

*BALTIMORE COUNTY COUNCIL
NOTES TO THE AGENDA
LEGISLATIVE SESSION 2014*

*Issued: October 9, 2014
Work Session: October 14, 2014
Legislative Day No. 17: October 20, 2014*

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



OFFICE OF THE COUNTY AUDITOR

BALTIMORE COUNTY COUNCIL

October 20, 2014

NOTES TO THE AGENDA

TABLE OF CONTENTS

	PAGE
LEGISLATIVE SESSION	
Witnesses	ii
 <u>BILLS – FINAL READING</u>	
Bill 54-14	1
Bill 55-14	5
Bill 56-14	8
 <u>FISCAL MATTERS</u>	
FM-1	10
 <u>MISCELLANEOUS BUSINESS</u>	
MB-2 (Res. 89-14)	14
MB-3 (Res. 90-14)	17
MB-4 (Res. 91-14)	20
 APPENDIX	
Correspondence (1) (a)	24

**BALTIMORE COUNTY COUNCIL AGENDA
LEGISLATIVE SESSION 2014, LEGISLATIVE DAY NO. 17
OCTOBER 20, 2014 6:00 P.M.**

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

Page

CALL OF BILLS FOR FINAL READING AND VOTE

KARIN BROWN, DEPARTMENT OF PLANNING
1 Bill 54-14 - Mrs. Bevins(By Req.) - Final Historical Landmarks List

JOANNE WILLIAMS, DIRECTOR, DEPARTMENT OF AGING
5 Bill 55-14 - Mrs. Bevins(By Req.) - CEB - Senior Aides Project Program

COUNCIL
8 Bill 56-14 - Mr. Huff - Zoning Regulations - Agriculture Tourism

APPROVAL OF FISCAL MATTERS/CONTRACTS

KEITH DORSEY, DIRECTOR, OFFICE OF BUDGET AND FINANCE
10 1. Addendum #3 to Contract - Hord Coplan Macht, Inc. - Architectural services - OBF

**MISCELLANEOUS
BUSINESS**

COUNCIL
24 1. Correspondence - (a)(3) - Non Competitive Awards (September 18, 2014)

ANDREA VAN ARSDALE, DIRECTOR, DEPARTMENT OF PLANNING
14 2. Res. 89-14 - Mrs. Bevins(By Req.) & Mr. Oliver - Designation of Sustainable Community - Northwest Gateways
17 3. Res. 90-14 - Mrs. Bevins(By Req.) - Grant - Dundalk Renaissance Corporation - Operating Expenses
20 4. Res. 91-14 - Mrs. Bevins(By Req.) - Grant - Dundalk Renaissance Corporation- Renovation/redevelopment of 4 properties

COUNCIL
5. Res. 92-14 - Mr. Huff - Property Tax Exemption - DAV - James. C. Hironimus
6. Res. 93-14 - Mrs. Almond - Property Tax Exemption - DAV - Robert N. Cooper
7. Res. 94-14 - Mrs. Almond - Property Tax Exemption- DAV - William N. Howell
8. Res. 95-14 - Mr. Olszewski - Property Tax Exemption - DAV - Thomas S. Gaydos
9. Res. 96-14 - Mr. Marks - Property Tax Exemption - DAV - Milton V. Matthews

Bill 54-14**Council District(s) 1, 2 & 7**

Mrs. Bevins (By Req.)

Department of Planning

Final Historical Landmarks List

Article 32, Title 7 of the Baltimore County Code establishes a system of historic and architectural preservation for Baltimore County. The law authorizes the creation of a Landmarks Preservation Commission and sets forth the procedure to be followed for the creation of historic districts and for the compilation and maintenance of a Historic Landmarks List.

The Historic Landmarks List currently includes 387 properties. The law authorizes placement of historic “structures” and historic environmental settings on the list. A structure is defined as any man-made or natural combination of materials to form stable constructions including, but not limited to, buildings, bridges, towers, walls, trees, and rock formations.

Periodically, after reviewing structures for eligibility and conducting a public hearing, the Landmarks Preservation Commission approves additional structures for placement on a preliminary landmarks list. Each list of proposed structures is then sent to the County Executive for review before being forwarded to the County Council for consideration. The Council may approve the list, in whole or in part, for adoption as additions to the Final Landmarks List.

The Landmarks Preservation Commission recommended three new structures for addition to the list. The County Executive reviewed the list submitted by the Commission, and the list was sent to the County Council. Thereafter, the owners were notified by the Department of Planning of the public hearing, which the Council is required to hold. The Council hearing was held on September 2, 2014.

Bill 54-14 proposes to amend the Landmarks List by adding three new structures to the list. A description of each structure is attached (see Exhibit A).

With the affirmative vote of five members of the County Council and signature by the County Executive, Bill 54-14 will take effect on November 3, 2014.

