



Tuesday, July 21, 2026

***Charles County Board of County Commissioners Regular Session (Legislative Day)**

Charles County Commissioners' Meeting-Hybrid Virtual/In-Person

The County Commissioners will be holding these public meetings virtually and limited in-person. The public can watch this meeting on Comcast 95 (SD) and 1070 (HD), Verizon FIOS 10, Roku or Apple TV streaming devices (Charles County Government), and the web at www.CharlesCountyMD.gov. Residents without internet service can listen to the meeting at 301-645-0500.

[Link: Live Streaming \(Day of Meeting\)](#)

[Link: Meetings on Demand \(Previously Recorded Meetings\)](#)

[9:00 a.m.] Open Session (Hybrid- Virtual and Limited In Person - Government Building Conference Room, 200 Baltimore Street, La Plata, MD 20646)

- **Call to Order/Pledge of Allegiance**
- **Roll Call**

Commissioners' Comments

- **Summary of Public Comments on July 7, 2026**

[07072026_Public Comment TrackingC.pdf](#)

Approval of the Minutes

- **Minutes of July 7, 2026**
- **Summary of Notice of Attendance**

[07 09 26 Notice of Attendance Summary.pdf](#)

Announcement(s)

- **Next Scheduled Session(s): September 1-2, 2026**

Approval Items

- **Budget Amendment(s) and Budget Transfer(s):**

(Ms. Samantha Chiriaco, Chief of Budget, Department of Fiscal and Administrative)

[FY2026 Budget Transfer Request #378 Water and Sewer Overrun and Electricity Bills for June.pdf](#)

[FY2026 Budget Transfer Request #139 Infrastructure Management Pending Invoice.pdf](#)

[FY2026 Budget Transfer Request #667 Construction Costs for MWWTP Belt Filter Press Replacement Phase IIc.pdf](#)

[FY2027 Budget Transfer Request #365 IT SCADA Cluster Migration Costs.pdf](#)

[FY2027 Budget Transfer Request #342 Mobile Crisis Team Program in Charles County.pdf](#)

- **Update: Charles County Courthouse Cupola and Approval of Budget Transfer Request**

(Ms. Britta Hertling, Deputy Director- Capital Projects, Mr. Cameron Neal, Program Manager-Capital Projects, Ms. Dottie Drinks, Project Manager II-Capital Projects, Department of Public Works, and Ms. Samantha Chiriaco, Chief of Budget, Department of Fiscal and Administrative Services)

[Charles County Courthouse Cupola Rehab Project_Revised_7-14-26.pdf](#)

[FY2027 Budget Transfer Request #260 Additional Project Costs.pdf](#)

- **Letter of Support: Jude House ADA Accessibility Application**

(Ms. Danielle Mitchell, Acting Deputy County Administrator, Office of the County Administrator)

[20260709 Jude House ADA Accessibility LOS.pdf](#)

- **Approval: Revision to Amendment 2026-1 Charles County Pension Plan**

(Ms. Megan Donnicks, Deputy Director, and Ms. Kimberly Pelczar, Senior Benefits Administrator, Department of Human Resources)

[Amendment 2026-2.pdf](#)

- **Approval of the Board of County Commissioners Calendar Year 2027 Session Calendar**

(Ms. Carol DeSoto, Clerk to the Charles County Board of County Commissioners)

[DRAFT 2027 BOCC Session Calendar Approved NO PC or JOINT TH ver3.pdf](#)

Briefings-Morning

- **Discussion: Affordable Housing PILOT Notice of Funding Availability (NOFA) FY2027**

(Ms. Dina Barclay, Director, Department of Community Services; and Ms. Cathy Thompson, Deputy Director, Department of Planning and Growth Management)

[NOFA Fact Sheet for Commissioner Consideration - 7-21-26.pdf](#)

- **Briefing and Request to Schedule the Public Hearing: Charles County Government 2026 Bond Issue**

(Ms. Samantha Chiriaco, Chief of Budget, Department of Fiscal and Administrative Services)

[2026 Bond Size Presentation.pdf](#)

[2026 Bond Size List of Projects.pdf](#)

- **Briefing and Request to Introduce and Schedule a Public Hearing: Proposed Bill 2026-() Zoning Text Amendment 26-190 Retail Sales Over 100,000 Square Feet**

(Mr. Tony Felts, Assistant Chief of Planning and Mr. Charles Rice, Planning Director, Department of Planning and Growth Management)

[Presentation; ZTA 26-190 Retail Sales Over 100K BOCC Briefing 07212026.pdf](#)

[Draft Bill; ZTA 26-190 Retail Sales Over 100K SF and Retail Parking.pdf](#)

[Planning Commission Report; ZTA 26-190 Retail Sales Over 100K SF2.pdf](#)

- **Briefing: Equity and Access Quarterly Update**

(Ms. Renesha Miles, Chief Equity and Access Officer, Ms. Elaine Pollard, Equity and Access Coordinator, Department of Human Resources)

[Equity_Access Update July 2026.pdf](#)

- **Update: Mixed Tape Concert Series**

(Ms. Kelli Beavers, Director, Mr. Sam Drury, Deputy Director, and Ms. Ashley Chenault, Chief of Tourism, Department of Recreation, Parks, and Tourism; and Mr. Jim Chandler, Director, Department of Economic Development)

[Final RPT Degy360 Mixtape Update July 2026.pdf](#)

- ***TO BE RESCHEDULED* Discussion: Food Truck Regulations, Policies, and Operational Guidelines in County Parks**

(Ms. Kelli Beavers, Director, Mr. Sam Drury, Deputy Director, Department of Recreation, Parks, and Tourism)

[2026.07 Food Trucks.pdf](#)

- **Briefing and Request to Schedule a Public Hearing: Planning Commission's Report on Zoning Text Amendment #25-187 Data Centers**

(Mr. Charles Rice, Planning Director, and Mr. Jason Groth, Director, Department of Planning and Growth Management; Mr. Mark Thompson, Chief of Commercial Development, Mr. Jim Chandler, Director, and Mr. Paul Ruppert, Senior Commercial Development Manager, Department of Economic Development)

[Presentation for Commissioner Briefing, July 21, 2026, ZTA 25-187b.pdf](#)

[ZTA 25-187 Data Centers; Planning Commission Second Report to the County Commissioners \(Signed\).pdf](#)

[ZTA 25-187 DATA CENTER DRAFT BILL V2 \(04-10-26\).pdf](#)

[12:30 p.m.] Closed Session (Hybrid- Virtual and In Person - Government Building Conference Room, 200 Baltimore Street, La Plata, MD 20646)

Closed Session: All or a portion of this session may be closed pursuant to Section 3-305(b)(1)(3)(7) of the General Provisions Article of the Annotated Code of Maryland.

- **Closed Session Statement/Motion**

[Closed Session Statement with Motion .pdf](#)

[3:00 p.m.] Open Session (Hybrid- Virtual and Limited In Person - Government Building Conference Room, 200 Baltimore Street, La Plata, MD 20646)

- **Roll Call**

Additional Approval Items

- **Action on Boards and Commissions**
- **Approval: Payment in Lieu of Taxes (PILOT) Agreements for Eagle Point Phase One, Lenville Crossing, and Pine Way Village**
(Mr. Wes Adams, County Attorney, Office of the County Attorney for Charles County)

Briefings-Afternoon

- **Update on Collaborative Community Improvement Project Pilot Program**
(Ms. Doria Fleisher, Assistant Chief of Media Services, Office of the County Administrator; Mr. Paul Ruppert, Senior Commercial Development Manager, Department of Economic Development; Mr. Estid Reedy, Budget Analyst I, Department of Fiscal and Administrative Services; and Ms. Amy Blessinger, Planner III, Department of Planning and Growth Management)

[CCIP BOCC Update July 2026.pdf](#)

- **Update: Goals and Objectives- Emergency Preparedness, Response & Safety**

[Goals and Objectives Main Page](#)

- **Briefing: Hunting Opportunities on Public Lands in Charles County**
(Ms. Kelli Beavers, Director and Mr. Sam Drury, Deputy Director, Department of Recreation, Parks, and Tourism; Mr. Wes Adams, County Attorney, and Ms. Sarah Guy, Chief of Property Acquisition, Office of the County Attorney for Charles County)

[2026.07 Hunting.pdf](#)

Charles County Boards and Commissions Annual Update

- **Briefing: Annual Update from the Disability Review Boards**

[2025 Annual Report.pdf](#)

[2025 SDRB Annual Report.pdf](#)

- ***TO BE RESCHEDULED* Briefing: Annual Update from the Police Accountability Board and from the Administrative Charging Committee**

[2025 Charles County PAB Annual Report.pdf](#)

Commissioners' New Business

[5:00 p.m.] Commissioners' Public Comment Session

The Board of Commissioners will receive public comments as part of its normal agenda for this meeting today.

Each speaker will be called up to share their comments in the order that they signed up, and will be limited to three minutes, after which the Clerk will call up the next person on the list.

- [Link to View Public Comments](#)

Registration for Commissioners' Public Comment Session

In-person: Speaker sign-up will begin at 4:30 p.m. at the Charles County Government Building (200 Baltimore Street, La Plata).

Virtually: Call (240) 776-6709, between 8 a.m. to 4:00 p.m. on Tuesday, July 21, 2026, to register to speak. Once registered, citizens will receive a virtual link to present comments. If you are not available to speak when your name is announced, we have the right to move on to the next caller. Each speaker will be allotted three (3) minutes.

[6:00 p.m.] Public Hearing -Hybrid In Person/Virtual - Government Building, 200 Baltimore Street, La Plata, MD 20646

- **Public Hearing: County Land Use Plan Map Amendment to Reflect Aviation Business Park and General Industrial Base Zones**
(Mr. Joel Binkley, Planning Supervisor, Mr. Devin Parker, Planner I, and Mr. Charles Rice, Planning Director, Department of Planning and Growth Management)

In-person: Speaker sign-up will begin 30 minutes (1/2 hour) prior to the hearing at the Charles County Government Building (200 Baltimore Street, La Plata) and will end at the commencement of the hearing.

Virtually: Call (240) 776-6709, between 8 a.m. to 4 p.m. on July 21, 2026, to register to speak. Once registered, citizens will receive a virtual link to testify between 6 p.m. and 9 p.m. after in-person speakers testify. If you are not available to speak when your name is called, we have the right to move on to the next caller. Each speaker will be allotted three (3) minutes.

Written or voicemail comments may be submitted in lieu of oral testimony, or to expand upon oral testimony, and will be accepted July 3, 2026, starting at 8 a.m. through July 21, 2026, 5 p.m.

E-Comment: <https://charlescountymd.info/LandUsePlanMapAmendment-June2026>

Phone message: call 301-645-0652

Mail: Commissioners of Charles County, 200 Baltimore Street, La Plata, Maryland 20646. Comments sent by mail must be received no later than July, 21, 2026 of public hearing

Those citizens with special needs may contact Maryland Relay Service TDD 1-800-735-2258.

1. [PC Letter of Recommendation \(SIGNED\)b.pdf](#)
2. [Comprehensive Plan Chapter 3.pdf](#)
3. [Proposed Land Use Plan Vicinity.pdf](#)
4. [Proposed Land Use Plan.pdf](#)
5. [Parcel Map.pdf](#)

- 6. Parcels to Change.pdf
- 7. Staff Presentation.pdf
- 8. Indian Head Comments.pdf
- 9. MDP Comments.pdf
- 10. MDOT Comments.pdf
- 11. Prince George's County Comments.pdf

- **Public Hearing 2: Proposed Bill 2026-04 Charles County Employees Collective Bargaining**
(Mr. Wes Adams, County Attorney, Office of the County Attorney for Charles County)

In-person: Speaker sign-up will begin 30 minutes (1/2 hour) prior to the hearing at the Charles County Government Building (200 Baltimore Street, La Plata) and will end at the commencement of the hearing.

Virtually: Call (240) 776-6709, between 8 a.m. to 4 p.m. on Tuesday, July 21, 2026, to register to speak. Once registered, citizens will receive a virtual link to testify between 6 p.m. and 9 p.m. after in-person speakers testify. If you are not available to speak when your name is called, we have the right to move on to the next caller. Each speaker will be allotted three (3) minutes.

Written or voicemail comments may be submitted in lieu of oral testimony, or to expand upon oral testimony, and will be accepted July 3, 2026, starting at 8 a.m. through July 21, 2026, 5 p.m.

E-Comment: <https://www.charlescountymd.gov/government/public-comments/public-hearing-comments/revised-proposed-bill-2026-04>

Phone message: call 301-645-0652

Mail: Commissioners of Charles County, 200 Baltimore Street, La Plata, Maryland 20646. Comments sent by mail must be received no later than July 21st, 2026. Those citizens with special needs may contact Maryland Relay Service TDD 1-800-735-2258.

- [Revised Proposed Bill 2026-04 Charles County Employees Collective Bargaining.pdf](#)
- [Redline of Revised Proposed Bill 2026-04.pdf](#)
- [Collective_Bargaining_Draft_03.06.26_EWA_FINAL_Rev_2c.pdf](#)
- [2026.04.21 RBC PROPOSED Text Amendments to Charles County Collective Bargaining Bill.pdf](#)
- [2026.06.24_Union Presentation \(Hall\)_FINAL v2.pdf](#)
- [Collective_Bargaining_Fiscal_Impact_Mar_June BOCCmeeting.pdf](#)
- [DPW Collective Bargaining Legislation Presentation - FINAL \(v2\).pdf](#)

AGENDAS ARE TENTATIVE AND SUBJECT TO CHANGE WITHOUT NOTICE

Adjournment

Item Cover Page

***CHARLES COUNTY BOARD OF COUNTY COMMISSIONERS AGENDA ITEM REPORT**

DATE: July 21, 2026

SUBMITTED BY: Carol DeSoto

ITEM TYPE: Comments

AGENDA SECTION: Commissioners' Comments

SUBJECT:

- Summary of Public Comments on July 7, 2026

SUGGESTED ACTION:

ATTACHMENTS:

[07072026_Public Comment TrackingC.pdf](#)

Public Comment Session – Tracking Sheet

DATE: July 7, 2026

TIME: 5:00 p.m.

TOTAL OF COMMENTS RECIEVED

WRITTEN	IN-PERSON	VIRTUAL
2	10	3

SUMMARY OF IN-PERSON COMMENTS

SUBMITTED BY	TOPIC	SUMMARY
Jacqueline Moore	Data Center Zoning, Transparency, Commissioner Responses, and Opportunity Zones	The speaker, a Cobb Island resident, submitted written comments for the public record and referenced questions she previously provided to the Board of County Commissioners on June 24, 2026, regarding data center development. She stated that, although she received responses from some Commissioners, several responses were received after her requested deadline, and she noted that she had not yet received responses from all Commissioners at the time of her testimony. She also expressed concern that one response summarized her questions rather than addressing them individually and questioned whether artificial intelligence had been used in preparing the response. The speaker emphasized that decisions regarding potential data center development should be guided by

transparency, technical expertise, and careful consideration of long-term impacts to residents, agriculture, water resources, wildlife, and the environment. She stated that elected officials, appointed boards, and County staff have a responsibility to work collaboratively in the best interests of all County residents and expressed concern that future decisions could disproportionately affect certain communities.

The speaker requested that her complete written submission be included in the public record. She also referenced Prince George's County's recent adoption of a two-year moratorium on data center development, stating that she hoped it would provide an opportunity for additional study and informed decision-making. Additionally, she expressed concern that discussions surrounding Opportunity Zones could be used to advance future data center development and urged the Commissioners to ensure transparency throughout the process.

In closing, the speaker stated that she looked forward to receiving the remaining responses to her previously submitted questions

		and invited the Commissioners to seek clarification if any of her questions required additional explanation.
William Hoh	Windsor Manor Stormwater Management and HOA Legislative Requirements	The speaker, President of the Windsor Manor Homeowners Association and a resident of Bryant's Road, thanked the Board of County Commissioners for its continued assistance in addressing ongoing stormwater and flooding issues within his community. He stated that progress has been made, noting that previously approved stormwater improvement plans have been implemented and that the community is awaiting future rainfall to evaluate their effectiveness. He also explained that additional flooding concerns remain, particularly affecting several homes on Knight Court, and requested the Board's continued support in encouraging completion of the remaining mitigation plans in coordination with the developer and PGM. The speaker also addressed recent changes to Maryland laws affecting homeowners associations (HOAs). He expressed appreciation for new educational resources available to HOA leaders, stating that volunteer board members often receive little formal

		training regarding their legal responsibilities and that these educational opportunities are beneficial. While supporting the intent of recent legislative changes, including requirements related to elections and reserve fund studies, the speaker expressed concern about the financial burden these mandates place on smaller HOAs. He explained that required reserve studies can cost between \$1,500 and \$2,000, creating additional expenses for communities that are already struggling with rising costs for utilities, insurance, trash collection, and other operating expenses. He encouraged the Commissioners to explore whether costs associated with these state requirements could be reduced or capped to lessen the financial impact on homeowners while still meeting statutory requirements.
David Maher	Collective Bargaining Ordinance – Bargaining Units, Card Check, Elections, and Management Rights	The speaker, an attorney representing AFSCME and other labor unions in Maryland, expressed support for the proposed collective bargaining legislation while raising concerns about several recommendations discussed during the Board's earlier work session. He emphasized the importance of maintaining two separate bargaining units, explaining that labor law recognizes differences between employee groups based on

		their duties, professional status, and shared interests, and that separate units allow employees to pursue representation that best reflects their workplace concerns. The speaker also advocated for the use of a card check process to certify unions, stating that it is a common practice throughout Maryland's public sector, including public schools, libraries, community colleges, four-year institutions, and executive branch agencies. He argued that card check avoids unnecessary and potentially divisive elections when a majority of employees have already demonstrated support for union representation. Additionally, the speaker opposed proposed election procedures requiring a majority of the entire bargaining unit or a 51% threshold, asserting that union elections are traditionally decided by a simple majority of votes cast. Finally, he expressed concern about expanding management rights within the ordinance, explaining that designating certain subjects as management rights would prohibit collective bargaining over those matters, including employee schedules and related workplace issues. He urged the Board to reconsider those provisions before adopting the legislation.
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Denise Gilmore	Collective Bargaining Ordinance – Information Rights, Evergreen Provision, and Sunset Clause	The speaker, representing AFSCME Maryland, provided testimony regarding the proposed collective bargaining legislation and expanded on concerns raised during the Board's earlier work session. She expressed support for retaining the union's proposed language regarding information rights, explaining that exclusive bargaining representatives have a legal duty to fairly represent all employees covered by a collective bargaining agreement. She stated that relying solely on the Maryland Public Information Act (MPIA) to obtain information could require disputes to be resolved through the courts, whereas collective bargaining procedures provide a more efficient administrative process for addressing disagreements over information requests. The speaker also urged the Board to retain the "evergreen" provision, which would allow the terms of an expired collective bargaining agreement to remain in effect while negotiations for a successor agreement continue. She stated that this practice is common in labor negotiations and helps maintain stability while the parties work toward a new agreement.
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		Finally, the speaker opposed including a two-year sunset provision that would repeal the legislation if no exclusive bargaining representative is certified within that timeframe. She argued that such a provision could create unnecessary obstacles for employees seeking to organize and noted that unforeseen events, such as the COVID-19 pandemic, can delay organizing efforts. She encouraged the Board to allow employees to decide for themselves whether to pursue union representation without imposing additional barriers.
Derrick Terry	Police Accountability Board Service, Appointment Process, and Collective Bargaining Support	The speaker, the former Vice Chair of the Charles County Police Accountability Board (PAB), reflected on the conclusion of his service and thanked Commissioners Coates, Bowling, Collins, and former Commissioner Rucci for meeting with him during his initial appointment process and providing him the opportunity to discuss his qualifications to serve. He stated that throughout his tenure, he worked to ensure that community concerns regarding law enforcement were heard while also protecting the due process rights of law enforcement officers through fair, unbiased, and professional investigations. The speaker highlighted several accomplishments of the PAB,

		including advocating for government-issued laptops for the Administrative Charging Committee to securely review sensitive evidence, helping establish a model trial board process, maintaining collaborative relationships with CCSO and La Plata Police Department, supporting improvements to body-worn camera programs, and providing recommendations to strengthen accountability and public trust. The speaker also expressed disappointment with the Board's reappointment process, stating that volunteers who interview for appointments should receive the professional courtesy of a personal conversation if they are not reappointed or are replaced. He explained that he learned of his replacement during a public Commissioners' meeting rather than through direct communication and later received a certificate of appreciation by mail. He stated that a personal conversation and formal presentation of the certificate would have better demonstrated respect for the time and service contributed by volunteer board members. In closing, the speaker stated that he was proud of his 28 years of military service and four years on
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		the PAB, and that he leaves his position with no regrets, believing he served with integrity, professionalism, and a commitment to fairness and accountability. During his remaining time, he also expressed support for allowing County employees to unionize, stating that employees should have the opportunity to organize and be represented through collective bargaining.
Rebecca Turner	Proposed TeraWulf Data Center, Environmental Impacts, Water Resources, and Tax Incentives	The speaker, a Charles County resident, urged the Board to reject the proposed hyperscale data center development at the Morgantown Generating Station site in Newburg, arguing that the project would pose significant financial, environmental, and infrastructure risks to the community. She stated that, despite claims of economic benefits, the proposed development would not be in the County's long-term best interest. The speaker referenced the Potomac River being named America's most endangered river by American Rivers, citing concerns about aging infrastructure and the growth of data centers throughout the watershed. She expressed concern that hyperscale data centers require substantial amounts of water for cooling, particularly during periods of drought and extreme heat, and

		argued that additional water demand could negatively impact the Potomac River ecosystem, aquatic life, and the region's water supply. The speaker also raised concerns regarding Maryland's tax incentives for data centers, stating that qualifying facilities could receive significant sales and property tax benefits while contributing less local tax revenue to support County infrastructure and public services. She questioned whether the anticipated economic benefits would outweigh the potential public costs. Additionally, the speaker questioned the feasibility of the developer's proposal to repower the retired Morgantown generating units with natural gas, stating that existing pipeline capacity may be insufficient and that new pipeline infrastructure would likely be required. She also expressed concerns about the financial stability of the developer, TeraWulf, citing reported financial losses and raising questions about the company's long-term viability. Her testimony concluded when her allotted speaking time expired.
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Brandi Richards	Potomac River Water Quality, Infrastructure Resilience, and Data Center Impacts	The speaker, a Charles County resident, expressed support for the concerns raised by the previous speaker regarding the proposed data center development and shifted her comments to environmental monitoring and infrastructure resilience. She asked for an update on County efforts to monitor water quality following the January 2026 sewage spill and the February 2026 fuel leak from Joint Base Andrews into the Potomac River. Specifically, she inquired whether the County is conducting water testing or partnering with organizations such as the Potomac Riverkeeper Network and the Port Tobacco River Conservancy to monitor the Potomac River and its tributaries. The speaker also expressed concern about the cumulative impacts of hyperscale data centers on the region's electrical grid and water resources. She stated that increasing electricity demand, ongoing drought conditions, and the potential for rolling blackouts could heighten the risk of public safety issues during extreme weather events. Drawing from her personal experience living in Northern California during the 2020
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		wildfire season, the speaker described how power outages and internet disruptions complicated emergency response and evacuation efforts for residents facing fast-moving wildfires. She urged the Board to consider the broader implications of overloading critical infrastructure, explaining that reliable power and communications are essential during emergencies. The speaker concluded by encouraging the Commissioners to carefully evaluate these potential risks as they consider future data center development in Charles County.
Sterling Moorehead	Collective Bargaining Benefits for County Employees and Public Services	The speaker, an equipment operator at the Mattawoman Wastewater Treatment Plant, expressed support for implementing collective bargaining for Charles County employees. He thanked the Commissioners for listening to employee concerns and stated that collective bargaining would benefit employees, management, and the County as a whole. The speaker asserted that collective bargaining could help reduce staffing vacancies by improving employee retention and stabilizing the workforce in essential public service departments. He stated that chronic understaffing

		contributes to employee burnout, increased overtime costs, reduced quality of life for employees, and potential impacts on the level of service provided to County residents. The speaker also emphasized that collective bargaining could strengthen workplace safety and accountability by supporting investments in safety equipment, employee training, manageable workloads, transparent grievance procedures, and fair representation during disciplinary matters. He stated that these measures could reduce workplace injuries, absenteeism, and employee turnover while fostering a healthier and more productive workforce. Additionally, the speaker argued that more predictable wages would improve employees' financial stability, stimulate the local economy through increased spending and tax revenue, and potentially reduce reliance on County-funded assistance programs. He concluded by stating that collective bargaining would improve communication between employees and management by creating a structured process for addressing concerns, implementing
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		policies, and working collaboratively toward shared goals, and he encouraged the Commissioners to continue supporting collective bargaining as an investment in both the County workforce and the community.
Greg Waring	Data Center Zoning Process and Planning & Growth Management Oversight	The speaker, a Waldorf resident, reflected on the Board's collective bargaining work session and referenced previous discussions on term limits and the establishment of an Inspector General (IG), describing those initiatives as important government reforms. He suggested that the County should also consider broader reforms to the planning process, particularly within PGM. The speaker expressed concern that, throughout the data center zoning ZTA process, PGM did not adequately incorporate feedback from the public, the Planning Commission, or the BoCC. He referenced the September 2025 public information session, where residents raised concerns regarding water usage, noise, environmental impacts, and buffering from residential areas, and stated that the initial draft ZTA did not sufficiently address those issues.

