



Legislation Review

Review of the Fiscal Year 2025 Proposed
Current Expense Budget
Chief Administrative Officer, Including Non-
Profit Partner Organizations and
Partnership for Children, Youth and Families

Report Date: May 13, 2024

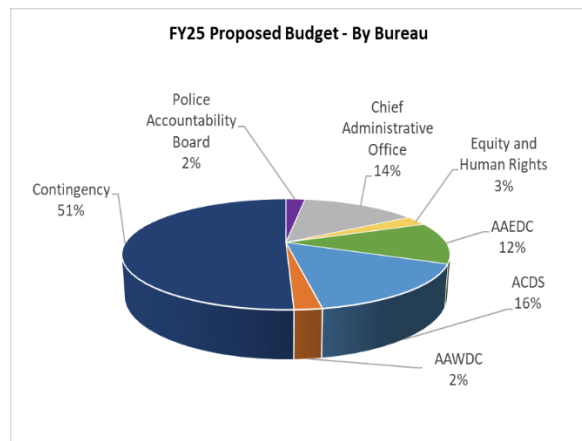
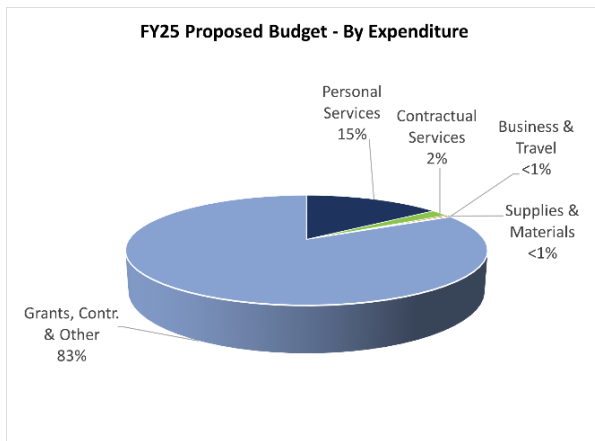
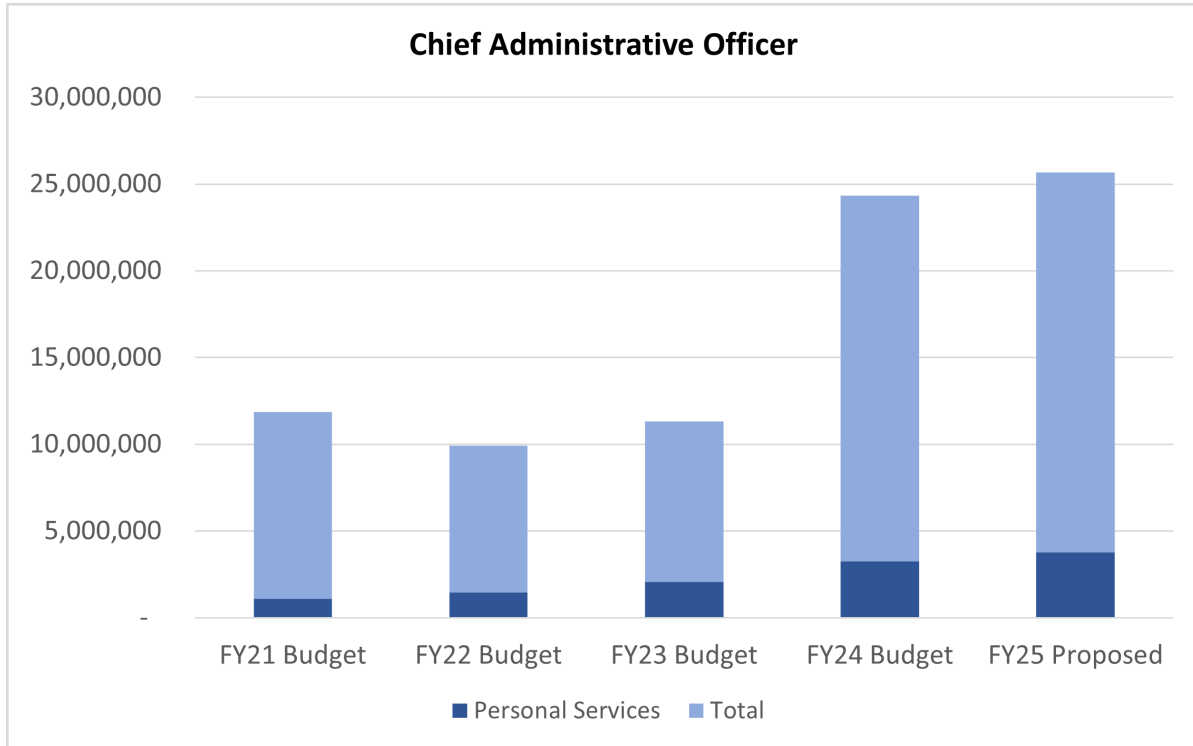
Hearing Date: May 14, 2024