- [1] “Landmark Lodge No. 40 Free and Accepted Masons” structure and setting,
48 ½ Winters Lane, Catonsville

The Landmark Lodge No. 40 of Free and Accepted Masons was established on June 7th, 1904 and granted an official charter on June 7th, 1905. Affiliated with the historically significant “Prince Hall” Masonic organization, Landmark Lodge No. 40 serves as a constituent Lodge of the Most Worshipful (M.W.) Prince Hall Grand Lodge of Free and Accepted Masons of Maryland. The building was constructed ca. 1896 for Morning Star Baptist Church and acquired by the Lodge in 1931. Prior to having a dedicated building, the organization shared space with Western Star Lodge. There are many fraternal organizational buildings in Baltimore County still intact, but there are almost none surviving in a historic African American community that retains this level of historic integrity in terms of feeling, association and setting. The building also survives as an example from the earlier period of construction within the community. As the only active chapter of Prince Hall Freemasons meeting in Baltimore County, Landmark Lodge No. 40 serves as a physical reminder and historic link to African American fraternal organizations in the United States and represents an important cultural aspect of African American life, both past and present. The entire property, .28 acres total (map 101, parcel 92), was delineated as its historic environmental setting.

[2] "Trentham Springhouse, Stone Wall" and setting, 134 Village Queen Drive,
Owings Mills vicinity

The property known as "Trentham" consists of the main estate house and several dependencies including a stone spring/dairy house, octagon bath house, stone meat house and ornamental stone walls. Once a large estate consisting of several hundred acres, the house and several related accessory structures form the core of what was the ancestral home of the Cradock family who settled in Baltimore County in the 18th century. Shortly after arriving in Maryland in 1744, the Reverend Thomas Cradock was appointed rector of Saint Thomas' Parish, an important position at a time when the post was a political coup as well as one with ecclesiastical prominence. His marriage to Catherine Risteau, the daughter of Baltimore County Sheriff, Captain John Risteau, led to the acquisition of the land that forms the core of "Trentham". Cradock drew on his background as an educator in England and opened a classical school at "Trentham" for the sons of gentry. Cradock also crafted sermons and other creative writings that have been well preserved and provide a glimpse into the society of 18th century Maryland. After his death in 1770, the estate passed to his son, a physician also named Thomas. Since there were no children to inherit, Dr. Cradock passed the estate to his nephew Dr. Thomas Cradock Walker. Under their combined stewardship, "Trentham" was expanded with many buildings and accessory structures, including the iconic octagonal stone bathhouse. The Trentham mansion was also replaced with the structure currently on site ca. 1861. The house remained in the hands of the Cradock family until 1971 although the bulk of the acreage had been parceled off and sold, resulting in the loss of most of the accessory structures. The estate was further reduced when it became integrated into the Queen Anne Village Apartment complex in 1975. In spite of the encroaching development, and maybe because of it, "Trentham" was one of the first landmarks designated by Baltimore County's Landmarks Preservation Commission in 1978. Since the designation, and the original staff survey, Cradock Lane was re-aligned so that a new road connects to the "old" lane between Reisterstown Road and Greenspring Valley Road. Several accessory structures were also lost including a stone and log barn (Building # 5), Milk House or Dairy (Building # 3), frame tenant dwelling (Building # 4) & stone shed (Building # 6). A stone wall on the south side of Village Queen Drive was also lost. An additional stone spring/dairy house and attached stone wall on the north side of Village Queen Drive, previously not included in the original survey or landmark designation, is situated on a separate tax parcel from the "Trentham" parcel. Although the loss of the accessory buildings are critical, it does not diminish the interpretive story or undermine the overall historic significance of the site. The justification for the site's status as a Baltimore County landmark continues to be valid and the spring house/dairy building and related stone wall are important components. "Trentham" is significant as the ancestral home of the Cradock family, whose members contributed to the intellectual, cultural and social history of Baltimore County and Maryland through their commitment to religion, education and agriculture. The architecture of the stone spring/dairy building and its integrated stone wall uniquely represent what was often a mundane structure and emphasizes the importance the Cradock family placed on the various elements, which combined, made "Trentham" into a beautiful farm and estate. The family's well documented association with the site spans three centuries and provides a glimpse into life in Baltimore County from the period of settlement through suburbanization. Part of the property, .16 acres total (map 67, parcel 557), was delineated as its historic environmental setting.

[7] **“Veterans of Foreign Wars Post #4438 (Ernest Lyon Nursery School-Community Bldg)” and setting, 411-A New Pittsburgh Avenue, Turner Station**