		The speaker further noted that, after the Planning Commission unanimously recommended limiting data centers to Heavy Industrial (HI) zoning districts, PGM presented a revised ZTA that continued to allow data centers in General Industrial (IG) zones. He questioned why the department did not fully adopt the Planning Commission's recommendations and stated that he believed additional discussion should have occurred regarding issues such as setback distances from residential properties and whether technical studies supported the proposed standards. In closing, the speaker encouraged the Board to recommend a review of the PGM's structure, oversight, and decision-making processes as part of its transition to the next BoCC. He suggested that increased oversight, including by a future Inspector General, could improve transparency and public confidence while addressing ongoing community concerns related to permitting, land use, and zoning decision.
John Bilmanis	Data Center Planning Framework, Infrastructure, and Development Review Process	The speaker provided his written testimony to each Board member and discussed the County's approach to regulating proposed data center development and stated

		that the Board has a responsibility to protect the interests of County residents while carefully evaluating future growth. He expressed support for a measured, "crawl, walk, run" approach to data center development and referenced previous discussions regarding limiting such facilities to Heavy Industrial (HI) zoning, stating that he believed this approach had not been fully reflected in the PGM's recommendations. The speaker acknowledged the Board's interest in establishing guardrails, special exceptions, and operating conditions for data center development, stating that these protections are achievable if appropriate standards are developed. He also emphasized the importance of considering uncertainties related to costs, risks to residents, and supply chain limitations, arguing that these factors could influence how data center projects are ultimately constructed and operated. Additionally, the speaker discussed the relationship between large-scale data centers and power generation, noting that both present complex planning and infrastructure challenges at the local and state levels. He
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		suggested that, because hyperscale data centers are large, complex developments, the County should consider evaluating them through a more comprehensive development review process rather than relying solely on a ZTA. He concluded by questioning whether existing zoning and building codes were originally designed to address the unique scale and infrastructure demands associated with hyperscale data center facilities.
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SUMMARY OF VIRTUAL COMMENTS

SUBMITTED BY	TOPIC	SUMMARY
Alex Votaw	Cannabis Grow Operation Compliance and Alleged Land Use Violations	The speaker, an attorney representing Susan and Clark Bowling, addressed the Board regarding activities occurring on a property identified as the former address of 10250 Everest Place in Faulkner. He stated that his clients are long-time Charles County residents whose family has farmed adjacent property in the Allen's Fresh area for generations. The speaker expressed concerns about a cannabis grow operation located near the Veterans Museum at Patriot Park and adjacent to his clients' working farm. The speaker alleged that the property owner obtained County approvals by providing inaccurate or incomplete information and asserted that the owner failed to disclose the location of a failed

		commercial septic system and leaching pits. He stated that permanent structures and wells have been, or are proposed to be, constructed near the failed septic area in violation of state and County regulations. He further alleged that an existing tobacco barn, represented as being used for hay storage, is instead being used as a cannabis grow facility, and that portions of the property have been covered with impervious surfaces without an approved stormwater management plan. The speaker contended that these activities have resulted in stormwater runoff carrying potential septic contamination onto his clients' farm, creating health, environmental, and agricultural concerns. He also stated that both Mr. Bowling and his father have interstitial lung disease and are immunocompromised, and he cited scientific studies suggesting that outdoor cannabis cultivation may pose additional health risks for individuals with those conditions. The speaker acknowledged that the Charles County Health Department issued a violation related to the property on June 30, 2026, but argued that additional violations remain unresolved. He further asserted that the cannabis operation does not meet the County's definition of an agricultural operation and warned that failure to enforce applicable state and County laws could expose the County to legal
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		liability. He concluded by requesting that the Commissioners encourage appropriate enforcement actions and schedule a meeting with his clients to review photographic, documentary, and testimonial evidence supporting their concerns.
Shelly Posey	Data Center Zoning, Government Transparency, and Commissioner Recusal Request	The speaker, a La Plata resident, expressed opposition to proposed data center development in Charles County and stated her support for a Green Party candidate in the upcoming election. She voiced concerns that local decision-making regarding data center zoning has lacked transparency and accountability. The speaker alleged that Commissioner Ralph Patterson's participation on a committee that supports data center development creates a conflict of interest and argued that this involvement compromises his ability to remain impartial when considering future ZTAs related to data centers. She asserted that, because of this perceived conflict, he should recuse himself from future votes on data center zoning matters. The speaker also alleged that the Charles County Board of Elections violated the Maryland Open Meetings Act in matters related to Commissioner Patterson, stating that the incident undermined public trust and transparency. She argued that decisions involving significant zoning changes should be made through an open and transparent public process. Finally, the speaker expressed

		concerns about the potential impacts of data center development, including increased energy demand, water consumption, and changes to the County's landscape. She concluded by calling for greater public involvement in the zoning process and encouraged residents to contact County Commissioners, the Zoning Board, the Charles County Board of Elections, and the Maryland State Board of Elections to express their views.
Deron Tross	Medical Emergency Preparedness, HOA Oversight, Police Accountability Board, and Collective Bargaining	The speaker began by expressing relief that Commissioner President Collins had returned to the meeting following an earlier medical incident. He also thanked Commissioners Bowling and Coates for their response during the situation and suggested that the County consider developing a SOP to address medical emergencies during public meetings, including ensuring that appropriate medical personnel or services are readily available. The speaker then addressed the HOA Committee, stating that he hopes recent changes will strengthen the committee's ability to address resident concerns. He shared his experience with his own HOA, explaining that his community was unable to resolve issues through the existing process and ultimately pursued legal action after funds were allegedly misappropriated. He stated that the community was ultimately reimbursed through its insurance carrier. The speaker also expressed concerns about an HOA advocacy

		organization, alleging that it has become politicized and urging the Commissioners to review its activities and role within the community. Finally, the speaker expressed support for allowing County employees to unionize. He noted that several Commissioners have union affiliations or have received union support during their careers or campaigns and argued that County employees should likewise have the opportunity to pursue collective bargaining. He encouraged the Board to approve employees' right to organize and be represented through a union.
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SUMMARY OF WRITTEN COMMENTS

SUBMITTED BY	TOPIC	SUMMARY
Jacqueline Moore		See attached
John Bilmanis		See attached

July 7th, 2026: BOCC Public Hearing Comments

My name is Jacqueline Moore, and I have owned a home on Cobb Island since 1998. Included in my submitted comments are the questions I asked the BOCC members on June 24th, 2026. I have included the responses I received, and I made note of the lack of responses by Commissioner Vice President Patterson and Commissioner Bowling. None of the responses were given by the date and time requested, which was close of business on June 26th, 2026. Please also note that Commissioner Stewart did not answer the questions as assigned but instead answered a summary of my questions as provided by the Charles County Government's SeeClickFix application. It seems as if some form of artificial intelligence was used to prepare this summary. If the subject weren't so serious, I would find this to be hilarious. But it's not hilarious. The data center conundrum, if not addressed with transparency, clarity, true expertise, and a collective moral compass, will have devastating and deleterious effects on Charles County's people, land, water, plants, and animals. The elected county commissioners, appointed officials like those on the many county boards & commissions, and the county staff are supposed to work in concert to be the rising tide that lifts ALL boats. You should not be in the business of deciding which county residents have clean air to breathe and which do not, which county residents have clean water to drink and which do not, which farms fail and which ones succeed, which businesses fail and which ones thrive, which animals and plants remain protected and cherished and which do not. This is not a game. Please ensure that this entire document is included in the public record.

Commissioner T. Coates- Response Questions presented by Jacqueline Moore of Cobb Island during Public Comments on Wednesday, June 24, 2026. Response received on July 2, 2026; response had been requested by COB on June 26, 2026

- 1) Do you support a moratorium until there is sufficient detail to build Data Centers as a "Good Neighbor" that ensures all residents, landowners, commercial owners, and any existing entity shall not suffer from any proposed data center development? Why or why not?

I support an evaluation process that provides clear, precise guardrails to protect residents, businesses, property owners, and our community's quality of life. Future project approvals must be based on thorough transparency, structured public input, and proactive public education to ensure any incoming data center development aligns with our community standards while safeguarding our local quality of life. I am also open to utilizing subject matter experts (SMEs) to provide valuable lessons learned, technical precision, and unbiased risk analysis.

- 2) Do you support requiring transparency on any project being considered through the mandate of “Conceptual Design Studies” for all the major elements (i.e. energy, water, noise, lighting, environmental, etc.) prior to any investor permit application? Why or why not?

I support requiring robust preliminary analysis and detailed studies on potential impacts early in the evaluation process. This ensures that residents and decision-makers have a comprehensive understanding of how a project might affect local energy, water, noise, lighting, traffic, and environmental resources. Promoting transparency through upfront evaluation leads to better planning, informed public input, and more responsible community development.

- 3) Do you support the incorporation of the current Federal and Maryland studies addressing Data Center developments prior to proceeding with any final zoning or “Docket for Data Center” discussions?

I believe it is essential to review and incorporate current Federal and Maryland state studies regarding data center developments. Utilizing these broader findings ensures our local zoning policies and docket discussions integrate state best practices, environmental guidelines, and energy consumption realities, allowing for a comprehensive, detailed analysis to guide our local evaluation process.

Question asked: 17) How does the County intend to address ethical concerns surrounding artificial intelligence, including military applications, public safety, and employment impacts?

Question 17: No response from Commissioner Coates

From **Commissioner Stewart** on June 30th, 2026; response had been requested by COB on June 26th, 2026; Commissioner Stewart **DID NOT** answer the questions to which she had been asked to respond. It looks like Commissioner Stewart responded to a summary of Ms. Moore's questions that was generated through Charles County's SeeClickFix application. **The specific questions asked of Commissioner Stewart have been included below so that she can have another chance to respond.**

Assigned Question: 4) Do you support requiring all future data centers (**if approved**) and not yet constructed in Maryland to conduct environmental impact studies, that are publicly available, before and after construction in order to assess whether there any impacts on the surrounding areas (rivers, wetlands, wildlife,...) that develop when the specific impacts are the generated byproducts from operations (i.e. wastewater, heat impacts to air/water, lighting, disposals, maintenance, e-waste recycling, decommissioning,...)? **Why or why not?**

Commissioner Stewart's submitted response to a different question:

4) Should developers be required to pay for all infrastructure improvements associated with electric grid connections? Developers should pay for infrastructure directly required by their projects, consistent with applicable laws. Existing residents should not bear these costs, and allocations must follow utility and Maryland Public Service Commission regulations.

Assigned Question: 5) Do you support a 100% clean energy requirement for any power plant in Maryland that exists, is to be refurbished or planned to be built in the future? **Why or why not?**

Commissioner Stewart's submitted response to a different question:

5) Should conceptual design studies be required before major projects proceed? Yes. These studies help assess feasibility, impacts, and

compatibility, improving planning and transparency. Requirements should follow County and state regulations.

Assigned Question: 6) Do you support that any existing power plant in Maryland is to be refurbished or planned to be built in the future is required to pay for all costs associated with any connection and infrastructure improvements as being part of the PJM grid? **Why or why not?**

Commissioner Stewart's submitted response to a different question:

6) Should greater transparency be required throughout legislative and land use decision-making? Yes. Transparency builds public trust. The County should ensure timely information, public participation, and compliance with open meetings and information laws.

*Commissioner Stewart's submitted response, 4) Should independent technical experts establish measurable performance standards for future data center projects? Yes. Independent experts can provide objective analysis and help set clear standards to ensure projects meet community expectations.

* This wasn't a specific question asked of Commissioner Stewart.

Question asked: 17) How does the County intend to address ethical concerns surrounding artificial intelligence, including military applications, public safety, and employment impacts?

The County will focus on local impacts like public safety, workforce, and privacy, while coordinating with state and federal partners and promoting responsible innovation.

Commissioner Vice President Patterson, due date: COB 6/26/26, NO RESPONSE

7) Do you support restricting the use of NDAs ONLY to a company's competitive aspects (i.e. cost, company intellectual property,...) which

does not preclude access to technical performance parameters required to understand the designs and impacts? **Why or why not?**

8) Do you support requiring transparency in the legislative, land use, and project decision-making processes that ensures all concepts, plans, performance characteristics, and potential impacts are made available to the residents for review and comment before a decision to proceed is made? **Why or why not?**

9) Do you support requiring all future data centers **(if approved)** and not yet constructed in Maryland to be powered with 100% clean energy, including possible combinations of solar, wind, battery storage, energy efficiency, for backup capabilities, and demand/load balancing responses? **Why or why not?**

Commissioner Bowling; response had been requested by COB on 6/26/2026,
NO QUESTIONS ANSWERED

Thank you for providing this information. My position on data centers has remained consistent. I will not support or vote for the ZTA #25-187. I will review your questions and do my research into the items you brought to my attention. Thank you

Questions for Commissioner Bowling, due date: COB 6/26/26

10) Do you support requiring all future data centers **(if approved)** and not yet constructed in Maryland (as a large load user) to pay for all costs associated with any connection and infrastructure improvements including separate large load rates so residents electricity costs are not impacted by the project? **Why or why not?**

11) Do you support requiring all future data centers **(if approved)** and not yet constructed in Maryland to use closed-loop cooling and non-evaporative heat exchange in order to protect the drinking water from any source (aquifers, imported, river water desalination plants)? **Why or why not?**

12) Do you support requiring all future data centers **(if approved)** and not yet constructed in Maryland to require noise/vibration monitoring, that is publicly available, before and after construction in order to assess whether safe noise standards of less than 60 dB across the entire hearing spectrum are met, including cumulative impacts, at the closest residence, public facility (i.e. schools), and local businesses including farms? **Why or why not?**

17) How does the County intend to address ethical concerns surrounding artificial intelligence, including military applications, public safety, and employment impacts?

Provided below are the responses from **Commissioner President Collins**: on July 1, 2026; response had been requested by 6/26/2026

In principle, Commissioner Collins agrees with the concerns and recommendations presented by Ms. Moore.

Question asked: 13) Do you support requiring all future data centers **(if approved)** and not yet constructed in Maryland to pay for all costs associated with any connection and infrastructure improvements that provide access to water whether it is potable or non-potable (including any wastewater produced by the project)? **Why or why not?**

Question 13: Yes. Commissioner Collins believes residents should not be expected to bear the costs associated with major corporate operations. He believes those corporations should be responsible for those costs rather than local taxpayers.

Question asked: 14) Do you support requiring all future data centers (**if approved**) and not yet constructed in Maryland to require air quality monitoring, that is publicly available, before and after construction in order to assess whether MD Clean Air standards are met, including cumulative impacts? **Why or why not?**

Question 14: Yes. Any potential environmental impacts should be thoroughly addressed, and the process should be transparent to the public.

Question asked: 15) Do you support requiring the development of minimum critical conditions and associated metrics by leading technology consultants (note consultants, not county staff) that are incorporated in any “Docket for Data Centers” that can be used to enable assessments, monitoring, and enforcement? **Why or why not?**

Question 15: Yes. Commissioner Collins believes these types of commitments could be addressed through a Community Impact Agreement, as has been done in other jurisdictions. He also believes it is important to seek input beyond County government to help inform the process.

Question asked: 16) Do you support the development of a local workforce that can build, operate, and maintain these new technologies, and the development of our commensurate firefighting capabilities through Community Benefit agreements? **Why or why not?**

Question 16: Yes. Commissioner Collins supports meaningful public engagement and believes the parameters and expectations of the process should be clearly communicated and understood by all stakeholders.

Question asked: 17) How does the County intend to address ethical concerns surrounding artificial intelligence, including military applications, public safety, and employment impacts?

Final Question (Guardrails): Commissioner Collins stated that the examples presented are extreme, and he is not supportive of those scenarios. Before incorporating such provisions into legislation, he would want to explore the matter further. In principle, he is supportive of measures that provide appropriate safeguards and protections.

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July 06, 2026

**Subject: Board of County Commissioners Public Session Comments
Concerning Data Center Zoning Issues**

I want to thank the Board of County Commissioners for providing me the opportunity to submit some comments concerning Data Center Zoning issues as part of the July, 07, 2026 public comments session.

My intent is to provide some insights as to how the CHCO leadership might move forward, at a reduced risk, without harming the residents, if there was a desire to proceed with moving forward with a Data Center.

Bottom Lines Up Front (BLUF)

1. CHCO leadership (PC and BoCC) have **a clear mandate** to do the right thing for the County residents
2. CHCO Leadership has expressed the need for;
 - a. A “Crawl, Walk, Run” approach as in Heavy Industrial Zones Only (if approved)
 - b. “Guard Rails”, Conditions and/or Special Exemptions
 - c. Uncertainties in managing various cost risks to the residents
 - d. Uncertainties in **supply chains and technology availability/risks**
3. CHCO PGM has indicated that a ZTA may not accommodate the desired leadership elements and concerns
 - a. Previous dockets (i.e. D90, D250, ..) were developed for large complex developments
 - b. Power generation and Data Centers are large complex developments
 - c. BoCC can request a **new “Docket for Data Centers”**

4. CHCO PGM cites existing ZTAs and eCodes as the basis of Data Center recommendations
 - a. Data Centers are very complex developments whose specifications *grow exponentially for every 50MW* of size (Not by names like “Hyper-DCs”)
 - i. Power generation equipment (cost, size, heat, noise, air quality)
 - ii. Backup, Demand/Load Balancing (cost, size, noise, air quality)
 - iii. Cooling equipment (cost, size, heat, water, noise, wastewater)
 - iv. Environmental impact (residents, schools, farms, wildlife, wetlands)
 - b. PGM has never built a Data Center and does not have the proper eCodes to support development
 - i. All eCodes that are critical to the noted issues need review
 - Example – *Noise perimeter increases ~ 500ft per 50MW*
 - ii. Independent panel of technologists should provide a peer review
 - iii. For any eCodes that need development the *independent panel of technologists should provide critical performance characteristics and associated metrics*
 - iv. For all noted critical issues there needs to be supporting methods for monitoring and enforcement
 - v. *PGM should provide the leadership and the public the existing eCodes* that are considered sufficient and encompassing of a Data Center development
5. Attachment #1 provides an *initial summary of critical elements* that need to be considered in the development of a “Docket for Data Centers”
6. Attachment #2 is a set of *questions that explicitly breakdown what support is required for* CHCO’s power generation issues, data center issues, as well as timing, policies, and considerations for schedules
7. I am requesting that the BoCC members *confirm receipt in the public record* of these comments and Attachments.
8. I am requesting that the BoCC members *provide answers in the public record to ALL the questions in Attachment #2 by July 17th* and not later than the summer recess.

Background

This is a long planning process that is attempting to deal with a transformative set of technologies. The Internet in its own right has been clearly transformative and has been evolving for 40+ years with new generations of supporting solutions. The second transformative technology has been the “Cloud” which also has evolved in 30 years from simple digital storage to various forms of “cloud” computing. One of those is artificial intelligence that offers large gains and large risks.

The “Cloud” has evolved from simple buildings called colocations to various size campuses called data centers. The fundamental differences are the type and number of servers in one location which drives the power and cooling resources as well as the impacts on the Quality of Life for nearby residents. A simple guide to the scale impacts is the power required (Megawatts (MW) to Gigawatts (GW)). Physical area and distance are not the primary drivers which are the basis of most local zoning codes. Data centers are a different beast and basically vary by every increase in 50MW required.

This evolution was not forecast in any Federal/State/Local comprehensive plans. The CHCO Comprehensive Plan for 2016 does not include anything in this arena and it is unclear whether this will be included in the 2026 Plan. Everyone is learning, to say the least, about the dramatic resource impacts that exist with these little “cities”. Even the supply chains have been caught short as there are not enough physical solutions in inventory to build the best or even second best solutions.

The biggest issue is that these latest data center evolutions are as complicated as any Heavy Industrial project and have impacts as much or more than a City or Planned Development Unit (like St. Charles). There are severe risks given that proper planning and execution are not thoroughly thought out.

The opportunities that Data Centers offer won't disappear if we don't reach out to grab the first one. The DMV is clearly a large opportunity due to its geographic location to the Internet. The Charles County opportunities are

severely restricted given the lack of native power generation. Being tied to the PJM grid provides concerns that the supply and demand on that grid will get worse with every Data Center connected in any of the 13 states on the PJM grid. This truth cannot be avoided if the rate structures for Data Centers as large loads are not managed separately or power is generated on site.

So what is a reasonable way ahead? It is impossible to stop digital transformation given that the national GDP is fully dependent on these two transformative technology areas.

There has been a large consensus that energy costs, water resource management, quality of life impacts, and environmental impacts need to be addressed. Without these being properly addressed, the risk is great that there will be residents suffering while the trillionaires and billionaires walk away with profit. Many other Counties have learned these lessons the hard way.

Even the Planning Commission recommendations of March 2, 2026 reflect these same concerns. The BoCC discussions of April 21, 2026 clearly focused on energy and water impacts. The BoCC public comments session of June 24, 2026 clearly focused on energy and water impacts as well as schedule risks for available technologies in the supply chain. These are real impacts that need real answers via new plans and building codes.

It seems that the CHCO staff have clearly indicated (BoCC meeting of 04/21/26) the ZTA document can NOT address energy issues due to the stated bounds for this document. This makes a primary impact unsettled with any revised ZTA Amendment. This is a showstopper for moving forward.

The CHCO leadership (PC and BoCC) have a clear mandate to do the right thing for the County residents. The County had embarked on building a city (Docket 90) and building a beach resort (Docket 250). These efforts were not limited by an existing eCode or process, but driven by the goals of the community.

The CHCO leadership has the power, mandate, and capabilities to develop the right “Docket for Data Centers” through appropriate evolutions of the

planning and growth mechanisms in the County. The concerns of the Community should not be suppressed nor should the residents suffer because a current planning approach does not support it.

Way Ahead

The CHCO leadership needs to be bold and lead as opposed to following the precedence set by existing counties that have been run over by big businesses. It is a “Buyer’s Market”. CHCO should not build a home doomed to fall down. CHCO needs to pursue the purchase of a proper home for growth.

The complexity of this new home requires skills that are classically developed by architects, but now this new home needs to be developed by independent leading technologists that deal with the associated design complexities. Yes the blueprints are comprised of technical performance parameters with associated metrics that are not in today’s eCodes or the currently proposed ZTA.

All technical proposers must submit “Conceptual Design Studies” that include assessments of the surrounding environment (i.e. Water, Noise, Wetlands) that will be impacted. These studies would be submitted prior to any proposer permit application and be available for public review. These performance studies are not covered by an NDA as they are not about competitive data such as cost and Intellectual Property.

These blueprints become the “rulers” to help CHCO leadership, as well as residents, judge any technical proposal. These blueprints will inform the monitoring and enforcement of the surrounding environment as any projected development would begin to proceed.

A custom house may well cost more upfront, but it limit the risks to the County and residents. These same businesses are willing to spend upwards of \$1,000,000 per acre and \$100,000,000 for ad/lobbying campaigns. They also have the understanding that there are enabling construction technologies for addressing ALL THE KNOWN IMPACTS. Currently these businesses are

crying all the way to the bank. **When pushed they do the right thing SO we need to push for the right thing!!**

Being a “good neighbor” maybe expensive and recoverable, but the costs WILL NOT BE INCURRED unless leadership takes a stand for the need. In the long run the businesses know it is **easier to deal with known requirements** instead of constantly getting oversight of ambiguities, and the need to request waivers.

CHCO leadership has the opportunity to make a new “Docket for Data Centers” that is transformative and reflective of the continuing evolution of the Internet and Cloud. **With the right elements, Data Centers can lead to improvements in tax revenue, transformation of the work force, Community benefits as well as the goals of clean air and water.**

Attachment #1 below has some of the proposed critical elements that need to be addressed in a comprehensive set of documents (codes, policies, zoning, enforcement, community benefits,...).

Please consider the rejection of the ZTA 25-187 as written.

All residents, landowners, commercial owners, and any existing entity shall not suffer from any proposed data center development.

Please consider the development of the appropriate group of documents (i.e. “Docket for Data Centers”) that limit Data Centers to Heavy Industrial Zones and address all the impacts of energy, water, noise, environment (Federal/State/Local), and associated enforcements.

Please look out for the development of our workforce that can build. Operate, and maintain these new technologies through Community Benefit agreements.

Please consider creating a consulting agreement for an independent panel of leading technology experts in energy, power, water, noise, environmental management to develop the appropriate standards and

metrics necessary to properly plan and enforce these capabilities that Data Centers require.

Please make the Data Center a critical element in the 2026 Comprehensive Plan.

Charles County has a lot to offer as well as a lot to lose. The trillionaires are hungry and they can help us at a relatively small dent in the profit margin.

We need to stand our ground and lead!!

Thank you for your time. I look forward to future detailed planning efforts for a "Docket for Data Centers".

This is a difficult technological challenge to solve. The designs are complicated and the risks are great if done wrong. If there are any desired technical clarifications, ***I am available to sit down with any BoCC members to discuss further insights.***

Signed *Janis Belmanis*

Dated **07/06/26**

Attachment #1

CRITICAL ELEMENTS FOR A NEW “DOCKET for DATA CENTERS”

The following items are distilled from the residents comments, Planning Commission recommendations (Slide #5), and Board of County Commissioners discussions of 04/21/26 and 06/24/26, concerning energy and water issues.

Assumptions for the following recommendations and critical elements;

- Each item will be added to an appropriate document (new or amended or existing)
- Each item will be informed by the Federal/State efforts which include the Next Generation Energy Act of 2025 and the September guidance report **(Per PC Slide #5, Bullets #5/6)**
- Each item will be informed and guided by the Federal/State Clean Air/Clean Water/Clean Power standards
- Each critical condition **will have the Public Engagement component** for this new docket and any potential new zones in the future
- Total aggregate of conditions has the effect of **developing a “contract”** with any potential data center developer
- Charles County should receive **more than just tax revenue** and provide community benefits to the work force with the opportunity to improve the Quality of Life of the residents
- **All residents, landowners, commercial owners, and any existing entity shall not suffer from any proposed data center development**

Critical Elements in a new “Docket for Data Centers”

1. “Crawl, Walk, Run” (Evolving technologies mandate an evolution)
 - a. Build a Plan for **Heavy Industrial (IH) Zones ONLY (per PC Slide #5, Bullet #1)**
 - b. Develop the Comprehensive Plan to determine what else makes sense
 - c. Manage the risk with the unknowns of a moving target

2. Require Minimum Critical Conditions and associated metrics to enable assessments, monitoring and enforcement. These need to be included in any new “Docket for Data Centers” that will be thoroughly reviewed by all stakeholders as the docket proceeds. These are the acceptable metrics (the blueprints) that any proposed design needs to meet.

An independent panel comprised of technology experts in all the areas noted should conduct a peer review of the current eCodes and then develop the appropriate performance characteristics and metrics for the CHCO “ruler and blueprints”.

Below are initial lists that technology experts for these sections shall consider when developing the metrics that guide the designs, construction, operations, maintenance, measurements, and enforcement. It is expected that many of the metrics do not exist in the current eCodes as these technologies are sufficiently different in design, complexity and magnitude.

- a. Energy Sections (Standards and Metrics in 50MW increments up to 1000MW total)
 - i. Require onsite 100% Clean power generation (per PC Slide #5, Bullet #3)
 - ii. Considerations should be provided for adding excess power capacity to the grid (especially for SMR modular solutions) and given known supply chain issues.
 - iii. Any grid access will not increase residential energy costs (per PC & BoCC & Ratepayer Protection Pledge)
 - iv. All infrastructure costs related to the grid shall be paid by the developer (per PC Slide #5, Bullet #4)
 - v. All grid operating costs shall be paid at negotiated “high load rates” so the added demand will NOT increase residential rates
 - vi. See MD OPC report dated May 13, 2026
 - vii. Any grid access requires the data center to develop and implement 100% Clean demand response and load shedding capabilities
 - viii. Provide specifics/metrics for required onsite battery storage that is commensurate with the design power requirements and require that the storage reduces the backup operating times

- ix. Provide specifics/metrics/schedules for **backup generation that utilizes the 100% clean energy solutions**. If there are time limited solutions (not demand and loading balancing) the latest clean diesel technologies (Tier IV or better) and/or natural gas turbines can be additionally evaluated.
- x. Provide the specifics/metrics for direct and indirect cooling methods
- xi. **Require closed loop cooling and no evaporative cooling for heat exchange**
- xii. Provide the specifics for all waste water discharge
- xiii. Provide the specifics/metrics for any heat exchange effects on the surrounding environment
- xiv. Provide specifics/metrics of **all noise and vibration levels (0-20kHz) at two distances (200ft, and 500 ft for every increment of 50MW)** that are acceptable for humans and wildlife during steady state or backup operations
- xv. Provide a complete list of Federal/State/Local standards for design, build, operations and maintenance
- xvi. Provide monitoring methods, rates, and schedules
- xvii. Provide enforcement mechanisms and fees

b. Water Sections

- i. Prefer onsite water generation if necessary
- ii. Considerations should be provided for adding excess water capacity to the community
- iii. **Require Closed Loop/Liquid Cooling, to minimize any water requirements**
- iv. No potable water from the aquifer, rivers, and streams.
- v. If water is required it shall be non-potable water (**per PC Slide #5, Bullet #2 & BoCC discussions**)
- vi. All infrastructure costs related to the intake and discharge of non-potable water shall be paid by developer (**per PC & BoCC**)
- vii. Provide specifics/metrics for wastewater intake and discharge requirements
- viii. Provide specifics/metrics of **all noise and vibration levels at two distances (200ft, and 500 ft for every increment of 50MW)** that

- are acceptable for humans and wildlife during steady state or backup operations
 - ix. Provide a complete list of Federal/State/Local standards for design, build, operations and maintenance
 - x. Provide monitoring methods, rates, and schedules
 - xi. Provide enforcement mechanisms and fees
- c. Air Quality and Noise Sections
- i. Require perimeter **air quality monitoring** during pre-construction and during post-construction/full operation analysis, and regularly updated air quality analyses
 - ii. Require public disclosure of ambient air quality monitoring data
 - iii. Require perimeter **noise monitoring** during pre-construction baseline noise study, post-construction/full operation analysis, and regularly updated noise analyses
 - iv. Require cumulative impact analyses for air quality and noise
- d. Typical Zoning ZTA sections still applicable plus some added;
- i. Setback Requirements (besides noise)
 - ii. Open Space Requirements
 - iii. Construction/Operation standards
 - iv. Energy and environmental sustainability plans that reflect best-in-class industry practices, and be certified in compliance with LEED BD+C and O&M Gold or Green Globes Level 3 standards or equivalent standards
 - v. Fire suppression/management NFPA-75 standards or better
 - vi. Appearance
 - vii. Lighting
 - viii. Screening
 - ix. Landscaping
 - x. Hardscaping
 - xi. Stormwater Management
 - xii. Development and implementation of e-waste recycling plans
 - xiii. Development and implementation of decommissioning plans
 - xiv. Public Engagement of all Critical Elements

e. Community Benefits Sections

i. Job Creation through training partnerships for Data Center technologies

- Construction, Operations, and Maintenance
- VFD/EMS/EMT operations
- Local AI training curriculum
- Support AI retraining
- Support AI business deployments

3. Require “Conceptual Design Studies” for all major elements prior to any Data Center investor permit application. As a minimum, all the applicable elements associated with the proposed designs need to be addressed as follows:

a. Energy Requirements (Onsite and backup generation and/or grid access)

- i. Operational requirements on a daily basis
- ii. Storage requirements on a daily basis
- iii. Backup requirements on a daily basis
- iv. Cooling requirements on a daily basis
- v. Environmental impacts (Air, Water, Noise, Waste Discharge)
- vi. Load Studies and PJM capacity assessments

b. Energy Costs

- i. Grid infrastructure connections/distribution
- ii. Grid provided rate structure for heavy load users
- iii. Impact on residential energy costs

c. Water Requirements (Onsite generation, Aquifer, Potable, and Non-Potable Wastewater access)

- i. Onsite Consumption requirements on a daily basis
- ii. Evaporative Cooling requirements on a daily basis
- iii. Closed Loop/Liquid Cooling requirements on a daily basis
- iv. Wastewater intake and discharge requirements on a daily basis
- v. Environmental impacts (Air, Water, Noise, Waste Discharge)

- d. Water Costs
 - i. Water infrastructure connections/distribution
 - ii. Wastewater infrastructure connections/distribution
 - iii. Rate structure for heavy load users
 - iv. Impact on residential water/wastewater costs

- e. Noise/Vibration Requirements (For each operational unit and as an aggregate total for the audible and infrasound spectrums (0-20KHz) as measured at the property boundaries for every increment of 50MW to the total of 1000MW).
 - i. Steady State levels on a daily basis (all hours)
 - ii. Peak levels on a daily basis (all hours)
 - iii. Levels during Backup operations on a daily basis (all hours)
 - iv. Environmental impacts (Air, Water, Wildlife)
 - v. Impact on all surrounding landowners and commercial properties.

