance

EXHIBIT 1			
FY 2025 Capital			
Programming of June 2024 Bond Sale CPI & Metro Bond Premium into FY 2025 Capital Budget			
CPI Premium = \$14,425,197.18			
Metro Premium = \$4,877,866.06			
CPI			
Cost Center #	Cost Center Name	Job Name	Amount
CC205458	Traffic Signals	Campbell Blvd at Bird River Road	\$ 400,000.00 (*)
CC205133	Roadway Resurfacing	General Resurfacing	\$ 1,500,000.00
CC205301	Curbs, gutters, and sidewalks	Roadway Improvements - Concrete	\$ 1,500,000.00
CC205018	Traffic Calming	Campbell Blvd near Windless Run Community	\$ 400,000.00 (*)
CC212301	Recreation Facility Renovations	Playground Renovation and Replacement Program	\$ 2,800,000.18
CC212302	Athletic Field Construction/ Renovation	Backstop, Safety Fencing and Player Bench Replacement Program	\$ 150,000.00
CC212307	Community/ Neighborhood Park Development	Local Park Comprehensive Enhancement Program	\$ 1,475,197.00
CC212302	Athletic Field Construction/ Renovation	Ball Diamond Delipping Program	\$ 150,000.00
CC212302	Athletic Field Construction/ Renovation	LED Lighting Conversion Program	\$ 450,000.00
CC212755	Park and Recreation Center Accessibility	Park and Recreation Facility Renovations and Enhancements - General (contingency)	\$ 700,000.00
CC212309	Greenways, Stream Valleys, and Trails	Trail Renovations and Enhancements - General (contingency)	\$ 500,000.00
CC212307	Community/ Neighborhood Park Development	Community and Neighborhood Park Development - General (contingency)	\$ 500,000.00
CC212601	Park and Recreation Facility Acquisition	Park and Recreation Facility Acquisition - General (contingency)	\$ 500,000.00
CC212307	Community/ Neighborhood Park Development	Oregon Ridge Park Renovations and Enhancements	\$ 2,500,000.00
CC212307	Community/ Neighborhood Park Development	Cheverly Avenue Park Design and Development	\$ 500,000.00
CC212307	Community/ Neighborhood Park Development	Gerst Road Park Site Development	\$ 400,000.00
Total			\$ 14,425,197.18
Metro (not requiring appropriation)			
Cost Center #	Cost Center Name	Job Name	Amount
CC203071	City and County Jointly Used Facilities	General Contingency	\$ 2,377,866.06
CC203050	Construction at Highway Sites - Water	General Contingency	\$ 500,000.00
CC201090	Miscellaneous Pumping Station & System Improvements	General Contingency	\$ 2,000,000.00
Total			\$ 4,877,866.06
(*) Funds will be programmed with this intention, however projects will be required to be in compliance with Federal Traffic Signal Guidelines and County Traffic Calming Regulations to proceed forward.			

Prepared by: Office of Budget and Finance

Mr. Jones

Zoning Regulations – Uses Permitted and Bulk Regulations in the O.T. (Office and Technology) Zone

Bill 77-24 amends certain permitted uses and bulk regulations in the Office and Technology (O.T.) Zone under certain circumstances in the Owings Mills Town Center and adds certain permitted uses in the O.T. Zone, if located in the Owings Mills Town Center.

Currently, warehouses are permitted in the O.T. Zone in combination with and physically attached to any other principal use permitted in the O.T. Zone, provided the warehouse accounts for no more than 30 percent of the total gross floor area. However, in no case shall a freestanding warehouse be permitted. The bill adds an exception that permits a freestanding warehouse in the Owings Mill Town Center, as identified in the Baltimore County Master Plan 2020, without restriction. The bill also removes a prohibition against residential uses in the O.T. Zone that are in the Owings Mills Town Center.

The bill also adds four permitted uses to the O.T. Zone, so long as they are in the Owings Mills Town Center, as identified in the Baltimore County Master Plan 2020. Those uses are: assisted living facility III; health care and surgery center; medical clinic; and State-licensed medical clinic. Finally, the bill removes the minimum height requirement of 52 feet for residential uses in the O.T. Zone if the use is in the Owings Mills Town Center, as identified in the Baltimore County Master Plan 2020.

With the affirmative vote of five members of the County Council, Bill 77-24 will take effect 14 days after its enactment.

Mr. Patoka (By Req.)