The Ernest Lyon Nursery School building was constructed ca. 1945 on a dedicated lot within the Ernest Lyon Defense Housing Project. The project was developed under the Federal Works Administration to address the housing needs of defense workers who were employed at the Sparrows Point plant of Bethlehem Steel. Intended specifically for African American families, the complex and community buildings were designed by noted African American architect Hilyard R. Robinson, who was a pioneer in incorporating modern architectural styles into public housing projects. Although the housing units were designed and constructed by the summer of 1942, plans for a school and community building were delayed by government bureaucracy. In 1943, a nonprofit group comprised of educators acquired the support and funding to construct the much needed nursery school, it opened in 1945. The group also managed to convince the government to continue funding the school, albeit on a temporary basis, after the war. As war housing was systematically being sold or demolished, the Federal government conveyed the former nursery school to the Turner Station Progressive Association in 1953. The building continued to serve the residents of Turner Station in various ways including as a branch of the Baltimore County Public Library, a YMCA, and as a post for the Veterans of Foreign Wars (VFW). The VFW conveyed the property to the current owners in 2008. While the building has undergone some alterations, it retains the functional modern architectural form and details characteristic of community buildings in defense housing projects. The Lyon Nursery School is significant for its association with the historic African American community of Turner Station and with the defense housing initiatives undertaken under the Lanham Act in preparation for World War II. It is significant for its association with architect, Hilyard R. Robinson, who believed that well designed public housing would improve the quality of life for African Americans. The structure is also an important surviving example of the childcare works completed under the Lanham Act; the first time government supported pre-school was subsidized for all children, regardless of race or financial need. It is also the only surviving example in Baltimore County. Although these buildings were not meant to survive, the Lyon Nursery School is an important remnant of our recent past that retains integrity in feeling, setting and association. The entire property, 1.15 acres total (map 110, parcel 50) was delineated as its historic environmental setting.

Bill 55-14 (Supplemental Appropriation)

Council District(s) All

Mrs. Bevins (By Req.)

Department of Aging

Senior Aides Project Program

The Administration is requesting a supplemental appropriation of federal funds totaling \$34,225 to the FY 2014 Senior Aides Project Program Gifts and Grants Fund program. The funds will be used to reimburse the County for program expenses already incurred and paid; the additional funding enabled increased hours for the program’s approximately 85 concurrent senior workers. See Exhibit A.

Fiscal Summary

Funding Source	Supplemental Appropriation	Current Appropriation	Total Appropriation
County ⁽¹⁾	--	\$ 113,632	\$ 113,632
State	--	--	--
Federal ⁽²⁾	\$ 34,225	616,306	650,531
Other	--	--	--
Total	<u>\$ 34,225</u>	<u>\$ 729,938</u>	<u>\$ 764,163</u>

⁽¹⁾ Local Share Program funds to meet the required cash match.

⁽²⁾ U.S. Department of Labor, Employment and Training Administration funds administered by Senior Service America, Inc.

Analysis

The Senior Aides Project Program serves low-income unemployed individuals, age 55 years and older, by training them in part-time community service assignments and by assisting them in developing skills and experience to facilitate their transition to unsubsidized employment. The

Department advised that the proposed \$34,225 supplemental appropriation was used to increase participant hours for the approximately 85 concurrent senior workers in the program.

The grant period was FY 2014. The original grant required the County to provide a cash match totaling \$113,632, which was met with Local Share Program funds; no additional matching funds were required for the additional grant funds, which were awarded with an effective date of April 8, 2014.

The Department advised that the FY 2014 program appropriation currently has a deficit balance since funds were expended prior to Council approval. County Charter, Section 715, states that “No...department...shall, during any fiscal year, expend...any money...for any purpose, in excess of the amounts appropriated...in the budget for such fiscal year or in any supplemental appropriation as hereinabove provided.” Accordingly, we believe this situation may constitute a violation of the aforementioned section of the County Charter since funds were expended prior to Council approval of the supplemental appropriation.

With the affirmative vote of five members of the County Council, Bill 55-14 will take effect November 2, 2014.

Executive Summary

Supplemental Appropriation Baltimore County Senior Aides Project Program

The Senior Aides Project Program is locally sponsored by the Baltimore County Department of Aging Senior Employment Office. Funding comes from Senior Service America, Inc., headquartered in Silver Spring, Maryland. Senior Service America Inc. (SSAI) is a non-profit organization that provides civic engagement and employment opportunities for adults over the age of 55. SSAI administers the Senior Aides Project Program on behalf of the U.S. Department of Labor.

The Senior Aides Project Program serves low-income unemployed persons who are 55 years of age and older, by training them in part-time community service assignments and by assisting them in developing skills and experience to facilitate their transition to unsubsidized employment.

The Baltimore County Department of Aging has been awarded additional funding from Senior Service America, Inc. in the amount of \$34,225 to be used in the FY2014 Senior Aides Project Program.

Bill 56-14

Council District(s) All

Mr. Huff

Zoning Regulations – Agriculture Tourism

Bill 56-14 is a measure to combine the County's rural, agricultural legacy with value-added agriculturally related and non-agriculturally related tourism activities in order to create a framework for "Agricultural Tourism." Agricultural Tourism is an opportunity for those involved in commercial agricultural production to provide additional entertainment and educational offerings to citizens in Baltimore County and other nearby locales. When agriculture and tourism are combined in this unique way, it enhances the County's agricultural economy and helps create economic diversification and stability in the industry; it allows County commercial agricultural operators to create a dependable, secondary source of revenue to mitigate the uncertainties of weather, disease, and crop prices in order to continue the viability of the entire agricultural industry.

The bill defines "Agricultural Tourism" as the practice of visiting a farm or commercial agricultural operation for the purpose of agriculturally related and non-agriculturally related uses, including but not limited to, recreation, education, or active involvement in the operation. A number of agricultural producers are already engaged in some forms of agricultural tourism, but there has been little formal recognition of the term, nor much uniformity in how the various producers carry out their own forms of agricultural tourism.