Questions Sent to the Agency:	Friday, May 3, 2024
Responses Received from CAO:	Thursday, May 8, 2024
Responses Received from PCYF:	Tuesday, May 7, 2024

This analysis considers all agency responses.

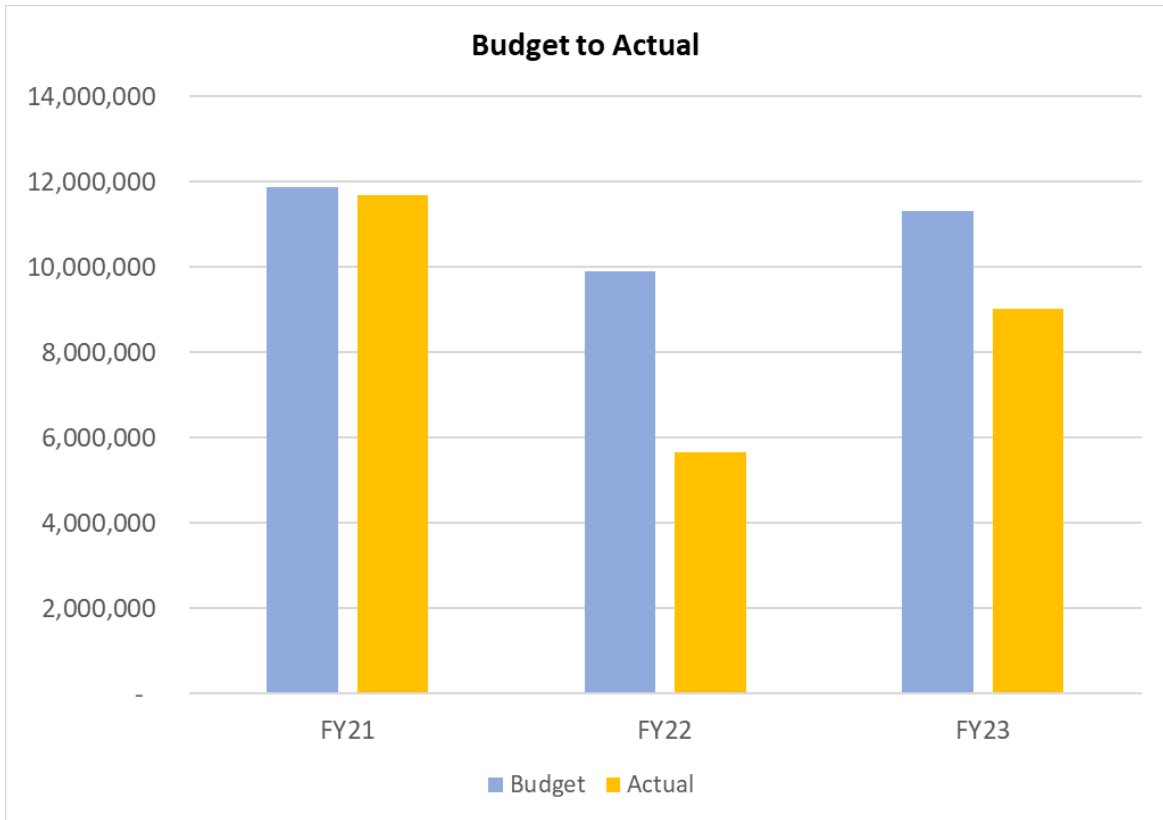
Chief Administrative Officer

Operating Budget Summary



Note: Chart data is provided in the Appendix 1

Analysis of the FY25 Proposed Current Expense Budget



Note: Chart data is provided in the Appendix 1

Personnel Data

Full-Time Equivalent Positions as of April 10, 2024					
Positions	FY22 Actual	FY23 Actual	FY24 Actual	FY25 Proposed	FY24 v. FY25
General Fund	9	9	19	20	1
Filled	7	8	17		
Vacant	2	1	2		

Note: The FY24 position increase reflects, in part, establishing the Office of Equity and Human Rights and moving the Anne Arundel Economic Development Corporation from the Office of the County Executive to the CAO.