Circuit Court

Administrative Office of the Courts – Security Administration

The Administration is requesting a supplemental appropriation of State funds totaling \$42,161 to the Administrative Office of the Courts – Security Administration Gifts and Grants Fund program for security upgrades and safety equipment for the Circuit Court Building. See Exhibit A.

Fiscal Summary

Funding Source	Supplemental Appropriation	Current Appropriation	Total Appropriation
County	--	--	--
State ⁽¹⁾	\$ 42,161	--	\$ 42,161
Federal	--	--	--
Other	--	--	--
Total	<u>\$ 42,161</u>	<u>--</u>	<u>\$ 42,161</u>

⁽¹⁾ Maryland Judiciary, Administrative Office of the Courts (AOC). No County matching funds are required.

Analysis

The Circuit Court advised that the proposed \$42,161 supplemental appropriation will be used for badge access readers (\$28,001) for the Circuit Court building and bullet resistant barriers/shields (\$14,160) for security officers who work in the Circuit Court. Property Management advised that the badge access readers were purchased and installed in August 2024.

The grant period is June 7, 2024 through June 30, 2025 with two optional one-year extensions at the sole discretion of the AOC. No County matching funds are required.

With the affirmative vote of five members of the County Council, Bill 78-24 will take effect November 17, 2024.

EXECUTIVE SUMMARY

The Administrative Office of the Courts has awarded Baltimore County Circuit Court \$42,161 to make security upgrades to the Circuit Court building and purchase safety equipment for security officers who work in the Circuit Court.

The Administrative Office of the Courts (AOC) Security Administration issued a request of Scope of Work to Courts throughout Maryland to provide assistance for the purchase of security items from a pre-established list. Equipment and related services would be purchased in accordance with procurement policies of that County that is a party to a Memorandum of Understanding.

The Circuit Court requested badge scanner readers/access control system and Bullet Resistant Barriers totaling the sum of \$42,161. This figure was produced from quotes provided by County approved vendors.

The AOC awarded the total funds requested for the purchase of the equipment and provided the MOU for County review. The MOU was reviewed by the Circuit Court Administration, Circuit Court Clerk's Office, County Executive's Office, Property Management, and County Attorney's Office.

The AOC has produced a Purchase Order in the amount of \$42,161 to encumber and make available the appropriate funds. Upon completion of the purchase of these goods, the Circuit Court will invoice the AOC for complete reimbursement to the County.

Prepared by: Circuit Court

Bill 79-24 (Supplemental Appropriation)

Council District(s) All

Mr. Jones (By Req.)

Fire Department

FEMA – Fire Prevention and Safety Grant

The Administration is requesting a supplemental appropriation of federal and Local Share program funds totaling \$105,250 to the FEMA – Fire Prevention and Safety Grant Gifts and Grants Fund program. The Department advised that the funds will be used to reestablish the County’s smoke detector program, which ceased during the COVID-19 pandemic; the program provides free combination carbon monoxide/smoke detectors, standard smoke detectors, and fire safety information to County residents, with a focus on lower-income neighborhoods. See Exhibit A.

Fiscal Summary

Funding Source	Supplemental Appropriation	Current Appropriation	Total Appropriation
County ⁽¹⁾	\$ 5,012	\$ 7,633	\$ 12,645
State	--	--	--
Federal ⁽²⁾	100,238	152,666	252,904
Other	--	--	--
Total	<u>\$ 105,250</u> ⁽³⁾	<u>\$ 160,299</u> ⁽⁴⁾	<u>\$ 265,549</u>

- ⁽¹⁾ The County is required to provide a 5% match. The Office of Budget and Finance advised that the matching requirement will be met through the FY 2025 Local Share program budget.
- ⁽²⁾ U.S. Department of Homeland Security, Federal Emergency Management Agency (FEMA) funds.
- ⁽³⁾ The County received a total award of \$127,533 in federal funds to be utilized over a 2-year period, together with the 5% (\$6,377) County match, for a total budget of \$133,910; this bill appropriates the first year of federal funding and the first-year County match.
- ⁽⁴⁾ Current appropriation related to a Community Risk Reduction Specialist position.

Analysis

The Department advised that the proposed grant funds, together with County matching funds, will be used to reestablish the County's smoke detector program, which ceased during the COVID-19 pandemic; the program offers free combination carbon monoxide alarms, standard fire alarms, and fire safety information to County residents. The Department advised that while there are no minimum income or eligibility requirements, its outreach efforts, including neighborhood canvassing, will target lower-income neighborhoods. The Department estimates that 1,500 residents will be served during the first year of the 2-year program.