Bill 56-14 would provide such uniformity by setting forth regulations and limitations on what activities are permitted in the R.C. Zones. In particular, the bill would allow a number of agriculturally related uses (many of which are already being offered) by right on the commercial agricultural operation, including wagon, sleigh, and hay rides; seasonal haunted houses, corn mazes, and pumpkin patches; barn dances; petting zoos, animal displays, and pony rides; seasonal self-pick fruit and vegetable operations; nature trails; agricultural education; historical agricultural exhibits; food and beverage tasting of agricultural products produced primarily on site; bakeries selling goods containing produce grown primarily on site; and gift shops of primarily agricultural and agriculturally related products.

In addition, the bill would permit certain non-agriculturally related celebratory events pursuant to a renewable annual permit, provided the commercial agricultural operation has a minimum of 25 net acres of land and applies for and receives an annual permit. The applicant for an annual permit must submit an application with certain required information, including a site plan showing the area of the proposed use; a parking plan that has been reviewed by the Departments of Planning and Environmental Protection and Sustainability, and meets other requirements of Section 409 of the Zoning Regulations; a description of the nature or type of agricultural tourism events planned for the year, not to exceed 12 events per year; the anticipated event dates or frequency; a depiction of signage; and other data that may be required by the Director of Permits, Approvals and Inspections.

As part of the permitting process, the bill requires notice of the application for the annual permit to be posted on the subject property for 30 days following the filing of the application. Within the posting period, any interested person owning property within 1,000 feet of the subject property may request a formal hearing with the Office of Administrative Hearings to consider the proposed application. If no request for a hearing is made, the Director may grant the annual permit only if the proposed use meets the aforementioned requirements, including parking, hours of operation, signage, accessory structures, and the maximum number of agri-tourism events. If a public hearing is held, the Administrative Law Judge ("ALJ") may either grant or deny the requested permit based upon findings made following the public hearing, and the manner in which the applicable requirements are met, as well as finding that the permitted events will preserve the rural character and contribute to the economic viability of the farm or commercial agricultural operation. The ALJ may also impose additional requirements or conditions as deemed necessary.

Finally, the permit may be renewed each year on the same terms and conditions upon which it was previously issued. If there is a change in the nature, character, scope, or type of uses or accessory structures, or is more intense than previously, then the applicant must proceed through the application process again, including the posting requirements and potential for a formal public hearing before the ALJ.

It is anticipated that amendments to further clarify the bill's provisions and limitations will be offered.

Bill 56-14 shall take effect forty-five (45) days after its enactment.

FM-1 (Contract Addendum)

Council District(s) All

Office of Budget and Finance

Architectural Services

The Administration is requesting a third addendum to a contract with Hord Coplan Macht, Inc. to provide additional on-call architectural services. The addendum provides that the contract, which commenced January 22, 2008, will remain in effect until the contractor completes architectural services for three projects: Eastern Family Resource Center Replacement, Lake Roland Education Center at Robert E. Lee Park, and the Towson Garage at Chesapeake and Bosley Avenues. The addendum also increases the maximum compensation by \$2.2 million, from \$5,999,931 to \$8,199,931, for the entire term of the contract, which continues until services are completed. See Exhibit A.

Fiscal Summary

<u>Funding Source</u>	<u>Contract Addendum</u>	<u>Current Maximum Compensation</u>	<u>Amended Maximum Compensation</u>
County ⁽¹⁾	\$ 2,200,000	\$ 5,999,931	\$ 8,199,931
State	--	--	--
Federal	--	--	--
Other	--	--	--
Total	<u>\$ 2,200,000</u>	<u>\$ 5,999,931</u>	<u>\$ 8,199,931</u> ⁽²⁾

⁽¹⁾ Capital Projects Fund.

⁽²⁾ Maximum compensation for the entire term of the contract, which continues until services are completed.

Analysis

The contractor will provide additional on-call architectural services for three projects: Eastern Family Resource Center Replacement, Lake Roland Education Center at Robert E. Lee Park, and the Towson Garage at Chesapeake and Bosley Avenues. Services include providing

consultations, reports, feasibility studies, sketches, renderings, schematic design, design development, contract documents, cost estimates, construction administration, and other assistance.

On January 22, 2008, the Council approved the original 4-year agreement not to exceed \$1,999,931. On November 16, 2009, the Council approved the first addendum, which increased the maximum compensation of the contract by \$2 million to \$3,999,931, and added three automatic 1-year renewal periods, extending the term through January 21, 2015. On February 18, 2014, the Council approved the second addendum, which increased the maximum compensation of the contract by \$2 million to \$5,999,931, and added two automatic 1-year renewal periods, extending the term to January 21, 2017. The Department advised that as of October 1, 2014, expenditures and encumbrances under this contract totaled \$4,156,957.

The proposed third addendum increases the maximum compensation of the contract by \$2.2 million to \$8,199,931, and extends the term through the contractor's completion of the three projects. The addendum also incorporates the contractor's supplemental proposal for the additional work and revised MBE/WBE forms and insurance certificates into the contract. All other terms and conditions remain the same. The County may terminate the agreement by providing 30 days prior written notice.

