

**BALTIMORE COUNTY COUNCIL AGENDA  
LEGISLATIVE SESSION 2025, LEGISLATIVE DAY NO. 14  
SEPTEMBER 2, 2025 6:00 P.M.**

**WORK SESSION – AUGUST 26, 2025, 4 P.M.**

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

**A. MOMENT OF SILENT MEDITATION  
PLEDGE OF ALLEGIANCE TO THE FLAG**

**B. APPROVAL OF JOURNAL – Meeting of August 4, 2025**

**C. ENROLLMENT OF BILLS – None**

**D. INTRODUCTION OF BILLS**

**E. CALL OF BILLS FOR FINAL READING AND VOTE**

Bill 43-25 – Mr. Jones – Voluntary Security Camera Registration Program  
Bill 44-25 – Mr. Marks – Zoning Regulations – Commercial Film Production  
Bill 45-25 – Mr. Marks – Zoning Regulations – Uses Prohibited – MD 43 Overlay District  
Bill 46-25 – Councilmembers Marks & Patoka – Historical and Architectural Preservation – Appeals  
Bill 47-25 – Councilmembers Marks, Kach & Patoka – Landmarks Preservation Commission – Meetings and Hearings  
Bill 48-25 – Mr. Kach – Zoning Regulations – Solar Facilities – Prime Farmland  
Bill 49-25 – Councilmembers Kach, Marks & Jones – County Charter – Department of Agriculture – Establishment  
Bill 50-25 – Councilmembers Patoka & Marks – County Charter – Inspector General Appointment Board

**F. BILLS FOR FIRST CONSIDERATION**

Bill 51-25 – Mr. Ertel(By Req.) – CEB – Victim Witness Unit Services  
Bill 52-25 – Councilmembers Patoka & Marks – Historical and Architectural Preservation – Issuance of Demolition Permit  
Bill 53-24 – Mr. Marks – Maryland Model Floodplain Ordinance – Bill 6-24  
Bill 54-25 – Mr. Marks – Correction of Zoning Map – Notice by Councilmember  
Bill 55-25 – Mr. Ertel – Revision of Councilmanic Districts

**G. APPROVAL OF FISCAL MATTERS/CONTRACTS**

1. Contract of Sale – Dennis & Tama Ourand – Acquisition of easement – 3110A & 3110B Summit Avenue, 21234
2. Contract of Sale – Christel & Tianté Dorman – Acquisition of easement – 9803-B Harford Road, 21234
3. Deed of Donation - State of MD – SHA – County-owned parcel – US1 at Avalon Ridge Boulevard
4. Contracts – (39) – Senior assisted living services
5. Contract – Independent Maryland Achieving Growth Through Empowerment, Inc. – Disability related services
6. Amendments to Contracts – (3) – Snow removal and deicing services
7. Contracts – (2) – Recovery housing services
8. Contract – People Encouraging People, inc. – Transitional Age Youth Program

**H. MISCELLANEOUS BUSINESS**

1. Correspondence - (a) (5) - Non-Competitive Awards (July 25, 2025)

- WITHDRAWN**
2. Res. 37-25 – Mr. Ertel(By Req.) – ~~Accept a donation – National Education Center for Agricultural Safety (NECAS)~~
  3. Res. 38-25 – Mr. Ertel(By Req.) – Authorize payment in lieu of property taxes (PILOT) – Towson Owner, LLC
  4. Res. 39-25 – Mr. Ertel(By Req.) – Authorize payment in lieu of property taxes (PILOT) – Holiday Heights MD TC LP
  5. Res. 40-25 – Mr. Marks – General Assembly – Inspector General Oversight of BCPS
  6. Res. 41-25 – Mr. Ertel – Property Tax Exemption – BLIND – Russell Townes
  7. Appointment – Mr. Ertel(By Req.) – Baltimore County Animal Hearing Board – Cynthia Dreiband
  8. Appointment – Mr. Ertel(By Req.) – Baltimore County Animal Hearing Board – Amanda Serafini
  9. Appointment – Mr. Ertel(By Req.) – Baltimore County Animal Hearing Board – Michele (Shelley) Silwick

**BALTIMORE COUNTY COUNCIL  
NOTES TO THE AGENDA  
LEGISLATIVE SESSION 2025**

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*Issued: August 21, 2025  
Work Session: August 26, 2025  
Legislative Day No. 14 : September 2, 2025*

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*The accompanying notes provide analysis of unaudited information obtained from the Administration and other sources; most notes for Administration-submitted agenda items are prepared primarily by the Office of the County Auditor, while most notes for Council-initiated agenda items are prepared primarily by the Office of the Legislative Counsel to the County Council.*



OFFICE OF THE COUNTY AUDITOR

**BALTIMORE COUNTY COUNCIL**

**September 2, 2025**

**NOTES TO THE AGENDA**

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**AGENDA  
BALTIMORE COUNTY COUNCIL  
LEGISLATIVE SESSION 2025, LEGISLATIVE DAY NO. 14  
September 2, 2025 6:00 P.M.**

CEB = CURRENT EXPENSE BUDGET  
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**CALL OF BILLS FOR FINAL READING AND VOTE**

**MAJOR JEFFREY HARTMAN, POLICE DEPARTMENT**

- 1 Bill 43-25 – Mr. Jones – Voluntary Security Camera Registration Program

**COUNCIL**

- 2 Bill 44-25 – Mr. Marks – Zoning Regulations – Commercial Film Production  
3 Bill 45-25 – Mr. Marks – Zoning Regulations – Uses Prohibited – MD 43 Overlay District  
4 Bill 46-25 – Councilmembers Marks & Patoka – Historical and Architectural Preservation – Appeals  
5 Bill 47-25 – Councilmembers Marks, Kach & Patoka – Landmarks Preservation Commission – Meetings and Hearing  
7 Bill 48-25 – Mr. Kach – Zoning Regulations – Solar Facilities – Prime Farmland  
8 Bill 49-25 – Councilmembers Kach, Marks & Jones – County Charter – Department of Agriculture – Establishment  
10 Bill 50-25 – Councilmembers Patoka & Marks – County Charter – Inspector General Appointment Board

**BILLS FOR FIRST CONSIDERATION**

**SCOTT SHELLENBERGER, STATE'S ATTORNEY**

- 13 Bill 51-25 – Mr. Ertel(By Req.) – CEB – Victim Witness Unit Services

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- 16 Bill 52-25 – Cnclmbrs. Patoka & Marks – Historical and Architectural Preservation – Issuance of Demolition Permit  
18 Bill 53-24 – Mr. Marks – Maryland Model Floodplain Ordinance – Bill 6-24  
19 Bill 54-25 – Mr. Marks – Correction of Zoning Map – Notice by Councilmember  
21 Bill 55-25 – Mr. Ertel – Revision of Councilmanic Districts

**APPROVAL OF FISCAL MATTERS/CONTRACTS**

**JONATHAN HERBST, CHIEF, REAL ESTATE COMPLIANCE**

- 23 1. Contract of Sale – Dennis & Tama Ourand – Acquisition of easement – 3110A & 3110B Summit Avenue, 21234  
23 2. Contract of Sale – Christel & Tianté Dorman – Acquisition of easement – 9803-B Harford Road, 21234  
28 3. Deed of Donation - State of MD – SHA – County-owned parcel – US1 at Avalon Ridge Boulevard

**HEANG TAN, DIRECTOR, DEPARTMENT OF AGING**

- 31 4. Contracts – (39) – Senior assisted living services  
\* 5. Contract – Independent Maryland Achieving Growth Through Empowerment, Inc. – Disability related services

\* Addendum

**APPROVAL OF FISCAL MATTERS/CONTRACTS (cont.)**

- 35 **LAUREN BUCKLER, DIRECTOR, DEPARTMENT OF PUBLIC WORKS & TRANSPORTATION**  
6. Amendments to Contracts – (3) – Snow removal and deicing services

- \* **LAWRENCE RICHARDSON, DEPUTY DIRECTOR, DEPARTMENT OF HEALTH & HUMAN SERVICES**  
7. Contracts – (2) – Recovery housing services  
40 8. Contract – People Encouraging People, inc. – Transitional Age Youth Program

**MISCELLANEOUS BUSINESS**

- COUNCIL**  
50 1. Correspondence - (a) (5) - Non-Competitive Awards (July 25, 2025)

- KEN HUGHES, DEPUTY FIRE CHIEF, FIRE DEPARTMENT**  
~~WITHDRAWN 2. Res. 37-25 – Mr. Ertel(By Req.) – Accept a donation – National Education Center for Agricultural Safety (NECAS)~~

- TERRY HICKEY, DIRECTOR, DEPARTMENT OF HOUSING AND COMMUNITY DEVELOPMENT**  
43 3. Res. 38-25 – Mr. Ertel(By Req.) – Authorize payment in lieu of property taxes (PILOT) – Towson Owner, LLC  
\* 4. Res. 39-25 – Mr. Ertel(By Req.) - Authorize payment in lieu of property taxes (PILOT) – Holiday Heights MD TC LP

- COUNCIL**  
48 5. Res. 40-25 – Mr. Marks – General Assembly – Inspector General Oversight of BCPS  
6. Res. 41-25 – Mr. Ertel – Property Tax Exemption – BLIND – Russell Townes  
7. Appointment – Mr. Ertel(By Req.) – Baltimore County Animal Hearing Board – Cynthia Dreiband  
8. Appointment – Mr. Ertel(By Req.) – Baltimore County Animal Hearing Board – Amanda Serafini  
9. Appointment – Mr. Ertel(By Req.) – Baltimore County Animal Hearing Board – Michele (Shelley) Silwick

\* Addendum

**Bill 43-25**

**Council District(s) All**

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**Mr. Jones**

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**Police Department**

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**Voluntary Security Camera Registration Program**

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Bill 43-25 amends the Voluntary Security Camera Registration Program (the “Program”) to transfer the Program to the Police Department. The bill amends the name of the Program and states that its purpose is to promote public safety, deter crime, and assist law enforcement investigations by establishing a registry of property owners who register their security cameras. The Program was first introduced by the current bill’s sponsor and enacted in Bill 4-20.