The County received a total award of \$127,533 in federal funds to be utilized over a 2-year period; the County is required to provide a 5% match (\$6,377), for a total budget of \$133,910. Bill 79-24 appropriates the first year of funding (\$100,238) with the County's first-year matching requirement (\$5,012). The grant period is September 17, 2024 through September 16, 2026. The Office of Budget and Finance advised that the matching requirement will be met through the County's Local Share program budget.

With the affirmative vote of five members of the County Council, Bill 79-24 will take effect November 17, 2024.

Executive Summary

SUPP-FIR-2024-1322
Baltimore County Fire Department
Fire Prevention and Safety (FPS) Federal Grant Award EMW-2023-FP-00879/matching grant
200-CC160000-GR-2086- \$133,909.89

Baltimore County Fire Department is requesting an amendment for the 2025 Current Expense Budget by appropriating \$105,250.00 which includes \$5,011.90 of matching funds, to the Gifts and Grants Special Revenue Fund monies derived from federal funds made available to Baltimore County through the Fire Prevention and Safety (FPS) grant from the Department of Homeland Security, Federal Emergency Management Agency (FEMA). Matching funds are derived from Local Shares (RC45200, RC45210). FEMA has made an award of federal funds available to the Baltimore County Fire Department to be used to reestablish the smoke detector program which ceased with COVID19.

This program offers free combination carbon monoxide (CO2) alarms and standard fire alarms to Baltimore County residents. There are no minimum income or eligibility requirements. Our outreach efforts, including neighborhood canvassing, are targeted at our lower income neighborhoods as our research has shown that they are the most likely to not have working smoke detectors in the home and have financial barriers to purchasing them. This will allow all residents to have access to functioning fire alarms in their homes in order to bring their homes up to the established Fire Marshal code and Md State requirement.

Educational information to be included with the smoke detector distribution program will be relayed verbally at the time of installation, distributed literature focusing on smoke and carbon monoxide detectors and fire safety, and contact information for our Community Risk Reduction office and website for additional assistance or resources. Educational information is also shared frequently on social media.

The grant period is September 17, 2024 through September 16, 2026. The appropriation is a split funding opportunity with a 95%- FEMA/5% County matching award. The total award is in the amount of \$133,909.89, comprised of federal funds matching 95% in the amount of \$127,533.22 with a matching cost to Baltimore County of \$6,376.67 for 2 years.

Prepared by: Fire Department

Bill 80-24

Council District(s) All

Councilmembers Patoka & Ertel

Zoning Regs. – Office Buildings in the Residential-Office (R-O) Zone

Bill 80-24 repeals restrictions for Class B office buildings in the Residential-Office (R-O) Zone relating to medical offices. The bill also establishes alternative minimum yard setbacks for certain uses in the R-O Zone and sets certain standards for bulk regulation and landscaping modifications by the Office of Administrative Hearings. Last, the bill repeals obsolete references to the County Review Group.

The R-O Zone was created in 1980 to allow for office use on properties where residential use was not feasible because of adjacent commercial activity or heavy commercial traffic but where higher intensity zoning might not be appropriate because of nearby residential properties. R-O zoning limited the total amount of medical office use allowed within a building and otherwise restricted development or use of R-O zoned properties. Specifically, no more than 25% of the total adjusted gross floor area of a Class B office building permitted by special exception could contain medical offices, unless it had: a floor area ratio of 0.2 or less; a documented site plan and special exception issued prior to 1988; and met certain parking requirements.

In addition to repealing the use restrictions, Bill 80-24 reduces the minimum rear yard setback to 10 feet. However, the current 30-foot setback will still apply if the adjoining property is predominantly zoned Density Residential (D.R.), Resource Conservation (R.C.), or Residential, Apartment, Elevator (R.A.E.), or if the adjoining property is predominantly residentially used. The bill also amends the landscape requirements to waive the buffers for stormwater management, parking, or dumpster areas where there are two Class B office buildings adjoining each other and one is in the R-O Zone. Last, the bill states that for a Class B office building in the R-O Zone, after a request for public hearing pursuant to Section 500.7 of the Zoning Regulations, the Office of Administrative Hearings may approve modifications from the bulk regulations and landscape requirements upon demonstration that approval of the modifications will not have an adverse impact on the owners of adjoining properties.