- f. Lighting Requirements for entire Property
 - i. Light impacts vertically for light pollution
 - ii. Light impacts horizontally to the property line
 - iii. For any methods of light attenuation proposed details will need expert assessments of the proposed methods and associated attenuation levels.
 - iv. Impact on all surrounding landowners and commercial properties.

Notes:

- All acoustic studies need to include site specific geological characteristics which is the primary medium of transmission for certain signal types beyond sound waves. Results will be provided in pressure levels (dBA) at the property boundaries. Assessments will be provided against the minimum required levels at 200ft and 500 ft (for every increment of 50MW to the total of 1000MW).
- 2. For any methods of acoustic isolation proposed details will need expert assessments of the proposed methods and associated attenuation levels. Assessments will be provided

against the minimum required levels at 200ft and 500 ft (for every increment of 50MW to the total of 1000MW).

3. All vibration studies need to include specific geological characteristics which is the primary medium of transmission. Results will be provided in vibration levels (mm/s) at the property boundaries (for every increment of 50MW to the total of 1000MW).
4. For any methods of vibration isolation proposed details will need expert assessments of the proposed methods and associated attenuation levels.
5. These types of signals are non-linear in terms of distances traveled so they need to be defined at the property boundaries and NOT at some arbitrary distance to a residence where the attenuation characteristics can change over time. The comparisons to the required metrics at 200ft and 500ft (for every increment of 50MW to the total of 1000MW) provide for an estimated safety margin and associated risk of success. Typical variations without sound isolation techniques is 500 ft for every 50MW.

Attachment #2

Charles County State and Local Official Questionnaire for Data Centers

Official's Name: _____

Official's Office/Position: _____

Questionnaire Themes:

Maryland and Charles County are experiencing major growth and changes in the next decade. Comprehensive planning has not kept up with the rapid transformations in technologies especially those associated with the growth of the Internet, the Cloud, and tools like Artificial Intelligence. These technologies are requiring major changes to how power is generated/managed, clean air management, managing declining clean water sources (rivers and aquifers) for residents and farmers, environmental impacts on pristine lands, and quality of life impacts (increasing costs, noise, and education). It is not about any one impact but all of them together.

"You need four walls to successfully build a strong way ahead."

Subthemes to be addressed:

1. Power Generation and Maryland's Heavy Dependence on the PJM Grid
2. Critical Design/Construction/Monitoring Elements for Data Center Development
3. Transparency Required for any New Development
4. Data Center Docket Documents and Policies
5. Considerations for Timing and Speed of Docket Development

Please Answer All Questions – All responses will be public and will not be edited. Please be as clear as possible if you cite references and conditions for an answer.

Please respond to the questionnaire by July 17th. Most questions are a simple Yes or NO so this should not be a time burden. **The questions are specific to each subtheme.** A no response will be considered as a NO to all questions.

As an Official at the Federal, State or Local office,

1. Power Generation and Maryland's Heavy Dependence on the PJM Grid

- a. Without new power generation there is dependence on a fragile PJM Grid and this is increasing energy cost risk to residents
- b. **Any new Data Center in the 13 states** as part of the PJM Grid increases resident energy cost risks
- c. Any candidate Data Center project requires power generation somewhere

Official's Question #1:

Do you support a 100% clean energy requirement for any power plant in Maryland that exists, is to be refurbished or planned to be built in the future?

YES or NO (Please provide an explanation if warranted)

Official's Question #2:

Do you support that any power plant developer in Maryland that exists, is to be refurbished or planned to be built in the future is required to pay for all costs associated with any connection and infrastructure improvements as being part of the PJM grid?

YES or NO (Please provide an explanation if warranted)

2. Critical Design/Construction/Monitoring Elements for Data Center Development

- a. Data Centers are part of the future
- b. **If a Data Center is to be approved** there should critical docket elements that enable coexistence with Residents and Local Communities
- c. These elements are the “Guard Rails”, Conditions, or Special Exemptions

Official’s Question #3:

Do you support requiring all future data centers (**if approved**) and not yet constructed in Maryland to be powered with 100% clean energy, including possible combinations of solar, wind, battery storage, energy efficiency, for 100% clean energy backup capabilities, and for any potential demand/load balancing responses?

YES or NO (Please provide an explanation if warranted)

Official’s Question #4:

Do you support requiring all future data centers (**if approved**) and not yet constructed in Maryland (as a large load user) to pay for all costs associated with any connection and infrastructure improvements including separate large load rates so residents electricity costs are not impacted by the project?

YES or NO (Please provide an explanation if warranted)

Official's Question #5:

Do you support requiring all future data centers **(if approved)** and not yet constructed in Maryland to use closed-loop cooling and non-evaporative heat exchange in order to protect the drinking water from any source (aquifers, imported, river desalination plants)?

YES or NO (Please provide an explanation if warranted)

Official's Question #6:

Do you support requiring all future data centers **(if approved)** and not yet constructed in Maryland to pay for all costs associated with any connection and infrastructure improvements that provide access to water whether it is potable or non-potable (including any wastewater produced by the project)?

YES or NO (Please provide an explanation if warranted)

Official's Question #7:

Do you support requiring all future data centers **(if approved)** and not yet constructed in Maryland to require air quality monitoring, that is publically available, before and after construction in order to assess whether MD Clean Air standards are met (including cumulative impacts)?

YES or NO (Please provide an explanation if warranted)

Official's Question #8:

Do you support requiring all future data centers **(if approved)** and not yet constructed in Maryland to require noise/vibration monitoring, that is publically available, before and after construction in order to assess whether safe noise standards of less than 55 dB (across the entire hearing spectrum) are met (including cumulative impacts) at the closest residence, public facility (i.e. schools,...) and local businesses (like farms,...)?

YES or NO (Please provide an explanation if warranted)

Official's Question #9:

Do you support requiring all future data centers (**if approved**) and not yet constructed in Maryland to conduct environmental impact studies, that are publically available, before and after construction in order to assess whether there any impacts on the surrounding areas (rivers, wetlands, wildlife,...) that develop when the specific impacts are the generated byproducts from operations (i.e. wastewater, heat impacts to air/water, lighting, disposals, maintenance, e-waste recycling, decommissioning,...)?

YES or NO (Please provide an explanation if warranted)

3. Transparency Required for any Development

- a. The Planning and Development processes are limited in transparency
- b. There needs to be considerations for a **better understanding by the Community and Residents** such as detailed reviews beyond the current PGM development processes where residents have no direct input or feedback
- c. NDAs should be used ONLY for any competition sensitive data and not estimated performance parameters

Official's Question #10:

Do you support requiring transparency in the legislative, land use, and project decision making processes that ensures all concepts, plans, performance characteristics, and potential impacts are made available to the residents for review and comment before a decision to proceed is made?

YES or NO (Please provide an explanation if warranted)

Official's Question #11:

Do you support restricting the use of NDAs ONLY to a company's competitive aspects (i.e. cost, company intellectual property,...) which does not preclude access to technical performance parameters required to understand the proposed designs and impacts?

YES or NO (Please provide an explanation if warranted)

4. Data Center Docket Documents and Policies

- a. Planning has identified that a ZTA document (as well as existing eCodes) is too limited for handling all the issues associated with Data Centers
- b. The **appropriate documents and policies for a "Docket for Data Centers"** need to be defined/developed to allow the incorporation of "Guard Rails", "Conditions", and any required "Special Exemption"
- c. All critical conditions and performance metrics need to be **developed by independent leading technologists**
- d. Community benefits need to be clearly spelled out as a condition

Official's Question #12:

Do you support requiring the development of minimum critical conditions and associated metrics by leading technology consultants that are incorporated in any "Docket for Data Centers" that can be used to enable assessments, monitoring, and enforcement?

YES or NO (Please provide an explanation if warranted)

Official's Question #13:

Do you support requiring transparency on any project being considered through the mandate of "Conceptual Design Studies" for all the major elements (i.e. energy, water, noise, lighting, environmental,..) prior to any investor permit application?

YES or NO (Please provide an explanation if warranted)

Official's Question #14:

Do you support the development of our workforce that can build, operate, and maintain these new technologies, and the development of our commensurate firefighting capabilities through Community Benefit agreements?

YES or NO (Please provide an explanation if warranted)

5. Considerations for Timing and Speed of Docket Development

- a. The country at large is struggling with the best way forward for Data Centers
- b. Many Federal and State studies are ongoing and can be informative
- c. Various options can be considered to get this high risk under control
- d. Today's **supply chain is limiting good decisions** for better solutions

Official's Question #15:

Do you support the incorporation of the current Federal and Maryland studies addressing Data Center developments prior to proceeding with any final zoning or "Docket for Data Centers?"

YES or NO (Please provide an explanation if warranted)

Official's Question #16:

Do you support a moratorium until there is sufficient detail and a supporting supply chain to build Data Centers as a "Good Neighbor" that ensures all residents, landowners, commercial owners, and any existing entity shall not suffer from any proposed data center development?

YES or NO (Please provide an explanation if warranted)

Commissioner Feedback Summary – Public Comments

A full recording of the public comments and Board discussion is available at:

<https://reflect-charlescountymd.cablecast.tv/CablecastPublicSite/show/1521?site=1>

Following public comments, Commissioners responded with the following key points:

Commissioner Feedback – Commissioner Gilbert "BJ" Bowling

Response to Jacqueline Moore and Data Center Speakers (Rebecca Turner, Brandy Richards, Greg Waring, John Bilmanis, Shelley Posey)

- Confirmed that he had prepared responses to Ms. Moore's previously submitted questions and stated that he intended to provide those responses.
 - Reiterated that his position on proposed data center development has not changed and that he intends to continue listening to residents, particularly those who would be directly affected by development in the Morgantown area.
 - Acknowledged the community's concerns regarding environmental impacts, public health, and quality of life, stating that those factors must be considered alongside potential economic development and job creation.
 - Stated that he is not prepared to support moving forward without additional information and emphasized that, based on his understanding, a ZTA would be required before the proposed project could proceed.
 - Responding to concerns about the PGM process, explained that the Planning Commission is an independent citizen board appointed by the Commissioners and cannot be directed by the Board. He noted that the Commissioners ultimately make the final decisions and should be held accountable for those decisions following the public process.
-

Response to William Hoh – Windsor Manor Stormwater Management

- Acknowledged the ongoing flooding concerns affecting the Windsor Manor community.
 - Noted that Commissioner Coates has been working closely with the community to help address the stormwater issues and expressed appreciation for those efforts.
-

Commissioner Feedback – Commissioner President Reuben B. Collins II

Response to Jacqueline Moore and Data Center Speakers (Rebecca Turner, Brandy Richards, Greg Waring, John Bilmanis, Shelley Posey)

- Clarified that the BoCC has not received or considered any specific proposal for the construction of a hyperscale data center.
- Explained that the Board's discussions to date have been limited to the proposed ZTA and the policy framework surrounding potential future data center development.
- Reiterated his support for continued public participation and stated that he values hearing directly from residents as the discussion moves forward.
- Clarified comments regarding Maryland's data center tax incentive legislation, explaining that state law

authorizes local jurisdictions to offer certain tax incentives if they choose, but it does not automatically exempt future data centers from local taxation or require a jurisdiction to provide those incentives.

Commissioner Feedback – Commissioner Ralph E. Patterson II

Response to Jacqueline Moore and Data Center Speakers (Rebecca Turner, Brandy Richards, Greg Waring, John Bilmanis, Shelley Posey)

- Responded to several questions previously submitted regarding data center policy and stated that he supports limiting the use of non-disclosure agreements (NDAs) to only those instances involving a company's legitimate competitive or proprietary information. He stated that NDAs should be used sparingly because they can reduce the flow of information available to the public.
 - Expressed support for transparency in legislative land use decisions, stating that residents should have access to project information, performance characteristics, and potential impacts so they can provide meaningful public input before decisions are made.
 - Stated that he supports requiring any future data centers approved in Maryland to be powered by 100 percent clean energy, including renewable energy sources and related technologies, because doing so would reduce environmental impacts.
 - Expressed concern about the recent fish kill in the Potomac River and stated that, in his opinion, no entity should be drawing water from the Potomac River for industrial purposes given current environmental conditions.
 - In response to comments regarding the PGM, stated that additional oversight could be beneficial and expressed hope that a future Inspector General could provide greater insight into departmental processes and identify where operational bottlenecks may exist.
-

Commissioner Feedback – Commissioner Thomasina O. Coates

Response to Jacqueline Moore and Data Center Speakers (Rebecca Turner, Brandy Richards, Greg Waring, John Bilmanis, Shelley Posey)

- Reaffirmed her support for a thorough evaluation process for any future data center proposals, stating that any review should include clear guardrails to protect residents, businesses, property owners, communities, and overall quality of life.
 - Stated that any future project approvals should be based on transparency, careful analysis, meaningful public input, and proactive public education to ensure any development aligns with community standards.
 - Expressed support for bringing independent subject matter experts into the discussion, noting that the Commissioners are not data center experts and that technical expertise is necessary to evaluate risks, operational impacts, and best practices before making decisions.
-

Response to William Hoh – Windsor Manor Stormwater Management and HOA Legislation

- Thanked Mr. Hoh for his continued advocacy on behalf of the Windsor Manor community.
- Stated that she has been working with the community regarding ongoing stormwater management concerns and recently received updates from PGM and state agencies involved in resolving the flooding issues.
- Committed to continuing to advocate for the community and following up on the remaining stormwater mitigation efforts.

- Acknowledged Mr. Hoh's concerns regarding recent HOA legislation and the financial impacts associated with new requirements, including reserve studies, and indicated she appreciated him bringing those concerns to the Board's attention.
-

Commissioner Feedback – Commissioner Amanda M. Stewart

Response to AFSCME Representatives (David Maher, Denise Gilmore, Sterling Morehead) – Collective Bargaining

- Clarified that all five Commissioners support giving County employees the opportunity to decide whether to organize and be represented by a union.
 - Explained that the issue before the Board is not whether employees should have collective bargaining rights, but rather developing a balanced legislative framework that protects employees' interests while also ensuring responsible stewardship of County government and taxpayer resources.
 - Described the collective bargaining work session as productive, noting that the Board reviewed numerous proposed amendments, restoring some provisions, leaving others unchanged, and compromising on others to develop collaborative language.
 - Stated that the ordinance to be presented at the public hearing will reflect a collaborative effort and will differ from both the original draft prepared by County staff and the version proposed by the employee representatives.
 - Thanked the speakers for participating in the process and for placing their perspectives on the public record.
-

Response to Jacqueline Moore and Data Center Speakers (Rebecca Turner, Brandy Richards, Greg Waring, John Bilmanis, Shelley Posey)

- Stated that all members of the Board take the data center discussion seriously, even though they may currently have differing views on how to proceed with the proposed Zoning Text Amendment (ZTA).
 - Expressed confidence that the Commissioners will continue working together through thoughtful and constructive discussions to determine what is in the best interest of Charles County.
 - Emphasized that future decisions will be informed by staff recommendations, independent research, and, most importantly, public input received throughout the process.
 - Indicated that the Board expects to continue discussing the matter during its July 21 meeting.
-

Response to John Bilmanis – Docket 90

- Addressed the speaker's reference to Docket 90 and stated that she would not support using a similar development agreement as the primary mechanism for regulating future data center development.
- Explained that Docket 90, which originated in the 1970s, has proven difficult to amend over time, limiting the County's ability to respond to changing community needs.
- Stated that any regulations governing data centers should instead be established through County law and regulations, allowing future Boards of County Commissioners to modify those requirements as circumstances evolve rather than being constrained by decades-old development agreements.

Item Cover Page

***CHARLES COUNTY BOARD OF COUNTY COMMISSIONERS AGENDA ITEM REPORT**

DATE: July 21, 2026

SUBMITTED BY: Carol DeSoto

ITEM TYPE: Minutes

AGENDA SECTION: Approval of the Minutes

SUBJECT:

- Minutes of July 7, 2026

SUGGESTED ACTION:

ATTACHMENTS:

Item Cover Page

***CHARLES COUNTY BOARD OF COUNTY COMMISSIONERS AGENDA ITEM REPORT**

DATE: July 21, 2026

SUBMITTED BY: Carol DeSoto

ITEM TYPE: Minutes

AGENDA SECTION: Approval of the Minutes

SUBJECT:

- Summary of Notice of Attendance

SUGGESTED ACTION:

ATTACHMENTS:

[07 09 26 Notice of Attendance Summary.pdf](#)

Notice of Attendance Summary

A Notice of Attendance was sent for a Meeting with three (3) or more Commissioners in attendance.

Thursday July 9, 2026

Charles County Community Reinvestment and Repair Fund (CRRF) Community Engagement Meeting

(Elite Gymnastics and Recreation Center, 2745 Old Washington Road, Waldorf, MD 20601)

Reuben B. Collins II, Esq., President, County Commissioner
Ralph Patterson, II, M.A., Vice President, County Commissioner
Thomasina O. Coates, M.S., County Commissioner
Amanda M. Stewart, Ed.D., County Commissioner
Deborah Hall, Acting County Administrator
Elizabeth Theobalds, Deputy County Attorney
Carol A. DeSoto, Clerk to the Commissioners

Ms. Renesha Miles, Chief Equity & Access Officer and Ms. Elaine Pollard, Equity & Access Coordinator, Office of Equity and Access, Department of Human Resources held a work group information session for the residents on the Community Reinvestment and Repair Fund. The Commissioners present actively participate in the strategic session regarding the allocation of new funding derived from adult- use cannabis sales taxes.

Item Cover Page

***CHARLES COUNTY BOARD OF COUNTY COMMISSIONERS AGENDA ITEM REPORT**

DATE: July 21, 2026

SUBMITTED BY: Carol DeSoto

ITEM TYPE: Announcement: Next Scheduled Commissioners' Session(s)

AGENDA SECTION: Announcement(s)

SUBJECT:

- Next Scheduled Session(s): September 1-2, 2026

SUGGESTED ACTION:

ATTACHMENTS:

Item Cover Page

***CHARLES COUNTY BOARD OF COUNTY COMMISSIONERS AGENDA ITEM REPORT**

DATE: July 21, 2026

SUBMITTED BY: Carol DeSoto, Department of Fiscal and Administrative Services

ITEM TYPE: Approval Item(s)

AGENDA SECTION: Approval Items

SUBJECT:

- **Budget Amendment(s) and Budget Transfer(s):**
(Ms. Samantha Chiriaco, Chief of Budget, Department of Fiscal and Administrative)

SUGGESTED ACTION:

ATTACHMENTS:

[FY2026 Budget Transfer Request #378 Water and Sewer Overrun and Electricity Bills for June.pdf](#)

[FY2026 Budget Transfer Request #139 Infrastructure Management Pending Invoice.pdf](#)

[FY2026 Budget Transfer Request #667 Construction Costs for MWWTP Belt Filter Press Replacement Phase IIc.pdf](#)

[FY2027 Budget Transfer Request #365 IT SCADA Cluster Migration Costs.pdf](#)

[FY2027 Budget Transfer Request #342 Mobile Crisis Team Program in Charles County.pdf](#)

Budget Transfer/Amendment Form

Please fill the form out **completely** and **attach** to your transfer/amendment request in MUNIS.

Date 6/26/26

Submitted by Deb Tarbox

Department DPW/Utilities

Funding Request: \$279,300

Fiscal Year:

FY2026

Category:

Operating

Fund:

Water and Sewer (30)

Reason transfer/amendment is requested?

There is currently an overrun of \$139k and another \$140k of electricity bills need to be paid for June 2026.

Current overrun: \$139,235.25

June: \$140,000.00 (estimate)

Total Needed: \$279,235.25 Rounded \$279,300.

Reason for availability of funds?

Majority of water funds are available due to the completion of PO 26-311, Dual Check Cross Connection being completed with a \$217k savings. With this savings, there is approximately \$144,600 left in available budget from the Contract Services line. \$137,200 will be used for this transfer, as well as \$54,300 from Vehicle Fuel savings. The remaining \$87,800 of the funds needed are coming from Utilities Contingency accounts.



FY2026 Year-over-Year Estimate

Fiscal year starts in July; Period 1 = July. Actuals include non-budget sources from Monthly Data CY Actual.

Metric	Value	Notes
FY2026 Actual Posted to Date	\$126,103.37	Includes partial June actual currently posted
Estimated Remaining FY2026 Cost	\$12,091.96	Incremental cost needed to reach estimated full-year amount
Estimated FY2026 End-of-Year Cost	\$138,195.33	Actual months + YoY-adjusted estimate for incomplete June
FY2026 Budget	\$200,000.00	BUA/BOC budget rollup from Monthly Data
Estimated Budget Surplus / (Overrun)	\$61,804.67	Positive = under budget
Prior Year FY2025 Actual	\$131,619.95	Full FY2025 end-of-year actual per Current Year vs CFWD
Estimated YoY Change vs FY2025	\$6,575.38	Dollar change in estimated FY2026 EOY cost vs FY2025 actual
Estimated YoY % Change vs FY2025	5.0%	Percent change vs FY2025 actual

Period	Month	FY2025 Actual	FY2026 Posted Actual	YoY Growth Factor	FY2026 Estimate	Status	Budget	Variance to Budget
1	Jul	\$11,821.56	\$11,516.27	105.4%	\$11,516.27	Actual	\$200,000.00	\$188,483.73
2	Aug	\$12,443.11	\$10,446.56	105.4%	\$10,446.56	Actual	\$0.00	(\$10,446.56)
3	Sep	\$9,059.74	\$10,633.56	105.4%	\$10,633.56	Actual	\$0.00	(\$10,633.56)
4	Oct	\$11,362.64	\$10,015.12	105.4%	\$10,015.12	Actual	\$0.00	(\$10,015.12)
5	Nov	\$9,242.38	\$8,732.59	105.4%	\$8,732.59	Actual	\$0.00	(\$8,732.59)
6	Dec	\$10,354.43	\$10,355.66	105.4%	\$10,355.66	Actual	\$0.00	(\$10,355.66)
7	Jan	\$11,717.46	\$11,555.96	105.4%	\$11,555.96	Actual	\$0.00	(\$11,555.96)
8	Feb	\$10,853.36	\$9,500.49	105.4%	\$9,500.49	Actual	\$0.00	(\$9,500.49)
9	Mar	\$11,344.54	\$14,311.39	105.4%	\$14,311.39	Actual	\$0.00	(\$14,311.39)
10	Apr	\$10,366.84	\$14,770.86	105.4%	\$14,770.86	Actual	\$0.00	(\$14,770.86)
11	May	\$10,688.55	\$13,894.58	105.4%	\$13,894.58	Actual	\$0.00	(\$13,894.58)
12	Jun	\$11,820.17	\$370.33	105.4%	\$12,462.29	Estimate	\$0.00	(\$12,462.29)
Total		\$131,074.78	\$126,103.37	105.4%	\$138,195.33		\$200,000.00	\$61,804.67
FY2025 EOY true-up / period 13		\$545.17	N/A	N/A	N/A	FY2025 only	N/A	N/A

Method / Assumptions

- Periods 1-11 use FY2026 posted actuals from Monthly Data.
 - Period 12 (June) is treated as incomplete because FY2026 posted actual is far below FY2025 June.
 - June estimate = greater of current June posted actual and FY2025 June actual × FY2026/FY2025 YTD growth factor through May.
 - Budget journals are shown only as the FY2026 budget comparison, not as actual cost.
- FY2025 EOY actual is tied to Current Year vs CFWD Last Year Actual; the difference from monthly periods is shown as a true-up / period 13 item.

Charles County County Commissioners

YEAR-TO-DATE BUDGET REPORT

FOR 2026 13

	ORIGINAL APPROP	TRANSFRS/ ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
30 water and Sewer Operation							
25 Public Works - Utilities							
30251076 521000 VehicleFuel	200,000	0	200,000	126,103.37	.00	73,896.63	63.1%
30251076 530000 ContractService	1,590,400	-4,000	1,586,400	1,283,568.74	158,181.99	144,649.27	90.9%
30251076 531000 Electricity	1,085,000	22,100	1,107,100	1,246,335.25	.00	-139,235.25	112.6%
30251076 560000 ReserveForConti	21,500	0	21,500	.00	.00	21,500.00	.0%
30252076 530000 ContractService	730,000	-114,610	615,390	326,036.53	227,089.67	62,263.80	89.9%
30252076 560000 ReserveForConti	79,893	-66,720	13,173	.00	.00	13,173.00	.0%
30253376 560000 ReserveForConti	3,200	0	3,200	.00	.00	3,200.00	.0%
30255376 530000 ContractService	664,700	0	664,700	648,195.57	9,985.50	6,518.93	99.0%
30255376 560000 ReserveForConti	27,998	0	27,998	.00	.00	27,998.00	.0%
TOTAL Public Works - Utilities	4,402,691	-163,230	4,239,461	3,630,239.46	395,257.16	213,964.38	95.0%
TOTAL Water and Sewer Operation	4,402,691	-163,230	4,239,461	3,630,239.46	395,257.16	213,964.38	95.0%
TOTAL EXPENSES	4,402,691	-163,230	4,239,461	3,630,239.46	395,257.16	213,964.38	
GRAND TOTAL	4,402,691	-163,230	4,239,461	3,630,239.46	395,257.16	213,964.38	95.0%

** END OF REPORT - Generated by Dylan Moyer **

Budget Transfer/Amendment Form

Please fill the form out **completely** and **attach** to your transfer/amendment request in MUNIS.

Date 06/30/2026

Submitted by PGM

Department PGM-Infrastructure Management

Funding Request: \$81,360.00

Fiscal Year:

FY2026 (Current)

Category:

Operating

Fund:

Inspection and Review Fund (07)

Reason transfer/amendment is requested?

PGM updated the SOP on internal invoicing in FY2024. With the increased expense of Infrastructure Management paying all invoices from third party consultants and being reimbursed from other divisions, Infrastructure Management's DS Plan Review expense account (07076500.530060) has exceeded the FY2026 budget. Infrastructure Management has one pending invoice that will spend the remaining budget and five more invoices expected to be paid in FY2026. Based on the average invoice total in FY2026, PGM estimates \$81,360.00

Reason for availability of funds?

There are operating savings in a variety of PGM accounts in the Inspection and Review Fund. The savings being transferred are the remaining operating funds available in the administration and infrastructure management division.

The transfer amounts are from the following accounts Traffic Signal Contract Services: \$25,000, Computer Allocation \$4,000, Office Supplies \$25,000, Equipment \$20,000, and \$7,360 Full Time Salary Savings.



Charles County Commissioners

YEAR-TO-DATE BUDGET REPORT

FOR 2026 13

	ORIGINAL APPROP	TRANSFRS/ ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENC/REQ	AVAILABLE BUDGET	PCT USED
065 Infrastructure Management							
07076500 Insp Infrastructure Management							
07076500 530060 DSPlanRev	400,000	130,000	530,000	480,556.14	.00	49,443.86	90.7%
TOTAL Insp Infrastructure Management	400,000	130,000	530,000	480,556.14	.00	49,443.86	90.7%
TOTAL Infrastructure Management	400,000	130,000	530,000	480,556.14	.00	49,443.86	90.7%
TOTAL EXPENSES	400,000	130,000	530,000	480,556.14	.00	49,443.86	
GRAND TOTAL	400,000	130,000	530,000	480,556.14	.00	49,443.86	90.7%

** END OF REPORT - Generated by Sheri Bresnahan **

Charles County Commissioners

YEAR-TO-DATE BUDGET REPORT

FOR 2026 13

	ORIGINAL APPROP	TRANSFRS/ ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENC/REQ	AVAILABLE BUDGET	PCT USED
065 Infrastructure Management							
07076500 Insp Infrastructure Management							
07076500 464001 Devserv	-1,100,000	0	-1,100,000	-1,850,987.65	.00	750,987.65	168.3%
TOTAL Insp Infrastructure Management	-1,100,000	0	-1,100,000	-1,850,987.65	.00	750,987.65	168.3%
TOTAL Infrastructure Management	-1,100,000	0	-1,100,000	-1,850,987.65	.00	750,987.65	168.3%
TOTAL REVENUES	-1,100,000	0	-1,100,000	-1,850,987.65	.00	750,987.65	
GRAND TOTAL	-1,100,000	0	-1,100,000	-1,850,987.65	.00	750,987.65	168.3%

** END OF REPORT - Generated by Sheri Bresnahan **

\$1,276.48
\$43,772.74
\$12,955.56
\$58,004.78



Invoice Total **\$1,276.48**

Ray Shumaker
Charles County Government
Department of Economic
10665 Stanhaven Place
Suite 206
White Plains, MD 20695

May 31, 2026
Invoice No: 23005795.00 - 28
Project #:
PO #:
Contract #:
Work Order #:

Email/Submit to: BalchinA@charlescountymd.gov; mckimmis@charlescountymd.gov

Project 23005795.00 Charles County Plan Review Services

Professional Services through May 03, 2026

Phase 0206.00 Landfill Leachate Treatment Facility-RDSP-260003

Task Fee = Hourly

Professional Personnel

	Hours	Amount	
Senior Engineer I	.80	139.89	
Totals	.80	139.89	
Total Labor			139.89
Total this Phase			\$139.89

Phase 0207.00 Horizon Neighborhood Phase. 2, Parcel B-RDSP-260004

Task Fee = Hourly

Professional Personnel

	Hours	Amount	
Assistant Junior Engineer (I)	.50	87.43	
Project Designer I	3.00	524.58	
Totals	3.50	612.01	
Total Labor			612.01
Total this Phase			\$612.01

Phase 0208.00 Fairway Village-RDSP-260005

Task Fee = Hourly

Professional Personnel

	Hours	Amount	
Assistant Junior Engineer (I)	2.00	349.72	
Totals	2.00	349.72	
Total Labor			349.72
Total this Phase			\$349.72

Phase 0209.00 Mattawoman Beantown Well House-RDSP-260007

Task Fee = Hourly

NOTICE TO U.S. CUSTOMERS PAYING WITH CREDIT CARD:

Effective October 1, 2023, IMEG imposes a surcharge of 3% when paying with a credit card, which is not greater than our cost of acceptance. The adjustment will appear on your receipt. We do not surcharge debit cards. Any payments made with a debit card, check/cash, or ACH will not include a surcharge.