The bill simplifies the registration process while still requiring the registrant’s contact information and camera locations. The bill also removes a permissive section that encouraged registrants to point a camera toward a public right-of-way and removes any statutory incentives for registering a camera, including the waiving of certain alarm permit fees or an additional false alarm waiver. Additionally, the bill removes the statutory requirement for registrants to certify that any registered camera is located wholly on their property.

The bill transfers the responsibility for keeping all applicable records from the Office of Budget and Finance to the Police Department. All registration records retained by the Department must be kept confidential. However, the Department is permitted to use the contact information on the registry to request camera footage and data in the course of a law enforcement investigation, the permission for which must be acknowledged by each registrant.

Just as under current law, each registration shall expire after two years, at which point the registration may be renewed. Last, the bill transfers the authority to adopt regulations from the Office of Budget and Finance to the Office of Information Technology and the Chief of Police.

With the affirmative vote of five members of the County Council, Bill 43-25 will take effect 45 days after its enactment.

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**Mr. Marks**

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**Zoning Regulations – Commercial Film Production**

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Bill 44-25 amends the Baltimore County Zoning Regulations to require a use permit for commercial film production in a residential zone, regardless of the number of days a lot is used, and requiring certain notice to be posted.

Under current law, a use permit is generally required for commercial film production if the same record lot is used by the same or different producers for more than three days in a 12-month period. However, a use permit is not required if the production is confined entirely to private property in a non-residential zone; involves no more than two vehicles, each with a gross vehicle weight less than 10,000 pounds; and involves a crew of no more than a total of ten persons.

The bill adds a new requirement for a use permit if the production is in a residential zone. In that circumstance, a use permit is required, regardless of the number of days the record lot is used for the production, and notice shall be posted in a time and manner that gives reasonable notice to adjacent property owners, as determined by the Director of Permits, Approvals and Inspections, or their designee.

With the affirmative vote of five members of the County Council, Bill 44-25 will take effect 14 days after its enactment.



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**Mr. Marks**

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**Zoning Regulations – Uses Prohibited – MD 43 Overlay District**

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Bill 45-25 clarifies certain prohibited uses in the MD 43 Overlay District and adds an additional prohibited use.

Under current law, a scrap metal processing facility is prohibited in the MD 43 Overlay District. The bill clarifies that this use includes any facility that accepts, processes, or recycles scrap metal, appliances, machinery, or equipment. The bill also prohibits any business that provides for the leasing, storage, or transportation of roll-off dumpsters of any size as a principal use, unless located at least 1,000 feet from a residentially used property.

With the affirmative vote of five members of the County Council, Bill 45-25 will take effect 14 days after its enactment.

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**Councilmembers Marks & Patoka**

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**Historical and Architectural Preservation — Appeals**

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Bill 46-25 permits certain decisions of the Landmarks Preservation Commission (the “Commission”) to be appealed to the County Board of Appeals and sets certain requirements for such an appeal.

Under current law, a decision, order, recommendation, or other finding made by the Commission under Subtitle 2 or Subtitle 3 may not be appealed to the County Board of Appeals. Bill 46-25 establishes an exception to this prohibition wherein any person aggrieved by a decision of the Commission to disapprove an application for placement on the County Final Landmarks List may appeal the decision to the Board of Appeals.

The appeal must be made within 30 days after the Commission’s decision. The Board of Appeals shall hear the appeal de novo and must file an opinion with its decision on the appeal that includes a statement of the facts found and grounds for its decision. Last, the decision of the Board of Appeals is final and may not be appealed further, and the proceedings are exclusive.

With the affirmative vote of five members of the County Council, Bill 46-25 will take effect 14 days after its enactment.

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**Councilmembers Marks, Kach & Patoka**

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**Landmarks Preservation Commission – Meetings and Hearings**

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Bill 47-25 requires that all meetings and hearings of the Landmarks Preservation Commission (the “Commission”) be held in person except under certain circumstances. The bill also sets forth several requirements related to public testimony before the Commission and establishes that a member of the public may not be prohibited from testifying at a Commission hearing solely because they have previously submitted written testimony regarding the subject of the hearing or the matter on which they wish to testify.

In general, Bill 47-25 codifies a number of requirements. First, the Commission shall meet at the call of the Chair as frequently as is required to perform its duties. Also, the Commission may adopt rules consistent with the requirements in the County Code to govern its own meetings and hearings.

In addition, all meetings and hearings of the Commission must be held in person. However, at the Chair’s discretion, any meeting or hearing of the Commission may be conducted virtually, if a state of emergency, a weather event, a power outage, or other occurrence would present a danger to members of the public attending in person or would prevent the normal operations of the meeting or hearing. If the Chair requires a meeting or hearing to be virtual, public notice shall be given with as much advance notice as is possible for the given circumstance.

A Commission member that cannot attend a meeting or hearing in person may participate and vote virtually. A Commission member that wishes to participate virtually should give as much advance notice as possible to the Chair and Commission staff.

Finally, a member of the public that wishes to testify at a hearing of the Commission must register in advance in the method established by the Chair and Commission staff. Also, a member of the public may not be prohibited from testifying at a hearing of the Commission solely because they have previously submitted written testimony regarding the subject of the hearing or the matter on which they wish to testify.

With the affirmative vote of five members of the County Council, Bill 47-25 will take effect 14 days after its enactment.

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**Mr. Kach**

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**Zoning Regulations – Solar Facilities – Prime Farmland**

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Bill 48-25 prohibits certain Solar Facilities on land in the Resource Conservation (R.C.) Zones that constitutes Prime Farmland. Under State law that was changed at the most recent Session of the Maryland General Assembly this year, and under County law that codified the State law changes in Bill 18-25, such prohibitions may only apply to Solar Facilities that have the capacity to produce not more than one (1) megawatt of electricity as measured by the alternating current rating of the facility's inverter.

Under current law, in certain R.C. Zones, a Solar Facility is permitted by special exception. In addition, a Solar Facility permitted in the R.C. Zones shall not be located within 300 feet of the nearest wall of a residential building, another property with an existing Solar Facility, or another property for which a petition for special exception has received zoning approval for a Solar Facility.

Bill 48-25 would add another requirement for Solar Facilities permitted in the R.C. Zones to state that such a facility shall not be located on land that constitutes Prime Farmland as that term is defined by the United States Department of Agriculture.

With the affirmative vote of five members of the County Council, Bill 48-25 will take effect 14 days after its enactment.

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**Councilmembers Kach, Marks & Jones**

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**County Charter – Department of Agriculture — Establishment**

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Bill 49-25 amends the Baltimore County Charter to establish the Baltimore County Department of Agriculture. The bill states that, currently, agriculture is fragmented across numerous County agencies, with no single dedicated leadership role to administer and understand the various programs, funding sources, and grants offered by local, State, and federal agencies at the Baltimore County Agricultural Center, resulting in duplication of services, delays in regulatory transparency, slower reviews of plans submitted to the Soil Conservation District, and underutilization of State and federal funds for County initiatives and emergency disasters.

Further, the bill avers that agriculture touches nearly every County agency, but often plays a secondary role. However, when considering the culminative value, agriculture plays a significant role in health, environmental sustainability, planning, natural resources, public works, recreation, social services, food access, food safety, environmental sustainability, emergency disaster relief, tourism, rural workforce, and more. Accordingly, consolidation of County agriculture resources into a single department will help address this concern.

Bill 49-25 amends Section 504 of the Charter to add the Department of Agriculture to the list of departments in the administrative services. The bill also establishes two new sections in the Charter setting forth the leadership of the Department and the Department's functions and duties. Specifically, the Department will be administered by a director who is appointed solely with regard to the qualifications for the duties of the office and who will be responsible directly to the County Administrative Officer. Also, the Department must have such personnel as deemed necessary to carry out the functions and duties assigned to it. The Department's duties are to promote agriculture as a viable component of the County's economic sector and perform such other duties and functions as may be assigned from time to time by directive of the County Administrative Officer or by legislative act of the County Council.

The potential fiscal impact of Bill 49-25 would include salary and employee benefit costs, as well as other operating expenses, and would be partially offset by certain agriculture-related costs included within the existing General Fund Operating Budget; net additional costs (including

Retirement-related costs for non-department head positions) would depend on the proposed size and scope of the new department. An actuarial estimate of the fiscal impact (to the Retirement System and to the County's Annual Required Contribution to the System) of adding a department head position to County Government is not presently available. Additionally, potential new grant funds that could materialize due to the change are not readily estimable. According to the Administration's updated estimates, the costs associated with the Department would total approximately \$1.2 million annually, including the net additional costs associated with implementing Bill 49-25, which would exceed \$500,000 annually with a full-scale reorganization of all agriculture-related functions within County Government.

If passed by the affirmative vote of five Councilmembers and approved by County voters on November 3, 2026, the amendment shall stand adopted and become a part of the Charter from and after the thirtieth day following said election.

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**Councilmembers Patoka & Marks**

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**County Charter – Inspector General Appointment Board**

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Bill 50-25 amends the Baltimore County Charter to establish an Inspector General Appointment Board.

Under current provisions of the Charter, Baltimore County’s Inspector General is appointed by the County Executive and confirmed by a majority of the County Council. Removal of the Inspector General prior to the expiration of a term may only be for cause by the County Executive, subject to approval by the County Council by a vote of a majority plus one of the members of the County Council.

Bill 50-25 changes current law and establishes an Inspector General Appointment Board (the “Board”) and vests the Board, rather than the County Executive and the County Council, with the power to appoint, reappoint as applicable, or remove the Inspector General. In establishing the Board, the bill adds a new section to the Charter, setting forth the qualifications and eligibility requirements of the Board members and the powers and duties of the Board.