The office market has changed significantly since 1980, including the onset of the COVID-19 global pandemic and the corresponding implementation of technology to facilitate the prevalence

of working remotely outside of a traditional office setting, which has severely reduced the demand for traditional office space, including those traditionally smaller office settings that often exist in the R-O Zone. By eliminating the restriction on medical offices and making other changes to the regulations applicable to the R-O Zone, the Council intends to broaden the pool of potential tenants that can more readily occupy office buildings in the R-O Zone, in an effort to revitalize the County's main corridors.

With the affirmative vote of five members of the County Council, Bill 80-24 will take effect 14 days after its enactment.

Bill 81-24

Council District(s) All

Mr. Kach

Zoning Regs. – Converted Builder Show House

Bill 81-24 defines a converted builder show house, permits the use in the Density Residential (D.R.) 3.5 Zone, and sets special regulations for the use. The bill also sets the minimum number of off-street parking spaces for a converted builder show house and permits signage.

Background

The York Road corridor north of I-695 has increasingly become a commercialized area. This is particularly true for the section of York Road from Lutherville to Hunt Valley. Historically, not all uses along this corridor have been commercial, and the corridor is improved with structures that have been used for single family residential purposes. Many of these structures that are residential in character have been converted over the years into various types of commercial uses, often following rezoning of the properties to facilitate commercial use.

Notwithstanding the conversion of many of these structures, there remain limited properties along the corridor that retain residential zoning (D.R.), despite the growing commercialization of this corridor. Some of these limited remaining residentially-zoned properties have become increasingly difficult to sustain in residential use, particularly where they are adjacent to properties that are commercially zoned or converted from residential to commercial use.

When property owners no longer occupy the residences and have difficulty selling them for residential use, the resulting vacancies could become detrimental to nearby property owners. This is inconsistent with the public’s interest in maintaining quality conditions along the York Road corridor. Appropriately expanding the permitted uses of these residentially-zoned properties along the York Road corridor – particularly when these properties are already in close proximity to a commercial zone – may facilitate investment and revitalization of said properties and structures, which would further the interest of nearby property owners and the public at large.

Converted Builder Show House

A converted builder show house is defined as a property that is improved by a structure that was used as a dwelling that is converted into an office and show room for the purpose of showing,

displaying, and selling the work of and materials offered by a commercial or residential builder or remodeler. A converted builder show house is permitted in D.R. 3.5 zones, provided the property is located adjacent to York Road, north of I-695, and within 100 feet of property that is zoned Business Major (B.M.).

A converted builder show house may only be open from 7:00 a.m. to 7:00 p.m. The minimum lot size for a converted builder show house is 1 acre, and the minimum number of off-street parking spaces is 3.3 per 1,000 feet of gross floor area. The parking of a truck that exceeds a gross vehicle weight of 16,000 pounds is not permitted.

The Baltimore County Landscape Architect shall review and approve a photometric lighting plan for compliance with applicable laws and regulations prior to issuance of a use and occupancy permit for a converted builder show house. Also, individual lighting fixtures within parking areas shall: only consist of down-light bollard-style fixtures; not exceed 5 feet in height; not exceed 2,000 lumens; and not operate from 8:00 p.m. to 7:00 a.m.

Last, a converted builder show house may erect a wall-mounted projecting enterprise sign with a maximum area of 8 square feet and may also have a 15 square feet freestanding sign 6 feet high if on a principal arterial adjoining wall and facing non-residentially zoned property.

With the affirmative vote of five members of the County Council, Bill 81-24 will take effect 14 days after its enactment.

FM-1 (Contract Amendment)

Council District(s) All

Office of Information Technology

Records Management Services – Document Storage

The Administration is requesting approval of an amendment to a contract with Iron Mountain, Inc. dba Iron Mountain Information Management, LLC for records management services for document storage. The proposed amendment increases the maximum compensation by \$76,000, from \$25,000 to \$101,000 for the entire contract term. The contract commenced July 1, 2024 and continues through the earlier of December 31, 2024 or the date a new contract is executed. See Exhibit A.

Fiscal Summary

Funding Source	Contract Amendment	Current Maximum Compensation	Amended Maximum Compensation
County ⁽¹⁾	\$ 76,000	\$ 25,000	\$ 101,000
State	--	--	--
Federal	--	--	--
Other	--	--	--
Total	<u>\$ 76,000</u> ⁽²⁾	<u>\$ 25,000</u>	<u>\$ 101,000</u> ⁽³⁾

(1) General Fund Operating Budget.