Key Observations

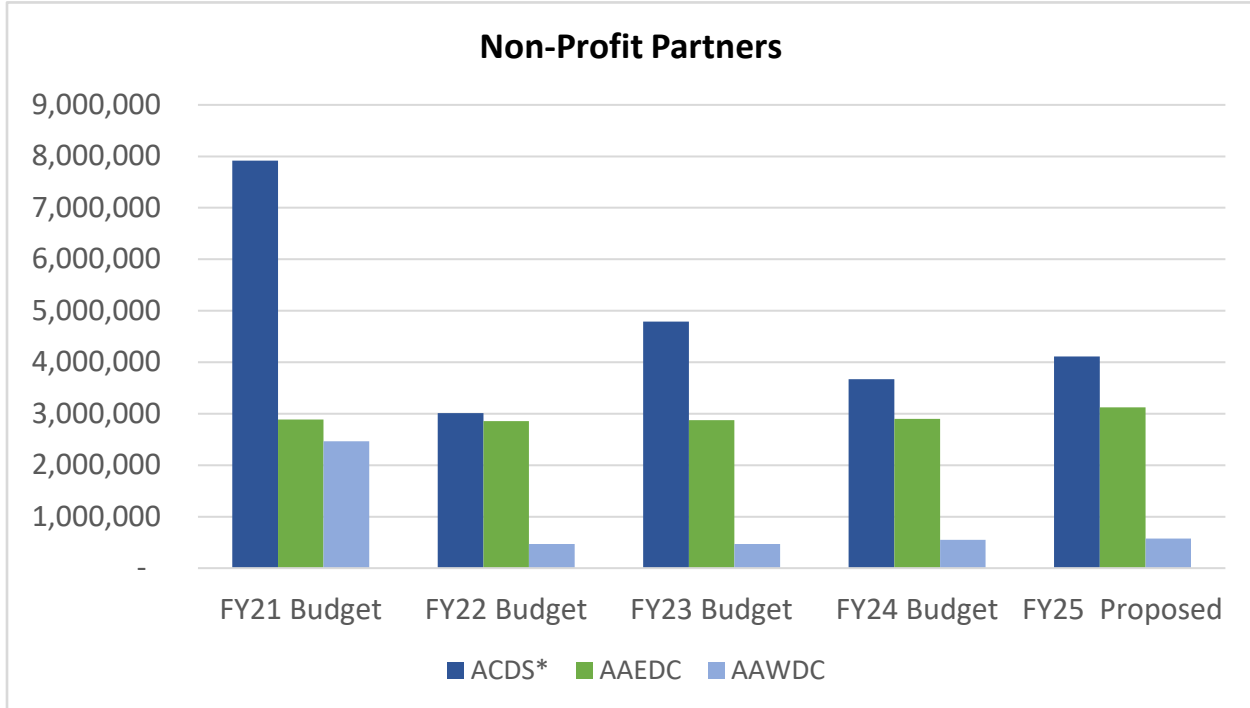
1. **New Executive Budget and Management Analyst Position** – The FY25 Proposed Current Expense Budget provides \$102,700 for salary and benefits to convert an existing, filled contractual position responsible for maintaining County performance information into a full-time position.
2. **Non-Profit Incubator at 41 Community Place, Crownsville** – The Administration advises that as part of efforts to create the Crownsville Hospital Memorial Park, the Non-profit Incubator provides capacity building services and support to non-profit organizations. The FY25 Proposed Current Expense Budget includes \$120,000 for training consultants and part-time employees.
3. **Resilience Authority** – The FY25 Proposed Current Expense Budget provides \$500,000 in grants to the Resilience Authority. This is consistent with funds budgeted over the past two years.
4. **Office of Equity and Human Rights** – Funding for this office, which was established in FY24, increased from \$626,000 in the Approved FY24 Current Expense Budget to \$717,700 in the FY25 Proposed Current Expense Budget.
5. **Grants with County Funds** – The Administration advises that the FY25 Proposed Current Expense Budget will be used to make the following grants:
 - \$85,000 in general funds will be distributed by the Office of Hispanic/Latino and Multicultural Resources to support cultural celebrations that foster respect and exposure to other cultures, celebrate the County’s diversity, and help build unity and serve as an educational opportunity for all;
 - \$2,000,000 in general funds will be distributed by ACDS to non-profit organizations working to provide human services programming in underserved communities, promote equity, and expand health and well-being; and
 - \$150,000 in general funds will be distributed by the CAO for additional community needs as they arise throughout the year.
6. **Contingency Account** – The FY25 Proposed Budget includes \$13,000,000 for the contingency account, consistent with the Approved FY24 Current Expense Budget. (See Appendix 4).