An individual is qualified to serve as a member of the Board if the individual: (1) is a Baltimore County resident; (2) is over the age of 21 years old; and (3) has a background in, or familiarity with, ethics, law, program or performance evaluation, or accounting, or has a familiarity with an Office of Inspector General and the duties of the Office. The bill also sets forth specific prohibitions on eligibility, including: employment or as an elected officer with the State, Baltimore County, or any State or County agency except a State college or university or another institution of higher education; candidacy for State or County elected public office or the spouse, parent, child, or sibling of an elected County Officer; a “responsible officer” as defined in the State Election Law Article of the Annotated Code of Maryland; a lobbyist; association within the previous two years, currently, or in the future with a business entity that is described more fully in §7-1-301 of the County’s ethics law; and conviction of a felony or misdemeanor with a statutory penalty of more than 2 years or imprisoned for such a conviction within 10 years of the appointment.



The seven members of the Board shall be selected as follows: an individual appointed by the County Executive; an individual appointed by a majority of the County Council; and the following individuals selected by the Director of the Ethics Commission from applications received: a former or retired Judge of a Maryland Appellate Court, Circuit Court, District Court, or State Office of Administrative Hearings; a member of the Association of Certified Fraud Examiners; a member of the Maryland Association of Certified Public Accountants; a faculty member at a College or University located in Baltimore County; and a faculty member at an Historically Black College or University located in the Baltimore region. The bill also requires that the membership of the Board shall be inclusive and reflect the racial and gender diversity of Baltimore County.

The bill also contains provisions as to the length and number of terms an individual may serve; election of a Chair; removal of Board members; and training. The bill requires that the Board meet as necessary to fulfill its duties and responsibilities.

Bill 50-25 establishes the process for appointment, reappointment, or removal of the Inspector General. Within 90 days of the expiration of a term or the occurrence of a vacancy in the position of Inspector General, the Board shall meet to discuss the appointment or reappointment, if applicable, of the Inspector General. The Board shall have the discretion by an affirmative vote of a majority of the current members of the Board to determine whether to reappoint the Inspector General, if the incumbent is eligible for reappointment; or conduct an open search upon the expiration of a term or the occurrence of a vacancy.

If the Board determines that the Inspector General is to be reappointed, the Board shall reappoint the Inspector General within 10 days of the determination. If the Board determines that an open search is to be conducted, the Board shall notify the incumbent, if applicable, and the Office of Human Resources in writing within 10 days of the determination. The Office of Human Resources shall post a position announcement on the County's website and may utilize other recruitment sites or publications to advertise the position of Inspector General. The Board may also utilize professional search firms if necessary.

The Board shall review the applications and interview qualified candidates. The final candidate selected to fill the position of Inspector General shall be appointed by an affirmative vote of a majority of the current members of the Board. The Board shall fulfill its duties in a timely manner in order to ensure the effectiveness and continuity of the Office of Inspector General.

The Board may remove the Inspector General before the expiration of their term only for cause, subject to the approval by the affirmative vote of a majority plus one of the current members of the Board. The Board shall state the cause of removal in writing and hold a public hearing on the removal.

If passed by the affirmative vote of five Councilmembers and approved by County voters on November 3, 2026, the amendment shall stand adopted and become a part of the Charter from and after the thirtieth day following said election.

**Bill 51-25 (Supplemental Appropriation)****Council District(s) All****Mr. Ertel (By Req.)****State's Attorney's Office****Victim Witness Unit Services**

The Administration is requesting a supplemental appropriation of federal funds totaling \$49,404 to the Victim Witness Unit Services Gifts and Grants Fund program to increase the amount appropriated to the actual amount of the grant award. The funds will be used for the salary and benefits of one full-time Victim Witness Advocate to provide assistance to victims and witnesses in District Court cases. See Exhibit A.

**Fiscal Summary**

<b>Funding Source</b>	<b>Supplemental Appropriation</b>	<b>Current Appropriation</b>	<b>Total Appropriation</b>
<b>County</b>	--	--	--
<b>State</b>	--	--	--
<b>Federal <sup>(1)</sup></b>	\$ 49,404	\$ 133,972	\$ 183,376
<b>Other</b>	--	--	--
<b>Total</b>	<u>\$ 49,404</u>	<u>\$ 133,972</u>	<u>\$ 183,376</u>

<sup>(1)</sup> U.S. Department of Justice, Office for Victims of Crime funds passed through the Governor's Office of Crime Control and Prevention. No County matching funds are required.

**Analysis**

The State's Attorney's Office operates a Victim Witness Assistance Unit which strives to enhance prosecution by offering personal attention and support to all crime victims and witnesses in order to promote a positive experience within the criminal justice system.

The Office advised that the proposed supplemental appropriation will be used toward the salary and fringe benefits of one new full-time (35 hours-per-week) Victim Witness Advocate (paralegal), who will provide assistance to victims and witnesses in District Court cases; services include providing court updates, assisting with the court process, arranging transportation to court, and requesting court interpreters. The Office further advised that four similar existing positions provide these services to Circuit Court victims and witnesses.

The FY 2026 Adopted Operating Budget included a \$133,972 appropriation to the Victim Witness Unit Services Program based on the estimated amount of the grant award at the time the Office submitted its budget request to the Office of Budget and Finance. Accordingly, this bill appropriates the additional \$49,404 to the program, increasing the total appropriation to the actual \$183,376 grant award. The grant period is July 1, 2025 to June 30, 2026. The Office advised that no County matching funds are required.

With the affirmative vote of five members of the County Council, Bill 51-25 will take effect September 28, 2025.

## **Executive Summary**

The Baltimore County State's Attorney's Office Victim Witness Unit was established in 1977. The Victim Witness Unit strives to enhance prosecution by offering personal attention and support to all crime victims and witnesses, in order to promote a positive experience within the criminal justice system.

Since 1992 our office has received funding through the Victims of Crime Act Grant (VOCA/VOCG). Our District Court handles roughly 25, 000 cases each year and a victim is associated with most cases. Currently our office has four Circuit Court Advocates but does not have a Victim Witness Advocate for our District Court cases. Even though the cases in District Court are misdemeanors many are domestic violence related and serious traffic cases that resulted in serious injury or death. These cases deserve the same attention we are providing to our Circuit Court victims and witnesses.

For FY26 we requested funding in the VOCG application for a Victim Witness District Court Advocate. We were awarded funding for this position in addition to the continuation of the Victim Notification Specialist and Contractual Services bringing the total grant award to \$183,376.00. This position is equivalent to a SA Paralegal. Our starting salary is \$56,732. The award was for the entire salary and an additional \$5,572.00 for Fringe.

Our office had only budgeted \$133,972 for this grant for FY26. The additional funds will solely fund this new Victim Advocate (Paralegal) position. This will provide services needed to victims and witnesses in our District Court cases such as court accompaniment, court updates, explanations of the court process; arranging transportation to court and requesting court interpreters.

Prepared by: State's Attorney's Office

Bill 52-25

Council District(s) All

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**Councilmembers Patoka & Marks**

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**Historical and Architectural Preservation – Issuance of Demolition Permit**

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Bill 52-25 amends the circumstances under which a demolition permit may be issued for certain buildings or structures that may be subject to historical or architectural preservation in order to expand the circumstances under which the County is prohibited from issuing a demolition permit.

Currently, in order to erect, construct, repair, alter, remodel, remove, or demolish any structure in the County, the County's Building Engineer must issue a permit. Specifically, the application for such a permit requires, among other provisions, the plans and specifications showing the nature and character of the work to be done and the plans and specifications of the building or structure to be demolished.

However, if a property or structure is currently on, or has been nominated for inclusion on the Preliminary County Landmarks List, a demolition permit cannot be issued for the structure until it completes the process for inclusion on the Final Landmarks List. This process includes a public hearing before the Landmarks Preservation Commission, recommendation for inclusion by the Commission, review by the County Executive, and forwarding to the County Council for a public hearing to consider whether to include a property or structure on the Final Landmarks List.

Bill 52-25 enacts several procedural changes to this process. First, the bill expands the types of properties for which a demolition permit must be held until a nomination for preliminary or final landmark status has been undertaken and completed to any property or structure on: the Maryland Historic Trust Inventory (pre-2007 and post-2007); the National Register of Historic Places; and the Preliminary County Landmarks List.

The bill also requires the County to notify via email the Preservation Alliance of Baltimore County and the County Council when an application for demolition has been received for any building constructed before 1960. Within 30 days of receiving this notification, a Councilmember may direct the Council Secretary to submit to the County Administrative Officer a written objection to the issuance of the demolition permit. The Councilmember may also direct the Council Secretary

to schedule a public hearing before the County Council within 60 days of the objection to determine whether the property should be included on the Final County Landmarks List. Last, the County must withhold approval of an application for demolition of any structure with an active application for addition to the Final County Landmarks List until the notice requirements have been met and the process for inclusion has been completed.

With the affirmative vote of five members of the County Council, Bill 52-25 will take effect 14 days after its enactment.

**Bill 53-25****Council District(s) All**

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**Mr. Marks**

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**Maryland Model Floodplain Ordinance – Bill 6-24**

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Bill 53-25 amends Bill 6-24 in order to repeal and re-enact an uncodified provision setting forth the applicability of certain provisions of Bill 6-24.

Bill 6-24 updated the County Code sections related to floodplains to be in conformance with the Maryland Model Floodplain Ordinance. The Maryland Department of the Environment (MDE) recommends that Maryland jurisdictions implement the “model ordinance” produced by MDE. MDE prepared the model ordinance in response to the requirement that local jurisdictions adopt regulations that are fully compliant with the National Flood Insurance Program (NFIP). Bill 6-24 brought Baltimore County into alignment with the model ordinance, while maintaining the higher standard of floodplain protection that has been a hallmark of program implementation in this County for both tidal waters and nontidal waters of the State.

Bill 53-25 repeals and re-enacts Section 3 of Bill 6-24, which stated that Bill 6-24 took effect 45 days after its enactment. Bill 53-25 amends this uncodified section to state “the limitation on the square footage of an accessory structure in §32-8-507(a) of this Act shall not apply to a permit or a petition for variance for such a structure filed prior to the effective date of this Act, nor shall it apply to any subsequent permit or petition for variance for the same structure filed subsequent to the effective date of this act but prior to November 1, 2025.”