(2) Additional compensation for the entire approximate 6-month term.

(3) Maximum compensation for the entire approximate 6-month term.

Analysis

On June 21, 2004, the Council approved a 20-year contract with Guardian Services Group LTD not to exceed \$2,961,440 for records management services. The Office advised that in 2010, Nova Records Management LLC/Cornerstone Records Management purchased Guardian Services Group LTD; then, in October 2013, Iron Mountain, Inc. dba Iron Mountain Information Management, LLC acquired Cornerstone/Nova. The contract expired June 30, 2024.

The Office of Budget and Finance, Purchasing Division advised that Iron Mountain agreed to continue services until a new agreement was executed; the Administration took several interim steps to enable such continuity of service. The Office of Information Technology (OIT) advised that the proposed amendment to the existing interim contract is needed because costs have exceeded the interim contract's current \$25,000 cap.

OIT advised that the County awarded the existing interim contract as a cooperative procurement of an existing competitively-bid 5-year Port of Portland agreement that was awarded January 22, 2021 based on qualifications and best value from two proposals received and that there is not an M/WBE participation requirement. OIT noted that it is pursuing a new, long-term cooperative procurement agreement with Iron Mountain, Inc. because it does not believe it is feasible to solicit a new agreement via an RFP process, as there could be increased costs associated with utilizing a new contractor and moving existing documentation to a new location.

The proposed amendment increases the maximum compensation of the existing interim contract by \$76,000, from \$25,000 to \$101,000 for the entire approximate 6-month term. All other terms and conditions remain the same. The County may terminate the agreement by providing prior written notice. OIT advised that the total value of services to be provided from July 1, 2024 through the Council's consideration of the proposed contract amendment is approximately \$36,616, including \$24,487 for storage costs and \$12,129 for document destruction, retrieval, and transportation.

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...." As previously mentioned, the Office took interim steps to provide for a continuity of service with the contractor. Additionally, also as mentioned, the total value of services to be provided under the interim contract exceeds \$25,000. Such situations constitute violations of the aforementioned section of the County Charter.

Executive Summary

History – In 2003, the County solicited for Records Management Services under Invitation to Bid no. 204723. The solicitation was awarded in parts. Guardian Services Group LTD was selected for the records management services component of the solicitation. On 6/21/04, County Council approved a one (1) year with nineteen (19) one-year renewal options for records management services with Guardian Services Group LTD. In December 2010, Nova Records Management LLC purchased assets of Guardian Services Group Ltd. Then on October 2013, Iron Mountain, Inc dba Iron Mountain Information Management LLC, assumed responsibility of the Cornerstone/Nova agreement.

The County began the process of preparing for the next steps towards a new agreement, which included evaluating currently stored documents, the impact of an increase in cost and destruction of documents based on County policies.

In December 2023, OIT/Purchasing reviewed the County's inventory, understanding that it was in the County's best interest to eliminate boxes, at current pricing and prior to the agreement expiration of June 30, 2024. The County had over 37,000 boxes stored. A significant effort was made to have all boxes destroyed if the destruction date was prior to 2023.

The approval for destruction occurred prior to the agreement's expiration date of June 30, 2024. Due to the time required to retrieve and destroy inventory, invoices for services were received after the contract expiration.

Purpose – The purpose of this request is for Baltimore County to continue services with Iron Mountain Information Management, Inc. for use of their current records management services for documents storage until completion of a multi-year agreement.

Fiscal Impact – Upon Council approval, the Purchase Order will cover services until the multi-year agreement is finalized and approved by Council. The compensation cap is \$101,000.00 with an anticipated completion of the multi-year agreement no later than December 31, 2024.

The cost savings/cost avoidance for the destruction prior to June 30, 2024 (under current contract), in addition to the cost savings/cost avoidance of the storage of the boxes using the new contract rates for boxes that have been purged is as follows:

Destruction Savings/Cost avoidance by doing purge prior to June 30 \$15,931

Storage Savings/Cost avoidance by doing purge prior to June 30 \$3,498

Total savings/cost avoidance is ~\$20k (\$19,429)

Prepared by: Office of Information Technology

FM-2 (2 Contracts)

Council District(s) All

Property Management

On-Call Duct Cleaning and Mold Remediation Services

The Administration is requesting approval of two contracts, with Atmos Solutions, Inc. and Popowski Brothers, Inc. d/b/a PBI Commercial, to provide duct cleaning and mold remediation services at various County-owned and/or operated facilities as needed. Each contract commences upon Council approval, 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 180 days. The contracts provide that compensation for both contractors combined may not exceed \$199,745 for the entire 5-year and 6-month term, including the renewal and extension periods. See Exhibit A.