County Support for Non-Profit Partner Organizations

Key Observations

- General Fund Grants and Contributions to Non-Profit Partners** – The CAO’s FY25 Proposed Current Expense Budget dedicates \$7,495,700 of its annual budget to grants and contributions to non-profit partners.

Non-Profit Partner Organizations Budgets – General Fund Grants



*ACDS funding increased due to the Housing Trust Fund receiving a \$10 million general fund contribution in FY23 and a \$2 million general fund contribution in FY24.

Note: Chart data is provided in the Appendix 2

- ACDS Funding** – The FY25 Proposed Current Expense Budget provides a total of \$19,145,900 for ACDS, which includes funding for a new Chief Affordable Housing Officer and is supported by a variety of revenues, including the General Fund (\$4,110,300), Housing Trust Fund (\$6,200,000), Community Development Fund (\$7,692,000), and Community Reinvestment and Repair Fund (\$1,143,600).

The Community Reinvestment and Repair Fund was established via Bill 57-23. A Community Reinvestment and Repair Commission is tasked with making recommendations on the allocation of this funding, but Commission members have not been appointed to date. ACDS must use the Community Reinvestment and Repair Fund revenues for programs that are

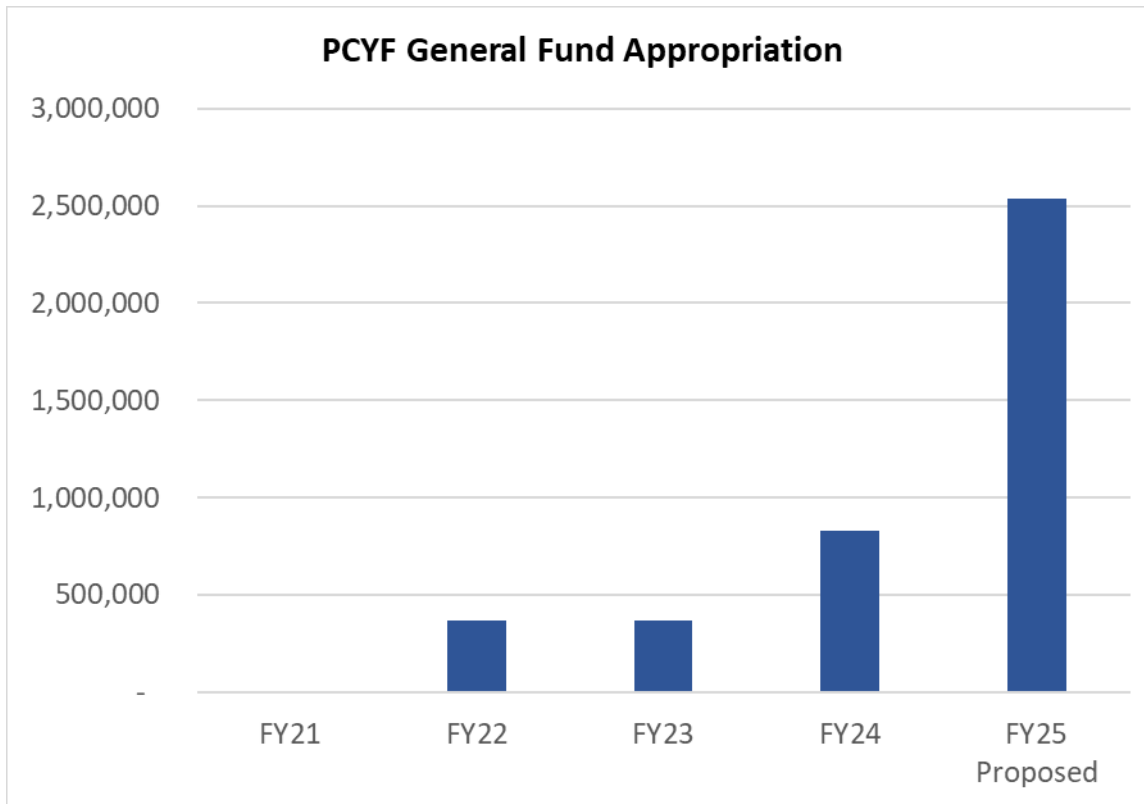
Analysis of the FY25 Proposed Current Expense Budget