Professional Personnel

	Hours	Amount	
Project Designer I	1.00	174.86	
Totals	1.00	174.86	
Total Labor			174.86
	Total this Phase		\$174.86
	Total this Invoice		\$1,276.48

Please direct any questions to accountsreceivable@imegcorp.com. The right to refute an invoice is waived after 30 days. If you would like to pay your invoice by credit card, please click on the hyperlink below. Please note, this is available for US clients only. You may also find a 'Pay Now' button on our website at imegcorp.com.

Click here to [Pay via credit card](#).

**** For payments by check, please reference project/invoice number on remittance stub and mail to:**

IMEG Consultants Corp

PO Box 182094

Columbus, OH 43218-2094

For overnight packages:

IMEG Consultants Corp

PO Box GW2W10

7 Easton Oval

Columbus, OH 43219

NOTICE TO U.S. CUSTOMERS PAYING WITH CREDIT CARD:

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Invoice Total \$43,772.74

Ray Shumaker
Charles County Government
Department of Planning & Growth Management
200 Baltimore Street
La Plata, MD 20646

May 31, 2026
Invoice No: 23005796.00 - 29
Project #:
PO #:
Contract #:
Work Order #:

Email/Submit to: BalchinA@charlescountymd.gov; mckimmis@charlescountymd.gov

Project 23005796.00 Charles County DSP Plan Reviews

Professional Services through May 03, 2026

Phase 0110.01 St Charles Industrial Park E 4th Review-DSP 21-0017

4th Review Task Fee = Hourly

Professional Personnel

	Hours	Rate	Amount
Civil Project Designer 1	.50	174.86	87.43
Totals	.50		87.43
Total Labor			87.43
Total this Phase			\$87.43

Phase 0205.01 Shepherds Creek Manor-4th DSP-240042

Task Fee - Hourly

Professional Personnel

	Hours	Amount
Project Designer I	2.20	384.69
Totals	2.20	384.69
Total Labor		384.69
Total this Phase		\$384.69

Phase 0210.00 Croft Pond-DSP-250002

Task Fee = \$365.28 Lump Sum

Fee

Total Fee	365.28	
Percent Complete	90.00	Total Earned
		328.75
		Previous Fee Billing
		273.96
		Current Fee Billing
		54.79
Total Fee		54.79
Total this Phase		\$54.79

Phase 0213.01 Waldorf Mixed Use Bldg. 4th Rev.-DSP-250015

Task Fee = Hourly

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Professional Personnel

	Hours	Amount	
Project Designer I	1.50	262.29	
Totals	1.50	262.29	
Total Labor			262.29
Total this Phase			\$262.29

Phase 0220.01 Morgantown Substation-4th DSP-250028
Task Fee = Hourly

Professional Personnel

	Hours	Amount	
Project Designer I	.50	87.43	
Totals	.50	87.43	
Total Labor			87.43
Total this Phase			\$87.43

Phase 0225.01 Waldorf Station Townhomes-4th Rev.-DSP-250035
Task Fee = Hourly

Professional Personnel

	Hours	Amount	
Assistant Junior Engineer (I)	2.00	349.72	
Totals	2.00	349.72	
Total Labor			349.72
Total this Phase			\$349.72

Phase 0227.00 Parklands Neighborhood Phase 7 (Parcel L)-DSP-250038
Task Fee = \$11,708.65 Lump Sum

Fee

Total Fee	11,708.65		
Percent Complete	100.00	Total Earned	11,708.65
		Previous Fee Billing	10,537.79
		Current Fee Billing	1,170.86
		Total Fee	1,170.86
Total this Phase			\$1,170.86

Phase 0228.01 Bowman Subdivision-4th DSP-250043
Task Fee = Hourly

Professional Personnel

	Hours	Amount	
Project Designer I	.50	87.43	
Totals	.50	87.43	
Total Labor			87.43
Total this Phase			\$87.43

Phase 0229.00 Parklands Neighborhood Ph. 8-DSP-250044
Task Fee = \$7,580.00 Lump Sum

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Project	23005796.00	19094.002.00 Charles Cty DSP Plan Review	Invoice	29
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Fee

Total Fee	7,580.00		
Percent Complete	100.00	Total Earned	7,580.00
		Previous Fee Billing	6,822.00
		Current Fee Billing	758.00
		Total Fee	758.00
		Total this Phase	\$758.00

Phase 0230.01 Horizon Neighborhood Ph. 3-4thDSP-250045
Phase Fee = Hourly

Professional Personnel

	Hours	Amount	
Senior Engineer I	1.80	314.75	
Project Designer I	.20	34.97	
Totals	2.00	349.72	
Total Labor			349.72
		Total this Phase	\$349.72

Phase 0231.01 Goff Investments-4th DSP-250046
Task Fee = Hourly

Professional Personnel

	Hours	Amount	
Assistant Junior Engineer (I)	5.50	961.73	
Senior Engineer I	1.80	314.75	
Project Designer I	4.00	699.44	
Totals	11.30	1,975.92	
Total Labor			1,975.92
		Total this Phase	\$1,975.92

Phase 0233.01 Motley Place Pineway Village-4th-DSP-250050
Task Fee = Hourly

Professional Personnel

	Hours	Amount	
Project Designer I	2.50	437.15	
Totals	2.50	437.15	
Total Labor			437.15
		Total this Phase	\$437.15

Phase 0240.00 Horizon Neighborhood Center-DSP-250062
Task Fee = \$3,293.09 Lump Sum

Fee

Total Fee	3,293.09		
Percent Complete	90.00	Total Earned	2,963.78
		Previous Fee Billing	0.00
		Current Fee Billing	2,963.78
		Total Fee	2,963.78

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Project	23005796.00	19094.002.00 Charles Cty DSP Plan Review	Invoice	29
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Total this Phase \$2,963.78

Phase 0242.00 Horizon Neighborhood-Parcel E-DSP-260001

Task Fee = \$14,979.57 Lump Sum

Fee

Total Fee 14,979.57

Percent Complete

90.00

Total Earned

13,481.61

Previous Fee Billing

7,489.79

Current Fee Billing

5,991.82

Total Fee

5,991.82

Total this Phase \$5,991.82

Phase 0246.00 Falcon Ridge Phase 4-DSP-260007

Task Fee = \$10,438.56 Lump Sum

Fee

Total Fee 10,438.56

Percent Complete

75.00

Total Earned

7,828.92

Previous Fee Billing

0.00

Current Fee Billing

7,828.92

Total Fee

7,828.92

Total this Phase \$7,828.92

Phase 0247.00 Acton Lane Industrial Park, Lot 2-DSP-260008

Task Fee = \$1,505.31 Lump Sum

Fee

Total Fee 1,505.31

Percent Complete

50.00

Total Earned

752.66

Previous Fee Billing

0.00

Current Fee Billing

752.66

Total Fee

752.66

Total this Phase \$752.66

Phase 0248.00 Cue's Favorite Place-DSP-260009

Task Fee = \$1,969.90 Lump Sum

Fee

Total Fee 1,969.90

Percent Complete

50.00

Total Earned

984.95

Previous Fee Billing

0.00

Current Fee Billing

984.95

Total Fee

984.95

Total this Phase \$984.95

Phase 0249.00 Dentsville Volunteer EMS-DSP-260011

Task Fee = \$1,231.61 Lump Sum

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Project	23005796.00	19094.002.00 Charles Cty DSP Plan Review	Invoice	29
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Fee

Total Fee	1,231.61		
Percent Complete	50.00	Total Earned	615.81
		Previous Fee Billing	0.00
		Current Fee Billing	615.81
		Total Fee	615.81
		Total this Phase	\$615.81

Phase 0250.00 Village of Wooded Glen (Farmstand Amenity)-DSP-260013
Task Fee = \$2,651.98 Lump Sum

Fee

Total Fee	2,651.98		
Percent Complete	50.00	Total Earned	1,325.99
		Previous Fee Billing	0.00
		Current Fee Billing	1,325.99
		Total Fee	1,325.99
		Total this Phase	\$1,325.99

Phase 0251.00 Berry Pointe Phase 3-DSP-260017
Task Fee = \$15,477.47 Lump Sum

Fee

Total Fee	15,477.47		
Percent Complete	50.00	Total Earned	7,738.74
		Previous Fee Billing	0.00
		Current Fee Billing	7,738.74
		Total Fee	7,738.74
		Total this Phase	\$7,738.74

Phase 0252.00 Royal Farms-Store - DSP-260018
Task Fee = \$8,705.24 Lump Sum

Fee

Total Fee	8,705.24		
Percent Complete	50.00	Total Earned	4,352.62
		Previous Fee Billing	0.00
		Current Fee Billing	4,352.62
		Total Fee	4,352.62
		Total this Phase	\$4,352.62

Phase 0253.00 JP Morgan Chase Bank-Shops at Waldorf-DSP-260019
Task Fee = \$8,264.50 Lump Sum

Fee

Total Fee	8,264.50		
Percent Complete	50.00	Total Earned	4,132.25
		Previous Fee Billing	0.00

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Project	23005796.00	19094.002.00 Charles Cty DSP Plan Review	Invoice	29
Current Fee Billing			4,132.25	
Total Fee				4,132.25
Total this Phase				\$4,132.25
Phase	0254.00	St. Charles Assisted Living-DSP-250065		
Task Fee = \$2,159.53 Lump Sum				
Fee				
Total Fee		2,159.53		
Percent Complete		50.00	Total Earned	1,079.77
			Previous Fee Billing	0.00
			Current Fee Billing	1,079.77
Total Fee				1,079.77
Total this Phase				\$1,079.77
Total this Invoice				<u>\$43,772.74</u>

Please direct any questions to accountsreceivable@imegcorp.com. The right to refute an invoice is waived after 30 days. If you would like to pay your invoice by credit card, please click on the hyperlink below. Please note, this is available for US clients only. You may also find a 'Pay Now' button on our website at imegcorp.com.

Click here to [Pay via credit card](#).

**** For payments by check, please reference project/invoice number on remittance stub and mail to:**

IMEG Consultants Corp
PO Box 182094
Columbus, OH 43218-2094

For overnight packages: IMEG Consultants Corp
PO Box GW2W10
7 Easton Oval
Columbus, OH 43219

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Invoice Total **\$12,955.56**

Charles County Government
Department of Planning & Growth Management
200 Baltimore Street
La Plata, MD 20646

May 31, 2026
Invoice No: 23005797.00 - 29
Project #:
PO #:
Contract #:
Work Order #:

Email/Submit to: **BalchinA@charlescountymd.gov; mckimmis@charlescountymd.gov**

Project 23005797.00 Charles County Capital Facility Plan Reviews

Professional Services through May 03, 2026

Phase 0094.01 Stoltzfus Borrow Pit 4th Rev-DSP-240008

Task Fee = Hourly

Professional Personnel

	Hours	Amount	
Project Designer I	1.00	174.86	
Totals	1.00	174.86	
Total Labor			174.86
		Total this Phase	\$174.86

Phase 0113.00 Cobb Island SD Improvement-DSP-240048

Task Fee = \$1,236.45 Lump Sum

Fee

Total Fee	1,236.45		
Percent Complete	100.00	Total Earned	1,236.45
		Previous Fee Billing	1,112.81
		Current Fee Billing	123.64
		Total Fee	123.64
		Total this Phase	\$123.64

Phase 0126.00 NPDES Oak Ridge Park East Stream-DSP-250013

Task Fee = \$2,488.07 Lump Sum

Fee

Total Fee	2,488.07		
Percent Complete	90.00	Total Earned	2,239.26
		Previous Fee Billing	1,866.05
		Current Fee Billing	373.21
		Total Fee	373.21
		Total this Phase	\$373.21

Phase 0129.00 Chapel Point Woods RO-DSP-250054

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Project	23005797.00	19094.003.00 Charles Cty Capital Facilit	Invoice	29
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Task Fee = Hourly

Professional Personnel

	Hours	Amount	
Project Designer I	3.20	559.55	
Totals	3.20	559.55	
Total Labor			559.55
Total this Phase			\$559.55

Phase 0139.00 St. Marks Pumping Station Modifications-DSP-250057

Task Fee = Hourly

Professional Personnel

	Hours	Amount	
Assistant Junior Engineer (I)	.50	87.43	
Totals	.50	87.43	
Total Labor			87.43

Consultants

GFT INFRASTRUCTURE, INC.			
4/14/2026	GFT INFRASTRUCTURE, INC. Professional Services from September 13, 2025 to February 27, 2026	10,850.00	
Total Consultants	1.0 times	10,850.00	10,850.00
Total this Phase			\$10,937.43

Phase 0142.00 Morgantown Stream and Wetland Capping-DSP-250060

Task Fee = Hourly

Professional Personnel

	Hours	Amount	
Senior Engineer I	1.00	174.86	
Project Designer I	.50	87.43	
Totals	1.50	262.29	
Total Labor			262.29
Total this Phase			\$262.29

Phase 0146.00 Swan Point Well 1 & 2 Improvements-DSP-260014

Task Fee = Hourly

Professional Personnel

	Hours	Amount	
Project Designer I	.50	87.43	
Totals	.50	87.43	
Total Labor			87.43
Total this Phase			\$87.43

Phase 0147.00 Residential Improvement Project-Maxwell Hall-DSP-260016

Task Fee = Hourly

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Professional Personnel

	Hours	Amount
Project Designer I	2.50	437.15
Totals	2.50	437.15
Total Labor		437.15

Total this Phase \$437.15

Total this Invoice \$12,955.56

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PO Box 182094

Columbus, OH 43218-2094

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7 Easton Oval

Columbus, OH 43219

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**Check Payment Information:**

GFT Infrastructure, Inc.
PO Box 829160, Philadelphia, PA 19182-9160 Federal EIN: 25-1613591

ACH/EFT Payment Information:

Account Name: GFT Infrastructure, Inc.
ABA: 031312738 Account No.: 5003165655 Wire Routing No.: 043000096
SWIFT: PNCCUS33 (required for international payments)

Send Remit Info: AccountsReceivable@gftinc.com
Send Audit Inquiries: GovtContractAudit@gftinc.com
All Other Inquires Contact the Project Team

christopher consultants, ltd.
9900 Main Street
Suite 400
Fairfax, VA 22031

March 04, 2026

Invoice No: AG066593.021 - 000005002703

Due Date: April 03, 2026

Project AG066593.021 Christopher Consultant / Charles County - St Mark Pump Station
DSP-250057

Professional Services from September 13, 2025 to February 27, 2026

	Total Fee	Percent Complete	Billed To Date	Previous Billings	Current Billings
St Mark PS	15,500.00	70.00	10,850.00	0.00	10,850.00
Total Fee	15,500.00		10,850.00	0.00	10,850.00
	Total Fee			10,850.00	
			Amount Due This Bill	10,850.00	

Billings to Date

	Current	Prior	Total
Fee	10,850.00	0.00	10,850.00
Totals	10,850.00	0.00	10,850.00

INSPECTION AND REVIEW ENTERPRISE FUND

May 2026 BUDGET REPORT

Annual Operating Budget = \$12,962,500

Prepared by: Department of Fiscal and Administrative Services, Budget Division, July 1, 2026

The Inspection and Review Enterprise Fund was established to account for all the building activity in Charles County. The fund operations are managed by Planning & Growth Management which includes their Codes, Permits and Inspection Services Division, providing inspections services during various stages of construction, examination of plans to verify compliance with requirements of the various development regulations, and permitting services related to new building, remodeling, renovation, and repair. The fund includes the Planning Division's development review of County infrastructure, and administration of the cultural resources and architectural review program. The fund also includes a technology component as it accounts for all technology fee revenues. These revenues support technology upgrades and maintenance for the department. Lastly, the fund accounts for administration costs to administer the program.

NET INCOME/(LOSS):

- The Inspection and Review Fund ended May with a net gain of \$739,171.
- The fund is expected to finish this fiscal year with a net gain of \$167,800.
 - This projection includes the use of \$234,500 in fund balance. Excluding this use of fund balance, the estimated adjusted year-end net loss would be approximately \$66,700.

REVENUES:

- Inspection and Review revenues through May equal about \$11.3 million, which is 2.9% less than FY2025 and is 87.3% of the FY2026 amended budget.
- Technology Fee revenues finished May at \$1,085,599, which is 2.1% greater than this time in FY2025 and 86.2% of the FY2026 amended budget.
- Overall, total revenues are projected to finish the year at \$12.6 million which is 266,600 less than the FY2026 amended budget.
 - Building Inspection Fee and Building Permit Plan Review revenues are projected to finish approximately \$1.0 million below budget. This shortfall is partially offset by Development Service Plan Review revenues, which are projected to exceed budget by approximately \$857,600.
 - Revenues include the use of fund balance in the amount of \$234,500 to support current-year expenditures associated with fees collected in the prior fiscal year.

EXPENSES:

- Inspection and Review expenditures through May were approximately \$9,403,310 which is 16.7% greater than last year and is 82% of the FY2026 amended budget.
- Technology expenditures finished May at \$1,117,688 which is 6.6% less than this time last year and 78.2% of the FY2026 amended budget.
- Total expenditures are projected to end the fiscal year at \$12.5 million which is \$434,400 less than the FY2026 amended budget. This is mostly due to savings in salary and fringe.

OTHER:

- Fund balance is estimated to end the year at \$9.7 million.
 - The Technology Fee Reserve is estimated to end the year at \$43,815
 - Net Cash is estimated to end the year at \$9.5 million.

INSPECTION AND REVIEW FUND

SUMMARY AS OF May 31, 2026

	FY26 AMENDED BUDGET	FY26 YR-END ESTIMATE	FY26 ACTUAL @ 5/31/2026	FY26 % OF BUDGET	PERCENT CHANGE	FY25 ACTUAL @5/31/2025	FY25 YR-END AUDITED
SUMMARY:							
TOTAL REVENUES	\$12,897,500	\$12,630,900	\$11,260,168	87.3	-2.9	\$11,592,008	\$12,948,045
TOTAL EXPENSES	12,897,500	12,463,100	10,520,997	81.6	13.7	9,256,834	10,967,888
Net Income/(Loss)	\$0	\$167,800	\$739,171			\$2,335,174	\$1,980,157
Less: Use of Fund Balance		(234,500)	0			0	0
Adjusted Net Income/(Loss)		(\$66,700)	\$739,171			\$2,335,174	\$1,980,157

	AUDITED 6/30/2025	ESTIMATE 6/30/2026
FUND EQUITY:		
Fund Balance	\$9,961,476	\$9,604,870
Add: Long-Term Debt Liability	93,858	118,500
Adjusted Fund Balance	\$10,055,334	\$9,723,369
Net Fixed Assets	117,695	22,431
Health Ins. Rate Stabilization	28,475	28,475
Worker's Compensation	132,191	132,191
Technology Fee Reserve	288,215	43,815
Net Cash	9,488,757	9,496,457
Adjusted Fund Balance	\$10,055,334	\$9,723,369

INSPECTION AND REVIEW PROGRAMS

Revenues

Building Inspection Fee	\$7,270,000	\$6,370,600	\$5,795,350	79.7	-10.6	\$6,480,974	\$7,119,472
County Staff Inspections	2,210,000	2,108,700	1,901,000	86.0	-14.8	2,231,641	2,441,547
Development Serv Plan Review	1,100,000	1,957,600	1,781,776	162.0	78.7	996,893	1,289,685
Building Permit Plan Review	700,000	608,200	551,237	78.7	-14.8	646,674	689,712
Building Code Inspections	5,000	1,900	1,710	34.2	35.7	1,260	1,260
Planning Site Inspections	70,000	53,800	49,320	70.5	-21.6	62,902	68,719
Antenna Review Fee	48,000	102,700	94,176	196.2	-13.1	108,403	134,890
Other	0	0	0		0.0	0	0
Operating Revenues:	\$11,403,000	\$11,203,500	\$10,174,569	89.2	-3.4	\$10,528,747	\$11,745,285
Fund Balance Appropriation	64,500	64,500	0				
Total Adjusted Revenue:	\$11,467,500	\$11,268,000	\$10,174,569			\$10,528,747	\$11,745,285

Expenses

Personnel Services	\$2,258,275	\$1,999,900	\$1,773,767	78.5	20.9	\$1,466,682	\$1,815,682
Fringe Benefits	774,597	671,000	613,571	79.2	22.9	499,269	544,257
Operating Costs	7,960,800	8,310,800	6,971,467	87.6	15.2	6,050,801	7,158,250
Debt Service	55,597	44,100	44,505	80.0	1.8	43,718	110,916
Operating Contingency	418,231	0	0	0.0	0.0	0	0
Total Expenses:	\$11,467,500	\$11,025,800	\$9,403,310	82.0	16.7	\$8,060,470	\$9,629,104
Net Income/(Loss)	\$0	\$242,200	\$771,260			\$2,468,276	\$2,116,181

TECHNOLOGY UPGRADES

Revenues

Technology Fee	\$1,260,000	\$1,192,900	\$1,085,599	86.2	2.1	\$1,063,261	\$1,202,760
Fund Balance Appropriation	170,000	170,000	0	0.0	0.0	0	0
Total Revenues:	\$1,430,000	\$1,362,900	\$1,085,599			\$1,063,261	\$1,202,760

Expenses

Personnel Services	\$391,730	\$401,900	\$367,206	93.7	8.4	\$338,890	\$370,424
Fringe Benefits	35,670	38,400	32,958	92.4	10.1	29,935	32,768
Operating Costs	1,002,600	997,000	717,523	71.6	-13.3	827,538	935,592
Total Expenses:	\$1,430,000	\$1,437,300	\$1,117,688	78.2	-6.6	\$1,196,363	\$1,338,784
Net Income/(Loss)	\$0	(\$74,400)	(\$32,089)			(\$133,102)	(\$136,024)

Charles County County Commissioners

YEAR-TO-DATE BUDGET REPORT



FOR 2026 13

	ORIGINAL APPROP	TRANSFERS/ ADJUSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
07 Inspections & Review							
07 Planning & Growth Mgmt							
07070060 520000 Officesupplies	26,700	-180	26,520	601.70	.00	25,918.30	2.3%
07070060 529000 Equipment	20,000	0	20,000	.00	.00	20,000.00	.0%
07070060 529500 ComputerAllocat	5,700	0	5,700	.00	.00	5,700.00	.0%
07076500 520000 Officesupplies	300	0	300	185.21	.00	114.79	61.7%
07076500 529000 Equipment	4,400	0	4,400	.00	.00	4,400.00	.0%
07076500 529500 ComputerAllocat	9,000	0	9,000	.00	.00	9,000.00	.0%
07076500 530060 Contract Serv.	400,000	130,000	530,000	480,556.14	.00	49,443.86	90.7%
07076500 530440 TrafficSignalCo	25,000	0	25,000	.00	.00	25,000.00	.0%
TOTAL Planning & Growth Mgmt	491,100	129,820	620,920	481,343.05	.00	139,576.95	77.5%
TOTAL Inspections & Review	491,100	129,820	620,920	481,343.05	.00	139,576.95	77.5%
TOTAL EXPENSES	491,100	129,820	620,920	481,343.05	.00	139,576.95	
GRAND TOTAL	491,100	129,820	620,920	481,343.05	.00	139,576.95	77.5%

** END OF REPORT - Generated by Dylan Moyer **

Charles County Commissioners

YEAR-TO-DATE BUDGET REPORT

FOR 2026 13

	ORIGINAL APPROP	TRANSFRS/ ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
07 Inspections & Review							
07 Planning & Growth Mgmt							
07076500 500100 Full-time staffs	739,613	-25,400	714,213	598,317.95	.00	115,895.05	83.8%
TOTAL Planning & Growth Mgmt	739,613	-25,400	714,213	598,317.95	.00	115,895.05	83.8%
TOTAL Inspections & Review	739,613	-25,400	714,213	598,317.95	.00	115,895.05	83.8%
TOTAL EXPENSES	739,613	-25,400	714,213	598,317.95	.00	115,895.05	
GRAND TOTAL	739,613	-25,400	714,213	598,317.95	.00	115,895.05	83.8%

** END OF REPORT - Generated by Dylan Moyer **

07076500-530060- | Contract Serv. DS Plan Review

Account Segments Monthly Data

Status Active Type Expense Multi Year Fund No

Account Totals

	2027	2026	2025	2024
Original Budget	400,000.00	400,000.00	400,000.00	360,000.00
Transfers	0.00	130,000.00	80,260.00	181,460.00
Revised Budget	400,000.00	530,000.00	480,260.00	541,460.00
Actual (Memo)	0.00	611,359.30	478,893.77	482,105.24
Encumbrances	0.00	0.00	0.00	0.00
Requisitions	0.00	0.00	0.00	0.00
Available Budget	400,000.00	-81,359.30	1,366.23	59,354.76
Percent Used	0 %	115 %	100 %	89 %

Transactions

	2026
Original Budget	400,000.00
Transfers	130,000.00
Revised Budget	530,000.00
Actual (Memo)	611,359.30

Source	Year	Period	Journal	Amount	Comment	Original	Ref 2	Vendor
BUC	2026	1	1175	400,000.00	ORIGINAL BUDGET 2026			
API	2026	2	753	29,381.11	CHARLES CO GOV	Details		IMEG CONSULTANTS CORP.

Budget Transfer/Amendment Form

Please fill the form out **completely** and **attach** to your transfer/amendment request in MUNIS.

Date 06/23/2026
Submitted by Sam Walter
Department Public Works – Capital Project Management

Funding Request: \$588,100 (Construction)

Fiscal Year:
FY2026

Category:
Capital Improvement Project - W&S

Fund:
Water & Sewer Fund (30)

Reason transfer/amendment is requested?

Funding is needed in the MWWTP Belt Filter Press Replmt PII Project (Munis# 7405007168) to cover construction costs for MWWTP Belt Filter Press Replacement Phase II (Lime System and Truck Bay Improvements). There were change orders that were required to complete this project and additional budget is needed in the construction sub-project to cover the outstanding expenses for the contract. Funding is available in the contingency line of the project.

Reason for availability of funds?

Funding is available in MWWTP Belt Filter Press Replmt PII) Project (MUNIS# 7405007168.50468).

Charles County Government



Budget Amendment/Transfer #667

DPW/Utilities is requesting funds to be transferred within MWWTP Belt Filter Press Replacement PII Project (MUNIS# 7405007168) to cover additional funds needed for Contract# 2024000098.