Fiscal Summary

Funding Source	Combined Maximum Compensation	Notes
County ⁽¹⁾	\$ 199,745	⁽¹⁾ General Fund Operating Budget and/or Capital Projects Fund. ⁽²⁾ For the entire 5-year and 6-month term.
State	--	
Federal	--	
Other	--	
Total	<u>\$ 199,745</u> ⁽²⁾	

Analysis

The contractors will provide all labor, supervision, materials, tools, equipment, fuel, and incidentals to perform duct cleaning and mold remediation services at various County-owned and/or operated facilities on an as-needed basis in compliance with local, State and federal environmental regulations. Hourly rates for labor (skilled mechanics) range from \$42 to \$75, depending on the type of work (duct cleaning or mold remediation), time status (regular or

overtime), and contractor. Each contractor charges a 20% mark-up for rental equipment, materials, and subcontracting services; additional charges apply for dumpster fees, landfill disposal costs, and other equipment (e.g., dehumidifiers, air movers). Property Management advised that work will be distributed between the contractors via a competitive bid for each project; in emergencies, the County will select the vendor with the quickest response time.

Each contract commences upon Council approval, 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 180 days on the same terms and conditions, unless the County provides notice of non-renewal. The contracts provide that compensation for both contractors combined may not exceed \$199,745 (including a 20% contingency) for the entire 5-year and 6-month term, including the renewal and extension periods.

Prior to the commencement of each renewal period, 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 agreements by providing 30 days prior written notice.

Property Management advised that the County awarded the contracts through a competitive procurement process based on low bid from five bids received. According to the bid documents, there is a 20% M/WBE participation requirement. Property Management also advised that the County selected two contractors to ensure cost-efficiency for non-emergency work and quick response times in emergencies.

On July 1, 2019, the Council approved a similar 5-year and 4-month contract with BARCO Enterprises, Inc. with compensation not to exceed \$1,985,801. The County's financial system indicated that as of September 26, 2024, \$169,157 has been expended/encumbered under this contract.

The County's financial system indicates that as of September 26, 2024, the County has three other contracts with Atmos Solutions, Inc. and one other contract with Popowski Brothers, 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

Property Management is requesting the approval of contracts with Atmos Solutions, Inc. and Popowski Brothers, Inc. DBA PBI Commercial for on-call duct cleaning and mold remediation services at various Baltimore County locations.

In no event shall the total compensation paid to the Contractor exceed One Hundred Ninety-Nine Thousand, Seven Hundred Forty-Five Dollars and Zero Cents (\$199,745.00). The Agreement shall be effective when it has been properly signed by all parties and when executed by the County through one (1) year (the "Initial Term"). The County reserves the right to renew this Agreement for four (4) additional one (1) year renewal options on the same terms and conditions. The County shall have the option of extending this Agreement at the end of the Initial Term or any renewal term for an additional 180 days on the same terms and conditions.

These contracts have a 20% MWBE goal.

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-3 (2 Contracts)

Council District(s) All

Property Management

Overhead Door Services

The Administration is requesting approval of two contracts, with RollingDoors, LLC and Callahan Construction Company, Inc., dba Callahan Enterprises, to provide on-call installation, repair, and maintenance of overhead doors at various County-owned and/or operated buildings. Each contract commences upon Council approval, 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 180 days. The contracts provide that compensation may not exceed the amount appropriated for these services for the entire contract term. Property Management advised that estimated compensation for both contractors combined totals \$1,356,542 for the entire 5-year and 6-month term, including the renewal and extension periods. See Exhibit A.