With the affirmative vote of five members of the County Council, Bill 53-25 will take effect 14 days after its enactment.



Bill 54-25

Council District(s) All

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Mr. Marks

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**Correction of Zoning Map – Notice by Councilmember**

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Bill 54-25 establishes a process for a Councilmember to make a corrective change to a Zoning Map approved during the Comprehensive Zoning Map Process (CZMP) under certain circumstances in order to return a property to its previous zoning.

Currently, a correction of the Zoning Map that was last enacted by the County Council is only permitted if the error alleged is:

- A technical drafting error made by the Department of Planning in transferring the County Council's enacted zoning classification to the comprehensive zoning map;
- A change in the property's zoning that was not within the boundaries of a filed issue; or
- A technical drafting error made by the original petitioner for a zoning change, provided the error did not impact the intent of the County Council to place a particular zoning classification on the particular property.

Currently, the process to correct a Zoning Map error may be initiated by the property owner or the Director of Planning. The process is initiated by a petition to the Board of Appeals, which must conduct a hearing within 30 days after the petition was filed and issue an order within 10 days after the hearing.

Bill 54-25 establishes a new method of correcting certain Zoning Map errors. The bill permits a Councilmember to initiate a corrective change in zoning to an issue previously adopted by the County Council through the CZMP for a specific property, subject to the following:

1. The corrective change shall only be initiated by the Councilmember who filed the issue that is applicable to the specific property, or portion thereof;
2. The corrective change shall be to a property, or portion thereof, that is an issue last adopted during the comprehensive zoning map process held immediately prior to the proposed change;

3. The Councilmember shall affirm that the inclusion of a property, or portion thereof, as an issue or the zoning assigned was inadvertent or the result of the Councilmember's mistake or error of intent;
4. The Department of Planning and the Planning Board recommended that the zoning for the subject property, or portion thereof, existing at the time the issue was filed by the Councilmember be retained; and
5. The change shall be subject to approval by the County Council.

Within 60 days from the effective date of the approval of the corrective change by the County Council, the Director of the Department of Planning shall amend the Zoning Map and return the zoning of the property, or portion thereof, that is the subject of the change to the zoning classification that existed prior to the filing of the issue.

With the affirmative vote of five members of the County Council, Bill 54-25 will take effect 14 days after its enactment.

**Bill 55-25****Council District(s) All**

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**Mr. Ertel**

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**Revision of Councilmanic Districts**

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Bill 55-25 revises and reconstitutes the County's seven Councilmanic districts into nine districts for the 2026 election, as required by Charter Sections 206 and 207, based upon the 2020 Decennial Census of the United States. This Councilmanic redistricting is part of the Council expansion process enacted in 2024.

On July 1, 2024, the County Council enacted Bill 47-24, which amended the Baltimore County Charter to increase the number of Council districts from seven to nine starting with the 2026 election. Bill 47-24 also amended the Councilmanic redistricting process set forth in Sections 206 and 207 of the Charter. On November 5, 2024, the voters of Baltimore County approved the Charter amendments enacted in Bill 47-24, including the requirement that Council districts be revised to establish nine Councilmanic districts for the 2026 election.

Bill 47-24 specifically amended Charter Section 206 to state "revisions of council districts may only be enacted in accordance with Section 207 of this Charter and may only occur: before October 1, 2025 or after each decennial census of the United States; or upon ratification of amendments to this Charter by the voters of Baltimore County to increase or decrease the number of council districts."

The redistricting plan as set forth in Bill 55-25 was, in part, informed by the recommendations of the 2025 Baltimore County Councilmanic Redistricting Commission. The full report of the Commission, submitted June 17, 2025, the recommended redistricting map, and the Redistricting Manual have been posted on the Council's web site. After receiving the Commission's final report, the Council held a public hearing on the recommendations on July 8, 2025.

A geographic representation of the nine revised Councilmanic districts is set forth in the 2026 Proposed Councilmanic District Map attached as Exhibit A to the bill, and the corresponding Population and Demographic Summary is attached as Exhibit B to the bill. Bill 55-25 complies with all legal requirements of the Charter and State and federal law.

With the affirmative vote of at least five members of the County Council, Bill 55-25 shall take effect 45 days after its enactment, and the Councilmanic boundaries established in Bill 55-25 shall become effective for the next regularly scheduled election of the County Council in 2026. Bill 55-25 is not subject to executive veto.

FMs-1 &amp; 2 (2 Contracts)

Council District(s) 5


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**Office of Law – Real Estate Compliance Division**


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**Acquisition of Easements – 3110A & 3110B Summit Avenue and  
9803-B Harford Road, 21234**


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The Administration is requesting approval of two contracts to acquire easement access spanning, in total, approximately 0.222 acre for \$15,456 for the Jennifer Branch Relief Sewer project east of Harford Road and south of Northwind Road in Parkville. FM-1 is a contract with Dennis C. Ourand and Tama V. Ourand, for \$10,320, for easement access (0.126 acre) located at 3110A (0.090 acre) and 3110B (0.036 acre) Summit Avenue. FM-2 is a contract with Tianté Dorman and Christel M. Dorman, for \$5,136, for easement access (0.096 acre) located at 9803-B Harford Road in Parkville. 3110A and 3110B Summit Avenue are zoned primarily DR-3.5 (Density Residential – 3.5 units per acre), and 9803 B Harford Road is zoned D.R. 5.5 (Density Residential – 5.5 units per acre). The easements will be used for drainage and utility, as well as temporary construction, areas. See Exhibits A and B.

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**Fiscal Summary**

<b>Funding Source</b>	<b>Combined Purchase Price</b>	<b>Notes</b>
<b>County</b> <sup>(1)</sup>	\$ 15,456	<sup>(1)</sup> Capital Projects Fund – Metropolitan District.
<b>State</b>	--	
<b>Federal</b>	--	
<b>Other</b>	--	
<b>Total</b>	<u>\$ 15,456</u>	

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**Analysis**

Descriptions of the three acquisitions are as follows:

3110A Summit Avenue (FM-1)

The Office advised that Everett Benfield Advisors, in its capacity as sub-contractor to the County's engineering contractor, Johnson, Mirmiran & Thompson (JMT), completed an appraisal of the property effective February 14, 2024, recommending a value of \$7,380. The Office further advised that after review and analysis, JMT concurred with the appraisal, recommending the respective amount as just compensation for the acquisition; JMT offered the property owners \$7,380 on behalf of the County, which the property owners accepted.

The total 0.090-acre property to be acquired, including the drainage and utility easement (0.084 acre) and the temporary construction area (0.006 acre), is part of a larger 0.553-acre parcel that is unimproved.

3110B Summit Avenue (FM-1)

The Office advised that Everett Benfield Advisors, in its capacity as sub-contractor to the County's engineering contractor, JMT, completed an appraisal of the property effective February 14, 2024, recommending a value of \$2,940. The Office further advised that after review and analysis, JMT concurred with the appraisal, recommending the respective amount as just compensation for the acquisition; JMT offered the property owners \$2,940 on behalf of the County, which the property owners accepted.

The total 0.036-acre property to be acquired, including the drainage and utility easement (0.036 acre) and the temporary construction area (<0.001 acre), is part of a larger 0.743-acre parcel that is residentially improved with a single-family dwelling.

9803-B Harford Road (FM-2)

The Office advised that the County's engineering contractor, JMT, utilized the valuation formula and price per square foot for a similar, nearby property (3110B Summit Avenue in Parkville) to determine the value of the proposed acquisition. The Office further advised that JMT offered the property owner \$5,136 on behalf of the County, which the property owners accepted.

The total 0.096-acre property to be acquired, including the drainage and utility easement (0.055 acre) and the temporary construction area (0.041 acre), is part of a larger 0.972-acre parcel that is improved with a residential dwelling.

The Department of Public Works and Transportation advised that the Jennifer Branch Relief Sewer project includes the construction of approximately 6,000 feet of relief sewer along Jennifer

Branch stream between Harford Road and Northwind Road. The Department also advised that a total of 25 acquisitions are needed for this project, and following approval of the 3 proposed acquisitions (FM-1 is for two acquisitions; FM-2 is for one acquisition), 2 additional acquisitions will require Council approval; the proposed acquisitions are the 6<sup>th</sup>, 7<sup>th</sup>, and 8<sup>th</sup> acquisitions requiring Council approval. As of the adoption of the FY 2025 Capital Budget, appropriations earmarked for the project total \$6.0 million. The Department further advised that as of August 20, 2025, the County had expended/encumbered approximately \$1.1 million for design, permitting, and property acquisition.

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

Executive Summary

PROGRAM TITLE:	Jennifer Branch Relief Sewer Project
PROJECT NO.:	010777250
FISCAL MATTER:	Contract of Sale
PROPERTY OWNERS:	Dennis C Ourand Tama V Ourand
LOCATION:	3110A and 3110B Summit Ave Parkville, MD 21234
CONSIDERATION:	\$10,320.00
PURPOSE OF PROJECT:	This contract is for the purchase of 5,206 sq. ft. of Drainage and Utility Easement and 257 sq. ft. of Temporary Construction Easement.
LIMITS OF PROJECT:	Jennifer Branch Relief Sewer Project

Prepared by: Office of Law – Real Estate Compliance Division



Executive Summary

PROGRAM TITLE:	Jennifer Branch Relief Sewer Project
PROJECT NO.:	010777250
FISCAL MATTER:	Contract of Sale
PROPERTY OWNERS:	Tiante Dorman Christel M Dorman
LOCATION:	9803 B Harford Road Parkville, MD 21234
CONSIDERATION:	\$5,136.00
PURPOSE OF PROJECT:	This contract is for the purchase of 2,382 sq. ft. of Drainage and Utility Easement and 1,786 sq. ft. of Temporary Construction Easement.
LIMITS OF PROJECT:	Jennifer Branch Relief Sewer Project

Prepared by: Office of Law – Real Estate Compliance Division

**FM-3 (Deed of Donation)****Council District(s) 1**

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**Office of Law - Real Estate Compliance**

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**County-Owned Parcel – US1 at Avalon Ridge Boulevard**

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The Administration is requesting approval of a deed of donation to convey approximately 0.044 acre of land to the State of Maryland for the use of the State Highway Administration, on behalf of the Maryland Department of Transportation, for no consideration. The County currently owns the property, which is located at US-1 (Washington Boulevard) at Avalon Ridge Boulevard in Baltimore. The land will be used for a State right of way (ROW). The property is zoned BR (Business Roadside). See Exhibit A.