supplemental to and do not supplant funding that otherwise would be appropriated for County programs that existed prior to July 1, 2023.

- 3. Tourism and Arts Funding** – In accordance with the Local Government Article, Section 20-603(c) of the Annotated Code of Maryland, the County's share of revenue from the hotel tax, the County must distribute 3% to the Arts Council of Anne Arundel County and 17% to the Annapolis and Anne Arundel County Conference and Visitors Bureau from the County's share of revenue from the hotel tax. The FY25 Proposed Current Expense Budget is based on gross hotel tax revenues that include the City of Annapolis in addition to the County share and reflects a 20% increase adjustment for any collections received in excess of the estimated hotel tax revenue.

Partnership for Children, Youth and Families

Operating Budget Summary



Note: Chart data is provided in the Appendix 3

Key Observations

- Increase in County General Funds** – The Partnership for Children, Youth and Family’s (PCYF) FY25 Proposed Current Expense Budget is funded with an increase of \$1,708,200 (206%) in general funds. PCYF advised that the FY25 Proposed Current Expense Budget will be used to make general fund grants, including: \$1,500,415 to the County Food Bank to provide food to residents in need and \$249,783 to Annapolis Immigration Justice Network to provide legal services and for administration, which was previously funded American Rescue Plan Act grant funding.

Analysis of the FY25 Proposed Current Expense Budget

Appendix 1

Chief Administrative Officer Chart Data

	FY21 Budget	FY21 Actual	FY22 Budget	FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY25 Proposed	FY24 v FY25 (\$)	FY24 v FY25 (%)
Personal Services	1,116,600	1,057,944	1,480,900	1,454,079	2,070,700	2,007,661	3,248,100	3,776,100	528,000	16%
Contractual Services	208,000	157,801	308,000	257,884	637,000	135,325	380,800	503,000	122,200	32%
Supplies & Materials	42,500	27,062	42,500	28,052	43,500	29,727	68,100	102,200	34,100	50%
Business & Travel	25,100	32,708	29,100	27,017	41,000	22,463	41,000	65,800	24,800	60%
Capital Outlay	-	178	-	-	-	-	-	-	-	#DIV/0!
Grants, Contr. & Other	10,480,800	10,416,851	8,047,400	3,903,375	8,532,000	6,830,850	20,596,900	21,230,700	633,800	3%
Total	11,873,000	11,692,544	9,907,900	5,670,407	11,324,200	9,026,026	24,334,900	25,677,800	1,342,900	6%
Total - Personal Services	10,756,400	10,634,600	8,427,000	4,216,328	9,253,500	7,018,365	21,086,800	21,901,700		

Proposed FY25 Budget by Bureau		
Name	FY25 Proposed	% of Total
Police Accountability Board	590,600	2%
Chief Administrative Office	3,558,300	14%
Equity and Human Rights	717,700	3%
AAEDC	3,124,800	12%
ACDS	4,110,300	16%
AAWDC	576,100	2%
Contingency	13,000,000	51%
Total	25,677,800	100%

Proposed FY25 Budget by Expenditure Type		
Object	FY25 Proposed	% of Total
Personal Services	3,776,100	0.147056991
Contractual Services	503,000	0.019588906
Supplies & Materials	102,200	0.003980092
Business & Travel	65,800	0.002562525
Capital Outlay	-	0
Grants, Contr. & Other	21,230,700	0.826811487
Total	25,677,800	1

Budget to Actual			
	FY21	FY22	FY23
Budget	11,873,000	9,907,900	11,324,200
Actual	11,692,544	5,670,407	9,026,026