Balance Needed to Complete Contract# 2024000098:

Current Balance in 7405007168.50450 (07/14/26)	\$9,264.45
Less Change Order #5 (Approved, Included in Balance)	\$2,458.00
Subtotal	\$6,806.45
Less Additional Amount Needed to Complete Base Contract# 2024000098	\$534,480.95
Less Additional Amount Needed to Cover Change Order #6 and #7	\$60,380.00
Total Shortage Amount in 7405007168.50450	-\$588,054.50
	Funding Requested this BTR \$588,100.00

Available Funding:

Current Balance in 7405007168.50468 (07/14/26) \$1,222,000.00

PROJECT BUDGET REPORT

FOR 07/01/2012 - 06/30/2026

Original Budget	Net Budget Amendments	Revised Budget	Requisitions	Encumbrances	Actuals	Available Budget	Percent Used
Project: 7405007168 - MMWTP Belt Filter Press Replmt							
F 7405007168.40346		BeltFtrWS					
-755,000.00	-1,760,500.00	-2,515,500.00	0.00	0.00	-1,109,544.54	-1,405,955.46	44.11%
F 7405007168.40389		BeltFtrBD					
-3,279,000.00	-10,975,520.00	-14,254,520.00	0.00	0.00	-2,444,000.00	-11,810,520.00	17.15%
E 7405007168.50437		Inspection					
125,000.00	1,026,360.00	1,151,360.00	0.00	122,821.87	502,137.43	526,400.70	54.28%
E 7405007168.50441		Admin					
57,000.00	590,290.00	647,290.00	0.00	0.00	421,743.57	225,546.43	65.16%
E 7405007168.50442		FAS Admin					
8,000.00	23,710.00	31,710.00	0.00	0.00	15,912.76	15,797.24	50.18%
E 7405007168.50443		A&E					
687,000.00	1,155,280.00	1,842,280.00	0.00	33,804.60	710,042.22	1,098,433.18	40.38%
E 7405007168.50444		Land&Row					
375,000.00	-62,350.00	312,650.00	0.00	0.00	312,650.90	-0.90	100.00%
E 7405007168.50445		FT Salary					
0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
E 7405007168.50446		Pension					
0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
E 7405007168.50446		FICA					
0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
E 7405007168.50446		FICA&Medicr					
0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
E 7405007168.50446		Hlth&Dentl					
0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
E 7405007168.50446		PEHP					
0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
E 7405007168.50446		Life Ins					
0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
E 7405007168.50446		wkrs Comp					
0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
E 7405007168.50446		LTD					
0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
E 7405007168.50450		Construct					
2,444,000.00	9,056,380.00	11,500,380.00	0.00	701,345.63	10,789,769.92	9,264.45	99.92%
E 7405007168.50468		Contingency					
338,000.00	884,000.00	1,222,000.00	0.00	0.00	0.00	1,222,000.00	0.00%
E 7405007168.50444		Land & ROW					
0.00	62,350.00	62,350.00	0.00	0.00	0.00	62,350.00	0.00%
FUNDING SOURCE TOTALS for Project: 7405007168 - MMWTP Belt Filter Press Replmt							
-4,034,000.00	-12,736,020.00	-16,770,020.00	0.00	0.00	-3,553,544.54	-13,216,475.46	21.19%
EXPENSE TOTALS for Project: 7405007168 - MMWTP Belt Filter Press Replmt							
4,034,000.00	12,736,020.00	16,770,020.00	0.00	857,972.10	12,752,256.80	3,159,791.10	81.16%
TOTALS for Project: 7405007168 - MMWTP Belt Filter Press Replmt							
0.00	0.00	0.00	0.00	857,972.10	9,198,712.26	-10,056,684.36	

PROJECT: **MWWTP Belt Filter Press Replacement Phase II**

Belt Filter Presses #1 through #3 of the sludge process at MWWTP are aged and in need of replacement. Work includes replacement of all mechanical, electrical, and structural components. Additional work includes replacement of lime system that is aged and in need of replacement.

PROJECT STATUS AS OF 30-Jun-26

PROJECT TYPE: SEWER

STATUS: ACTIVE
PROJECT RESPONSIBILITY: DPW

PROJECT NUMBER **7405007168**

LIFE TO DATE STATUS					
REVENUE BUDGET	ACTUAL LTD FUNDING	APPROVED LTD BUDGET	REMAINING BALANCE	% OF BUDGET	ACCOUNT NUMBER
FEDERAL	\$0.00	\$0.00	\$0.00		
STATE	0.00	0.00	0.00		
REVOLVING	0.00	0.00	0.00		
WSSC 15%	1,109,544.54	2,515,500.00	1,405,955.46	44%	7405007168.40346
BOND PROCEEDS	7,484,000.00	14,254,520.00	6,770,520.00	53%	7405007168.40389
PAY-GO	0.00	0.00	0.00		
TOTAL	\$8,593,544.54	\$16,770,020.00	\$8,176,475.46	51%	
EXPENSE BUDGET	ACTUAL LTD EXPENSE	APPROVED LTD BUDGET	REMAINING BALANCE	% OF BUDGET	ACCOUNT NUMBER
INSPECTION	\$502,137.43	\$1,151,360.00	\$649,222.57	44%	7405007168.50437
ADMINISTRATION	421,743.57	647,290.00	225,546.43	65%	7405007168.50441
FAS ADMINISTRATION	16,206.18	31,710.00	15,503.82	51%	7405007168.50442
A&E	710,042.22	1,842,280.00	1,132,237.78	39%	7405007168.50443
LAND & ROW	312,650.90	312,650.00	(0.90)	100%	7405007168.50444
LAND & ROW - PROPERTY ACQUISITIOI	0.00	62,350.00	62,350.00	0%	7405007168.56444
CONSTRUCTION	10,789,769.92	11,500,380.00	710,610.08	94%	7405007168.50450
CONTINGENCY	0.00	1,222,000.00	1,222,000.00	0%	7405007168.50468
MISCELLANEOUS	0.00	0.00	0.00		
EQUIPMENT	0.00	0.00	0.00		
TOTAL	\$12,752,550.22	\$16,770,020.00	\$4,017,469.78	76%	
PROJECT BALANCE	(\$4,159,005.68)	\$0.00			

BUDGET HISTORY		BOND FUNDING HISTORY			
4,478,000.00 FY21 Original Budget: \$3,806k Bonds, \$672k WSSC (994,000.00) FY21 MidYr xfr to 7116 550,000.00 FY22 Original Budget: \$467k Bonds, \$83k WSSC 3,464,000.00 FY23 Original Budget, \$2,944K Bonds & \$520K WSSC 437,020.00 FY23 Midyr xfr from 7405007116 3,468,000.00 FY24 Original Budget, Bonds 3,419,000.00 FY25 Original Budget: \$2,906k Bonds, \$513k WSSC 1,948,000.00 FY26 Original Budget: \$1,655,800 Bonds, \$292,200 WSSC		20,000.00 2020 Bond Issue 100,000.00 2021 Bond Issue 1,065,000.00 2022 Bond Issue (30yr) 959,000.00 2023 Bond Issue (30YR) 300,000.00 2024 Bond Issue (30YR) 5,040,000.00 2025 Bond Issue (30YR)			
16,770,020.00 Total LTD Budget		7,484,000.00 Total Funding to Date			

COMMENTS:

PROJECT IS FULLY BUDGETED.

Water Funding	Funding Source	
0%	UF 60%	Other:
Sewer Funding	FF	
100%	CF 40%	

Charles County County Commissioners



PROJECT BUDGET REPORT

FOR 06/01/2020 - 06/30/2026

Original Budget	Net Budget Amendments	Revised Budget	Requisitions	Encumbrances	Actuals	Available Budget	Percent Used
Project: 7405007168 - MMWTP Belt Filter Press Replmt							
F 7405007168.40346	-1,760,500.00	MMWTP Belt Ftr Rplmt WSSC -2,515,500.00	0.00	0.00	-1,109,544.54	-1,405,955.46	44.11%
F 7405007168.40389	-755,000.00	MMWTP Belt Ftr Rplmt Bonds -14,254,520.00	0.00	0.00	-7,484,000.00	-6,770,520.00	52.50%
E 7405007168.50437	-3,279,000.00	MMWTP Belt Ftr Rplmt Inspect 1,151,360.00	122,821.87	0.00	502,137.43	526,400.70	54.28%
E 7405007168.50441	125,000.00	MMWTP Belt Ftr Rplmt Admin 647,290.00	0.00	0.00	421,743.57	225,546.43	65.16%
E 7405007168.50442	57,000.00	MMWTP Belt Ftr Rplmt FAS Admin 31,710.00	0.00	0.00	16,206.18	15,503.82	51.11%
E 7405007168.50443	8,000.00	MMWTP Belt Ftr Rplmt A&E 1,842,280.00	33,804.60	0.00	710,042.22	1,098,433.18	40.38%
E 7405007168.50444	687,000.00	MMWTP Belt Ftr Rplmt LandROW 312,650.00	0.00	0.00	312,650.90	-0.90	100.00%
E 7405007168.50450	375,000.00	MMWTP Belt Ftr Rplmt Construct 9,056,380.00	701,345.63	0.00	10,789,769.92	9,264.45	99.92%
E 7405007168.50468	2,444,000.00	MMWTP Belt Ftr Rplmt Conting 884,000.00	0.00	0.00	0.00	1,222,000.00	0.00%
E 7405007168.56444	338,000.00	MMWTP Belt Filter - Prop. Acq. 62,350.00	0.00	0.00	0.00	62,350.00	0.00%
FUNDING SOURCE TOTALS for Project: 7405007168 - MMWTP Belt Filter Press Replmt							
-4,034,000.00	-12,736,020.00	-16,770,020.00	0.00	0.00	-8,593,544.54	-8,176,475.46	51.24%
EXPENSE TOTALS for Project: 7405007168 - MMWTP Belt Filter Press Replmt							
4,034,000.00	12,736,020.00	16,770,020.00	0.00	857,972.10	12,752,550.22	3,159,497.68	81.16%
TOTALS for Project: 7405007168 - MMWTP Belt Filter Press Replmt							
0.00	0.00	0.00	0.00	857,972.10	4,159,005.68	-5,016,977.78	
TOTALS FOR FUNDING SOURCE STRINGS							
-4,034,000.00	-12,736,020.00	-16,770,020.00	0.00	0.00	0.00	-8,593,544.54	96.61
TOTALS FOR EXPENSE STRINGS							
4,034,000.00	12,736,020.00	16,770,020.00	0.00	857,972.10	12,752,550.22	3,159,497.68	81.16
REPORT TOTAL							
Original Budget 0.00	Net Budget Amendments 0.00	Revised Budget 0.00	Requisitions 0.00	Encumbrances 857,972.10	Actuals 4,159,005.68	Available Budget -5,016,977.78	

** END OF REPORT - Generated by Marissa Russell **

Budget Transfer/Amendment Form

Please fill the form out **completely** and **attach** to your transfer/amendment request in MUNIS.

Date 7/14/26

Submitted by Deb Tarbox

Department DPW/Utilities

Funding Request: \$68,240

Fiscal Year:

FY2027

Category:

Operating

Fund:

Water & Sewer Fund (30)

Reason transfer/amendment is requested?

Additional funds are needed to support the IT SCADA cluster migration costs. IT is taking the lead on this project and needs additional funds due to rising equipment costs.

Reason for availability of funds?

Funds are available in the Water and Sewer Fund Maintenance Project accounts. These accounts are to support maintenance relevant to water and sewer operations. The funds are being reallocated to support a scheduled Information Technology (IT) project that aligns with the County's long-term IT and SCADA network upgrade goals. Since IT is leading the project, the funding is being transferred to an IT-managed account to purchase the needed items.





FW: 529500 Capital Asset AP Workfile active accounts

From Marla Chicwak <ChicwakM@charlescountymd.gov>

Date Wed 7/15/2026 10:36 AM

To Dylan Moyer <MoyerD@charlescountymd.gov>

 1 attachment (139 KB)
Capital Asset Accounts.pdf;

Hi Dylan – Joan asked me to inform you when I set-up these accounts in the AP Workfile that Kelly looks at to find Capital Assets. In the attached pdf, it will be ONLY the 30 fund items.

Thank you,

**MARLA CHICWAK**

Senior Accountant

Phone: 301-885-2758

chicwakm@charlescountymd.gov

200 Baltimore Street

La Plata, MD 20646

www.charlescountymd.gov

From: Joan Thorp <ThorpJ@charlescountymd.gov>

Sent: Wednesday, July 15, 2026 10:23 AM

To: Marla Chicwak <ChicwakM@charlescountymd.gov>

Subject: RE: 529500 Capital Asset AP Workfile active accounts

Sounds good. Please let Kelly know about the change to the workfile.

From: Marla Chicwak <ChicwakM@charlescountymd.gov>

Sent: Wednesday, July 15, 2026 10:02 AM

To: Joan Thorp <ThorpJ@charlescountymd.gov>

Subject: RE: 529500 Capital Asset AP Workfile active accounts

I looked through all of the 30 fund orgs associated with 529500 to which ones had recent activity and which ones have FY27 budgets and I created those in the AP Workfile to come over now.

Thank you,

**MARLA CHICWAK**

Senior Accountant

Phone: 301-885-2758

chicwakm@charlescountymd.gov

200 Baltimore Street

La Plata, MD 20646

www.charlescountymd.gov

From: Joan Thorp <ThorpJ@charlescountymd.gov>
Sent: Wednesday, July 15, 2026 8:05 AM
To: Marla Chicwak <ChicwakM@charlescountymd.gov>
Subject: FW: 529500 Capital Asset AP Workfile active accounts

Marla,

I don't remember why these accounts were the only ones set up—my guess is they had activity and others didn't. Based on my conversation with Dylan yesterday, IT uses this computer allocation accounts to charge the enterprise funds and outside orgs for various things. In this particular case, Utilities are purchasing a group of servers that will function as one integral unit at Mattawoman (which is why the cost will be enough to be a capital item). This purchase is in the 30 fund. In looking over the history of these org.objects, it is mostly small dollars except for the CCSO (listed below) , some fund 2 orgs (also listed below). For the future, to ensure we pick up larger things that might be capital items, I would add the orgs in Fund 30 to the admin table so that any expenses there go to the work file. You don't have to add 30047070, that is W&S billing and if we did charge something capitalizable to that account (unlikely) I would know to tell you because I would approve the charge.

Joan

From: Marla Chicwak <ChicwakM@charlescountymd.gov>
Sent: Wednesday, July 15, 2026 7:12 AM
To: Joan Thorp <ThorpJ@charlescountymd.gov>
Subject: 529500 Capital Asset AP Workfile active accounts

Capital Asset Accounts				
Back	Accept	Cancel	Output	Print
Display	PDF	Save	Excel	Word
Capital Asset Accounts [Charles County County Commissioners] > Capital Asset Accounts				
Record Number	Org	Obj	Proj	Account
1	01110000	529500	01	.07.11.000.000.0000.0000.0000.529500.
2	01242400	529500	01	.03.24.024.000.0000.0000.0000.529500.
3	01243700	529500	01	.03.24.037.000.0000.0000.0000.529500.
4	01248503	529500	01	.03.24.024.085.0193.0000.0000.529500.
5	01248504	529500	01	.03.24.024.085.0194.0000.0000.529500.
6	02400060	529500	02	.02.40.006.000.0000.0000.0000.529500.
7	02403200	529500	02	.02.40.032.000.0000.0000.0000.529500.
8	02483905	529500	02	.02.48.033.500.3905.0000.0000.529500.
9	02484100	529500	02	.00.48.004.000.0000.0000.0000.529500.
10	05095600	529500	05	.07.09.056.000.0000.0000.0005.0000.529500.
11	06078071	529500	06	.11.07.080.000.0071.0030.0000.529500.
12	07070090	529500	07	.00.07.006.000.0000.0000.0090.0000.529500.
13	07075700	529500	07	.00.07.031.057.0000.0000.0000.529500.
14	12241700	529500	12	.03.24.024.000.0000.0000.0017.0000.529500.
15	12245900	529500	12	.03.24.024.000.0000.0000.0059.0000.529500.
16	14065813	529500	14	.05.06.058.000.0013.0000.0000.529500.
17	18240270	529500	18	.03.24.024.000.0270.0000.0000.529500.
18	19060245	529500	19	.05.06.058.000.0245.0001.0000.529500.
19	27054338	529500	27	.00.05.043.038.0000.0000.0000.529500.
20	35054313	529500	35	.00.05.043.013.0000.0000.0000.529500.
21	44242400	529500	44	.03.24.024.000.0000.0000.0000.529500.
22	50071900	529500	50	.00.07.019.000.0000.0000.0000.529500.
23	50073100	529500	50	.00.07.031.000.0000.0000.0000.529500.

Thank you,



MARLA CHICWAK

Senior Accountant

Phone: 301-885-2758

chicwam@charlescountymd.gov

200 Baltimore Street

La Plata, MD 20646

www.charlescountymd.gov

|

BTR Information for Utilities Cluster Replacement Project

From Matt T. Goddard <goddardm@charlescountymd.gov>

Date Tue 7/14/2026 10:58 AM

To Deborah L. Tarbox <TarboxD@charlescountymd.gov>

Cc Chris G. Jovero <joveroc@charlescountymd.gov>; Pat Anderson <AndersoP@charlescountymd.gov>; Jason R. Weisman <WeismanJ@charlescountymd.gov>; William Thompson <ThompsoW@charlescountymd.gov>

Good morning Deb,

Following up on the requested funds to complete the Utilities Cluster Replacement Project, the costs are below:

- Server hardware for this project is a one-time cost of \$68,236.40

If you wish to place the order for this item, please enter a FY27 BTR for:

- \$68,240.00 to IT Equipment account 01041251.535100.

It is important that that this email is attached, otherwise the BTR might be rejected.

Once you have entered the BTR, please send me the BTR number so we can track the status of transfer.

Please let me know if you have any questions.

Thanks.

Matt Goddard
Assistant Chief Information Officer
IT Division
Department of Fiscal and Administrative Services
Charles County Government, MD
301-645-0737
GoddardM@charlescountymd.gov

Charles County Commissioners

YEAR-TO-DATE BUDGET REPORT



FOR 2027 13

		ORIGINAL APPROP	TRANSFRS/ ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
30 water and Sewer Operation								
25 Public Works - Utilities								
30251071 529500 ComputerAlllocat		43,000	0	43,000	.00	.00	43,000.00	.0%
30251071 600500 MaintenanceProj		100,000	0	100,000	.00	.00	100,000.00	.0%
30251072 529500 ComputerAlllocat		33,500	0	33,500	.00	.00	33,500.00	.0%
30251072 600500 MaintenanceProj		0	0	0	.00	.00	.00	.0%
30251076 529500 ComputerAlllocat		43,000	0	43,000	.00	.00	43,000.00	.0%
30251076 600500 MaintenanceProj		100,000	0	100,000	.00	.00	100,000.00	.0%
30252072 529500 ComputerAlllocat		3,200	0	3,200	.00	.00	3,200.00	.0%
30252072 600500 MaintenanceProj		1,550,000	0	1,550,000	.00	.00	1,550,000.00	.0%
TOTAL Public Works - Utilities		1,872,700	0	1,872,700	.00	.00	1,872,700.00	.0%
TOTAL water and Sewer Operation		1,872,700	0	1,872,700	.00	.00	1,872,700.00	.0%
TOTAL EXPENSES		1,872,700	0	1,872,700	.00	.00	1,872,700.00	.0%
GRAND TOTAL		1,872,700	0	1,872,700	.00	.00	1,872,700.00	.0%

** END OF REPORT - Generated by Dylan Moyer **



CHARLES COUNTY GOVERNMENT

BUDGET AMENDMENT /TRANSFER REQUEST FORM

Please complete the form and **attach it** to your transfer/amendment request in MUNIS.

Date: 07/01/2026

Requested/Submitted by: FAS/DES

Department: FAS/DES

Funding Request: \$135,550

Fiscal Year: FY2027

Category: Operating

Fund: General Fund (01)

What is the reason for the transfer/amendment?

This request reallocates funding previously approved within the General Fund Contingency for the Mobile Crisis Team (MCT) program vehicle. Funding was included in the FY2027 budget to support a collaboration with Santé to implement an MCT program in Charles County.

Both the Charles County Health Department and the Department of Emergency Services applied for grant funding to supplement the program; however, neither application was awarded.

As a result, it is necessary to reallocate the contingency funding to support the purchase of a Mobile Crisis Team vehicle equipped with the necessary supplies.

What is the reason for the funds' availability?

FY2027 adopted reserve for contingency - \$1,047,000 (see attached...)

Charles County Commissioners

YEAR-TO-DATE BUDGET REPORT



FOR 2027 13

ACCOUNTS FOR:		ORIGINAL APPROP	TRANSFERS/ ADJUSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
01540000	GF Contingency							
01540000	560000 ReserveForConti	1,047,000	0	1,047,000	.00	.00	1,047,000.00	.0%
	TOTAL GF Contingency	1,047,000	0	1,047,000	.00	.00	1,047,000.00	.0%
	TOTAL EXPENSES	1,047,000	0	1,047,000	.00	.00	1,047,000.00	

Worksheet

000 - Undefined

All periods

Q Search

Show Proposal Summary

Line Items		Positions		ACCOUNT DETAILS				FY2027 BUDGET RECO...		REFERENCE YEARS		FY2027 BUDGET REC	
		Account Code	Account Name	Base	Proposed	2026 Revised E	2025 Actual	Position Reque	Account Description				
			Total	\$500,000	\$1,047,000	\$0	\$0						
		01540000-560000-0000000000-000	ReserveForContingency	500,000	1,047,000	0	0		5yr plan Operating Tab (TVB)				
			Itemization						SWORN				
			Itemization						SWORN MERIT				
			Itemization						CORR				
			Itemization						CORR MERIT				
			Itemization						IAFF- see Non-Union note.				
			Itemization						IAFF MERIT				
			Itemization						NON-UNION - 1% is approximately \$1,275,000. Overall average of 3% for FY2027 is \$3,825,000. This would be 1				
			Itemization						NON-UNION MERIT				
			Itemization						BASE				
			Itemization						Position Re-Grades				
			Itemization						Funding for the Inspector General (TVB)				
			Itemization						Mobile Crisis Unit funding (TVB)- updated to match the BOC presentation (\$1,047,000) SKC 02/22/2026- per				

MCT Vehicle and associated equipment costs

Equipment	quantity	cost per	total
MCT Vehicle	1	\$ 47,200.00	\$ 47,200.00
MCT vehicle installation costs	1	\$ 19,152.00	\$ 19,152.00
MDT and vehicle mount, extra power cord, Firemobile & printer	1	\$ 6,536.00	\$ 6,536.00
Mobile Radio mounted in vehicle (install cost included in vehicle cost)	1	\$ 7,835.00	\$ 7,835.00
Motorola portables (5)	1	\$ 42,447.62	\$ 42,448.00
Radio accessories (clips and mics) (included in above cost)	5		\$ -
Station charging bank for radios (included in portable cost)	2		\$ -
Portable charging bank in vehicle (included in portable cost)			\$ -
Extra radio batteries (included in portable cost)			\$ -
AED (LP1000) with case, extra battery and pads	1	\$ 2,668.00	\$ 2,668.00
First Aid Kit (BLS Bag)	1	\$ 591.00	\$ 591.00
Stop the Bleed	5	\$ 62.00	\$ 310.00
Narcan	5	\$ 35.00	\$ 175.00
Hi Vis Vests	5	\$ 91.00	\$ 455.00
Vehicle camera & cloud service	1	\$ 1,790.00	\$ 1,790.00
Extinguisher	1	\$ 80.00	\$ 80.00
Triangles	1	\$ 170.00	\$ 170.00
Bag	1	\$ 55.00	\$ 55.00
Ballistic vests	5	\$ 1,217.00	\$ 6,085.00

TOTAL: **\$ 135,550.00**

Capital Outlay	01260160.600000	\$ 124,960.00
Medical Supplies	01260160.538505	\$ 1,077.00
General Supplies	01260160.520100	\$ 6,845.00
Equipment	01260160.529000	\$ 2,668.00
		\$ 135,550.00

Charles County Commissioners

YEAR-TO-DATE BUDGET REPORT

FOR 2027 13

ACCOUNTS FOR:		ORIGINAL	TRANSFRS/ ADJUSTMTS	REVISED	YTD	ENCUMBRANCES	AVAILABLE	PCT
01260160	DES Admin-MCT	APPROP		BUDGET	EXPENDED		BUDGET	USED
01260160	520100	0	0	0	.00	.00	.00	.0%
01260160	529000	0	0	0	.00	.00	.00	.0%
01260160	530000	0	0	0	.00	.00	.00	.0%
01260160	538505	0	0	0	.00	.00	.00	.0%
01260160	600000	0	0	0	.00	.00	.00	.0%
TOTAL DES Admin-MCT		0	0	0	.00	.00	.00	.0%

Item Cover Page

*CHARLES COUNTY BOARD OF COUNTY COMMISSIONERS AGENDA ITEM REPORT

DATE: July 21, 2026

SUBMITTED BY: Carol DeSoto, Department of Public Works

ITEM TYPE: Approval Item(s)

AGENDA SECTION: Approval Items

SUBJECT:

- **Update: Charles County Courthouse Cupola and Approval of Budget Transfer Request**
(Ms. Britta Hertling, Deputy Director- Capital Projects, Mr. Cameron Neal, Program Manager-Capital Projects, Ms. Dottie Drinks, Project Manager II-Capital Projects, Department of Public Works, and Ms. Samantha Chiriaco, Chief of Budget, Department of Fiscal and Administrative Services)

SUGGESTED ACTION:

ATTACHMENTS:

[Charles County Courthouse Cupola Rehab Project_Revised_7-14-26.pdf](#)
[FY2027 Budget Transfer Request #260 Additional Project Costs.pdf](#)



CHARLES COUNTY COURTHOUSE CUPOLA REHAB PROJECT

Department of Public Works

Capital Project Management (CPM)

7/21/2026

Presented by:

Britta Hertling – Deputy Director

Cameron Neal – Program Manager

Dottie Drinks - Project Manger



Charles County

DPW 110
DEPARTMENT OF PUBLIC WORKS



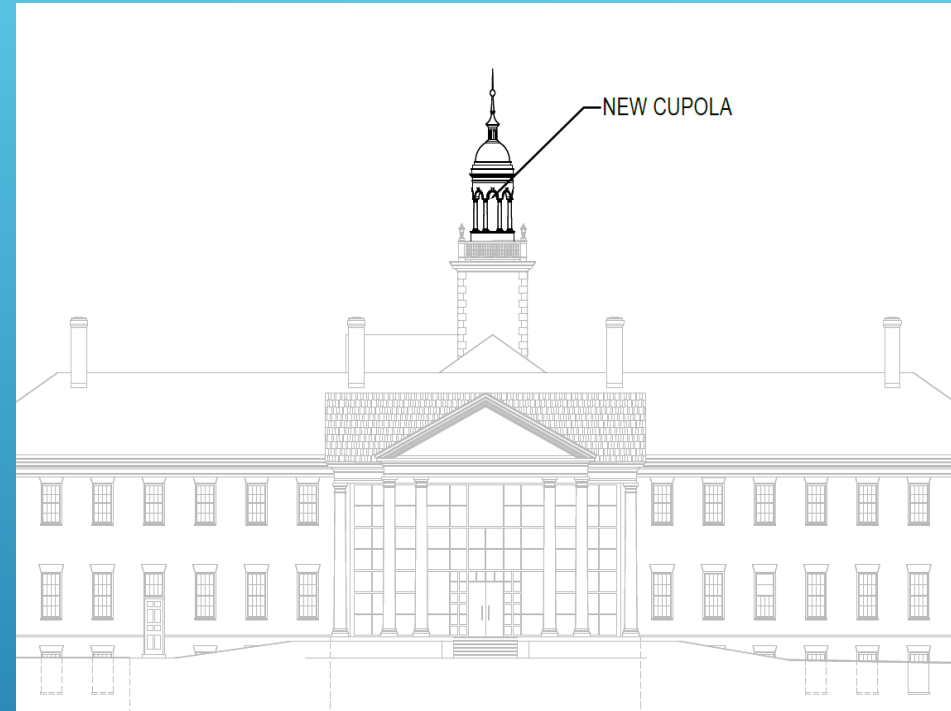
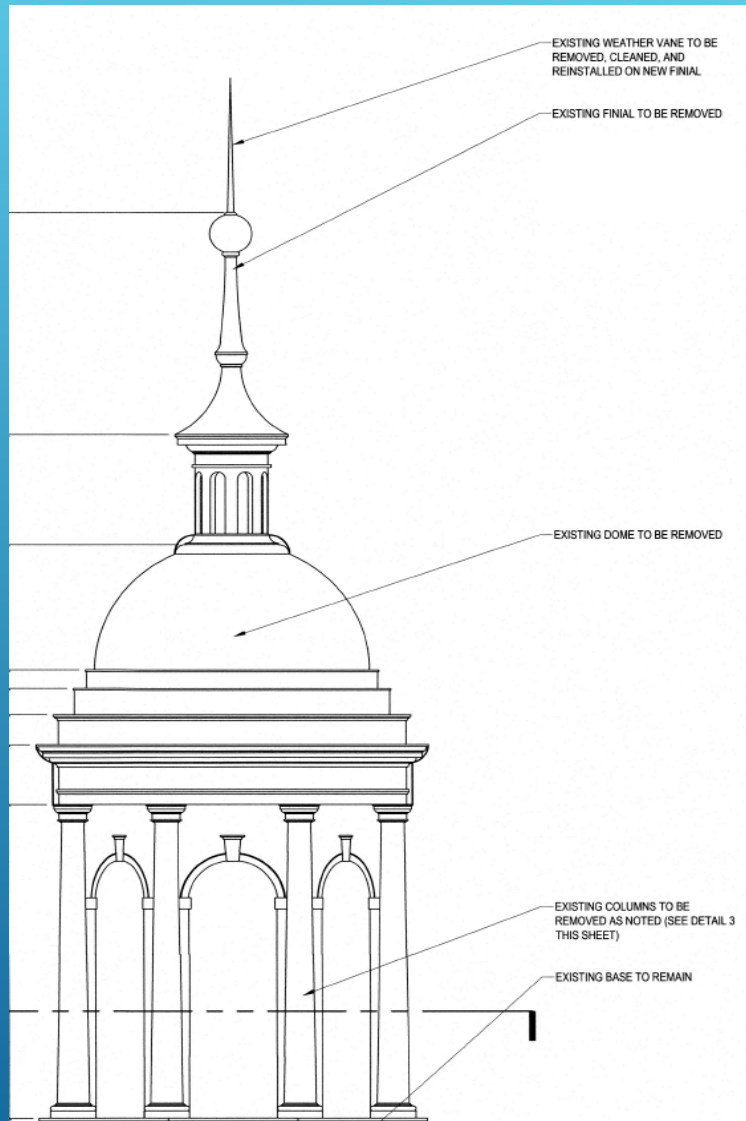
IMAGES OF EXISTING CUPOLA





IMAGES OF EXISTING CUPOLA





DESIGN ELEVATIONS



Project was assigned to Capital Project Management(CPM) Project Manager in 2025.