Services will be performed at the architect'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 are within established County limits. The additional funding for this contract will not be encumbered at this time. Rather, contract costs will be charged to specific project tasks as they are assigned.

The contractor was selected by the Professional Services Selection Committee (PSSC) on April 7, 2006 from 23 responsive contractors based on experience and qualifications.

The Department advised that the County currently has the following contracts for similar on-call architectural services:

Contractor	Council Approval Date	Contract Total	Expenditures/ Encumbrances as of Oct. 1, 2014	Balance	Contract Expiration Date
Rubeling and Associates, Inc.	10/3/2006	\$ 2,000,000			
	3/16/2009	3,000,000			
	9/7/2010	2,000,000			
	2/3/2014	1,000,000			
		8,000,000	\$ 7,666,481	\$ 333,519	Open-ended
Manns Woodward Studios, Inc.	9/15/2014	2,000,000	--	2,000,000	9/14/2018
Wheeler, Goodman, Masek & Assoc., Inc.	9/15/2014	2,000,000	--	2,000,000	9/14/2018
Rubeling and Assoc., Inc.	9/15/2014	2,000,000	--	2,000,000	9/14/2018
Total		\$14,000,000	\$ 7,666,481	\$ 6,333,519	

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 On-Call Architectural Service Agreement

THE PROJECT SCOPE

Hord Coplan Macht, Inc. was selected by the Professional Services Selection Committee on April 7, 2006 to furnish professional architectural and engineering services to provide consultation, reports, feasibility studies, sketches, renderings, schematic design, design development, contract documents, cost estimates, construction administration, and other assistance on various projects on County Buildings. Funding for this agreement needs to be increased for future tasks to be assigned. The total original funding of \$1,999,931.00 was not initially encumbered under this contract but will be established for each assigned task.

THE CONSULTANT

The Professional Services Selection Committee selected the Consultant, Hord Coplan Macht, Inc. on April 7, 2006.

THE AGREEMENT

Scope:

Provide on-call architectural services for consultant reports, feasibility studies, sketches, schematic design, design development, construction documents, cost estimates, construction administration, and other assistance on various projects in County Buildings.

Upset Limit	<u>Original Agreement</u> \$1,999,931.00	
Upset Limit	<u>First Addendum</u> \$2,000,000.00	<u>Total Agreement</u> \$3,999,931.00
Upset Limit	<u>Second Addendum</u> \$2,000,000.00	<u>Total Agreement</u> \$5,999,931.00

THIS ADDENDUM

Scope:

Provide on-call architectural services on an as-required basis.

Upset Limit	<u>This Addendum</u> \$2,200,000.00	<u>Total Agreement</u> \$8,199,931.00
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Prepared by: Office of Budget and Finance

MB-2 (Res. 89-14)**Council District(s) 2 & 4**

Mrs. Bevins (By Req.) and Mr. Oliver

Department of Planning

Designation of Sustainable Community – Northwest Gateways

Resolution 89-14 expresses the support of the County for the designation of the Northwest Gateways area as a Sustainable Community. The Northwest Gateways area is so-named because it encompasses gateways into Baltimore County from Baltimore City at two important locations: Liberty Road and Reisterstown Road. The area contains numerous sub-areas that are in significant need of revitalization, which could benefit from the types of resources afforded through this designation.

The resolution endorses the Northwest Gateways area's designation as a Sustainable Community and adopts a Sustainable Community Plan. A copy of the resolution and its attachment (a map of the boundary of the proposed Northwest Gateways Sustainable Community – Exhibit A) is to be submitted to the Secretary of the Maryland Department of Housing and Community Development (DHCD) for consideration.

In 2010, the Maryland General Assembly adopted the Sustainable Communities Act (Chapter 487 - Title 6, Subtitle 2, Housing and Community Development Article). This State law is intended to phase out previously designated Community Legacy Areas and Designated Neighborhoods. These designations were established to provide funding through DHCD and other agencies. Baltimore County has utilized this funding source numerous times to help stabilize and revitalize different areas of the County.

Under the State law, new areas, called Sustainable Community Areas, are to be established through an application process with DHCD. Sustainable Community Areas are defined as places where public and private investments and partnerships achieve the following: development of a healthy local economy; protection and appreciation of historical and cultural

