Subject: Call to Order
Presentation by the Budget Office
Spending Affordability
Capital Projects Overview
An Ordinance concerning: Current Expense Budget – Video Lottery Facility
Impact Grant Special Revenue Fund – Capital Budget and Program – Northwest
Area Park Imprv. – Supplementary Appropriations (Bill No. 16-16)
An Ordinance concerning: Current Expense Budget – Impact Fee Special Revenue
Fund – Capital Budget and Program – George Cromwell ES – Supplementary
Appropriations (Bill No. 9-16)
An Ordinance concerning: Current Expense Budget – Impact Fee Special Revenue
Fund – Capital Budget and Program – Crofton High School – Supplementary
Appropriations (Bill No. 8-16)
An Ordinance concerning: Current Expense Budget – Chief Administrative Officer
– Contingency Account – Capital Budget and Program – Failed Sewage & Private
Well Fund – Supplementary Appropriations (Bill No. 15-16)
Capital Projects Review: General County - Health Department
Capital Projects Review: General County – Information Technology
Capital Projects Review: General County – Public Works
Capital Projects Review: Fire and Police - Police
Capital Projects Review: General County – Department of Aging and Disabilities
Capital Projects Review: General County – Central Services
Capital Projects Review: Library (AACPL)
Capital Projects Review: General County – School Offsite
Capital Projects Review: Board of Education (AACPS)
PAB Present:
Jerry Pesterfield, Chair
Joe Mayer, II, Vice-Chair
Matthew S. Evans, III, Esq.
Jeff Ferguson
Gus S. Kurtz, Jr.
Joan C. Maynard
John Norville

Staff Present:
Cindy Carrier, PAB Administrator, Office of Planning and Zoning (OPZ)
Phyllis Clancy, Auditor, Auditors Office
Jodee Dickerson, Auditor, Auditors Office
Sharon Faulkner, PAB Secretary, OPZ
Susan Smith, Auditor, Auditors Office
Kurt Svendsen, Budget and Management Analyst, Office of Budget
Bruce Wright, Deputy Director, Bureau of Engineering, DPW

Others Present:
Greg Africa, Deputy Director, Bureau of Highways, Department of Public Works (DPW)
Larry Alberts, Supervisor of Planning, Design, and Construction, Anne Arundel County Public Schools (AACPS)
Timothy Alltomare, Chief of Police, Police Department
Daniel Anderson, Transportation Engineer Manager, DPW
Hampton “Skip” Auld, Chief Executive Officer, Anne Arundel County Public Library (AACPL)
Cathy Belcher, Director, AACPL Foundation
Carolyn Boyd, Director of the Brooklyn Senior Center, Department of Aging and Disabilities (DoAD)
Amalie Brandenburg, Education Advisor, Executive Office
Brian Chew, Supervisor of Sanitary Engineering, Health Department
Patty Chow, Brooklyn Park Senior Center and Advisory Council, DoAD
Karen Dacre, Budget Specialist, AACPS
Bill DeHoff, Chief of Telecommunications Service, Office of Information Technology (OIT)
Christine Feldman, Marketing and Communications Manager, AACPL
Mark Garrity, Parks Administrator, Recreation & Parks
Bess Glebus, Sr. Management Assistant, Office of Central Services
Ann Glenn, Executive Director, Anne Arundel County Public Library Foundation
Gloria Harberts, Regional Manager, AACPL
Jim Harle, Secretary, AACPL Board of Trustees, Volunteer
Hujia Hasim, Assistant Budget Officer, Office of Budget
Linda Harris, Legislative Assistant for Councilman Pete Smith
Dave Helmecki, Legislative Assistant for Councilman Andrew Pruski
Karen Henry, Acting Assistant Director, DPW
Kay Hoffman, Management Assistant II, OIT
Mr. Joe Holoubek, Project Manager, Bureau of Engineering, DPW
Maribel Ibrahim, Facilities and Capital Projects Manager, AACPL
Pamela Jordan, Director, DoAD