Fiscal Summary

Funding Source	Combined Total Compensation	Notes
County ⁽¹⁾	\$ 1,356,542	⁽¹⁾ General Fund Operating Budget and/or Capital Projects Fund. ⁽²⁾ Estimate for the entire 5-year and 6-month term.
State	--	
Federal	--	
Other	--	
Total	\$ 1,356,542 ⁽²⁾	

Analysis

The contractors will provide all labor, materials, tools, equipment, and supervision necessary for on-call overhead door services at various County-owned and/or operated buildings (e.g., fire stations). Hourly rates for labor range from \$60 to \$175, depending on the contractor, worker’s skill level (mechanic or helper), and time status (regular or overtime). RollingDoors, LLC’s mark-

ups for materials, rental equipment, and subcontracting services are 25%, 10%, and 20%, respectively. Property Management advised that work will be distributed between the contractors via a competitive bid for each project; in emergencies, the County will select the vendor with the quickest response time.

Each contract commences upon Council approval, 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 180 days on the same terms and conditions, unless the County provides notice of non-renewal. The contracts provide that compensation may not exceed the amount appropriated for these services for the entire contract term. Property Management advised that compensation for both contractors combined totals \$1,356,542 for the entire 5-year and 6-month term, including the renewal and extension periods

Prior to the commencement of each renewal period, 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 agreements by providing 30 days prior written notice.

Property Management advised that the County awarded the contracts through a competitive procurement process and that no other bids were received. According to the bid documents, there is a 20% M/WBE participation requirement; however, Property Management advised that RollingDoors, LLC received a full M/WBE waiver and Callahan Construction Company, Inc. received a 10% waiver.

On July 1, 2019, the Council approved two similar 5-year and 4-month contracts not to exceed \$730,419 combined with RollingDoors, LLC and Baltimore Precision Door, Inc. On January 18, 2022, the Council approved amendments to the contracts to increase the combined maximum compensation by \$405,147 to \$1,135,566. The County's financial system indicates that as of September 23, 2024, the County expended/encumbered \$957,664 under the contracts: \$463,240 to Baltimore Precision Door, Inc. and \$494,424 to RollingDoors, LLC.

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 with RollingDoors, LLC and Callahan Construction Company DBA Callahan Enterprises to furnish all labor, materials, tools, equipment, and supervision for overhead door services at various County-owned and operated facilities.

In no event shall the total compensation paid to the Contractor exceed the sum of the County Council approved appropriated amount during the entire term of this Agreement including renewals thereof. The Agreement shall be effective when it has been properly signed by all parties and when executed by the County through one (1) year (the "Initial Term"). The County reserves the right to renew this Agreement for four (4) additional one (1) year renewal options on the same terms and conditions. The County shall have the option of extending this Agreement at the end of the Initial Term or any renewal term for an additional 180 days on the same terms and conditions.

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

Mr. Jones

**Planning Board – Reisterstown Streetscape Action Plan/
Reisterstown Streetscape Design Guidelines**

Resolution 44-24 requests that the Baltimore County Planning Board review the Reisterstown Streetscape Action Plan (Action Plan) and the Reisterstown Streetscape Design Guidelines (Design Guidelines) and submit to the Council a recommendation to adopt the Action Plan as an amendment to Master Plan 2030 and adopt the Design Guidelines for addition into the Comprehensive Manual of Development Policies (CMDP).

With the enactment of Resolution 22-24, the Council endorsed the community planning process undertaken by the Reisterstown Improvement Association (RIA) to establish the Action Plan and the Design Guidelines. The RIA has completed the Action Plan and the Design Guidelines and has requested that they be adopted by the County as part of Master Plan 2030 and the CMDP, respectively. Before the Council may adopt the Action Plan and Design Guidelines, the Planning Board must review them and recommend their adoption to the Council.

Resolution 44-24 shall take effect from the date of its passage by the County Council and copies of the resolution shall be sent to the Department of Planning and the Baltimore County Planning Board for further review and action.

Councilmembers Kach, Marks, & Patoka

Opposition to Maryland Piedmont Reliability Project (MPRP)

Resolution 45-24 opposes the Maryland Piedmont Reliability Project (“MPRP”) and: (1) encourages the Maryland Public Service Commission (“PSC”) to reject the MPRP; (2) encourages the Maryland General Assembly to require that all Maryland public utilities conduct a full Integrated Resource Plan bi-annually that is evaluated by the PSC; and (3) encourages State elected leaders to establish and implement a Maryland Coordinated Planning Group as a collaborative organization to play a key role in planning and coordinating the electric transmission system in Maryland.