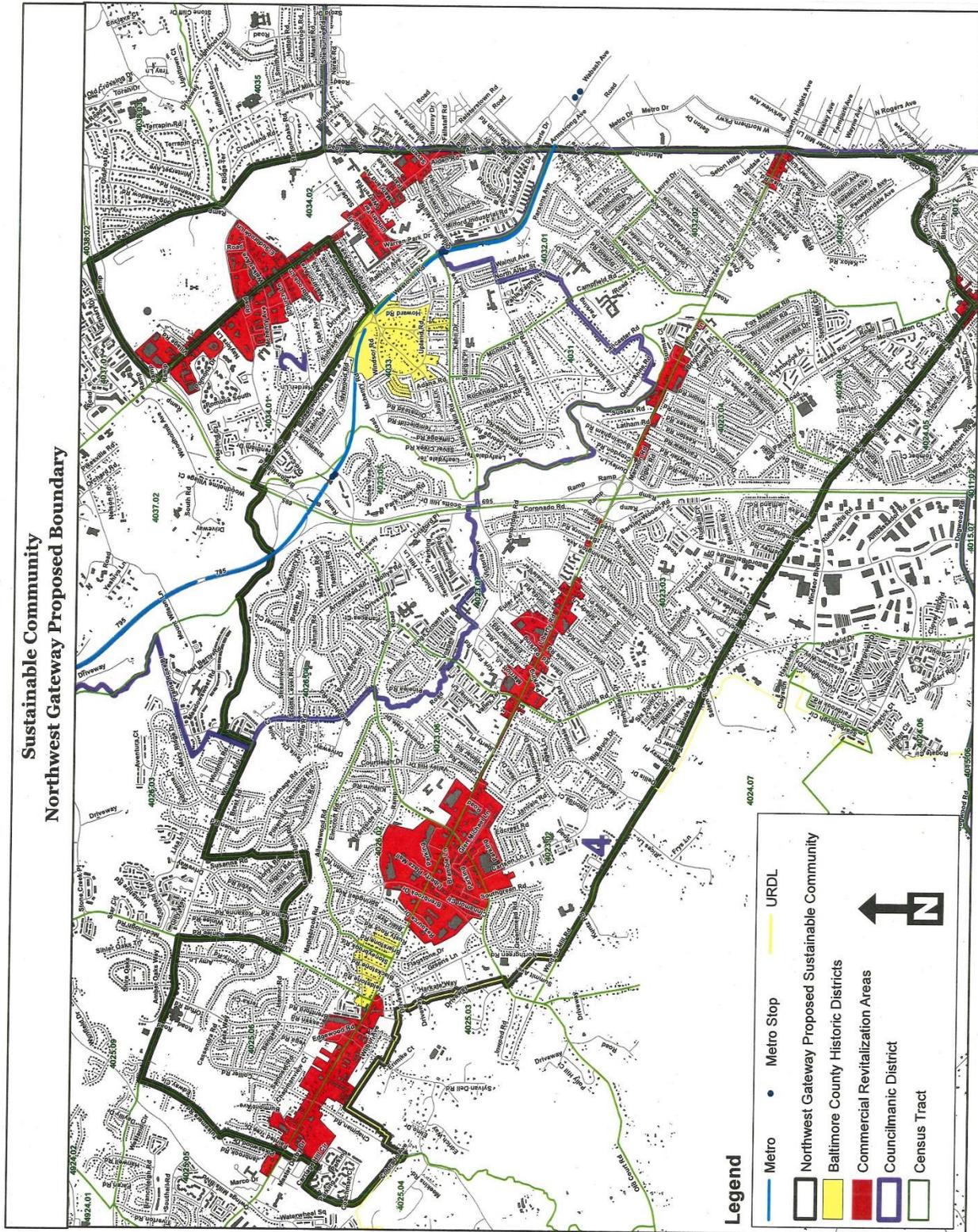
resources; a mix of land uses; affordable and sustainable housing; employment options; and growth that protects the environment, encourages walkability, encourages recreational opportunities and creates access to transit.

Receiving the designation of a Maryland Sustainable Community will allow the County to apply for funding from a variety of programs administered by the State. The designation will strengthen the County’s eligibility for certain funding programs. Generally, no formal match is required.

According to the Administration, the key funding programs that can be accessed through a Sustainable Community (SC) designation include:

Program		Match
Community Legacy Grant (flexible program to support revitalization)		Not required, but a match helps competitiveness.
Strategic Demolition and Smart Growth Impact Project		No match required. Supports predevelopment work. Leverages private or public investment via development.
MDOT Sidewalk Retrofit Program (applies to State roads)		No match required for SC area.
Maryland Bikeways Program		20-30%, variable match; if under \$100,000, then no match.
MDOT Community Safety and Enhancement Program (Streetscapes)		No formal match required. Local jurisdiction water & sewer infrastructure well maintained in project area.
Neighborhood Business Works		Loan program to provide gap financing.
DBED Job Creation Tax Credit		Up to \$1,500 credit per job created SC.

This resolution shall take effect from the date of its passage by the County Council.



MB-3 (Res. 90-14) Grant

Council District(s) 7

Mrs. Bevins (By Req.)

Department of Planning

Dundalk Renaissance Corporation – Operating Expenses

The Administration is requesting approval of federal Home Investment Partnership Program grant funds totaling \$50,000 to Dundalk Renaissance Corporation (DRC). The grant funds will be used to support the salary costs of DRC’s Executive Director and Housing Project Manager related to four housing renovation/redevelopment projects in Dundalk (MB-4 on the agenda). See Exhibit A.

Fiscal Summary

Funding Source	Grant Amount	Notes
County	--	(1) U.S. Home Investment Partnership Program (HOME) funds. (2) DRC will provide in-kind volunteer labor valued at \$48,463.
State	--	
Federal ⁽¹⁾	\$ 50,000	
Other ⁽²⁾	--	
Total	\$ 50,000	

Analysis

DRC is a nonprofit, community-based membership organization and community development corporation dedicated to promoting and revitalizing the greater Dundalk community. The organization’s activities include: organizing and participating in community-based building events primarily in the Main Street commercial area; serving as a resource and support to Main Street businesses and the adjoining neighborhoods; promoting a more positive image of the community through improved marketing and continued development of the “My Town Dundalk”

positioning campaign; providing leadership on planning and development issues as they arise; and utilizing a multi-pronged strategy to boost Dundalk's housing market.