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**Fiscal Summary**

The Deed of Donation has no fiscal impact.

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**Analysis**

The Office advised that the 0.044-acre parcel was originally conveyed to the County from 4100 Maple, LLC and SCLN, LLC, for nominal (\$5) consideration, in a deed dated August 28, 2024. Specifically, during a development planning process, the County determined that, in order to maintain a proper access area connecting a County road (Avalon Ridge Boulevard) to a State road (Washington Boulevard), it would need to establish a ROW on the subject parcel. The Office advised that, after the development plan was approved, a State inspection of the area for a State Access Permit determined it was necessary for the State to acquire the County land, along with two surrounding parcels, which were owned by the developer. Once conveyed from the County, the State will maintain the donated parcel as a ROW.

The Deed of Donation has no fiscal impact because the County is conveying the property for no consideration.

County Code, Sections 3-9-108(a)(2) and (c), provide that the County may convey surplus property or easement rights to a governmental entity for no compensation, upon approval of the contract by a majority of the County Council.

## Executive Summary

PROGRAM TITLE:	Southern Crossroads Baltimore Co. to State of MD (2025-010)
PROJECT NO.:	RR-001-000-403
FISCAL MATTER:	Deed of Donation to State of Maryland
PROPERTY OWNERS:	Baltimore County, Maryland
PROPERTY INTEREST TO BE ACQUIRED:	1,924 sq. ft. or 0.044 acres
LOCATION:	Washington Blvd. at Avalon Ridge Blvd.
CONSIDERATION:	\$0
PURPOSE OF PROJECT:	To donate County-owned parcel to State Highway Administration for no consideration per County Code Section 3-9-108(a)(2)
LIMITS OF PROJECT:	1,924 sq. ft. Washington Blvd, Baltimore, MD

Prepared by: Office of Law – Real Estate Compliance Division

**FM-4 (39 Contracts)****Council District(s) All****Department of Aging****Senior Assisted Living Services**

The Administration is requesting approval of 39 contracts to provide assisted living care services for eligible County residents, age 62 and older, who meet income and eligibility requirements. Each contract commenced July 1, 2025, continues through June 30, 2026 and may not exceed \$25,000 unless approved by the Council. If approved, the contracts may be extended for 4 one-year renewal terms. The County will pay each contractor a subsidy amount, up to \$1,056 per month per client (plus annual consumer price index escalations), based on the client's contribution of income, at a rate to be determined by State guidelines. Each contract is subject to the availability of State funds and to termination by the County in the event of a reduction and/or termination of funding. Estimated compensation for all contractors providing these services totals \$810,995 for FY 2026 and \$4,054,975 for the entire 5-year term, including the renewal periods. See Exhibit A.

**Fiscal Summary**

<b>Funding Source</b>	<b>FY 2026</b>	<b>Combined Total Compensation</b>
<b>County</b>	--	--
<b>State <sup>(1)</sup></b>	\$ 810,995	\$ 4,054,975
<b>Federal</b>	--	--
<b>Other</b>	--	--
<b>Total</b>	<u>\$ 810,995 <sup>(2)</sup></u>	<u>\$ 4,054,975 <sup>(3)</sup></u>

<sup>(1)</sup> Maryland Department of Aging funds.

<sup>(2)</sup> Estimated compensation for all contractors providing these services for FY 2026.

<sup>(3)</sup> Estimated compensation for all contractors providing these services for the entire 5-year term.

### Analysis

The Department operates the Senior Assisted Living Subsidy Program, which provides low- and moderate-income seniors access to State-licensed assisted living facilities. Specifically, the program subsidizes assisted living expenses of County residents, 62 years of age and older who meet income and eligibility requirements. According to State law, to be eligible for this program, a client's net monthly income (monthly income from all sources, minus non-reimbursable medical expenses greater than 3 percent of total monthly income, minus an allowance for personal expenses of \$137 per month) may not be higher than 60% of the State median income (i.e., \$4,358 per individual); assets may not exceed \$20,064 for an individual or \$26,400 for a couple.

Each of the 39 contracts reflects an agreement with a contractor for a specific State-licensed assisted living facility. The contractors will provide the following assisted living services to eligible County residents: onsite supervision 24 hours per day, 7 days per week; three meals per day and an evening snack; personal services (e.g., grooming, bathing, dressing); and housekeeping and laundry services. The contractor also agrees that if no subsidy is available for an admitted resident who is not able to pay the contractor's established monthly fee, the contractor will either accept a lesser fee from the resident, or give the resident at least 30 days written notice and assist in locating alternate senior assisted housing by contacting the resident's family and appropriate social agencies. The contractor further agrees to establish rates for the subsidized residents that are not higher than rates for private pay residents for the same room. The contractor may waive portions of their rate for residents on the subsidy waiting list.

Under each contract, the County will provide a comprehensive assessment, plan of care, and financial determination for each subsidy client; monitor the facility quarterly (and/or in accordance with State Regulations); provide consultation, both technical and professional guidance, in accordance with Maryland State Department of Aging regulations; and pay the contractor a subsidy amount, up to \$1,056 per month per client (plus consumer price index escalations that may increase on July 1 of each year), based on the client's contribution of income, at a rate to be determined by State guidelines. The Department advised that existing State regulations allow for subsidies of up to \$1,056 per month based on client income and facility cost; the County will pay the lesser of the difference between the subsidized resident's net monthly income and the facility's approved monthly fee, or the maximum monthly subsidy of \$1,056 per month. The client is responsible for paying any contractor fees in excess of the County's subsidy amount. Contractor fees charged to clients vary depending on the level of services provided and may not exceed the fees charged to non-subsidized clients for the same level of service.

The County contracts with any provider and specific assisted living facility that is licensed by the State of Maryland, serves Baltimore County residents, and meets Department criteria for providing these services. The State of Maryland's Office of Health Care Quality licensee directory for Assisted Living Programs indicates that the capacity for all 39 proposed contractors combined totals 358 beds.

From June 7, 2021 through August 1, 2022, the Council approved contracts with 36 State-licensed assisted living facilities, which were to expire June 30, 2026 (35 contracts) and June 30, 2027 (1 contract). The Department advised that several of these facilities closed in the past year; in consultation with the Office of Budget and Finance, Purchasing Division, the Department decided to re-solicit for these services in order to add more contractors and create more client capacity. Each proposed contract commenced July 1, 2025, continues through June 30, 2026 and may not exceed \$25,000 unless approved by the Council. If approved, each contract may be extended for 4 one-year renewal terms under the same terms and conditions and upon the mutual written agreement of all parties. The Department further advised that the proposed 39 contractors include 23 contractors that provided assisted living care services under the previous contracts. The Department noted that no clients will be placed in the 16 new facilities until after Council approval of the proposed contracts. The Department further advised that estimated costs incurred prior to Council approval total \$119,700, with no facility reaching the \$25,000 limitation. Estimated compensation for all contractors providing these services totals \$810,995 for FY 2026 and \$4,054,975 for the entire 5-year term, including the renewal periods. Each contract provides that either party may terminate the agreement by providing 30 days prior written notice. Each contract is subject to the availability of State funds and may be terminated by the County in the event of a reduction or termination of funding. The contracts do not include any M/WBE participation requirement.

The Department noted that the number of clients to be served per year depends on longevity and changing service needs as well as State funding levels; currently, there is no waiting list for services. The Department advised that the Senior Assisted Living Subsidy Program served 90 clients in FY 2025, and it expects to serve the same number of clients in FY 2026; the Department further advised that FY 2024 expenditures totaled \$779,731, and FY 2025 expenditures through June 2025 totaled \$647,886.

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

### Senior Assisted Living Subsidy Program

2 Hearts ALF, LLC	Living Hope Assisted Living, LLC
2 Hearts at Liberty Assisted Living Facility	Marlyn Place ALF, LLC
A Caring Place	Mayfield House
A New Walk of Life Assisted Living, LLC	Na's Place A Haven of Rest Inc
Affluent Living Adult Care II	New Beginning at Branchleigh, LLC
All's Well Home Care	Precious Jewels Assisted Living
Angels Among Us	Rolling Meadows
Balmaine Manor	Sarez Assisted Living
Beechwood Assisted Living LLC	Sunny Springs Assisted Living, LLC
Best Care Assisted Living, LLC	The Comforts at Catonsville, LLC
Best Care Assisted Living, LLC Site 64	The Comforts of Home
Comforts of Home III	The Comforts of Home 2
Dulaney Valley Assisted Living at Hunt Valley	The House of Victory Apostolic
Dulaney Valley Assisted Living Inc	Tranquility Assisted Living Home, LLC
Empa Thee Senior Living	Victory Assisted Living, LLC
ENS Assisted Living, LLC	Victory II Assisted Living, LLC
Hampton Meadows, LLC	Victory III Assisted Living, LLC
J.L. Care Enterprises	White Marlin Care
Joyous Living, Inc	Woodholme Manor, LLC
Lifespring, LLC	

The Baltimore County Department of Aging (BCDA) is requesting approval of 39 Senior Assisted Living Subsidy (SALS) contracts in the Senior Resources Program. Depending on funds available, Baltimore County residents may be authorized for assisted living facility subsidies in our SALS Program based on program eligibility criteria.

The BCDA SALS Program is funded by the Maryland Department of Aging to help low- to moderate-income adults age 62 years and older pay for assisted living programs they would otherwise be unable to afford. The subsidy can cover the cost of services provided in assisted living—including meals, personal care, and 24-hour supervision for residents who need help living independently.