Appendix 2

Non-Profit Partner Organizations Budgets Chart Data

	FY21 Budget	FY22 Budget	FY23 Budget	FY24 Budget	FY25 Proposed
ACDS*	7,916,100	3,010,000	4,787,500	3,668,400	4,110,300
AAEDC	2,888,900	2,857,500	2,874,200	2,901,400	3,124,800
AAWDC	2,464,700	469,700	469,700	551,000	576,100

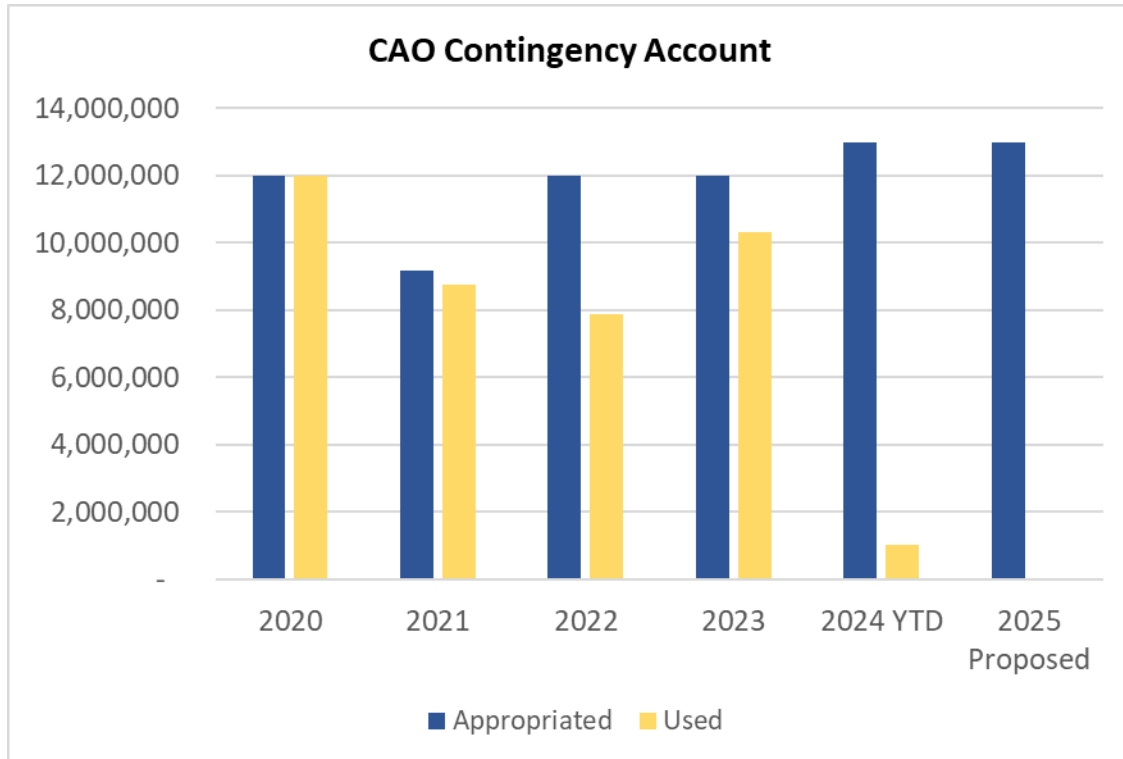
Appendix 3

Partnership for Children, Youth and Families Chart Data

Table 1 PCYF	FY21 Budget	FY21 Actual	FY22 Budget	FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY25 Proposed
General Fund Total	\$0.00	\$0.00	\$370,200.00	\$370,200.00	\$370,200.00	\$370,200.00	\$829,100.00	\$2,537,300.00

Appendix 4

Chief Administrative Officer Contingency Account



Key Observations

- FY24 Contingency Account Balance** – There have been two requests to adjust the CAO contingency account appropriation in FY24.

Bill 15-24 transferred \$1,000,000 of appropriations in the contingency account to the Brooklyn Park Outdoor Rec Imps (Project #P576500) capital project. This left an available contingency account appropriation of \$12,000,000.

Bill 24-24, as amended on May 6, 2024, transfers \$4,224,100 of appropriations in the contingency account as follows: \$150,000 for the CAO (AAEDC), \$760,000 for the Department of Detention Facilities, \$471,300 for the Office of Transportation, and \$2,842,800 for the Department of Public Works. If this bill passes, the available contingency account appropriation would be \$7,775,900.