



**ANNE ARUNDEL COUNTY
OFFICE OF THE COUNTY AUDITOR**

To: Councilmembers, Anne Arundel County Council
From: Michelle Bohlayer, County Auditor
Date: January 17, 2025
Subject: Auditor's Review of Legislation for the January 21, 2025 Council Meeting

**Bill 98-24: Purchasing – Summary of Legislation
Small Procurements**

This bill increases the minimum value of purchases and contracts subject to a simplified competitive procurement process from greater than \$5,000 to greater than \$10,000, consistent with a recently approved Charter amendment. Purchases above this amount, up to \$100,000, require the Purchasing Agent, whenever practical, to attempt to secure at least three quotes. Purchases above \$100,000 are subject to regular competitive procurement requirements.

Review of Fiscal Impact

We agree with the Administration's fiscal note that this bill has no significant fiscal impact.

As noted in our review of Resolution 15-24 in the May 3, 2024 review of legislation report for the May 6, 2024 Council meeting, according to the Office of Central Services, during fiscal year 2023 (FY23), the Purchasing Division had a total of 292 procurements that were each between \$5,000 and \$10,000. These small procurements had a total value of \$2.0 million and represented 0.54% of the County's overall transaction value of \$373.2 million in FY23.

The Office of Central Services does not anticipate any fiscal impact from this change but advises it will reduce workload.

**Bill 99-24: Severn Grove
Special Community
Benefit District –
Approval of Loan and
Assignment Agreement**

Summary of Legislation

This bill approves the obligation of the County to levy the special tax known as the special community benefit assessment on the Severn Grove Special Community Benefit District (SCBD) in an amount sufficient to repay a loan from Sandy Spring Bank to the Severn Grove Improvement Association, Inc. (SGIA) in each of 15 fiscal years during the term of the loan.

Review of Fiscal Impact

The proposed loan is not a general obligation of the County and the County does not pledge its full faith and credit toward the loan's repayment.

We agree with the Administration's fiscal note that the County will incur costs in administering the multi-year payment of the loan; however, no analysis or supporting documentation was provided to allow us to confirm whether these costs will be offset by the five percent administrative fee charged when the SCBD taxes are collected, therefore we are unable to conclude on the statement that the costs of administering the SCBD will be offset by the administrative fee charged when taxes are collected.

**Resolution 49-24:
Approving the
Application to the United
States Department of
Justice, Office of Justice
Programs, for the
Edward Byrne Memorial
Justice Assistance Grant
Program**

Summary of Legislation

This resolution approves the application to the United States Department of Justice (DOJ), Office of Justice Programs for a grant under the Edward Byrne Memorial Justice Assistance Grant (JAG) Program federal fiscal year 2024 (FY24) Local Solicitation in the amount of \$141,404 and recognizes that the County Executive, or their designee, is duly authorized to act in connection with the grant. Applications for this program were due by December 6, 2024; however, the Administration did not indicate if an extension had been provided to allow for a late submission.

Review of Fiscal Impact

This resolution approves the application for this grant in the amount of \$141,404 for the federal FY24 grant to be received in the County's fiscal year 2025 (FY25). Funding for the State's Attorney Office (SAO); Partnership for Children, Youth and Families (PCYF); Department of Health; and Circuit Court's portion of this grant was included in the County's FY25 Approved Budget; however, the Office of the Sheriff's portion of this funding was not included in the County's FY25 Approved Budget and a supplementary appropriation will be required to spend these funds in FY25 if the grant is awarded. This grant does not require any County matching funds.