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John Lyons, CATV Administrator, OIT
Ted Dax, Member, Germantown Homewood Civic Association (GHCA)
Jeremy Magorha, Program Manager, Office of Information Technology (OIT)
Barbara Maxwell, Trustee, AACPL Board of Trustees
Mike McCafferty, Facilities, AACPS
Dana Newman, Chief, Public Services and Branch Management, AACPL
Emily Meadows, IT Senior Project Manager, OIT
Rajan Nigam, Sr. Engineer, Heery
Rick Napolitano, Director, OIT
Dan Newman, Chief Public Services and Branch Management, AACPL
Mary Patz, Lead Architect, AACPS Design Office
Rudy Rodela, Chief Support Services, AACPL
Don Roland, Treasurer, AACPL Board of Trustees
Christine Romans, Acting Central Services Officer, Office of Central Services
Chris Salmi, Senior Program Manager OIT
Scott Schuler, Facilities, AACPS
Lisa Seaman-Crawford, Director of Facilities, AACPS
Scott Sedmark, Chief Executive Officer, AACPL
Alex Szachnowicz, Chief Operating Officer, AACPL
Kerry Topovski, Director, Bureau of Environmental Health, Department of Health
Hall Worthington, Chairman, AACPL Board of Trustees

Mr. Pesterfield called the meeting to order at 8:36 am.

Presentation by the Budget Office
Mr. Hasim distributed and presented the FY2017 Affordability Guidelines. Mr. Pesterfield stated it would be helpful to see the current year.

An Ordinance concerning: Current Expense Budget – Video Lottery Facility Impact Grant Special Revenue Fund – Capital Budget and Program – Northwest Area Park Improvements – Supplementary Appropriations (Bill No. 16-16) Mr. Svendsen stated that this is a bill to amend both the Current Expense Budget and the Capital Budget recognizing additional fund balance in the Video Lottery Facility Impact Grant Special Revenue Fund. The local Development Council recommended an additional allotment of $400,000 be provided to this existing Northwest Area Park Improvements Capital Project No. P565100. Mr. Garrity stated that this program provides funding for rehabilitation and upgrades to community parks within a three mile radius of the Casino. This funding will be used for lighting at the basketball court and the parking lot. Mr. Norville moved to approve the supplementary appropriations for Northwest Area Park Improvements. Mr. Kurtz seconded and the motion passed with a vote of 7 – 0.

An Ordinance concerning: Current Expense Budget – Impact Fee Special Revenue Fund – Capital Budget and Program – George Cromwell ES – Supplementary Appropriations (Bill No. 9-16) Mr. Svendsen stated that this bill will amend the Current Expense Budget and the Capital Budget. There are more funds available than anticipated in the FY2016 Impact Fee Special Revenue Funds that could be used for this project. This funding will allow an increase of $250,000 to the existing appropriation of the George Cromwell Elementary School, Project No. E549900. This funding will allow the project to move forward with design. Ms. Brandenburg
stated this will allow the project to move forward before the end of FY2016. Mr. Szachnowicz explained this project was funded for a feasibility and planning study in the current FY16 budget. That has been completed and remitted to the State. The State concurs it is a viable candidate for a comprehensive renovation and slight expansion. Since the planning element has been completed the schematic design can begin for the project. Mr. Svendsen noted that there is funding in the approved FY16 budget for FY17. Mr. Norville moved to approve this bill. Ms. Maynard seconded and the motion passed with a vote of 7 – 0.

An Ordinance concerning: Current Expense Budget – Impact Fee Special Revenue Fund – Capital Budget and Program – Crofton High School – Supplementary Appropriations (Bill No. 8-16) Mr. Svendsen stated that this bill will amend the Current Expense Budget and the Capital Budget. Actual Impact Fees collected in the FY2016 budget were more than anticipated. This will make a supplementary appropriation of funds in the amount of $500,000 from the Impact Fee Special Revenue Fund to the Crofton High School capital project, Project No. C565700. This project was funded last year. The viability study has been completed and this funding will allow a more detailed design initiative. A community meeting has been set for February 25, 2016. Mr. Norville moved to approve this bill. Mr. Ferguson seconded and the motion passed with a vote of 7 – 0.