The Baltimore County SALS Program has served 90 older adults in the current fiscal year and expects to serve a similar number of older adults in the 2026 fiscal year, based on funding available and client turnover.

Prepared by: Baltimore County Department of Aging (BCDA)

*Auditor Note: The list above provided by BCDA reflects the name of each contracted assisted living facility as identified by the State of Maryland's Office of Health Care Quality licensee directory for Assisted Living Programs.*



**FM-6 (Amendments to 3 Contracts)****Council District(s) All**

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**Department of Public Works and Transportation**

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**Snow Removal and Deicing Services**

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The Administration is requesting approval of amendments to three contracts, with A.R.G. General Contracting, LLC, Consolidated Services, Inc., and P2 Cleaning Services, LLC, for on-call snow removal and de-icing services to incorporate a new payment structure, including minimum payment guarantees and updated incentive payment amounts. The Office of Budget and Finance, Purchasing Division advised that the proposed new minimum guarantee could potentially cost up to \$394,500 annually for all 36 of the County's snow removal contractors; however, based on reasonable expectations that most contractors will provide services in excess of guaranteed minimum amounts each year, the actual cost of the new payment structure is estimated to be significantly less, limited to the difference in the incentive payment amount, which for FY 2026 is estimated to total \$145,500. The FY 2026 budget for the Storm Emergencies Program totals \$6.0 million, including \$2.8 million for contractual snow removal services. The contracts commenced November 20, 2023. See Exhibit A.

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### Fiscal Summary

Funding Source	Combined Current Total Compensation	Combined Amended Total Compensation
County <sup>(1)</sup>	*	*
State	--	--
Federal	--	--
Other	--	--
<b>Total</b>	* (2)	* (3)

<sup>(1)</sup> General Fund Operating Budget.

<sup>(2)</sup> The contract amounts are not reasonably estimable.

<sup>(3)</sup> Compensation may not exceed the amount appropriated for these services for the entire term. The contract amounts are not reasonably estimable at this time. The Office of Budget and Finance, Purchasing Division advised that the fiscal impact of the minimum payment guarantees could total up to \$394,500 annually for all 36 snow removal contractors under contract with the County; however, it anticipates almost all contractors exceeding their guarantees each year. The Purchasing Division further advised that the fiscal impact of the updated incentive payments totals approximately \$145,500 in FY 2026 for all 36 snow removal contractors under contract with the County.

### Analysis

In accordance with the Department's snow removal plan, responsibility for most Priority 1 routes (i.e., roads with traffic volumes of at least 10,000 vehicles per day) is assigned to contractors, allowing the County to focus its efforts on subdivision streets more quickly. The Office of Budget and Finance, Purchasing Division advised that the County currently has 36 snow removal contractors that provide approximately 197 pieces of equipment, and 45 additional loaders only used for large snow removal events.

The Purchasing Division advised that it is in the process of amending the County's snow removal contracts to reflect a new payment structure; the Purchasing Division advised that in total, it will present amendments to approximately 34 contracts for Council approval (the Council approved two contracts on November 18, 2024 with the updated payment structure included). This agenda includes proposed amendments to 3 contracts, as follows:

<b>Contractor</b>	<b>Council Approval</b>	<b>Contract Commencement</b>	<b>Contract Term</b>	<b>Expenditures/Encumbrances as of August 8, 2025</b>
A.R.G. General Contracting, LLC	November 20, 2023	November 20, 2023	4 years and 5 months	\$98,770
Consolidated Services, Inc.	November 20, 2023	November 20, 2023	4 years and 5 months	\$21,923
P2 Cleaning Services, LLC	November 20, 2023	November 20, 2023	4 years and 5 months	\$59,240

The proposed amendments provide for new minimum payment guarantees for snow and ice removal operations in the amount of \$3,000 for each Class V or greater vehicle or dump truck (GVW 16,001 pounds or greater) with plow and spreader and \$1,500 for each four-wheel drive pickup truck with plow and spreader (GVW 16,000 pounds or less) for the 2025-2026 snow season and for all subsequent renewal terms; the Purchasing Division advised that the State's contracts also include minimum annual guarantees. The proposed amendments provide that the contractors will be ineligible for the minimum payment guarantees if they receive a "Notice of Unsatisfactory Performance" during the contract term. The proposed amendments also include an additional incentive payment to the contractors after the snow season ends in the amount of \$750 per Class V or larger vehicle (e.g., single-axle, tandem axle, or tri-axle dump truck) with plow and spreader and \$500 per four-wheel drive truck if the contractors were available and present for all snow events with the contracted equipment, did not receive a "Notice of Unsatisfactory Performance," and submitted all invoices by the end of the snow season; previously, the incentive payment was a flat \$500 per truck. The Purchasing Division advised that change to the structure of the incentive payments is due to the fact that larger vehicles cost more to operate and maintain. All other terms and conditions remain the same.

The contractors will provide the following:

<u>Contractor</u>	<u>Equipment</u>	<u>Hourly Rate</u>
A.R.G. General Contracting, LLC	3 one-ton pick-up trucks and one small single-axle dump truck with plow and spreader	\$135/\$175
Consolidated Services, Inc.	1 four-wheel drive pick-up truck with plow and spreader	\$115
P2 Cleaning Services, LLC	2 one-ton pick-up or small single axle dump trucks and 2 single-axle dump trucks with plows and spreaders	\$135/\$175

The contracts provide that compensation may not exceed the amount appropriated for the entire contract term; the contract amounts are not reasonably estimable. The Purchasing Division advised that the potential fiscal impact of the minimum payment guarantees totals up to \$394,500 annually for all 36 snow removal contractors under contract with the County; however, it anticipates almost all contractors exceeding their guarantees each year. (The Purchasing Division also advised that all contractors worked enough hours to exceed the annual guarantees during the 2024-2025 snow season.) The Purchasing Division further advised that the potential fiscal impact of the updated incentive payments totals approximately \$145,500 in FY 2026 for all 36 snow removal contractors under contract with the County. The FY 2026 budget for the Storm Emergencies Program totals \$6.0 million, including \$2.8 million for contractual snow removal services. The County may terminate each agreement by providing 30 days prior written notice

The County awarded the original contracts (together with one other contract) through an open bid process; no other bids were received at that time. The contracts do not include any M/WBE participation requirements.

The County's financial system indicates that as of August 8, 2025, the County currently has two other contracts with P2 Cleaning Services, and no other contracts with A.R.G. General Contracting LLC, and Consolidated Services, 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

### Vendor Name – Snow and Ice Removal Services

**Purpose** – Snow removal and deicing services throughout the County. These contracts are being amended to match the minimum annual guaranteed payments provided by Maryland SHA, in the interest of improving contractor retention. The guaranteed minimum payments are as follows:

\$3,000 minimum for each Class V or greater vehicle

\$1,500 minimum for each vehicle less than Class V

\$750 annual retainer for each Class V or greater vehicle

\$500 annual retainer for each vehicle less than Class V

The guarantee will not be paid in addition to, but in lieu of, hire requirements not totaling more than the minimum for a respective vehicle class.

**Scope of Contract** – The Contractor shall provide snow removal and salt application services which the County may require during the Term. The County reserves the right to order such services as may be required during the Term, and it also reserves the right not to order any services, if it is found that such services are not required by the County during the Term. Snow removal shall consist of pushing all snow off the road surfaces of designated routes, to the sides of the roadways. Salt application shall involve the even distribution of rock salt across the same road surfaces being plowed by means of a salt spreader. The rate of application should be pre-calibrated as recommended by the Baltimore County Bureau of Highways during equipment installation by the Contractor.

**Contract Value \$** - Estimated at \$10,000 per vehicle per year through 4/30/2028. The contract does not specify a contract capacity. The capacity is tied to the total appropriation for snow removal services. The County reserves the right to order such services as may be required during the Term, and it also reserves the right not to order any services, if it is found that such services are not required by the County during the Term.

**Term** – Two (2) remaining renewals through 4/30/2028. A snow season is defined as beginning November 1st and ending April 30th of the next calendar year.

**Vendor Selection method** – B-10000094, opened 7/10/2023.

**MBE/WBE** – 0%

Prepared by: Department of Public Works and Transportation

FM-8 (Contract)

Council District(s) All

**Department of Health & Human Services**

**Transitional Age Youth Program**

The Administration is requesting approval of a contract with People Encouraging People, Inc. to provide behavioral health, mental health, and other required services through the Transitional Age Youth Program to eligible transitional age youth (ages 18 to 24) in order to develop the skills necessary for successful integration into the community. The contract commences upon Council approval, continues through June 30, 2026, and will renew automatically for four additional 1-year periods with the option to extend the initial term or any renewal term an additional 120 days. Compensation may not exceed \$79,329 for FY 2026, and compensation for each renewal term shall be set forth in a mutually-agreed upon budget. The Department advised that estimated compensation totals \$396,645 for the entire 5-year and 2-month term, including the renewal and extension periods, assuming the FY 2026 appropriation level each year. See Exhibit A.