The grant funds will be used to support the salaries of DRC's Executive Director (\$31,000) and Housing Project Manager (\$19,000) as DRC administers the renovation and rehabilitation of four homes in Dundalk. MB-4 (Res. 91-14) on this agenda approves a \$532,500 grant of federal HOME funds to DRC for the purpose of renovating and rehabilitating the four homes. According to the grant application, DRC will provide in-kind volunteer labor valued at \$48,463.

On September 15, 2014, the Council approved Resolution 76-14 to provide grant funds totaling \$50,000 to DRC to be used to support the salaries of its Executive Director (\$30,000) and Marketing and Development Coordinator (\$15,950) plus fringe benefit costs for both positions (\$4,050).

In recent years, the County has provided DRC annual operating support grants as well as numerous other grants for various initiatives.

The proposed grant was originally submitted as part of the 14-day grants review process and has been placed on a legislative agenda in accordance with Baltimore County Code, Section 3-10-103(e).

Executive Summary

The Department of Planning requests approval of a grant to Dundalk Renaissance Corporation (“DRC”). The grant amount of \$50,000 has already been approved by the County’s Grants Review Committee.

The normal process for Department of Planning grant approval by the County Council is the 14-day notice process. This grant is being presented to the Council for approval because a family member of Councilman Olszewski is a board member of DRC.

DRC, a County certified Community Housing Development Organization (“CHDO”), has submitted an application for Financial Assistance through the Federal HOME Investment Partnership Program, in an amount not to exceed \$50,000. The funds will be used for operating expenses.

As established in the HOME Final Rule, 24 CFR Part 92, up to five percent (5%) of a participating jurisdiction’s HOME allocation may be used to provide general operating assistance to a CHDO that is receiving set-aside funds for an activity or is under a written agreement to receive set-aside funds within 24 months of the date of the agreement. Funds are awarded to the CHDO for operating expenses (under 24 CFR Part 92.208), for organizational support and housing education (under CFR Part 92.302), and capacity building.

The funds will be used for the salaries of the Executive Director (\$31,000) and the Project Manager (\$19,000)

As a condition of receiving funds, DRC will be required to secure construction financing for four (4) housing projects in Dundalk, 21222: 26 Admiral Blvd, 9 Arrowship Road, 3032 Liberty Parkway, and 6825 Dunhill Rd., reflected in the DRC Resolution for \$532,500 of HOME funds.

MB-4 (Res. 91-14) Grant

Council District(s) 7

Mrs. Bevins (By Req.)

Department of Planning

Dundalk Renaissance Corporation – Renovation/Redevelopment of Four Properties

The Administration is requesting approval of federal Home Investment Partnership Program grant funds totaling \$532,500 to Dundalk Renaissance Corporation (DRC) for the renovation and redevelopment of four properties in Dundalk. See Exhibit A.

Fiscal Summary

Funding Source	Grant Amount	Notes
County	--	⁽¹⁾ U.S. Home Investment Partnership Program (HOME) funds.
State	--	
Federal ⁽¹⁾	\$ 532,500	
Other	--	
Total	<u>\$ 532,500</u>	

Analysis

DRC is a nonprofit, community-based membership organization and community development corporation dedicated to promoting and revitalizing the greater Dundalk community. The organization’s activities include: organizing and participating in community-based building events primarily in the Main Street commercial area; serving as a resource and support to Main Street businesses and the adjoining neighborhoods; promoting a more positive image of the community through improved marketing and continued development of the “My Town Dundalk” positioning campaign; providing leadership on planning and development issues as they arise; and utilizing a multi-pronged strategy to boost Dundalk’s housing market.

DRC is a County-certified Community Housing Development Organization (CHDO). DRC will use the grant funds to renovate and redevelop four properties in or near Dundalk's National Register Historic District. The four properties are located at: 26 Admiral Boulevard, 9 Arrowship Road, 3032 Liberty Parkway, and 6825 Dunhill Road. The renovations will provide additional space and include more energy efficient electrical, plumbing, and HVAC systems.

Each home will be resold to an individual or family whose income does not exceed 80% of the Area Household Median Income (\$46,760 for an individual and \$66,800 for a family of four) as established by the U.S. Department of Housing and Urban Development (HUD). The Department advised that each homebuyer will typically have a 30-year first mortgage, and a 15-year soft second mortgage not to exceed \$40,000 that will be forgiven if the homeowner occupies the home for the entire 15-year period. The Department also advised that DRC has 24 months to complete all work, but anticipates that the houses will be renovated within 12 months.

MB-3 (Res. 90-14) on the agenda approves a \$50,000 grant of federal HOME funds to DRC for operating expenses related to this project.

On February 2, 2012, the County approved two similar CHDO grants to DRC totaling \$448,100 (\$398,100 for renovations and \$50,000 for operating costs) for the rehabilitation of two homes in Dundalk.