Capital Projects Overview
Mr. Svendsen reviewed several handouts with the PAB including Capital Budget Acronyms, Explanation of Significant Capital Budget Items and Terms, PAB Overview Departmental Request, Department Request Versus Program. Mr. Svendsen also reviewed the handout FY 2017 Capital Budget and Program – Affordability Comparison. This handout will be used during the interim and final PAB deliberations. $150M is the affordability target for the FY2017 Capital Budget and Program. However, the County is projecting there will be $15M of Pay Go that will be available to transfer from General Fund to the Capital Projects Fund, $15M in bond premiums available, and in addition, there is a bond premium not used in the prior year of $17,646,000. A total of $197M is anticipated to be available for the FY17 budget program.

An Ordinance concerning: Current Expense Budget – Chief Administrative Officer – Contingency Account – Capital Budget and Program – Failed Sewage & Private Well Fund – Supplementary Appropriations (Bill No. 15-16) Mr. Svendsen stated that this bill will amend the Current Expense Budget and the Capital Budget Program. There is a need to expend $35,000 additional funding to this project. Ms. Topovski explained that the request is to support five failing septic system projects that are on an established wait list. The projects have been income-verified. This amount is estimated to fund projects through FY 2016. Mr. Norville moved to approve this bill. Mr. Kurtz seconded and the motion passed with a vote of 7 – 0.

Capital Projects Review: General County – Health Department
Ms. Topovski distributed Health Matters fact sheets and reviewed the following projects:

- **C501100 Failed Sewage & Private Well Fund** – this is a multi-year project. This project is based on income qualifications and is a very active program. The Health Department is requesting $60,000 annually, consistent with the program.

- **C205600 Demo Bldg. Code/Health** – this is a multi-year project. Liens are placed on the properties to recover funds. The Health Department is requesting $60,000 annually, consistent with the program.
• **C537700 Septic System Enhancements** – this is a multi-year project for the Bay Restoration Grant Program where a grant award is received from MDE. The Health Department has supported 220 grant projects for the best available technology in reducing nitrogen with off-site septic systems. This funding amount is expected to remain consistent at $2.9 M. in FY2017 and beyond. The Health Department also supports projects that involve the connection of households from septic to public sewer. They are providing $10,000 grant awards for these types of projects.

**Capital Projects Review: General County – Information Technology**

Mr. Napolitano distributed the Office of Information Technology FY2017 Capital Budget and reviewed the following projects:

- **C519600 Info Tech Enhance** – this is a multi-year project replacing major systems for Public Safety, Land Use Support Systems, Enterprise Support Systems, Networks, and Infrastructure.
- **C537500 CATV PEG** – this is a multi-year project and is consistent with the program. Funds collected will be put towards project related to PEG as demands are identified in the Refranchising Needs Assessment.
- **C565400 Fiber Network** – this is a multi-year project that will provide funding to connect the remaining 42 schools to the Anne Arundel County Fiber Network.
- **F560700 Public Safety Radio System Upgrade** – this project will replace and upgrade the existing 800MHz radio system.

Mr. Pesterfield asked Mr. Napolitano for a priority list of the Department’s projects.

**Capital Projects Review: General County – Public Works**

Mr. Wright reviewed the following projects:

- **C343500 Chg Agst GC Closed Projects** – this is a multi-year project that allows for claims against closed General County capital projects.
- **C437000 Unground Storage Tank Repl.** – this is a multi-year project. The cost increase is based on current cost estimates.
- **C548800 Roads Operations Facility** – this is a multi-year project for improvements at the road district maintenance yard necessary for compliance with updated Stormwater Pollution Preventive Plans (SWPPPS). The FY2017 funding is to replace a failed water and oil separator. This project also maintains four salt barns.
- **C560500 Rock Creek Aerator** – this project will provide upgrades for replacement of major components of the existing Rock Creek Aerator. An additional request of $610K in FY2017 is based on the current cost estimates. No funding is being requested after FY2017.
- **C562400 Add’l. Salt Storage Capacity** – funding is required in FY2019 and FY2021 for the design and construction of two salt storage facilities.