The MPRP is a proposal for the alignment of a new 70-mile-long 500,000-volt electrical transmission line beginning at Norrisville in Harford County, crossing Baltimore, Carroll, and Frederick Counties, and ending at the Doubs substation in southern Frederick County. The MPRP has been proposed by Pennsylvania-New Jersey-Maryland Interconnection, L.L.C. (“PJM”), the Federal Energy Regulatory Commission (FERC)-approved Regional Transmission Organization that determines the electricity needs for 13 states, including Maryland and Virginia, and Washington, D.C. and directs operation of regional transmission facilities.

PJM proposed the MPRP to close an energy and grid reliability gap with out-of-state electricity primarily to satisfy data center load growth in northern Virginia and Frederick County, Maryland. Upon determining the MPRP is needed, PJM selected Public Service Enterprise Group, Inc. (“PSEG”) – an electric utility serving customers in New Jersey – as the public utility to design, finance, construct, and operate the MPRP transmission lines, which includes securing all state and federal regulatory approvals and permits. By the end of 2024, PSEG plans to submit an application for a Certificate of Public Convenience and Necessity (“CPCN”) for the MPRP to the Maryland PSC to allow for eminent domain proceedings against landowners in Baltimore, Carroll, and Frederick Counties.

The PSC allows for some County input and review related to the materials submitted as part of the CPCN approval process. Since the PSC does not require that detailed engineering and construction plans be prepared or submitted as part of the CPCN process, review of detailed plans

at the County level must occur subsequent to CPCN approval. Even though this local review may not supersede certain approvals given by the PSC through the CPCN, Baltimore County fully expects PSEG to submit these detailed plans for review for their conformance with the County's land development and resource laws and policies as part of the County's development review process.

Resolution 45-24 expresses the Council's opposition to the MPRP in its current form, and states that the project will have a negative impact on Baltimore County in many ways, including the following:

- The MPRP would cross and likely permanently disrupt preserved greenfields, forest and stream buffers, passive and active open space, and farmland. If the MPRP crosses active farmland, it will increase the cost to farmers to grow crops by an estimated 50-100% per affected acre due to height limitations on equipment that can completely impede farming activity and the increased labor and machinery time needed to plant and harvest under power lines in a right-of-way.
- In the short term, the heavy equipment used to erect transmission lines causes soil compaction around the entire construction site, adversely affecting crop yields up to 50% for years after construction is complete.
- In the long term, farming drones that are regularly used for a variety of applications such as seeding cover crops and spraying fungicides – a best management practice to reduce soil erosion into waterways and the Chesapeake Bay – cannot be used under a transmission line, reducing the yield of the affected acreage and slashing the amount of farm revenue and potential for the production of fresh local food for Baltimore County residents. Taken together, this will likely lead to a reduction in local farming in Baltimore County and property values of the County's important agricultural areas.
- The MPRP would cross wetlands, streams, and forests, sacrificing thousands of trees that filter our air, buffer our streams, and mitigate climate change across the region. The MPRP could disrupt and potentially destroy this environmentally-sensitive land that Baltimore County and the State of Maryland have already spent hundreds of millions of dollars to preserve in perpetuity for the benefit of all County and State residents.
- Permitting an MPRP alignment that creates new rights-of-way across preserved land is antithetical to the goals of land preservation, i.e., to preserve productive farmland and woodland, including prime and productive soils, for the continued production of food and fiber for Maryland residents; to protect agricultural and woodland as open space; to protect

wildlife and wildlife habitat; to support a sustainable land base for natural resource-based industries; to protect ecologically valuable properties that directly affect the health of local waterways and the Chesapeake Bay; to maintain bucolic viewsheds; to provide outdoor recreation opportunities; to protect historic resources; and to aid in climate change adaption.

The resolution states that it may be possible to mitigate these environmental concerns by exploring alternatives to the current MPRP – such as reconductoring existing rights-of-way with extra capacity; reworking or reconstructing existing rights-of-way to carry more lines; burying new transmission lines; or utilizing new technologies, such as small modular reactors, utility-scale solar facilities, and off-shore wind turbines. However, in collaboration with the many concerned residents of Baltimore County who will be impacted by the MPRP, the resolution expresses the Council’s unequivocal support for these residents and its opposition to the MPRP as currently proposed, and advocates for short- and medium-term solutions that Maryland’s elected leaders could take to better serve both the State’s residents and its energy needs.

Resolution 45-24 shall take effect from the date of its passage by the County Council and copies of the resolution shall be sent to: the Governor of the State of Maryland; Baltimore County’s delegation to the Maryland General Assembly; the Maryland Public Service Commission; the Maryland Office of People’s Counsel; and the Baltimore County Executive.