The Project Manager revived the project and worked with the consultant to update the design drawings to comply with current structural codes.

Town of La Plata issued the building permit.

Proposal for the proprietary custom fiberglass and steel structure was received.

Task order proposal for demo and installation of cupola was received.

RECENT PROGRESS



Available Construction Balance:
130,929.68

Demolition & Installation Cost:
158,680.43

Fiberglass & Steel Structure Cost:
109,530.00

Total Cost: 268,210.43

Construction Account Shortfall:
137,280.75

**EVERYONE'S LEAST FAVORITE SLIDE,
LET'S TALK ABOUT THE BUDGET!**



Account	Funding Request
Administration	\$7,750.00
Architecture & Engineering	\$9,600.00
Construction	\$140,000.00
Contingency	\$13,500.00

\$170,850 BUDGET TRANSFER DETAILS





Budget Transfer Approval



Sole source purchase order execution for proprietary custom steel and fiberglass cupola structure.



Purchase order issuance for construction services.



Fabrication & Construction

STEPS NEEDED TO MOVE FORWARD





Presented By:

Charles County Government

Department of Public Works

Ph: 301-932-3440
10430 Audie Ln.
La Plata, MD 20646
MD Relay Service: 7-1-1

Equal Opportunity Employer

It is the policy of Charles County to provide equal employment opportunity to all persons regardless of race, color, sex, age, national origin, religious or political affiliation or opinion, disability, marital status, sexual orientation, genetic information, gender identity or expression, or any other status protected by law.

www.CharlesCountyMD.gov



Budget Transfer/Amendment Form

Please fill the form out **completely** and **attach** to your transfer/amendment request in MUNIS.

Date 7/7/2026

Submitted by Dottie Drinks

Department DPW/CPM

Funding Request: \$170,850.00

Fiscal Year:

FY2027 (Current)

Category:

Capital Improvement Project - General Govt.

Fund:

Capital Projects (02)

Reason transfer/amendment is requested?

This budget amendment request is to cover additional project cost including administration, materials, and construction for account 3403003255 in the amount of \$170,850.00. Please allocate the requested funds to the following line items:

- Administration (50441): \$7,750.00
- A&E (50443): \$9,600.00
- Construction (50450): \$140,000.00
- Contingency (50468): \$13,500.00
- Total: \$170,850.00

Reason for availability of funds?

Per the Fiscal Department policy, funding is available in the General Government Contingency to cover this transfer.



PROJECT:

Courthouse Copula Rehabilitation

The copula on the old courthouse was last renovated in the 1980's and is in need of rehabilitation to bring it up to current standards in terms of security, safety, and building codes.

PROJECT

STATUS AS OF

30-Jun-26

PROJECT TYPE: GENERAL GOVERNMENT

PROJECT NUMBER

3403003255

STATUS: ACTIVE

PROJECT RESPONSIBILITY: DPW

LIFE TO DATE STATUS					
REVENUE BUDGET	ACTUAL LTD FUNDING	APPROVED LTD BUDGET	REMAINING BALANCE	% OF BUDGET	ACCOUNT NUMBER
FEDERAL	\$0.00	\$0.00	\$0.00		
STATE	0.00	0.00	0.00		
OTHER	0.00	0.00	0.00		
BOND PROCEEDS	102,284.81	245,000.00	142,715.19	42%	3403003255.40389
PAY-GO OPERATING	0.00	0.00	0.00		
TOTAL	\$102,284.81	\$245,000.00	\$142,715.19	42%	

EXPENSE BUDGET	ACTUAL LTD EXPENSE	APPROVED LTD BUDGET	REMAINING BALANCE	% OF BUDGET	ACCOUNT NUMBER
INSPECTION	\$2,614.00	\$13,000.00	\$10,386.00	20%	3403003255.50437
ADMINISTRATION	21,512.96	33,000.00	11,487.04	65%	3403003255.50441
FAS ADMINISTRATION	5,287.99	12,000.00	6,712.01	44%	3403003255.50442
A&E	10,037.00	13,500.00	3,463.00	74%	3403003255.50443
LAND & ROW	0.00	0.00	0.00		
CONSTRUCTION	19,070.32	150,000.00	130,929.68	13%	3403003255.50450
CONTINGENCY	0.00	13,500.00	13,500.00	0%	3403003255.50468
MISCELLANEOUS	4,629.00	10,000.00	5,371.00	46%	3403003255.50469
EQUIPMENT	0.00	0.00	0.00		
TOTAL	\$63,151.27	\$245,000.00	\$181,848.73	26%	

PROJECT BALANCE	\$39,133.54	\$0.00
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BUDGET HISTORY		BOND FUNDING HISTORY																							
134,000.00 FY19 Original Budget, Bonds 111,000.00 FY26 Original Budget, Bonds		35,315.93 2019 Bond Issue 6,780.20 2021 Bond Issue 188.68 2023 Bond Issue 60,000.00 2025 Bond Issue																							
245,000.00 Total LTD Budget		102,284.81 Total Funding to Date																							
		<table><tr><th></th><th>Bonded</th><th>Expended</th><th>%</th></tr><tr><td>19</td><td>35,316</td><td>35,316</td><td>100%</td></tr><tr><td>21</td><td>6,780</td><td>6,780</td><td>100%</td></tr><tr><td>23</td><td>189</td><td>189</td><td>100%</td></tr><tr><td>25</td><td>60,000</td><td>20,866</td><td>35%</td></tr></table>					Bonded	Expended	%	19	35,316	35,316	100%	21	6,780	6,780	100%	23	189	189	100%	25	60,000	20,866	35%
	Bonded	Expended	%																						
19	35,316	35,316	100%																						
21	6,780	6,780	100%																						
23	189	189	100%																						
25	60,000	20,866	35%																						

COMMENTS:

PROJECT IS FULLY BUDGETED.

Cupola BTR analysis

	Munis Balance	Proposed Budget Impact	Difference/BTR	BTR Rounded
Admin	\$11,487.04	\$19,237.04	\$7,750.00	\$7,750.00
A&E	\$435.00	\$10,035.00	\$9,600.00	\$9,600.00
A&E Support such as review submittals, answer RFIs, attend progress meetings estimated cost \$200 per hour *48 hours = \$9600.00				
Construction	\$130,929.68	\$268,210.43	\$137,280.75	\$140,000.00
Vendor 1		\$109,530.00		
Vendor 2		\$158,680.43		
Contingency	\$13,500.00	\$26,821.00	\$13,321.00	\$13,500.00
10% of construction		\$26,821.00		
			<u>Total</u>	<u>\$170,850.00</u>

PROJECT BUDGET REPORT

FOR 07/01/2020 - 06/30/2026

	Original Budget	Net Budget Amendments	Revised Budget	Requisitions	Encumbrances	Actuals	Available Budget	Percent Used
Project: 3047003999 - General Government Contingency								
F 3047003999.40389			GGCont BD					
-328,960.00	-5,669,040.00	-5,998,000.00		0.00	0.00	0.00	-5,998,000.00	0.00%
F 3047003999.40390			GGCont PG					
-136,200.00	-76,030.00	-212,230.00		0.00	0.00	-381,540.58	169,310.58	179.78%
F 3047003999.40395			GGCont BP					
-17,650.00	-68,040.00	-85,690.00		0.00	0.00	-84,499.57	-1,190.43	98.61%
E 3047003999.50468			Cntngcy					
466,360.00	5,829,560.00	6,295,920.00		0.00	0.00	0.00	6,295,920.00	0.00%
E 3047003999.52468			Cntngcy II					
0.00	0.00	0.00		0.00	0.00	0.00	0.00	0.00%
E 3047003999.55468			Cntngcy 5					
16,450.00	-16,450.00	0.00		0.00	0.00	0.00	0.00	0.00%
FUNDING SOURCE TOTALS for Project: 3047003999 - General Government Contingency								
-482,810.00	-5,813,110.00	-6,295,920.00	0.00	0.00	-466,040.15	-5,829,879.85		7.40%
EXPENSE TOTALS for Project: 3047003999 - General Government Contingency								
482,810.00	5,813,110.00	6,295,920.00	0.00	0.00	0.00	6,295,920.00		0.00%
TOTALS for Project: 3047003999 - General Government Contingency								
0.00	0.00	0.00	0.00	0.00	-466,040.15	466,040.15		
Project: 3403003255 - Courthouse CUPOLA Rehabilitati								
F 3403003255.40389			CUPOLA BD					
-134,000.00	-111,000.00	-245,000.00		0.00	0.00	-102,284.81	-142,715.19	41.75%
E 3403003255.50437			Inspection					
3,000.00	10,000.00	13,000.00		0.00	0.00	2,614.00	10,386.00	20.11%
E 3403003255.50441			Admin					
8,000.00	25,000.00	33,000.00		0.00	0.00	21,512.96	11,487.04	65.19%
E 3403003255.50442			FAS Admin					
3,000.00	9,000.00	12,000.00		0.00	0.00	5,287.99	6,712.01	44.07%
E 3403003255.50443			A&E					
11,500.00	2,000.00	13,500.00		0.00	3,027.50	10,037.00	435.50	96.77%
E 3403003255.50450			Construct					
100,000.00	50,000.00	150,000.00		0.00	0.00	19,070.32	130,929.68	12.71%
E 3403003255.50468			Cntngcy					
3,500.00	10,000.00	13,500.00		0.00	0.00	0.00	13,500.00	0.00%
E 3403003255.50469			Misc					
5,000.00	5,000.00	10,000.00		0.00	0.00	4,629.00	5,371.00	46.29%
FUNDING SOURCE TOTALS for Project: 3403003255 - Courthouse CUPOLA Rehabilitati								
-134,000.00	-111,000.00	-245,000.00	0.00	0.00	-102,284.81	-142,715.19		41.75%
EXPENSE TOTALS for Project: 3403003255 - Courthouse CUPOLA Rehabilitati								
134,000.00	111,000.00	245,000.00	0.00	3,027.50	63,151.27	178,821.23		27.01%
TOTALS for Project: 3403003255 - Courthouse CUPOLA Rehabilitati								
0.00	0.00	0.00	0.00	3,027.50	-39,133.54	36,106.04		

PROJECT BUDGET REPORT

FOR 07/01/2020 - 06/30/2026

	Original Budget	Net Budget Amendments	Revised Budget	Requisitions	Encumbrances	Actuals	Available Budget	Percent Used
TOTALS FOR FUNDING SOURCE STRINGS	-616,810.00	-5,924,110.00	-6,540,920.00		0.00	0.00	-568,324.96	-5,972,595.04
TOTALS FOR EXPENSE STRINGS	616,810.00	5,924,110.00	6,540,920.00		0.00	3,027.50	63,151.27	6,474,741.23
REPORT TOTAL	Original Budget 0.00	Net Budget Amendments 0.00	Revised Budget 0.00	Requisitions 0.00	Encumbrances 3,027.50	Actuals -505,173.69	Availab Budg 502,146.	

Item Cover Page

***CHARLES COUNTY BOARD OF COUNTY COMMISSIONERS AGENDA ITEM REPORT**

DATE: July 21, 2026

SUBMITTED BY: Carol DeSoto

ITEM TYPE: Letter of Support

AGENDA SECTION: Approval Items

SUBJECT:

- **Letter of Support: Jude House ADA Accessibility Application**
(Ms. Danielle Mitchell, Acting Deputy County Administrator, Office of the County Administrator)

SUGGESTED ACTION:

ATTACHMENTS:

[20260709 Jude House ADA Accessibility LOS.pdf](#)



Charles County Commissioners
REUBEN B. COLLINS, II, ESQ., PRESIDENT

July 9, 2026

Rural Maryland Council
50 Harry S. Truman Parkway
Annapolis, MD 21401

Re: Property Owner Approval for ADA Accessibility Improvements at The Jude House Residential Facility

To Whom It May Concern:

This letter confirms that Charles County is the owner of the residential treatment facility located at 9505 Crain Highway, Bel Alton, Maryland 20611, which is currently leased and occupied by The Jude House under a long-term lease agreement.

Charles County supports The Jude House's application for grant funding through the Rural Maryland Council to complete Americans with Disabilities Act accessibility improvements at the residential treatment facility. The purpose of the proposed project is to improve safe and equitable access to residential behavioral health treatment services for individuals with physical disabilities, mobility limitations, chronic health conditions, aging-related needs, and other access barriers.

The County approves The Jude House's pursuit of ADA accessibility improvements at this facility, subject to any applicable County review processes, lease requirements, permitting, code compliance, procurement requirements, and final approval of specific construction plans, as required. Proposed improvements may include accessibility-related upgrades such as entrance and pathway modifications, ramps or lifts, handrails, door access modifications, restroom accessibility upgrades, signage, flooring or threshold improvements, and other modifications identified through contractor assessment and code review.

These improvements align with the shared goal of maintaining a safe, accessible, and inclusive facility for individuals receiving treatment, employees, visitors, families, and community partners. The County understands that The Jude House intends to use the requested grant funding to support accessibility-related planning, materials, labor, and facility improvements necessary to increase ADA access at the residential treatment facility.

This letter is provided in support of The Jude House's grant application and confirms the County's approval for The Jude House to proceed with the proposed accessibility improvement project, pending all required reviews and approvals.

Sincerely,

A handwritten signature in blue ink, appearing to read 'RC', with a horizontal line extending from the end.

Reuben B. Collins, II, Esq.
President
Charles County Board of Commissioners

Item Cover Page

*CHARLES COUNTY BOARD OF COUNTY COMMISSIONERS AGENDA ITEM REPORT

DATE: July 21, 2026

SUBMITTED BY: Carol DeSoto, Department of Human Resources

ITEM TYPE: Approval Item(s)

AGENDA SECTION: Approval Items

SUBJECT:

- **Approval: Revision to Amendment 2026-1 Charles County Pension Plan**
(Ms. Megan Donnicks, Deputy Director, and Ms. Kimberly Pelczar, Senior Benefits Administrator, Department of Human Resources)

SUGGESTED ACTION:

ATTACHMENTS:
[Amendment 2026-2.pdf](#)

AMENDMENT 2026-2
TO THE CHARLES COUNTY PENSION PLAN

Effective July 1, 2018, the County Commissioners of Charles County, Maryland (the “County”) amended and restated the Charles County Pension Plan (the “Plan”).

The County wishes to amend the Plan to clarify the circumstances under which Participants may purchase service with a Maryland governmental employer. Therefore, the Plan, as amended and restated, is hereby further amended effective July 1, 2026, as follows:

CHANGE

The previous Section 6.4 is deleted and is amended and restated in its entirety as follows:

6.4 Purchases of Service

(A) Effective July 1, 2026, a Participant may elect to receive credit for up to 3 years of service performed with another Government Employer, provided that such service has not been previously recognized in sections 6.1 through 6.3 above, that the Participant is not eligible for a benefit from the plan of the other Government Employer, and that the Participant completes the purchase of service within the time frame set forth in subsection (B) below. Service may be purchased for years of service performed at more than one Government Employer, provided that the total years of service purchased from all Government Employers under this Section 6.4 may not exceed 3 years and each period of service complies with the requirements of this Section 6.4.

(B) An individual who is a Participant on July 1, 2026 must complete the purchase described in this section 6.4 no later than July 1, 2027. An individual who becomes a Participant after July 1, 2026 must complete the purchase within one year of the date the individual first becomes a Participant.

(C) Cost of purchase.

The cost to a Participant who elects to purchase credit for service under this Section 6.4 will be determined as the actuarial present value of the accrued benefit as of the buyback date with the additional service minus the actuarial present value of the accrued benefit as of the buyback date without the additional service. The actuarial present value of the additional service will be calculated by the Actuary using the actuarial assumptions used to determine the Actuarially Determined Contribution in the year the service is purchased.

(1) In no event may the cost to the Participant exceed the amount necessary to fund the benefit attributable to such service.

(D) Methods of payment for purchased service.

The Participant's election to purchase credit for service shall also include an irrevocable election of the method by which the Participant will purchase the credit for service. The Participant may pay over to the plan the amounts calculated pursuant to subsection (B) hereof by either:

1. a lump sum cash payment to the Plan, provided that the amount of the payment does not exceed the limitation described in Section 415(n) of the Code.
2. a rollover from another employer's qualified retirement plan;
3. a rollover from an individual retirement account to the extent permitted under section 408(d)(3) of the Internal Revenue Code;
4. A rollover or direct trustee-to-trustee transfer from a deferred compensation plan established by a Governmental employer pursuant to section 457(b) of the Internal Revenue Code to the extent provided for by sections 457(e)(16) and 457(e)(17) of the Internal Revenue Code; or
5. A direct trustee-to-trustee transfer from a tax deferred annuity established pursuant to section 403(b) of the Internal Revenue Code to the extent provided for by section 403(b)(13) of the Internal Revenue Code.

(E) Termination Date before or after Normal Retirement Date.

Unless an adjustment is required to comply with Section 415(n) of the Code, the Participant's benefit will not be adjusted if the Participant reaches a Termination Date before or after the Participant's Normal Retirement Date.

(F) Participant elects return of payments.

If a Participant reaches a Termination Date after having been credited with at least five (5) Years of Service and prior to his Normal Retirement Date, the Participant, or the Participant's Beneficiary, may elect to receive a return of the payments made pursuant to this section, in a lump sum payment.

(G) Mandatory return of payments.

If a Participant reaches a Termination Date before having been credited with five years of eligibility service, the Participant, or the Participant's beneficiary, shall receive a return of the payments made pursuant to this section, in the form of a lump sum payment.

The County Commissioners of Charles County, Maryland hereby cause this Amendment 2026-2 to the Charles County Pension Plan to be executed this ____ day of _____, _____.

COUNTY COMMISSIONERS OF CHARLES COUNTY, MARYLAND

President

Vice President

Commissioner

Commissioner

Commissioner

Item Cover Page

***CHARLES COUNTY BOARD OF COUNTY COMMISSIONERS AGENDA ITEM REPORT**

DATE: July 21, 2026

SUBMITTED BY: Carol DeSoto

ITEM TYPE: Approval Item(s)

AGENDA SECTION: Approval Items

SUBJECT:

- **Approval of the Board of County Commissioners
Calendar Year 2027 Session Calendar**
(Ms. Carol DeSoto, Clerk to the Charles County Board of County Commissioners)

SUGGESTED ACTION:

ATTACHMENTS:

[DRAFT 2027 BOCC Session Calendar Approved NO PC or JOINT TH ver3.pdf](#)

Charles County Commissioners - 2027 Board Session Calendar

Tentative and Subject to Change

JANUARY 2027		
Tuesday/Wednesday	Jan. 5-6	BOCC Session (Legislative Day)
Tuesday/Wednesday	Jan. 12-13	BOCC Session
Tuesday/Wednesday	Jan. 19-20	NO BOCC Session Dr. Martin Luther King, Jr. Birthday - Monday Jan. 18 (County Offices Closed)
Tuesday/Wednesday	Jan. 26-27	BOCC Session (Legislative Day)
FEBRUARY 2027		
Tuesday/Wednesday	Feb. 2-3	BOCC Session (Legislative Day)
Tuesday/Wednesday	Feb. 9-10	BOCC Session
Tuesday/Wednesday	Feb. 16-17	NO BOCC Session President's Day Monday Feb. 15 (County Offices Closed)
Tuesday/Wednesday	Feb. 23-24	BOCC Session (Legislative Day)
MARCH 2027		
Tuesday/Wednesday	March 2-3	BOCC Session (Legislative Day)
Tuesday/Wednesday	March 9-10	NO BOCC Session Eid al Fitr Friday- March 10 (County Offices Closed)
Tuesday/Wednesday	March 16-17	BOCC Session (Legislative Day)
Tuesday/Wednesday	March 23-24	NO BOCC Session Good Friday March 26 (County Offices Closed)
Tuesday/Wednesday	March 30-31	NO BOCC Session Easter Monday - March 29 (County Offices Closed)
APRIL 2027		
Tuesday/Wednesday	April 6-7	BOCC Session (Legislative Day)
Tuesday/Wednesday	April 13-14	BOCC Session
Tuesday/Wednesday	April 20-21	BOCC Session (Legislative Day)
Tuesday/Wednesday	April 27-28	BOCC Session

Charles County Commissioners – 2027 Board Session Calendar

MAY 2027		
Tuesday/Wednesday	May 4-5	BOCC Session (Legislative Day)
Tuesday/Wednesday	May 11-12	BOCC Session
Tuesday/Wednesday	May 18-19	NO BOCC Session Eid al Adha- Wed. May 17 (County Offices Closed)
Tuesday/Wednesday	May 25-26	BOCC Session (Legislative Day)
JUNE 2027		
Tuesday/Wednesday	June 1-2	NO BOCC Session Memorial Day- Monday May 31 (County Offices Closed)
Tuesday/Wednesday	June 8-9	BOCC Session (Legislative Day)
Tuesday/Wednesday	June 15-16	NO BOCC Session Juneteenth-Friday June 18 (County Offices Closed)
Tuesday/Wednesday	June 22-23	BOCC Session (Legislative Day)
Tuesday/Wednesday	June 29-30	NO BOCC Session
JULY 2027		
Tuesday/Wednesday	July 6-7	NO BOCC Session Independence Day- Monday July 5 (County Offices Closed)
Tuesday/Wednesday	July 13-14	BOCC Session (Legislative Day)
Tuesday/Wednesday	July 20-21	NO BOCC Session
Tuesday/Wednesday	July 27-28	BOCC Session (Legislative Day)
AUGUST 2027		
Tuesday/Wednesday	Aug. 3-4	NO BOCC Session
Tuesday/Wednesday	Aug. 10-11	NO BOCC Session
Tuesday/Wednesday	Aug. 17-18	NO BOCC Session
Tuesday/Wednesday	Aug. 24-25	NO BOCC Session
SEPTEMBER 2027		
Tuesday/Wednesday	Aug. 31- Sept. 1	NO BOCC Session
Tuesday/Wednesday	Sept. 7-8	NO BOCC Session Labor Day - Monday Sept. 6 (County Offices Closed)
Tuesday/Wednesday	Sept. 14-15	BOCC Session (Legislative Day)

Charles County Commissioners – 2027 Board Session Calendar

Tuesday/Wednesday	Sept. 21-22	BOCC Session
Tuesday/Wednesday	Sept 28-29	BOCC Session (Legislative Day)
OCTOBER 2027		
Tuesday/Wednesday	Oct. 5-6	BOCC Session (Legislative Day)
Tuesday/Wednesday	Oct. 12-13	NO BOCC Session Indigenous People Day – Monday Oct. 11 (County Offices Closed)
Tuesday/Wednesday	Oct. 19-20	BOCC Session (Legislative Day)
Tuesday/Wednesday	Oct. 26-27	BOCC Session
NOVEMBER 2027		
Tuesday/Wednesday	Nov. 2-3	BOCC Session (Legislative Day)
Tuesday/Wednesday	Nov. 9-10	NO BOCC Session Veterans' Day – Thur. Nov. 11 (County Offices Closed)
Tuesday/Wednesday	Nov. 16-17	BOCC Session (Legislative Day)
Tuesday/Wednesday	Nov. 23-24	NO BOCC Session Thanksgiving Day/Day After Thanksgiving – Wed.-Friday Nov. 24-26 (County Offices Closed)
DECEMBER 2027		
Tuesday/Wednesday	Nov. 30 - Dec. 1	BOCC Session (Legislative Day)
Tuesday/Wednesday	Dec. 7-8	BOCC Session (Legislative Day)
Tuesday/Wednesday	Dec. 14-15	NO BOCC Session
BOCC Session (Legislative Day)	Dec. 21-22	NO BOCC Session Christmas Holiday Friday December 24 (County Offices Closed)
BOCC Session (Legislative Day)	Dec. 28-29	NO BOCC Session New Years Eve Friday Dec. 31 (County Offices Closed)

Item Cover Page

***CHARLES COUNTY BOARD OF COUNTY COMMISSIONERS AGENDA ITEM REPORT**

DATE: July 21, 2026

SUBMITTED BY: Carol DeSoto

ITEM TYPE: Approval Item(s)

AGENDA SECTION: Briefings-Morning

SUBJECT:

- **Discussion: Affordable Housing PILOT Notice of Funding Availability (NOFA) FY2027**
(Ms. Dina Barclay, Director, Department of Community Services; and Ms. Cathy Thompson, Deputy Director, Department of Planning and Growth Management)

SUGGESTED ACTION:

ATTACHMENTS:

[NOFA Fact Sheet for Commissioner Consideration - 7-21-26.pdf](#)

**Fact Sheet for Commissioner Consideration:
FY27 NOFA for the Payment in Lieu of Taxes (PILOT) initiative**

In early FY26, the PILOT Workgroup completed & received Commissioner Approval for an SOP on the process and requirements of a Payment in Lieu of Taxes (PILOT) initiative for Charles County.

The SOP was approved in July 2026, and outlines not only the process, but the definition and minimum criteria for which a developer may seek a PILOT agreement in Charles County. The SOP assures that public funds are prioritized for “affordable housing” that meets the greatest level of need for residents in Charles County.

“Affordable Housing” is defined in the NOFA as:

“Projects planned and financed to assure long-term affordability for residents. A minimum of 80% of the total project’s housing units must be affordable to households earning 60% or less of the Area Median Income (AMI) for Charles County as defined in the most recent *Income Limits Schedule produced by Maryland’s Department of Housing & Community Development (DHCD)* and published in the *Multifamily Housing Development Document Library*. Rents charged for affordable units shall not exceed the *Max Gross Rent* calculation for Charles County adjusted for household size.”

- This definition was recently reviewed & approved by the Office of Equity & Access (OEA). It is consistent with the previously approved SOP for Charles County PILOT initiatives.
- The definition does not preclude higher income levels from being included in the planned developments, as long as the defined levels of affordability are met overall for the development. Therefore, the definition allows for low-income, workforce, middle-income, and mixed-income housing options to participate in the Affordable Housing PILOT initiative.

Commissioner Input needed today:

- (1) Direction to the PILOT Workgroup for an FY27 NOFA. Specifically, would this Board of Commissioners prefer to offer another PILOT opportunity in the year ahead, or defer to the incoming Board of County Commissioners?**
- (2) If directed to offer an FY27 NOFA, what type of housing would the Commissioners prefer to prioritize this term? Options include, but are not limited to: (a) multi-family, (b) age-restricted/senior housing, or (c) mixed use, a combination of housing, business, retail, transit-oriented, etc.**
- (3) Commissioner preference for the length of term of the next PILOT, ranging from 10-20 years. Please keep in mind that the initiative developed in FY27 will be adopted in line with the FY28 budget, & therefore, funded with FY28 budget dollars.**

The Department of Community Services has prepared a draft FY27 NOFA. This draft was recently reviewed & approved by the OEA. If directed to move forward today, DCS will utilize the input received today to finalize the document for presentation to the County Commissioners for their review & approval in Sept/Oct 2026.