In recent years, the County has provided DRC annual operating support grants as well as numerous other grants for various initiatives.

The proposed grant was originally submitted as part of the 14-day grants review process and has been placed on a legislative agenda in accordance with Baltimore County Code, Section 3-10-103(e).

Executive Summary

The Baltimore County Department of Planning requests approval of a grant to Dundalk Renaissance Corporation (“DRC”) in the amount of \$532,500.

The normal process for Department of Planning grant approval by the County Council is the 14-day notice process. This grant is being presented to the Council for approval because a family member of Councilman Olszewski is a board member of DRC.

DRC is a County certified Community Housing Development Organization (“CHDO”), and has submitted an application for Financial Assistance to the Department of Planning for up to \$532,500. The funds will be used for hard costs associated with the renovation and redevelopment of four (4) properties in the Dundalk Community: 26 Admiral Blvd, 9 Arrowship Road, 3032 Liberty Parkway, and 6825 Dunhill Road.

The project will include a major renovation of each property to provide additional space, then the houses will be sold to individuals or families whose household income does not exceed 80% of the Area Household Median Income as determined by HUD. The funding source for this project will be Home Investment Partnership Program (HOME).

The proposed renovation period for this project will be twelve months (12) months. The loan will be made to the developer at a rate of zero percent interest per annum on sums advanced. Upon completion of the project, funds will convert to a permanent non-amortizing loan to income eligible borrowers.

Each homebuyer will have a soft second mortgage and will assume a proportionate share of the County funds not to exceed \$40,000. The Department of Planning proposes a fifteen (15) year period of affordability. The loan will be forgiven if the borrower continues to occupy the home during the entire fifteen-year period. Sale or transfer of the properties will trigger recapture provisions that will be outlined in the borrowers' loan documents.

BALTIMORE COUNTY COUNCIL
NOTES TO THE AGENDA
APPENDIX A

**BALTIMORE COUNTY, MARYLAND
INTER-OFFICE CORRESPONDENCE**

MB-1(a)
(1 of 2)

TO: Fred Homan
Administrative Officer

DATE: 09/18/14

FROM: Keith Dorsey, Director
Office of Budget & Finance *KAD*

**COUNCIL MEETING
DATE:** 10/20/14

SUBJECT: Public Recordation of Announcement
of Non-Competitive Awards Charter Sec. 902(f)

Whenever a contract over \$25,000 is awarded by a process other than a formal competitive bid, a copy of the contract must be given to the County Council, and at the next legislative session-day following the award of the contract, the Secretary to the County Council shall formally announce to the Council the nature of the contract and the parties to the contract. The announcement shall be recorded in the minutes of the County Council, and shall be available for inspection by the public. In compliance with this procedure, information is attached concerning the following awards, which are to be forwarded to the County Council:

Purchase Order

PO 7342 Baltimore Gas & Electric Co dba BGE – Public Works Eng Const
Contracts
Relocation of Distribution Facilities / Dogwood Road at Featherbed Lane

This purchase order represents the relocation of distribution facilities on Dogwood Road at Featherbed Lane. BGE owns the distribution facilities and is the only source for this relocation work.

Amount: \$63,700.00
Award Date: 09/18/14

PO 7365 Verizon - Public Works Eng Const Contracts
Relocation of Distribution Facilities / Orchard Avenue to Windsor Mill
Road

This purchase order represents the relocation of distribution facilities on Orchard Avenue to Windsor Mill Road under Capital Improvement Contract Rolling Road – Phase 1. BGE owns the distribution facilities and is the only source for this relocation work.

Amount: \$303,674.00
Award Date: 09/18/14

c: M. Field
T. Peddicord
L. Smelkinson

**BALTIMORE COUNTY, MARYLAND
INTER-OFFICE CORRESPONDENCE**

MB-1(a)
(2 of 2)

TO: Fred Homan
Administrative Officer

DATE: 09/18/14

FROM: Keith Dorsey, Director
Office of Budget & Finance 

**COUNCIL MEETING
DATE:** 10/20/14

SUBJECT: Public Recordation of Announcement
of Non-Competitive Awards Charter Sec. 902(f)

Whenever a contract over \$25,000 is awarded by a process other than a formal competitive bid, a copy of the contract must be given to the County Council, and at the next legislative session-day following the award of the contract, the Secretary to the County Council shall formally announce to the Council the nature of the contract and the parties to the contract. The announcement shall be recorded in the minutes of the County Council, and shall be available for inspection by the public. In compliance with this procedure, information is attached concerning the following awards, which are to be forwarded to the County Council:

Purchase Order

PO 7366 Baltimore Gas & Electric Co dba BGE – Public Works Eng Const Contracts
Relocation of Distribution Facilities / Towson Fire Station – 204 Courtland
Avenue

This purchase order represents the relocation of distribution facilities on
Towson Fire Station, 204 Courtland Avenue under Capital Improvement
Contract 14123-PFO. BGE owns the distribution facilities and is the only
source for this relocation work.

Amount: \$55,141.68
Award Date: 09/18/14

c: M. Field
T. Peddicord
L. Smelkinson