**Fiscal Summary**

<b>Funding Source</b>	<b>FY 2026</b>	<b>Total Compensation</b>	<b>Notes</b>
<b>County</b>	--	--	<sup>(1)</sup> Maryland Department of Health, Behavioral Health Administration. <sup>(2)</sup> Maximum compensation for FY 2026. <sup>(3)</sup> Estimate for the entire 5-year and 2-month term, assuming the FY 2026 appropriation level each fiscal year.
<b>State <sup>(1)</sup></b>	\$ 79,329	\$ 396,645	
<b>Federal</b>	--	--	
<b>Other</b>	--	--	
<b>Total</b>	<u>\$ 79,329 <sup>(2)</sup></u>	<u>\$ 396,645 <sup>(3)</sup></u>	

**Analysis**

The Transitional Age Youth (TAY) Program assists eligible young adults (Baltimore County residents, ages 18 to 24, who are currently eligible for Medical Assistance and in treatment for a serious mental health disorder that significantly impedes daily functioning) transition from receiving adolescent mental health services into adult independent living. Funds will be used for

the salary and fringe benefits of a program coordinator and residential counselor who will assist participants in growing their independent living skills, obtaining employment, and promoting the development of community living skills. Services will include case management, substance use screening, linkage to substance use related assessment, diagnosis, treatment, and recovery support, daily support in the residence, overnight support, medication monitoring, independent living skills training, budgeting and shopping, public transportation training, and activities of daily living (housekeeping, hygiene). Mental health evaluations and treatment are also available. The contractor will provide these intensive residential rehabilitation services for 6 unduplicated clients in an apartment building located in Woodlawn. Hourly rates for the program coordinator and residential counselor positions are \$22.29 and \$15.45, respectively. (The Department advised that the contractor will also be providing general-level services for 4 additional unduplicated clients in the same building; the Department will work with the contractor to fill these beds, but is not required to provide oversight.)

The contract commences upon Council approval, continues through June 30, 2026, and will renew automatically for four additional 1-year periods with the option to extend the initial term or any renewal term an additional 120 days on the same terms and conditions, unless the County provides notice of non-renewal. Compensation may not exceed \$79,329 for FY 2026, and compensation for each renewal term shall be set forth in a mutually-agreed upon budget. The Department advised that estimated compensation totals \$396,645 for the entire 5-year and 2-month term, including the renewal and extension periods, assuming the FY 2026 appropriation level each year. The County may terminate the agreement by providing 30 days prior written notice.

The County awarded the contract via competitive negotiations to its incumbent contractor (People Encouraging People, Inc.) after receiving no proposals in response to its solicitation. The contract does not include any M/WBE participation requirement.

On June 4, 2018, the Council approved similar 7-year and 3-month contract (which commenced July 1, 2018) with People Encouraging People, Inc. According to the County's financial system, as of August 11, 2025, the County expended/encumbered \$557,929 under the contract.

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

## **Executive Summary**

Transitional Age Youth (TAY) Program – People Encouraging People, Inc.

### **BACKGROUND**

The Baltimore County Department of Health, Bureau of Behavioral Health (BBH) seeks to enter into a contract with People Encouraging People, Inc for the provision of the Transitional Age Youth (TAY) program in Baltimore County. The Maryland Department of Health (DOH), Behavioral Health Administration (BHA) provides State grant funds to Baltimore County Bureau of Behavioral Health for the TAY Program. The funds are to be used for a full-time, dedicated Baltimore County program staff to assist young adults, ages 18 to 24, who have been receiving services through the child and adolescent public behavioral health system, for transition to the adult system. The program is responsible for serving six (6) unduplicated transitional age youth who are residing in the TAY Residential Rehabilitation Program (RRP). The residential beds in the TAY program were approved by BHA specifically for People Encouraging People, Inc. to manage.

### **PURPOSE**

The purpose of the request is to establish a new contract with People Encouraging People, Inc. to fund the program staff to oversee the operation of the Transitional Age Youth program and residential beds for Baltimore County. Services in the program include case management, daily support in the residence, overnight support, medication monitoring, independent living skills training, budgeting and shopping, public transportation training, and activities of daily living (housekeeping, hygiene). In addition, mental health evaluation and treatment is available.

### **FISCAL**

The amount of available funds is \$79,329 per fiscal year. The initial contract term will be effective when executed by the County through June 30, 2026, with four (4) additional one (1) year renewal options. Baltimore County reserves the right to increase the compensation if additional funds are received during the initial term or any renewal term.

Prepared by: Department of Health and Human Services



**MB-3 (Res. 38-25) PILOT****Council District(s) 6****Mr. Ertel (By Req.)****Department of Housing and Community Development****Authorize Payment in Lieu of Property Taxes (PILOT) – Towson Owner, LLC**

Resolution 38-25 as amended authorizes the County to enter into a 20-year agreement, with an optional extension period of up to 20 years, with Towson Owner, LLC for stipulated payments in lieu of real property taxes (PILOT) in order to support affordability restrictions for 414 housing units at TowsonTown Place, located at 6906 Donachie Road in Towson. (The Administration advised that it will request an amendment to correct typos in three parcels' tax ID numbers.) Upon approval, the PILOT agreement takes effect for the fiscal year that commenced July 1, 2025. The agreement is estimated to result in a property tax loss of \$940,100 for FY 2026, with future-year annual losses of a similar magnitude; the estimated present value of the annual losses over the full, 40-year extended term totals \$25,998,217. See Exhibit A.

**Fiscal Summary**

<b>Funding Source</b>	<b>Total Property Tax Reduction – Initial Term</b>	<b>Total Property Tax Reduction Including 20-Year Extension</b>
<b>County</b>	\$ 15,468,644 <sup>(1)</sup>	\$ 25,998,217 <sup>(2)</sup>
<b>State</b>	--	--
<b>Federal</b>	--	--
<b>Other</b>	--	--
<b>Total</b>	<u>\$ 15,468,644</u>	<u>\$ 25,998,217</u>

<sup>(1)</sup> Estimated net present value of property tax loss over the 20-year initial term.

<sup>(2)</sup> Estimated net present value of property tax loss over the extended 40-year term.

### Analysis

Towson Owner, LLC owns TowsonTown Place, an existing 828-unit multi-family community located at 6906 Donachie Road in Towson. The Department advised that Towson Owner, LLC intends to renovate and preserve the affordability of half the units (414), of which 14 will be leased to households earning up to 30% of the area median income (e.g., up to \$27,400 for an individual and \$31,300 for a family of two), 133 will be leased to households earning up to 60% of the area median income (e.g., up to \$54,780 for an individual and \$62,580 for a family of two), and 267 will be leased to households earning up to 80% of the area median income (e.g., up to \$72,950 for an individual and \$83,400 for a family of two).

Resolution 38-25 authorizes the County to enter into a 20-year PILOT agreement with Towson Owner, LLC effective July 1, 2025, with the owner having the option to request an extension of up to 20 additional years. The agreement provides that payments in lieu of taxes in the amount of \$313,370 (25% of the ordinary Baltimore County real property taxes based on the 2025 assessment) are due in the first year, increase 3% per year in the second through fifth years; and increase 4% per year in the sixth through 20<sup>th</sup> years. If the agreement is extended, the payments in lieu of taxes will be 25% of the ordinary Baltimore County real property taxes due based on the 2045 assessment in the first year; increasing 3% per year in the second through fifth years of the extension period; and then increasing 4% per year in the sixth through 20<sup>th</sup> years of the extension period. The PILOT agreement will reduce County real property tax revenue for the earlier of 40 years or as long as the property owner continues to maintain the affordability restrictions. The property owner shall make annual payments at the end of each calendar year.

Payments in the first year will total \$313,370. Estimated PILOT-generated revenue is \$940,110 less than the estimated County property tax revenue amount in the first year. PILOT-generated revenue is estimated to be a net present value amount of \$25,998,217 less than the County property tax amount over 40 years (using the 2025 assessed value of the property (\$113,952,767); assuming the value of the property increases by 3% each year; and assuming the present-value discount rate equals 5% per year). Should the property cease to maintain its affordability restrictions within the first 5 years of the PILOT agreement, the owner will be liable for all foregone County property taxes, and should the property cease to maintain restrictions within years 6-15 the property owner will be liable for a portion of the property taxes as provided in the agreement (e.g., should affordability restrictions cease in the sixth year, the property owner would be liable for forgone property taxes in years 2-5). Should the property cease to maintain its affordability restrictions in year 16 or beyond, the owner will be liable for the full amount of

County property taxes going forward, but will not be liable for applicable County property taxes when the affordability restrictions were maintained.

The Department advised that Towson Owner, LLC has also submitted a request for financial assistance for the County to provide a loan of approximately \$2.8 million to serve as gap financing to fund renovations including modern kitchen cabinets and counter tops, new appliances, fully refreshed bathrooms (including vanities and fixtures), and new flooring surfaces, plus enhancements to common areas and property infrastructure; the Department will submit a 7-day loan notification to the Council in September 2025. The Department further advised that the anticipated loan funds will be utilized for the Voluntary Compliance Agreement (VCA) eligible units (60% of the area median income and below) and not for all preserved units.

The Department advised that the 414 attainable housing units will fulfill a critical need for Baltimore County families and that 147 of the 414 income-restricted units will count toward the County's obligations under the VCA with HUD. The Department further advised that the 147 VCA-eligible units will include a minimum of 55 three-bedroom units, with the remaining units being a mix of one-, two-, and three-bedrooms.

The Annotated Code of Maryland, Tax-Property Article, Section 7-506.1 exempts certain subsidized rental housing projects from property taxation if the owner and governing body of the County agree to negotiated payments in lieu of real property taxes.

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

## **EXECUTIVE SUMMARY**

TowsonTown Place is a multifamily apartment community originally constructed between 1967-1969, located at 6906 Donachie Rd, Baltimore, MD 21239. It is comprised of 828 rental units. The property has aged considerably since its initial construction, undergoing varying levels of renovations throughout the years. The current owner Towson Owner LLC ("Owner"), an affiliate of PCCP, LLC, purchased the property in 2018.

The Owner has submitted a request for financial assistance for the Department of Housing and Community Development ("Department") to provide a loan of approximately \$2,838,000 to serve as gap financing as well as a Payment In Lieu of Taxes (PILOT) Agreement. In exchange, the Owner will utilize the loan to fund the substantial rehabilitation of unrenovated units and the PILOT benefit to preserve affordability at 414 units (half of the units at the property) for a 20-year period ("Affordability Period"). The proposed affordability preservation unit mix at the property is as follows: 14 units maintained for households with an income at or below 30% of the Area Median Income ("AMI"), 133 units to be substantially renovated and preserved for households with an income at or below 60% AMI, and 267 units maintained for households with an income at or below 80% AMI. Of the units described above, 147 total will count towards the County's Hard Unit goals as defined within the County's Voluntary Compliance Agreement ("VCA"). Of these, at least 55 will be three-bedroom units. The scope of the substantial renovation will include a modern kitchen cabinets and counter tops, a full suite of new appliances, fully refreshed bathrooms (including vanities and fixtures) and new flooring surfaces. Enhancements that address additional needed renovations to common areas and property infrastructure.