Item Cover Page

*CHARLES COUNTY BOARD OF COUNTY COMMISSIONERS AGENDA ITEM REPORT

DATE: July 21, 2026

SUBMITTED BY: Carol DeSoto, Department of Fiscal and Administrative Services

ITEM TYPE: Briefing and Request to Schedule a Public Hearing

AGENDA SECTION: Briefings-Morning

SUBJECT:

- **Briefing and Request to Schedule the Public Hearing:
Charles County Government 2026 Bond Issue**
(Ms. Samantha Chiriaco, Chief of Budget, Department of
Fiscal and Administrative Services)

SUGGESTED ACTION:

ATTACHMENTS:

[2026 Bond Size Presentation.pdf](#)

[2026 Bond Size List of Projects.pdf](#)



2026 BOND ISSUE



PRESENTERS

Bill DeAtley,

Deputy Director of Fiscal & Administrative Services

Samantha Chiriaco,

Chief of Budget



JULY 21, 2026

IMPORTANT DATES



**Passage of the Bond Resolution –
Public Hearing**



SEPTEMBER 1



Rating Agency Meetings



SEPTEMBER 30



Bond Sale



OCTOBER 27



Closing of the Bond Sale



NOVEMBER 10

PROCESS



Budget Office requests spending estimates from County Departments & Agencies



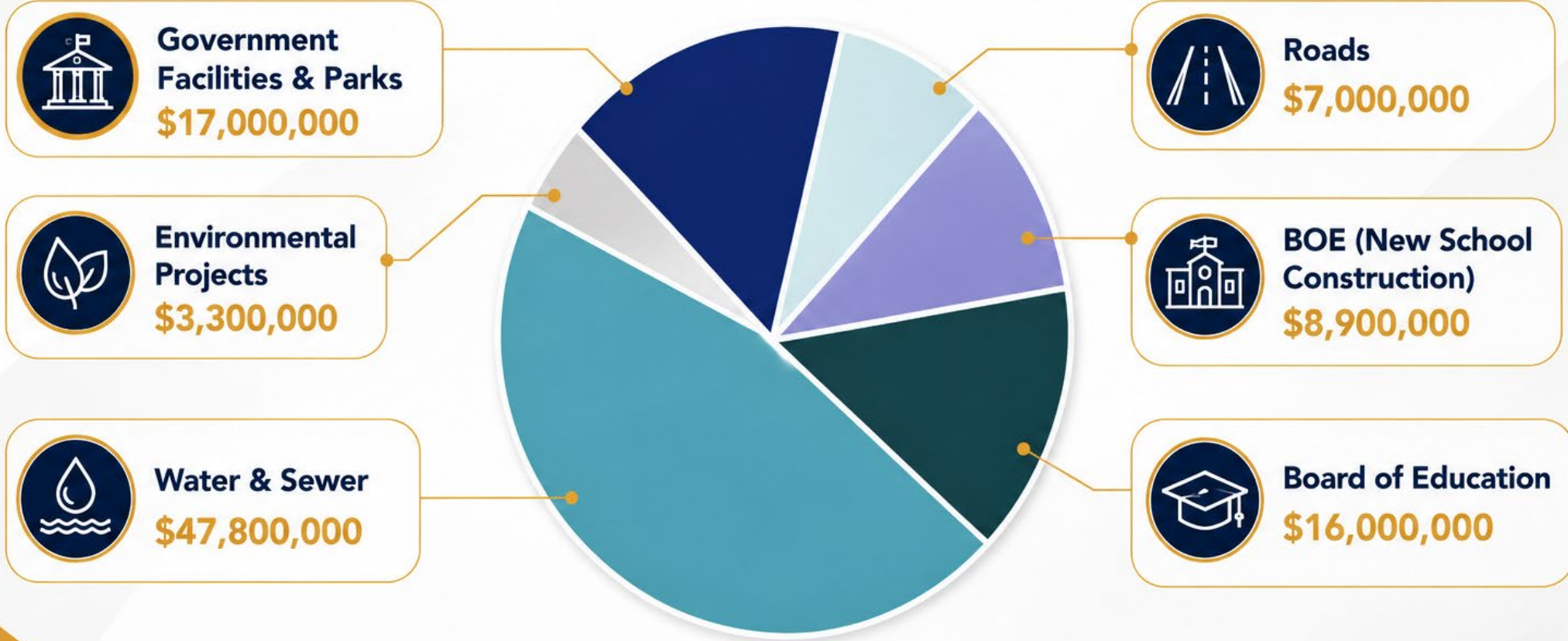
Review of spending estimates to ensure the cost will meet IRS rules and regulations and certain bond criteria



Bond size is determined by the Chief of Budget and Director of Fiscal & Administrative Services

PROPOSED BOND SIZE:

\$100,000,000



BOND TERMS



- **15 YEAR BONDS: \$67.5 MILLION**

For eligible General Government, Board of Education, Parks, Roads, Water and Sewer, Watershed, and Environmental Resources projects



- **10 YEAR BONDS: \$9.5 MILLION**

School Excise Tax Bonds for eligible Board of Education projects and eligible water and sewer projects



- **30 YEAR BONDS: \$23.0 MILLION**

Eligible Water, Sewer and Watershed projects



PRESENTED BY:

Charles County Government Fiscal & Administrative Services



200 Baltimore Street
La Plata, MD 20646



MD Relay Service: 7-1-1



EQUAL OPPORTUNITY EMPLOYER

It is the policy of Charles County to provide equal employment opportunity to all persons regardless of race, color, sex, age, national origin, religious or political affiliation or opinion, disability, marital status, sexual orientation, genetic information, gender identity or expression, or any other status protected by law.

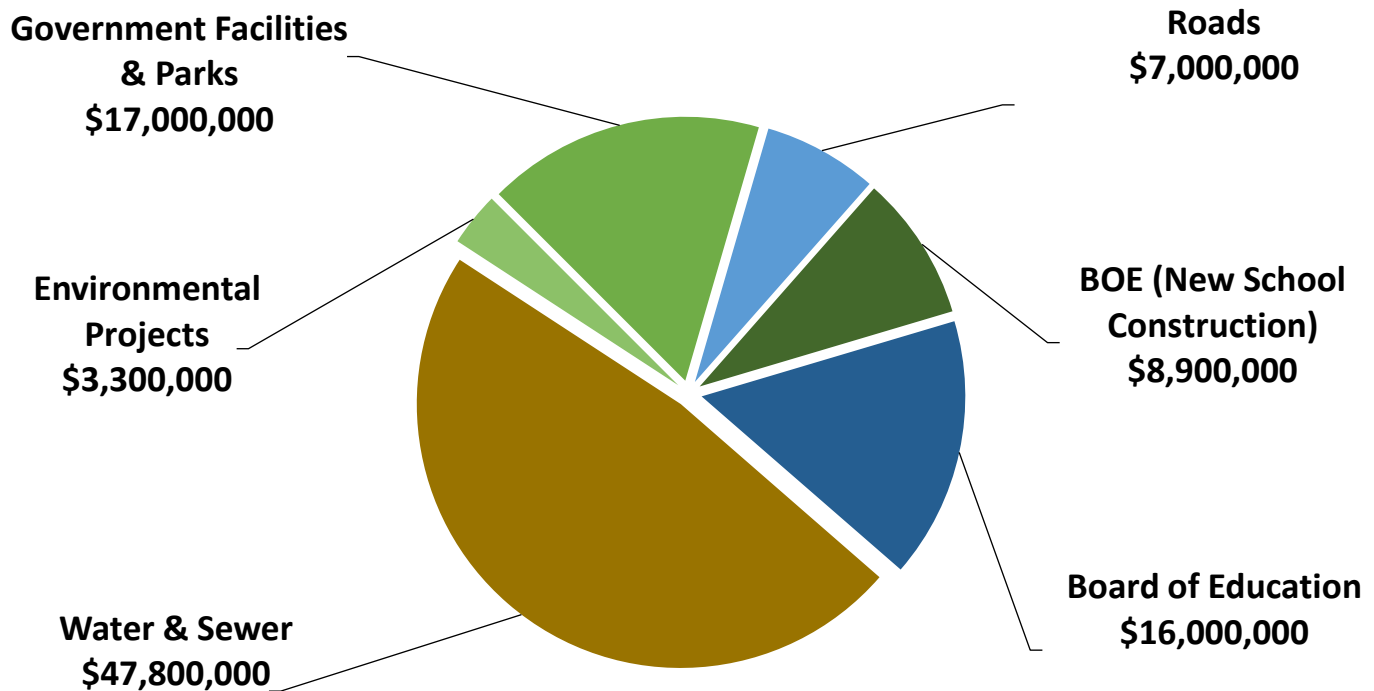


www.CharlesCountyMD.gov

CHARLES COUNTY GOVERNMENT

2026 BONDS

\$100,000,000



TRANSPORTATION		\$7,000,000
Mill Hill Road Extended		1,300,000
Pinefield Drainage Improvements Ph 2		250,000
Western Parkway		2,090,000
Substation Road Improvements		25,000
Rte 301 Southbound and Traf Signal		25,000
Chapel Point Rd Twinberry Dr Drng		125,000
Road Overlay Program		3,185,000
PARKS		\$250,000
White Plains Golf Cart Path Repave		50,000
Radio Station Road Sidepath Extensi		170,000
Sidewalk Shared Use Expansion Pro		15,000
Southern Park Tennis, Pickleball & BB		15,000

CHARLES COUNTY GOVERNMENT

2026 BONDS

\$100,000,000

GENERAL GOVERNMENT	\$16,750,000
Generator Replacement Program	70,000
Radio Communication System Upgrade	6,000,000
La Plata Library Relocation	350,000
Charles County Animal Care Center	3,000,000
Courthouse CUPOLA Rehabilitation	100,000
Rural Legacy Program	290,000
Pinefield EMS Station	5,400,000
Nanjemoy Watershed Rural Legacy	500,000
Agricultural Preservation	100,000
Old La Plata Library Renovation	25,000
DNR Site Layout Feasibility Study	13,000
Various Maintenance Projects	455,000
HazMat Remed&Demolition LP Armory	95,000
Circuit Court Interior Renovations	72,000
Stagg Hall Reno	230,000
DetentionCenterControlSystem Upgrade	50,000
BOARD OF EDUCATION (General Obligation)	\$16,000,000
Westlake High School Roof Rep	251,000
Site Improvements/Asphalt	95,000
Glymont M.S. Roof/Chiller/H&V/UV	3,733,000
LaPlataHighSchool-Modern&Capcty Add	2,000,000
Various Maintenance Projects	403,000
Local Portable Classrooms	468,000
Mary H Matula E.S. Roof Replacement	385,000
Mattawoman MS Roof Replacement	1,000,000
Open Space Enclosure Piccowaxen MS	450,000
Open Space Enclosure Indian Head ES	3,775,000
OpenSpaceEnclsreDr.JamesCraikES	1,900,000
Barnhart ES Roof Replacement	100,000
LackeyHSPool Modi Joint RPT Use	240,000
Lackey Pool HVAC Emergency Replace	1,200,000
TOTAL GENERAL FUND	\$40,000,000

CHARLES COUNTY GOVERNMENT

2026 BONDS

\$100,000,000

SCHOOL EXCISE TAX BONDS (10 Year)	\$8,900,000
Full Day K: Walter J. Mitchell	120,000
Thornton Elementary School	2,246,000
J.C. Parks ES Full Day Kindergarten	2,837,000
LaPlataHighSchool-Modern&Capcty Add	2,218,000
Full Day K Addition: Wade E.S	1,429,000
Full Day K Addition: Dr. Higdon ES	50,000
ENVIRONMENTAL SERVICE FUND	\$1,200,000
County Mulching Facility Relocation	1,138,900
Pisgah Recycling Center Renovation	61,100
WATERSHED PROTECTON AND RESTORATION	\$2,100,000
Gilbert Run Watershed Dam Rep	30,000
NPDES Projects	2,070,000
WATER & SEWER	\$47,800,000
Potomac River Water Supply Tmt Pln	146,000
Gleneagles 2MG Water Tower	4,892,000
Bryans Road 1MG Water Tower	100,000
Acton Lane Water Main Ext	60,000
Billingsley Rd Water Main Ext	85,000
Leonardtown Road Water Main Rplcmnt	20,000
Hughesville Water Line	655,000
WSSC Waldorf Interconnection	550,000
Middletown/Bensville Water Intercn	40,000
Mill Hill Waterline Extension	160,000
Strawberry Hills Waterline	20,000
Marshall Hall Waterline Extension	20,000
Utilities Waldorf Regional Facility	5,700,000
ReclaimedWaterElevated Storage Tank	20,000
Waldorf Water Tower #6	4,500,000
Waldorf Well #17	65,000
Bryan's Rd Well #7 (Chapman's Well)	230,000
Old Washington Road Waterline	35,000
Bel Alton and Chapel Point Connect	330,000
Westlake Water Tower Rehab	165,000
St. Francis Well Improvements	80,000
Cliffton Water System Improvements	100,000
Cliffton Replacement Well	340,000
St. Charles Well #16 Replacement	260,000

CHARLES COUNTY GOVERNMENT

2026 BONDS

\$100,000,000

WATER & SEWER CONTINUED

Chapel Point Reverse Osmosis WW	30,000
Satellite Water Facility Upgrades	797,000
Automation and Technology Master Plan	600,000
Sewer Easement Study & Acquisition	170,000
Zekiah Interceptor Sewer Upgrades	94,000
Southerland Septic Connection	791,000
Piney Branch Field Investigations	34,000
WURC: Zekiah Pump Station Upgrade	24,000
WURC: Zekiah Pump Station Forcemn	24,000
White Plains Failing Septic Sewer	2,000,000
Wastewater Treatment Plant Improvements	1,400,000
Post Office Rd Sewer Capacity Impro	50,000
Piney Branch Interceptor Sw Upg PII	60,000
Swan Pt WWTP Elect/Cntrl Impr Ph II	80,000
Mattawoman I and I Phase II	1,957,000
MWWTP Headworks Improvements	440,000
MWWTP Electrical System Rplmt Study	5,000,000
Mattawoman WWTP Automation	1,981,000
MWWTP Utility Wtr Sys Improvemnts	150,000
MWWTP Septage Receiving Facility Im	250,000
MWWTP Master Facility Plan Phase II	25,000
MWWTP Effluent Filters Improvements	3,000,000
MWWTP Reclaimed Water Pump Station	30,000
MWWTP Effluent PS Forcemain Srge	75,000
MWWTP Belt Filter Press Replmt PII	3,700,000
MWWTP Administration Building Reno	75,000
Pump Stations Rehabs and Replacements	2,075,000
Satellite Wastewater Facility Upgrades	325,000
MWWTP Clarifier & Thickener Repairs	3,125,000
MWWTP Flow Equalization	600,000
MWWTP Process Improvements	225,000
MWWTP BNR Improvements Parent	40,000

TOTAL BOND SIZE

\$100,000,000

Bond Size by Term

15-YR BONDS (TAX EXEMPT)	67,000,000
1.) 10-YR BONDS (TAX EXEMPT)	9,500,000
2.) 20-YR BONDS (TAX EXEMPT)	0
3.) 30-YR BONDS (TAX EXEMPT)	23,500,000
	\$100,000,000

Item Cover Page

*CHARLES COUNTY BOARD OF COUNTY COMMISSIONERS AGENDA ITEM REPORT

DATE: July 21, 2026

SUBMITTED BY: Carol DeSoto, Department of Planning and Growth Management

ITEM TYPE: Briefing and Request to Introduce

AGENDA SECTION: Briefings-Morning

SUBJECT:

- **Briefing and Request to Introduce and Schedule a Public Hearing: Proposed Bill 2026-() Zoning Text Amendment 26-190 Retail Sales Over 100,000 Square Feet**
(Mr. Tony Felts, Assistant Chief of Planning and Mr. Charles Rice, Planning Director, Department of Planning and Growth Management)

SUGGESTED ACTION:

ATTACHMENTS:

[Presentation; ZTA 26-190 Retail Sales Over 100K BOCC Briefing 07212026.pdf](#)
[Draft Bill; ZTA 26-190 Retail Sales Over 100K SF and Retail Parking.pdf](#)
[Planning Commission Report; ZTA 26-190 Retail Sales Over 100K SF2.pdf](#)



ZTA 26-190

Zoning Text Amendment for Retail Sales Over 100,000 Square Feet & Retail Parking

Presenters:

Charles Rice, AICP, Planning Director

Tony Felts, AICP, Assistant Chief of Planning

July 21, 2026

Background

- **Jan. 27, 2026 – Commissioner Stewart requested Planning Staff**
 - **Research the feasibility of allowing large scale (>100,000 sq ft) retail in certain zoning districts with conditions**
 - **Modify the code to remove inconsistencies between text and tables**
 - **Explore reducing parking requirements by 20% for retail uses**
- **March 3, 2026 – Planning Staff briefed BOCC, BOCC voted to initiate the ZTA process**

Code Consistency

- Disagreement with text and tables in the code regarding Retail Sales >100,000 square feet in MX and TOD
- Text states allowed with conditions, Table states Special Exception required
- ZTA resolves this conflict by updating the table to match the text with Retail Sales >100,000 square feet allowed with conditions

Proposal – New Changes, Use

- Allow Retail Sales >100,000 square feet in AUC zone
- Remove condition requiring the use to be in a two-story building
- All other building and site design requirements remain the same, including:
 - Location of entrances and parking
 - Architectural elements of the building



Proposal – New Changes, Parking

- Reduce parking for Retail Use by 20% in all zoning categories
 - Consistent with current direction of Zoning Code update
 - Responds to changing consumer habits
 - Reduces amount of impervious surface



Planning Commission Action

- **April 20, 2026 – Planning Commission Briefing**
- **May 4, 2026 – Planning Commission Public Hearing**
 - **Voted to keep record open for 30 days**
- **June 1, 2026 – Planning Commission votes to Recommend Denial of ZTA**
 - **Concerns about eliminating the two-story requirement**
 - **Concerns about making these changes without being considered together with the update of the Comprehensive Plan**

Requested Action

Requesting the County Commissioners
introduce the Bill and set **September 1, 2026**
as the public hearing date for
ZTA 26-190



Presented By:

Charles County Government

Planning & Growth Management

301-645-0595 • FeltsT@charlescountymd.gov

200 Baltimore Street, La Plata, MD 20646

MD Relay Service: 7-1-1

Equal Opportunity Employer

It is the policy of Charles County to provide equal employment opportunity to all persons regardless of race, color, sex, age, national origin, religious or political affiliation or opinion, disability, marital status, sexual orientation, genetic information, gender identity or expression, or any other status protected by law.

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1 **COUNTY COMMISSIONERS OF CHARLES COUNTY, MARYLAND**

2
3 **2026 Legislative Session**

4
5 Text Amendment/Bill No. ZTA #26-190/Bill No. 2025-xx

6 Chapter. No. 297-

7 Introduced by The Department of Planning & Growth Management

8 Date of Introduction Month, Day, 2026

9
10 **BILL**

11
12 AN ACT concerning:

13
14 **THE CLARIFICATION AND MODIFICATION OF ZONING DISTRICTS ALLOWING**
15 **THE RETAIL SALES OVER 100,000 SQUARE FEET USE WITH CONDITIONS AND**
16 **THE MODIFICATION OF MINIMUM PARKING RATIOS FOR RETAIL SALES**
17 **USES.**

18
19 FOR the purpose of:

20
21 AMENDING SPECIFIC ARTICLES OF THE ZONING ORDINANCE TO RESOLVE
22 A DIFFERENCE IN THE ZONING ORDINANCE TEXT AND FIGURE IV-1 TO CLARIFY
23 THAT THE RETAIL SALES OVER 100,000 SQUARE FEET USE IS PERMITTED WITH
24 CONDITIONS IN MIXED USE (MX) AND TRANSIT-ORIENTED DEVELOPMENT (TOD)
25 ZONES; ESTABLISH THE SAME USE AS PERMITTED WITH CONDITIONS IN THE
26 URBAN CENTER (AUC) ZONE; ESTABLISHING A MINIMUM PARKING RATIO FOR
27 THE RETAIL SALES OVER 100,000 SQUARE FEET USE, AND MODIFYING THE
28 MINIMUM PARKING RATIOS FOR RETAIL USES.

29
30 BY Amending:

1 Chapter 297- Zoning Ordinance
2 Article IV, §63, Figure IV-1, Table of Permissible Uses.
3 *Code of Charles County, Maryland*

4
5 Chapter 297 – Zoning Ordinance
6 Article XIII, §212. Uses corresponding with Table of Permissible Uses.
7 *Code of Charles County, Maryland*

8
9 Chapter 297 – Zoning Ordinance
10 Article XX, §335. Number of parking spaces required.
11 Figure XX-1, Table of Parking Requirements
12 *Code of Charles County, Maryland*

13
14 **SECTION 1. BE IT ENACTED BY THE COUNTY COMMISSIONERS OF**
15 **CHARLES COUNTY, MARYLAND, that the Laws of Charles County, Maryland read as**
16 **follows:**

17
18 Article IV. §297-63. Figure IV-1, Table of Permissible Uses.

19 *****

Uses Description	*	MX	*	TOD	*	Acton Urban Center (AUC)	*
*****	*	*	*	*	*	*	*
6.01.150 Retail Sales over 100,000 square feet (see definition)		[SE] PC		[SE] PC		PC	
*****	*	*	*	*	*	*	*

20
21 *****

22 Article XIII. §297-212 Uses corresponding with Table of Permissible Uses.

23 *****

(87) 6.01.150 Retail sales greater than 100,000 square feet. This use is permitted by special exception in the CC and CB Zones, and is permitted with conditions in the MX, **AUC**, and TOD Zones, subject to the following:

A. Site design and exterior architectural plans shall be reviewed and approved by SDAR, subject to the following minimum site design and architectural design standards, which are applicable to both the permitted with conditions and special exception use classifications.

(1) Facades greater than 100 feet in length, measured horizontally, shall incorporate wall plane projections or recesses with minimum two-foot depth, and in sufficient number, to reduce the unbroken massing into lengths of approximately 40 feet or less along all sides of the building.

(2) The building design along any public street shall have arcades, display windows, entry areas, awnings or other such features along no less than 60% of its horizontal length.

(3) Building facades must include no fewer than two of the following elements:

- (a)** Color change;
- (b)** Texture change;
- (c)** Wall offsets, reveals or projecting ribs.

(4) The roof design shall provide variations in roof lines and add interest to, and reduce the massive scale of, large buildings. Roofs shall include two or more roof planes. Parapet walls shall be architecturally treated to avoid a plain, monotonous look.

(5) Mechanical equipment shall be screened to views in all directions. If roof-mounted, the screen shall be designed to conform architecturally to the design of the building either with varying planes or with parapet walls.

1
2 (6) Loading docks, outdoor storage must be screened from adjacent properties,
3 and materials, textures, colors and design of fences, walls, and screening shall be
4 compatible with on-site development, adjacent properties, and the neighborhood.
5

6 (7) Areas for outdoor sales of products may be permitted if they are extensions of
7 the sales floor into which patrons are allowed free access. Such areas shall be
8 incorporated into the overall design of the building, and the landscaping shall be
9 permanently defined and screened with walls and/or fences. Materials, colors and
10 design of screening walls and/or fences shall conform with those used as
11 predominant materials and colors on the building. If such areas are to be covered,
12 then the covering shall be similar in materials and colors to those that are
13 predominantly used on the building facade. Outdoor sales areas shall be
14 considered as part of the gross floor areas of the retail establishment. Outdoor
15 storage of products in an area where customers are not permitted is prohibited.
16 This prohibition includes outdoor storage sheds and containers.
17

18 (8) Pedestrian sidewalks, no less than eight feet in width, shall be provided along
19 the full length of the building along any facade featuring a customer entrance, and
20 along any facade abutting public parking areas. Such sidewalks shall be located at
21 least six feet from the facade of the building to provide planting beds for
22 foundation landscaping except where features such as display windows, arcades
23 or entryways are part of the facade.
24

25 (9) All internal pedestrian walkways shall be distinguished from driving surfaces
26 through the use of durable, low-maintenance surface materials such as pavers,
27 bricks or scored concrete to enhance pedestrian safety and comfort.
28

29 **B.** Any building which is expanded to 100,000 square feet on one or more stories in the
30 CC and CB Zones shall be subject to a special exception and shall meet the requirements
31 stated in Subsection A above.

[C. In the MX and TOD Zones, the retail sales use shall not exceed 100,000 square feet in size unless it is a two-or-more-story building which contains no more than 100,000 square feet on the ground floor.]

Figure XX-1, Table of Parking Requirements.

Use Description	Parking Requirement
*****	*****
6.01.100 Retail Sale	
6.01.110 Building floor space less than 15,000 square feet per parcel	
6.01.111 Shoppers' merchandise stores (see definition in § 297-49)	
Supermarkets and department stores	1 space per [175] 200 square feet gross floor area
Furniture, home appliances and carpet stores	1 space per [500] 600 square feet gross floor area
All other uses	1 space per [200] 250 square feet gross floor area
6.01.112 Specialty shops (see definition in § 297-49)	1 space per [200] 250 square feet gross floor area
6.01.113 Antique shops, art galleries	1 space per [200] 250 square feet gross floor area
6.01.120 Building floor area more than 15,000 square feet per parcel	
6.01.121 Shoppers' merchandise stores (see definition in § 297-49)	
Supermarkets and department stores	1 space per [150] 180 square feet gross floor area
All other uses	1 space per [200] 250 square feet gross floor area
6.01.122 Specialty shops (see definition in § 297-49)	1 space per [200] 250 square feet gross floor area
6.01.123 Antique shops, art galleries	1 space per [200] 250 square feet gross floor area
6.01.130 General merchandise (see definition in § 297-49)	1 space per [300] 350 feet of enclosed sales area, plus one space per 2,000 square feet of open display area, plus

Asterisks *** mean intervening code language remaining unchanged

NOTE: CAPITALS indicate language added to existing law

[Brackets] indicate language deleted from existing law

	one space per employee, plus two spaces per service bay
6.01.140 Convenience stores	1 space per [150] 200 square feet gross floor area
6.01.150 BUILDING FLOOR AREA MORE THAN 100,000 SQUARE FEET	1 SPACE PER 250 SQUARE FEET GROSS FLOOR AREA
6.01.200 Wholesale sales	1 space per [300] 350 square feet for office and display area, plus one space per employee
*****	*****

SECTION 2. BE IT FURTHER ENACTED THAT THIS ACT SHALL TAKE EFFECT FORTY-FIVE (45) DAYS FROM THE DATE IT IS ADOPTED.

ADOPTED this _____ day of _____ 2026.

COUNTY COMMISSIONERS
CHARLES COUNTY, MARYLAND

Reuben B. Collins, II, Esq. President

Ralph E. Patterson II, M.A., Vice President

Thomasina O. Coates, M.S.

Amanda M. Stewart, Ed.D.

Gilbert O. Bowling, III

1 ATTEST:

2

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4 _____
5 Carol A. DeSoto, CAP, OM, Clerk

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Charles County Planning Commission

200 Baltimore Street, La Plata, MD 20646
301-645-0692

Kevin Wedding
Chair

Jeffrey Bossart
Vice Chair

Dawud Abdur-Rahman
Secretary

Planning Commission Report to the County Commissioners

ZTA 26-190 | Retail Sales Over 100,000 square feet and Retail Parking Requirements

Summary of Amendments

At the January 27, 2026, Board of County Commissioners Meeting, Commissioner Stewart made a request for the Department of Planning and Growth Management (PGM) to consider proposed amendments to the Charles County Zoning Code related to the classification of retail sales establishments exceeding 100,000 square feet within the Urban Center (AUC), Mixed-Use (MX), and Transit-Oriented Development (TOD) zoning districts. The request also included a review of parking requirements for this, and other retail sales uses. Staff presented their analysis and proposed language to the County Commissioners at their March 3, 2026, meeting. The County Commissioners voted unanimously to initiate the Zoning Text Amendment (ZTA) process.

PGM Staff reviewed the request, including all relevant sections of the Zoning Code, and have developed draft amendment language. The draft amendment responds to the Commissioner's request by:

- Specifically allowing USE 6.01.150 "Retail sales over 100,000 square feet" in the AUC, MX, and TOD zones as being a use permitted with conditions;
- Removing the condition that disallows retail sales over 100,000 square feet unless the structure has more than one story; and
- Establishing parking requirements for retail sales over 100,000 square feet at 1 space per 250 square feet and decreasing parking requirements by 20% (in MX and TOD districts) for others uses in 6.01.100 Retail Sales category.

Currently in the Zoning Ordinance, the text does not match the Table of Permissible Uses regarding the MX and TOD zones for the "Retail sales over 100,000 square feet" use. While the table indicates the use is allowed with a special exception, the text allows the use with conditions. While the rules of construction determine that the text rules over the table, this ZTA will resolve that conflict. Additionally, the Zoning Ordinance is proposed to be updated to allow the same use, with conditions, in the AUC zone.

Staff have also proposed removing the requirement that this use be located within a two-story building. This change will allow additional site and architectural flexibility. It is noted, however, that other existing, required architectural and site design elements will remain in place, including:

- Article VII, 297-110. Transit Oriented Development (TOD) Zone limits the use distribution to a maximum of 30% of the site for retail uses.

Analysis: Preservation of this provision continues to require that a mix of residential and various commercial uses continue to be included in developments to increase housing supply and ensure economic viability of commercial developments.

- Article VI. Base Zone Regulations, 297-97. Activity Center Zones, set limitations on the maximum floor to ceiling height. Section 3 (a) states that the maximum floor to ceiling height for the ground floor is 16 feet.

Analysis: Preservation of this provision, along with design provisions also preserve the architectural character of the district and encourage thoughtful design of structures.

Regarding the reduction in minimum parking ratios, staff are already considering these changes as part of the larger Zoning Code rewrite process. This ongoing effort is designed to respond to changing consumer patterns related to retail sales, evolving industry standards, and reduction in impervious surfaces are commercial sites. The Commissioners only requested staff to review retail uses for this ZTA, but Staff is currently reviewing all parking ratios in a more holistic manner. The changes proposed here are somewhat conservative and may be further adjusted in the re-write process. Additionally, it should be further noted that Section 297-97.K.(3) already allows for reductions of parking requirements in the AUC and WC zones of 50% for all uses except residential. Additionally, all site design requirements for parking and architectural requirements for buildings currently in the code would remain unchanged.

Planning Commission Process

Briefing

The Planning Commission received an introductory briefing on ZTA 26-190 on April 20, 2026.

Public Hearing

The Planning Commission held a public hearing on May 4, 2026. At the hearing, two (2) individuals voiced comments in opposition to the zoning amendments. In addition, 12 written comments were received. At the conclusion of the public hearing, the Planning Commission voted to hold the record open for thirty days, with the record closing on June 4, 2026. During the open record period, one (1) additional written comment was received.