**Capital Projects Review: Fire and Police – Police**

Chief Timothy Altomare, Police Department, reviewed the following project:

- **F563000 Police Training Academy** – this project is for the new Police Academy Training Building at the existing site in Davidsonville.

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Capital Projects Review: General County – Department of Aging and Disabilities
Ms. Jordan distributed handouts and reviewed the following project for the Brooklyn Park Senior Center which is in dire need of an addition:

- **C002717 Brooklyn Park Senior Center Expansion** – this is a new project. The existing building is 5600 square feet and home to over 500 members. The funding will provide a vestibule and a reception area. The senior center is located on a site owned by the Board of Education (BOE) property. The County has a 25-year lease agreement with the BOE. Mr. Wright stated that part of the project cost allows for an expansion of 1000 square feet and allows for some renovation to the existing building. It will also provide for upgrades to electrical, plumping and heating systems. This project was a recommendation from the 2009 General Development Plan (GDP).

Mr. Ferguson asked how the expansion of the senior center fit with the projected population growth of seniors. Ms. Jordan stated that the needs are based on population growth.

Capital Projects Review: General County – Central Services
Ms. Romans distributed a detailed list of projects proposed and reviewed the following:

- **C443600 Facility Renov/Reloc** – this is a multi-year project.
- **C500700 Arundel Center Renovation** – This project includes an additional $300K in FY2017 to complete renovations. If approved, project will be advertised in July 2016.
- **C537800 County Facilities & Sys Upgrade** – this is a multi-year project.

Capital Projects Review: General County – School Offsite
Mr. Wright reviewed the following request.

- **C478300 School Sidewalks** – this is a multi-year project and is consistent with the program. DPW coordinates with BOE to identify their priorities. There is currently a backlog. This project is for student safety and to help eliminate some bus routes. DPW has a list of priorities from BOE.

Mr. Svendsen distributed the detailed “More or Less” report. This report focuses on the Bonds and Pay Go funding and is a project by project detail that identifies funding that is more or less than what was in the FY2016 program.

Capital Projects Review: Library (AACPL)
Mr. Auld distributed handouts and reviewed the following requests:

- **L001817 Glen Burnie Regional Library** – this is a new project for the design, land acquisition and construction of a new regional library to be located in Glen Burnie.
- **L479600 Library Renovations** – this is a multi-year project for various repairs and upgrades to library branches and the library headquarters. This funding is matched with State and Federal dollars.
- **L542400 Library Project Plan** – this is a multi-year project for preliminary planning, engineering and cost estimating for proposed future libraries.
- **L561300 Annapolis Community Library** – this project is well underway and should be able to open in 2019.
- **L567000 Riviera Beach Community Library** – this library will be built on the same site as the existing library.
Capital Projects Review:  Board of Education (AACPS)
Mr. Szachnowicz and Ms. Seaman-Crawford distributed FY2017 Capital Budget presentation for the PAB and the Crofton Complex Master Plan. Mr. Szachnowicz has completed, in partnership with the County Council and County Executive, the AACPS Strategic Facility Utilization Master Plan. The Master Plan was the tool utilized to formulate this capital budget. There are a number of projects that had already received funding in prior fiscal years. The projects that have already started a feasibility study, design funding or in construction stayed in the program. Ms. Seaman-Crawford reviewed the following requests:

- **E540900 Open Space Classroom Enclosures** – this is a multi-year project. The project under design now is Chesapeake High School. There is no funding requested after FY19.
- **E524100 All Day K & Pre-K Additions** – this is a multi-year project to provide permanent facility space to accommodate all day Kindergarten and is priority #4.
- **E547200 Severna Park HS – Replacement** – this will provide the final year of funding and is priority #12.
- **E549200 Additions – 3 Sites** – this project is priority #13 and will increase student capacity and eliminate relocatable classrooms at Odenton ES. It will also address the multi-purpose room shared-space challenges at Woodside and Millersville elementary schools.
- **E549700 Manor View ES – Revitalization** – this request is for construction funding and is priority #14. This is a revitalization project that will provide closed classrooms.
- **E549800 High Point ES – Modernization** – this request is priority #15 and is for construction funding. This project will help with capacity issues in the Pasadena area.
- **E549900 George Cromwell ES** – this request is for design funding and is priority #16.
- **E550000 Jessup ES – Replacement** – this request is for construction funding and is priority #17.
- **E550100 Arnold ES – Replacement** – this request is for first year construction funding and is Priority #18.
- **EX00117 Edgewater ES – Feasibility Study/Design** – this is a new project and is priority #19. The request is for the first year of funding.
- **EX00217 Tyler Heights ES – Feasibility Study/Design** – this is a new project and is priority #20. The request is for the first year of funding.
- **EX00317 Richard Henry Lee ES – Feasibility Study/Design** – this is a new project and is priority #21. The request is for the first year of funding.
- **EX00417 Crofton Area HS – Design** – this request is for design funding and is priority #22. Proposed SRC is 1,699.
- **EX00617 Public Schools on Military Installations Grant – Meade HS** – this is a new project and is priority #33. This project addresses capacity and facility conditions at Meade HS. The project will only go forward if it is funded through the federal government grant.
- **E538000 Health and Safety** – this is a multi-year project and is priority #1.
- **E538100 Security Related Upgrades** – this is a multi-year project and is priority #2.
- **E538200 Building Systems Renovation** – this is a multi-year project and is priority #5.
- **E538300 Maintenance Backlog** – this is a multi-year project and is priority #6.
- **E538400 Roof Replacement** – this is a multi-year project and is priority #7.
- **E538500 Relocatable Classrooms** – this is a multi-year project and is priority #8.
• E538600 Asbestos Abatement - this is a multi-year project and is priority #9.
• E538700 Barrier Free Access - this is a multi-year project and is priority #10.
• E538800 School Bus Replacement - this is a multi-year project and is priority #11.
• E538900 Health Room Modifications - this is a multi-year project and is priority #23.
• E539000 School Furniture - this is a multi-year project and is priority #24.
• E539100 Upgrade Various Schools - this is a multi-year project and is priority #25.
• E539200 Vehicle Replacement - this is a multi-year project and is priority #26. This project is for dump trucks, back hoes, vans and equipment if this type.
• E539300 Aging Schools Program - this is a multi-year project and is priority #27.
• E539400 TIMS Electrical Upgrades - this is a multi-year project and is priority #28.
• E549300 Auditorium Seating Replacement - this is a multi-year project and is priority #29.
• E567600 School Playgrounds - this is a multi-year project and is priority #30.
• E549300 Athletic Stadium Improvements - this is a multi-year project and is priority #31.
• E549400 Driveways & Parking Lots - this is a multi-year project and is priority #32.

Mr. Pesterfield asked if the Odenton Elementary School addition will accommodate growth expected in the Odenton Town Center. Mr. Szachnowicz stated that the school is currently overcapacity and that with recent changes proposed in zoning (commercial to residential), there will be an even greater impact. Mr. Mayer asked if the requested projects followed the MGT study. Mr. Szachnowicz affirmed that except for where investments had already been made. Mr. Pesterfield asked if redistricting would be used to assist with underutilization of some schools as the MGT study suggests. Mr. Szachnowicz stated that redistricting is a requirement that must be met before a CIP project can go forward.

On February 17th, the BOE will adopt the final budget. Mr. Svendsen stated he should know what the State funding will be before the PAB Final Deliberations.

The meeting adjourned at 2:29 pm.

Respectfully Submitted,

Sharon Faulkner,
Secretary, Planning Advisory Board

Jerry Pesterfield
Chair, Planning Advisory Board

These minutes should not be considered as verbatim, but do encapsulate comments made by the PAB, its staff, and persons who offered comments.