The PILOT is slated to take effect July 1, 2025 ("Effective Date"). The PILOT structure for the Property will be as follows: Base Assessment Year for the Property during years 1-20 of this Agreement shall be deemed to be 2025. Commencing on the Effective Date, the Owner shall make annual payments (the "Tax Payment") in arrears at the end of each calendar year. For the first year, the Tax Payment shall be twenty five percent (25%) of the ordinary Baltimore County real property taxes based on the 2025 assessment, or \$313,370. The Tax Payment shall increase by three percent (3%) annually during years 2 through 5. Beginning in year 6 through the Termination Date, the Tax Payment shall increase by four percent (4%) annually. If the Property is transferred or sold such that the Property would no longer be subject to the Declaration of Covenants, the PILOT Agreement will terminate and depending on when the triggering event

occurs, a certain portion of the tax benefit, as detailed in the PILOT Agreement, will be required to be repaid.

The PILOT will help fulfill a critical housing need for Baltimore County families who are cost-burdened and in need of attainable housing, including 147 units that will count towards the County's obligations under the Voluntary Compliance Agreement ("VCA").

Prepared by: Department of Housing and Community Development

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**Mr. Marks**

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**General Assembly – Inspector General Oversight of BCPS**

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Resolution 40-25 encourages the Maryland General Assembly to pass legislation during the 2026 Legislative Session providing that the Baltimore County Board of Education is subject to the jurisdiction and oversight of the Baltimore County Office of the Inspector General.

The Baltimore County Office of the Inspector General (OIG) was established in the Baltimore County Code by the Baltimore County Council in 2019 and codified in the County Charter by the County Council and County voters in 2024. The purpose of the OIG is to provide increased accountability and oversight in the operations of County Government by identifying: (1) fraud, waste, and abuse in County Government; and (2) ways to promote efficiency, accountability, and integrity in County Government.

BCPS and the County Board of Education are supported substantially through funds provided by Baltimore County Government and County taxpayers, accounting for roughly half of the County's annual budget. The resolution states that as the largest recipient of County funds, BCPS should also logically be subject to the independent oversight of the OIG.

The General Assembly previously considered similar legislation requested by the Baltimore County Administration during the 2021 Legislative Session in Senate Bill 655 (sponsored by then-Senator Klausmeier) and House Bill 751 (sponsored by Delegate Ebersole).

Should such legislation be enacted, the OIG could require additional personnel to fulfill its expanded responsibilities, which potentially would result in a fiscal impact to the County (e.g., salary, fringe benefit, and other operating costs); the specific cost impact would depend upon the scope of the associated personnel changes. At the same time, such additional oversight could result in operational efficiencies, which could generate fiscal savings for BCPS.

Resolution 40-25 shall take effect from the date of its passage by the County Council.

BALTIMORE COUNTY COUNCIL  
NOTES TO THE AGENDA  
APPENDIX A

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

**TO:** County Administrative Officer **DATE:** 7/25/25

**FROM:** Kevin D. Reed, Director **COUNCIL MEETING**  
Office of Budget & Finance **DATE:** 9/2/25

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

Whenever a commodity Supplier Contract / Purchase Order over \$25,000 is awarded by a process other than a formal competitive bid, a copy of the Supplier Contract / Purchase Order must be provided to the Administrative Office for placement on the County Council agenda for announcement at the next session following the award of the Supplier Contract / Purchase Order. The announcement shall be recorded in the minutes of the County Council meeting, and shall be available for inspection by the public. In compliance with this procedure, supporting documentation of the awards are included and will be forwarded to the County Council.

Award Document

PO 10026619      Tek84, Inc.

This Purchase Order is for a full body contraband detection scanner through Tek84, Inc.

As detailed in the 902(f) Justification signed by Walt Pesterfield, Director, a full body contraband detection scanner that will be utilized by the Department of Corrections to provide a comprehensive approach to detecting metallic and non-metallic objects by using x-ray beams with minimal radiation exposure that sees through body tissues and clothing.

This x-ray machine meets the Department of Corrections needs for increased safety and security by providing x-ray scans of the inmate population to detect various types of contraband, typically hidden in body cavities and in the folds of clothing. This equipment has a small 34" x 72" physical footprint that emits small doses of x-ray beams and has the capabilities to scan the subject's entire body, to allow for non-invasive screening that will expedite the intake process and prevent dangerous contraband from entering the facility.

Award Total: \$142,500.00  
Award Date: 7/1/25

PO 10026587      International Chemstar Incorporated

This Purchase Order is for water testing and filtration at the North Point Government Center through International Chemstar Incorporated.

As detailed in the Emergency Justification signed by Debra Shindle, Chief of Property Management, emergency water testing was required at the North Point Government Center. The work was performed as an emergency.

Award Total: \$31,316.00  
Award Date: 7/7/25



PO 10026516

N Harris Computer Corporation

This Purchase Order is for the support and maintenance for the Syscon Justice System's Jail Management System (JMS), for the period of November 15, 2024 through November 14, 2025.

As detailed in the Sole Source Justification signed by Christopher Martin, OIT Director, N. Harris Computer Corporation is the only provider for maintenance and support for their proprietary system. The system includes a sentence calculation algorithm developed specifically for Baltimore County, based on myriad factors. The logic is unique to Baltimore County and the implementation was jointly developed by the vendor and the County.

This system helps keep track of commissary accounts, booking information, demographics, healthcare information and more. It contains information to produce several hundred custom Crystal Reports predicted on the underlying data specific to their solution. These business Intelligence products drive the BCSTAT program which delivers executive summaries of hi-performance indicators to County government and constituents.

Award Total: \$173,856.00

Award Date: 7/11/25

SCON 10001042-6

Nextraq, LLC

As requested by The Office of Information Technology, this Supplier Contract Amendment to extend the term for three (3) years through 7/30/2028 with the County option for an additional two one (1) year renewals through 7/30/2030. The County's vehicle fleet is equipped with GPS devices from NexTraq, LLC (Michelin Connected Fleet Powered by NexTraq (MCF)), which provide vehicle tracking, dispatch, and reporting via a secure, cloud-based platform. The GPS devices, purchased from MCF, have been installed in approximately 700 County vehicles. MCF provides a way for the County to monitor any and all vehicles by providing specific locations, speed of vehicles, engine hours, vehicle maintenance schedules, and driver safety information. Additionally, we have utilized MCF for 10+ years and they have maintained all of our records for the entirety of our relationship.

Initially, the vendor was awarded a contract resulting from a formal solicitation. Since then, they have maintained a consistent pricing structure and even decreased their monthly costs to us. If the County chooses to expand monitoring to additional County vehicles, MCF will continue to provide the hardware at no cost to the County. In recent years, the County engaged one of the largest competitors in the fleet management market, Verizon Networkfleet, to test their equipment and services as a possible alternative to MCF. Networkfleet was not only substantially more expensive than MCF's current pricing, but was also not able to fulfill the functionality requirements.

It is in the best interest of the County to extend our relationship with MCF because the equipment has been installed and is currently operational in hundreds of County vehicles, a significant amount of time, effort and financial impact would be required of the County to uninstall and remove the equipment from each vehicle if we had to replace the vendor in FY2025. Additionally, by monitoring the vehicles, the County is able to increase efficiency and productivity of the employees during work hours. MCF manages, supports and provides

updates to the platform and equipment. Also, the County is able to help monitor idling to decrease the cost and environmental impact of using gasoline-based vehicles.

If the County extends the term of the contract, MCF has agreed to continue to provide the devices and installation at no cost and will keep the monthly service cost for the County at \$15.95 for non-dispatch and \$19.95 for dispatch. The County has previously engaged one of the largest competitors in the fleet management market, Verizon Networkfleet, to test their equipment and services as a possible alternative to MCF but Networkfleet was not able to fulfill the functionality requirements.

If the County was no longer able to use the hardware and services provided by MCF, we could not monitor the County's fleet of vehicles effectively. Through monitoring of the vehicles, the County is more fuel-efficient, can quickly locate and identify where County employees are working, and can provide dispatching and job route-optimization to employees out in the field. If we were to switch to a different provider, we would have to remove equipment from every vehicle in the fleet, costing thousands of dollars in man hours. Also, we would have to spend additional funds for installation, training, equipment etc. for a new provider. Additionally, if we were to leave MCF, we would lose 10 years of records that they have maintained.

Estimated 5 Year Award Total: \$850,000.00  
Award Date: 7/18/25

SCON 10002388-3 Magnet Forensics, Inc.

The Supplier Contract is a term agreement for yearly renewal of the Premier software license for GrayKey devices through Magnet Forensics Inc.

The GrayKey devices and software allows the Forensics Unit to specifically unlock Apple mobile devices, even if password protected. It is the only device that has this ability. Additionally, it has the ability to extract information even when the phone is locked. This technology is unique to this device and the license can only be obtained through Magnet Forensics.

These software license renewals will allow the Forensics Unit to continue to obtain valuable evidence that would otherwise be unobtainable. Digital evidence includes text messages, call logs, pictures, videos, contacts and apps – evidence which is used by investigators to investigate crimes and prosecute criminals. The device and the extracted information enabled by the software license is critical to ongoing investigations.

SCON was Red Tagged in August 2024, with an original estimated spend of \$180,030.00 for one device/software bundle.

In fact, the Forensics Unit has two devices/software bundles, so the amount reported should have been \$360,060.00, therefore, we are resubmitting the Supplier Contract Amendment through the Red Tag process for the additional \$180,030.00.

Additional Award Amount: \$180,030.00  
Award Date: 7/21/25

cc: J. Benjamin Jr.,  
T. Bostwick,  
Elizabeth J. Irwin, Acting County Auditor