Work Session

The Planning Commission held a work session on June 15, 2026, to consider the proposed zoning text amendment and public testimony. During their discussion, the Planning Commission expressed concern that the amendment process may be rushed, concern about eliminating the two-story requirement, and would prefer that discussion of an amendment wait until after the Comprehensive Plan is updated to ensure full public comment.

Recommendation

At the conclusion of the work session on June 15, 2026, the Planning Commission voted unanimously to forward a recommendation of denial of the ZTA 26-190 to the Board of County Commissioners.

Kevin B. Wedding

Kevin B. Wedding (Jun 16, 2026 22:30:30 EDT)

Kevin Wedding, Chair
Charles County Planning Commission

ZTA 26-190 Retail Sales Over 100K PC Recommendation (002)

Final Audit Report

2026-06-16

Created:	2026-06-16 (Eastern Daylight Time)
By:	Ashley Staten (StatenA@charlescountymd.gov)
Status:	Signed
Transaction ID:	CBJCHBCAABAAOIOLADRVKDT_J4s32c9um3rAXbLjAwpX

"ZTA 26-190 Retail Sales Over 100K PC Recommendation (002)" History

-  Document created by Ashley Staten (StatenA@charlescountymd.gov)
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2026-06-16 - 1:36:41 PM EDT
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-  Signer kevwedding@aol.com entered name at signing as Kevin B. Wedding
2026-06-16 - 10:30:28 PM EDT
-  Document e-signed by Kevin B. Wedding (kevwedding@aol.com)
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-  Agreement completed.
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Item Cover Page

*CHARLES COUNTY BOARD OF COUNTY COMMISSIONERS AGENDA ITEM REPORT

DATE: July 21, 2026

SUBMITTED BY: Carol DeSoto, Department of Human Resources

ITEM TYPE: Update

AGENDA SECTION: Briefings-Morning

SUBJECT:

- **Briefing: Equity and Access Quarterly Update**
(Ms. Renesha Miles, Chief Equity and Access Officer, Ms. Elaine Pollard, Equity and Access Coordinator, Department of Human Resources)

SUGGESTED ACTION:

ATTACHMENTS:

[Equity_Access Update July 2026.pdf](#)

Equity & Access Quarterly Update

July
2026

Renesha Miles, Chief Equity & Access Officer

Elaine Pollard, Equity & Access Coordinator

Office of Equity & Access

Department of Human Resources

Office of
Equity & Access



- Engagement
- Workgroups
- FY27 Forecast



Engagement

Building connections, exploring perspectives, and
expanding experiences.

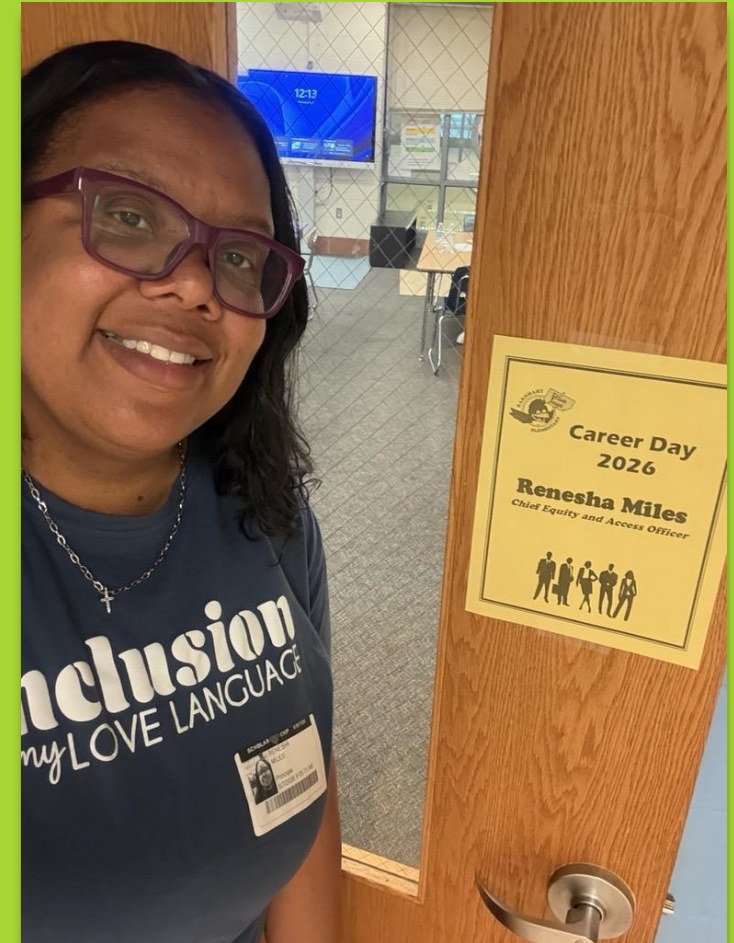
OEA Engagement Activities



- Educating community members and gaining insight through conversation are vital to equity and access work.
- OEA staff continues to participate in regular engagement opportunities internally and externally.
- Building a shared understanding helps expand Charles County Government's equity footprint and remain effective.

OEA Engagement Activities

- Barnhart Career Day
- Jude House Re-Entry Simulation
- Community Resource Day at St. Charles High School
- Housing Solutions Symposium
- Carah Soft Government Experience Summit
- GARE Leaders Community Meeting
- Dialogue & Donuts
- CCG New Hire Orientation
- CRRF Workgroup Public Meeting



OEA Engagement Activity Highlights

- Dialogue & Donuts
 - Engaged with 204 Staff
 - 12 Sessions, 5 departments, 10 divisions
 - 15 OEA feedback forms
- Community Resource Day
 - Engaged with 164 Community Members (All Ages)
 - Distributed \$3500 in grocery store gift cards
 - Collected 45 paper CRRF surveys
- Barnhart Career Day
 - Engaged with 123 Students (Third through Fifth Grade)
 - Shared information about Charles County operations and equity focus

Workgroups

Equipping subject matter experts with equity tools
to elevate outcomes for all.

OEA Workgroups

- The Office of Equity & Access facilitates and participates with several internal and external workgroups.
- Collaborating regularly with diverse workgroups and establishing designated focus areas helps maintain momentum towards elevating outcomes.
- Engaging with workgroups extends the capacity of equity and access initiatives that touch all areas of the workforce and community.

OEA Workgroups

Equity Community of
Practice (ECoP) All
County

Justice, Equity,
Diversity, Inclusion
Council (JEDI)
Department of
Emergency Services

Racial Equity Action
Coalition (REAC)
Department of
Recreation, Parks &
Tourism

Community
Reinvestment & Repair
Fund Workgroup (CRRF)
Internal/External
Partners

Criminal Justice
Coordinating Council
(CJCC)

GARE Network Survey
Advisory Group

Council of Governments
(COG) Chief Equity
Officer's Group
Metropolitan
Washington Region

OEA Facilitated Workgroup Membership

- JEDI - Department of Emergency Services Group
 - 9 Members, All DES Divisions Represented
- REAC - Recreation, Parks & Tourism Department Group
 - 14 Members, All divisions Represented
- ECoP - Whole Charles County Government Group
 - 19 Members, 9 Departments Represented, 17 Divisions Represented
- CRRF Workgroup - Internal/External Group
 - 21 Members, 10 County Departments Represented, 8 Partner Agencies Represented, Seeking 2 Community Advocate Members

OEA Workgroups: Focus Areas

Upward Mobility

Customer Service

Conflict Resolution

Racial Equity Work Support

Re-entry and Rehabilitation

Community Engagement and Education

Charles County Government Core Values and HPO Education and Application

FY27 Forecast

Cultivating opportunities for learning and capacity building.

FY27 Forecast

- OEA is growing. We will be bringing on a CCPS Apprentice and a part-time employee this fiscal year.
- OEA will continue to expand its reach through strategic engagement and establishing sincere connections with employees, partner agencies, and community members.
- Developing and facilitating workforce training.



FY27 Forecast

Solidifying

Solidifying standard operating procedure for Community Reinvestment & Repair Fund (CRRF) logistics and process.

Contracting

Contracting local businesses and community stakeholders to execute CRRF sponsored programming.

Identifying

Identifying opportunities for improvement to elevate employee experience and outcomes.

Creating

Creating a forward-facing webpage and dashboard to share equity and access progress with the workforce and community.



“Without continual growth and progress, such words as improvement achievement, and success have no meaning.” - Benjamin Franklin

Questions



Office of
Equity & Access



Charles County Government

200 Baltimore Street • La Plata, Maryland 20646

301-645-0550 • 301-870-3000 • MD Relay Service: 7-1-1 • Relay TDD: 1-800-735-2258

Learn more at...

www.CharlesCountyMD.gov



Mission Statement - The mission of Charles County Government is to provide our citizens the highest quality service possible in a timely, efficient and courteous manner. To achieve this goal, our government must be operated in an open and accessible atmosphere, be based on comprehensive long- and short-term planning and have an appropriate managerial organization tempered by fiscal responsibility. We support and encourage efforts to grow a diverse workplace.

Vision Statement - Charles County is a place where all people thrive and businesses grow and prosper; where the preservation of our heritage and environment is paramount; where government services to its citizens are provided at the highest level of excellence; and where the quality of life is the best in the nation.

Equal Opportunity Employer - It is the policy of Charles County to provide equal employment opportunity to all persons regardless of race, color, sex, age, national origin, religious or political affiliation or opinion, disability, marital status, sexual orientation, genetic information, gender identity or expression, or any other status protected by law.

Item Cover Page

*CHARLES COUNTY BOARD OF COUNTY COMMISSIONERS AGENDA ITEM REPORT

DATE: July 21, 2026

SUBMITTED BY: Carol DeSoto, Department of Recreation, Parks, and Tourism

ITEM TYPE: Update

AGENDA SECTION: Briefings-Morning

SUBJECT:

- **Update: Mixed Tape Concert Series**
(Ms. Kelli Beavers, Director, Mr. Sam Drury, Deputy Director, and Ms. Ashley Chenault, Chief of Tourism, Department of Recreation, Parks, and Tourism; and Mr. Jim Chandler, Director, Department of Economic Development)

SUGGESTED ACTION:

ATTACHMENTS:

[Final RPT Degy360 Mixtape Update July 2026.pdf](#)



Department of Recreation, Parks & Tourism

Mixtape Concert Series Behind the Scenes: Planning, Operations & Opportunities

Presenters:

Kelli Beavers, Director; Sam Drury, Deputy Director
Ashley Chenault, Chief; Alicia Steger, Event Coordinator
Jeff Hyman, Degy Entertainment, Vice President

What is The Mixtape Concert Series?

Purpose

- Attract visitors to Charles County
- Support local businesses and generate economic activity
- Activate Regency Furniture Stadium as a premier entertainment venue
- Expand community recreation and entertainment opportunities



2025 Mixtape Concert Series Recap



July 2025 - Country
Eli Young Brown Blanco Brown



August 2025 - Rock/Alt
Plain White T's & Milk Mountain



September 2025 - R&B
Dru Hill & J Holiday

2025 Lessons Learned



Earlier Planning

Book artists and begin planning sooner.



Defined Timelines

Establish clear milestones and deadlines.



Clear Partner Roles

Formalize responsibilities and contingency plans.



Procurement Preparedness

Align procurement timelines with project needs.



Proactive Budgeting

Plan for production, technical, and artist costs.



Expanded Marketing

Launch campaigns earlier with more promotional opportunities.



Consistent Communication

Maintain regular coordination with all stakeholders.



Dedicated Event Support

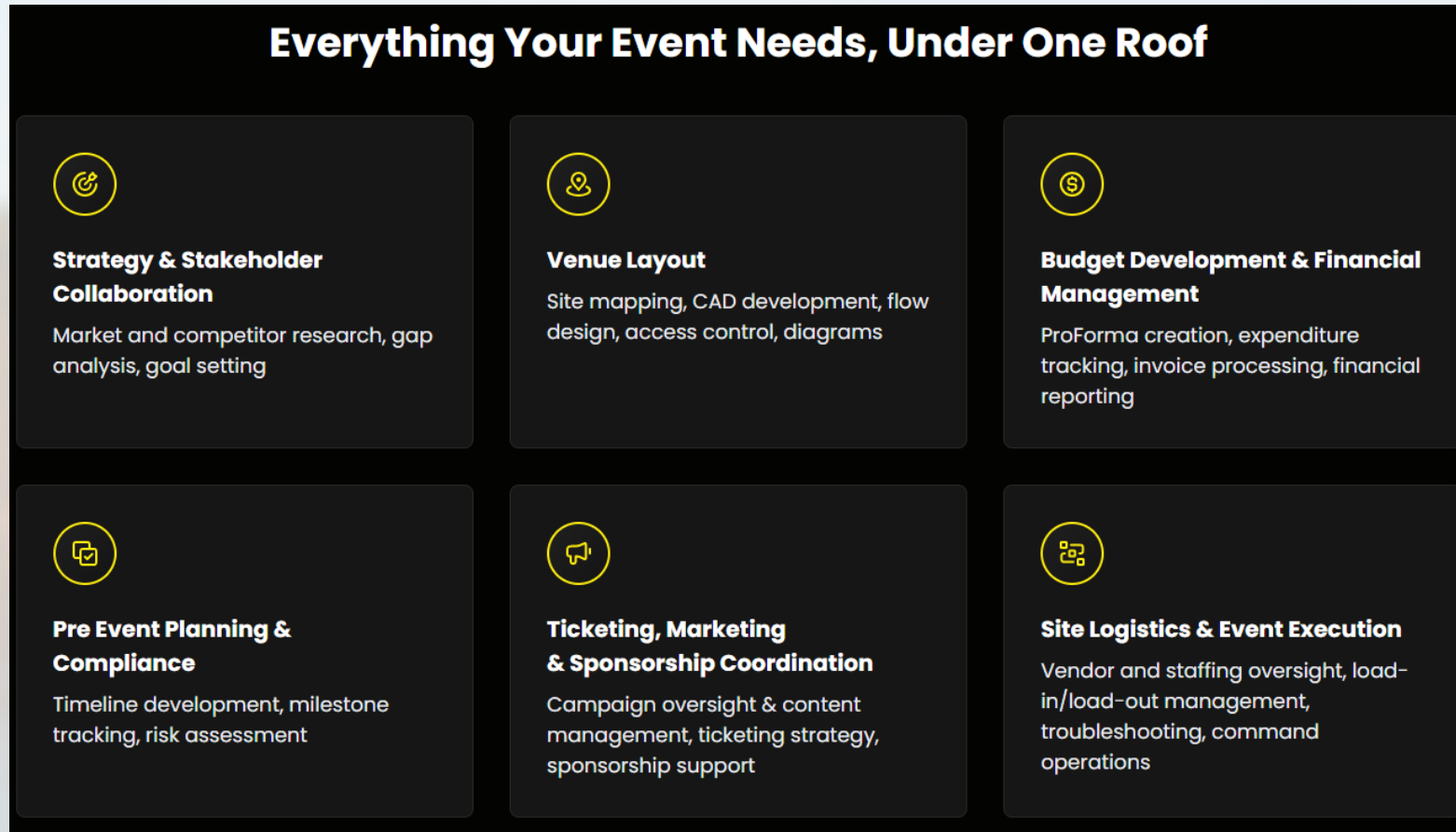
Increase staffing for planning and event operations.

Concert Planning Milestones

The timeline below reflects the major planning phases required prior to the concert date:



Degy360 Partnership



Data Behind The Decision

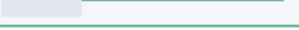
Audience & Market Analysis for Genre Selection:



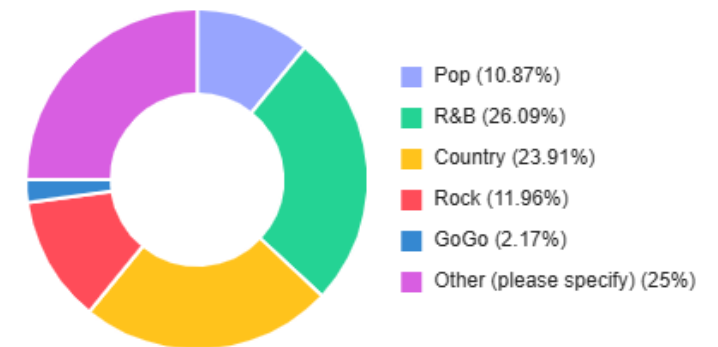
Genre & Talent Strategy · Regency Furniture Stadium · Fall 2026

Genre Recommendation Analysis

Each genre was scored across four dimensions: demographic fit with Charles County, regional booking history, ticket demand indicators, and competitive venue positioning. Scores are out of 100.

#1 RECOMMENDATION	#2 STRONG OPPORTUNITY
Hip-Hop / R&B;	Country
Strongest demographic alignment with Charles County (40% African American, median age 35-44). Victoria Monet grossed \$185K at 1,700-cap UMD. Regional demand exceeds supply at 6K tier.	Southern MD corridor (Rte 301/305) has deep Country roots. Nearest comparable venue (Jiffy Lube Live) is 45-60 min away. Mid-tier acts (Tyler Childers, Lainey Wilson) consistently sell 5,000+ in mid-Atlantic markets.
Demographic Fit  95%	Demographic Fit  82%
Booking History  90%	Booking History  75%
Ticket Demand  88%	Ticket Demand  85%
Venue Comp Set  85%	Venue Comp Set  78%

Which genre concert would you like to see in Charles County?



2026-27 Proposed Schedule



October
2026 Country



June
2027 R&B

Resource Needs

Future Operational Needs:

- Sustainable Funding and Corporate Sponsorship
- Industry Specific Communications Partner
- Part-time II Event Staffing & Volunteers
- Large-Scale Indoor Event Venue
- Permanent Event Stage & Stage Shelter



A large, white, overturned vessel, possibly a ferry or tour boat, is partially submerged in a body of water. The vessel's hull is visible above the waterline, and its interior structure is exposed. In the foreground, several people are kayaking on the water. The kayakers are wearing life jackets and using paddles. The water is calm, and the background shows a hilly shoreline under a clear sky.

Questions?

Item Cover Page

***CHARLES COUNTY BOARD OF COUNTY COMMISSIONERS AGENDA ITEM REPORT**

DATE: July 21, 2026

SUBMITTED BY: Carol DeSoto, Department of Recreation, Parks, and Tourism

ITEM TYPE: Discussion

AGENDA SECTION: Briefings-Morning

SUBJECT:

- ***TO BE RESCHEDULED* Discussion: Food Truck Regulations, Policies, and Operational Guidelines in County Parks**
(Ms. Kelli Beavers, Director, Mr. Sam Drury, Deputy Director, Department of Recreation, Parks, and Tourism)

SUGGESTED ACTION:

ATTACHMENTS:
[2026.07 Food Trucks.pdf](#)



Department of Recreation, Parks & Tourism

Concession Stands & Food Trucks in Charles County Parks

Kelli Beavers, Director
Brandon Burton, Chief of Parks
Toni Adams, Parks Services Specialist

July 7, 2026

Current Concession Stand Operations

- **Recreation, Parks & Tourism Operated Concessions**
 - Gilbert Run Park (April-October)
 - White Plains Golf Course (Year-Round)
- **Previously Staffed Locations**
 - White Plains Regional Park (operations ended 2019)
 - Laurel Springs (operations ended 2022)
- **Reason for Discontinuing Operations**
 - High operational costs
 - Declining sales

Concession Buildings



Laurel Springs Regional Park



White Plains Regional Park



Oak Ridge Park

Current Concession Partnerships

- **Partner-Operated Concessions within County Concession Stands**
 - Stethem Park (Waldorf Little League)
 - Laurel Springs Regional Park (Charles County Youth League)
 - Oak Ridge Park (Hughesville Little League)
 - Pisgah Park (WCYSO)
 - Bryantown Sports Complex (Waldorf Soccer)
- **Football League Concessions**
 - Operated near fields (not within buildings) at:
 - Laurel Springs Regional Park
 - Bensville Park
 - White Plains Regional Park
 - Pisgah Park
 - Leagues include:
 - Southern MD Hawks
 - St. Charles Bears
 - Southern MD United

Partner Requirements for Concession Use

- Leagues and partner organizations are responsible for obtaining their own Health Department permit
- Concession buildings currently provide: sink, countertop, electricity, and a concession window
- Partners are responsible for paying the building's electricity costs

Food Truck Reservation Process

- **Food Truck Reservation Process**

- Reservation request online through MyRec
- Staff reviews request for compliance
- Approval email issued with payment instructions
- Reservation confirmed once payment is received
- Vendor must display all required permits while operating
- Fees: Weekdays: \$25; Weekends: \$50

- **Parks Accepting Requests**

- Bensville Park
 - Bryantown Sports Complex
 - Indian Head Rail Trail
 - Laurel Springs Regional Park
 - Oak Ridge Park
 - Pisgah Park
 - Robert D. Stethem Memorial Sports Complex
 - Ruth B. Swann Park
 - Turkey Hill Park
 - White Plains Regional Park
- **RPT Various Recreation and Tourism Events**

Food Truck Reservation Process

- **Food truck vendors must submit the following documentation:**
 - Charles County Health Department license/permit
 - Workers' Compensation policy or Sole Proprietor Form
 - Certificate of Liability Insurance listing Charles County Government listed as additional insured
 - Automobile insurance (required if the operation uses a tow-behind trailer)
 - Maryland State Business License
- **Current process ensures the County is protected by properly vetting businesses and confirming compliance.**



Slide 7

Food Truck Reservations

Total Reservations (January 2020-July 2026)	
Facility	Reservations
Ruth B. Swann Park	1
Bensville Park	9
Laurel Springs Regional Park	3
Oak Ridge Park	13
Robert D. Stethem Memorial Sports Complex	3
Turkey Hill Park	6
White Plains Regional Park	6
TOTAL	41

Current Food Truck Vendors

- GiGi Shave Ice, LLC
- No Sauce Que
- Ohana Snow LLC
- Judy Food Express
- Hotdogs
- Aunt Titty's Food Truck
- Kona Ice
- Sweet Street Donuts
- Rita's Ice of Charlotte Hall
- Fizzin Dirty Soda Co.
- Sip N Klatsch
- Cold Nose Creameries (For Dogs)
- OverFlow LLC
- That Philly Spot
- Smoke in the Air Barbecue and Catering

A blurred background image showing a large, white, overturned shipwreck in a body of water. Several kayakers in colorful kayaks are visible in the foreground and middle ground. The scene is set during sunset or sunrise, with a soft, hazy sky and a dark, forested shoreline on the left.

Questions?

Item Cover Page

*CHARLES COUNTY BOARD OF COUNTY COMMISSIONERS AGENDA ITEM REPORT

DATE: July 21, 2026

SUBMITTED BY: Carol DeSoto, Department of Planning and Growth Management

ITEM TYPE: Briefing

AGENDA SECTION: Briefings-Morning

SUBJECT:

- **Briefing and Request to Schedule a Public Hearing:**
Planning Commission's Report on Zoning Text
Amendment #25-187 Data Centers
(Mr. Charles Rice, Planning Director, and Mr. Jason Groth, Director, Department of Planning and Growth Management; Mr. Mark Thompson, Chief of Commercial Development, Mr. Jim Chandler, Director, and Mr. Paul Ruppert, Senior Commercial Development Manager, Department of Economic Development)

SUGGESTED ACTION:

ATTACHMENTS:

[Presentation for Commissioner Briefing, July 21, 2026, ZTA 25-187b.pdf](#)
[ZTA 25-187 Data Centers; Planning Commission Second Report to the County Commissioners \(Signed\).pdf](#)
[ZTA 25-187 DATA CENTER DRAFT BILL V2 \(04-10-26\).pdf](#)



Zoning Text Amendment (ZTA 25-187)

Data Centers

Planning Commission Report to the County Commissioners

Presenters:

- Charles Rice, AICP, Planning Director
- Jim Chandler, Director, Department of Economic Development
- Mark Thompson, Chief of Commercial Development

July 21, 2026

Purpose of the Zoning Text Amendment

- Current Zoning Ordinance does not contemplate the Data Center land use
- ZTA would define Data Center and establish which base zones the land use could be permitted
- ZTA would set conditions of approval

Key Points of the Revised ZTA

- Permitted Zones are limited to Industrial
- Further protects residential uses by removing the RL Zone and increasing the setback to 500 feet
- Only non-potable water SHALL be used for cooling and humidification
- Maintains the public engagement component in all permitted zones
- Requires developer to pay for all public infrastructure improvements

Public Process thus far for the Zoning Text Amendment

Board	Action	Date
County Commissioners	Authorized staff to begin the public process with the Planning Commission	October 7, 2025
Planning Commission	Conducted Public Hearing	November 17, 2025
Planning Commission	Work Session(s)	February 2, 2026 March 2, 2026
County Commissioners	Receives Planning Commission Recommendation	April 21, 2026
Planning Commission	Conducted Public Hearing	June 1, 2026

Planning Commission's Public Hearing held June 1, 2026

There were 72 speakers who voiced comments during the public hearing

- Public Comments included concerns about:
 - Impacts on potable water and wells
 - Impacts on the electric grid and electricity rates
 - Air and noise pollution
 - Desire for additional community outreach and public input
 - Need for decommissioning provisions
 - Need for enhanced storm water management and environmental protections
 - Desire for community benefit agreements
 - Desire for larger setbacks and size limitations
 - Require closed loop systems
 - Request for a Task Force
 - Allow the Data Center land use only by Special Exception

Planning Commission Recommendation

The Planning Commission recommended denial of the ZTA .
Factors and reasons specifically stated in the motion to recommend denial were as follows:

- Some recommendations from the previous Planning Commission Report were not addressed in the revised Zoning Text Amendment
- Public Comments regarding:
 - Calls for size limitations
 - Lack of decommissioning plan requirements
 - Socioeconomic studies
 - Desire for community benefit agreements
 - Requests for increases to setbacks and noise restrictions

SB 116 Statewide Data Center Study

Passed in 2025 to assess environmental, energy and economic impact of data centers:

- Authors: MDE (environmental) MEA (energy) and UMD School of Business (economics)
- Scope: Air and water quality impacts Bay Restoration/environmental goals
Electricity demand/infrastructure Ratepayer impacts
Tax revenues/expenditures Job creation
- No specified requirement for the study of zoning or land use issues
- Study to be completed by late fall

Utility Relief Act of 2026

The Bill includes the following provisions related to data centers:

- Data centers are subject to different rates and state oversight
- Mandates all data centers to pay for their own energy infrastructure
- Requires data center operators to track and report their water and energy use
- Provides incentives for on-site clean energy generation

Moving Forward

Options for Consideration

1. Introduce the Bill as written and schedule a public hearing
2. Schedule additional Commissioner work sessions to further workshop provisions of the ZTA
3. Pause the ZTA process and appoint a Task Force
 - Members representing a diverse range of sectors (environmental groups, civic organizations, data center industry, utility companies, trade unions, etc.)
 - Provide defined mission to develop recommendations
 - Facilitate public engagement
 - Report to Commissioners by date certain
4. Pause the ZTA process and solicit consultant services
 - Review industry trends, best practices, provide expertise
 - Facilitate public engagement
 - Report to Commissioners by date certain



Presented By:
Charles County Government
Department of Planning and Growth
Management
200 Baltimore Street, La Plata, Maryland 20646
301-645-0692
MD Relay Service: 7-1-1

Equal Opportunity Employer

It is the policy of Charles County to provide equal employment opportunity to all persons regardless of race, color, sex, age, national origin, religious or political affiliation or opinion, disability, marital status, sexual orientation, genetic information, gender identity or expression, or any other status protected by law.

www.CharlesCountyMD.gov



Charles County Planning Commission

200 Baltimore Street, La Plata, MD 20646
301-645-0692

Kevin Wedding
Chair

Jeffrey Bossart
Vice Chair

Dawud Abdur-Rahman
Secretary

Planning Commission Report to the County Commissioners

Revised ZTA #25-187 Data Centers

Description of the Zoning Text Amendment:

Revised ZTA #25-187 proposes to define the term Data Center and add the data center land use to the County's Zoning Ordinance and permit the use with conditions within the General Industrial (IG), and Heavy Industrial (IH), Zones. Conditions include a setback of 200 feet from property lines, a setback of 500 feet from residential buildings, includes architectural standards, requirements for a noise and vibration study to demonstrate compliance with applicable codes, perimeter landscaping and hardscaping requirements, standards for lighting, and requirement to only use non-potable water if used for cooling or humidification. The ZTA requires the applicant/owner to pay for all public infrastructure improvements and requires diesel generators to meet emission performance standards. There is also a requirement to hold a public meeting with the Planning Commission to present a conceptual site development plan to obtain community input.

Public Hearing:

On June 1, 2026, the Planning Commission held a Public Hearing to consider revised ZTA #25-187 Data Centers. At the hearing, seventy-two (72) individuals voiced comments. At the conclusion of the Public Hearing, the Planning Commission closed the public hearing and closed the public record, moving directly into a work session.

The following are focal points from the public comments:

- Impacts on potable water and wells
- Impacts on the electric grid and electricity rates
- Positive economic impact for the County, in terms of additional tax revenues, local jobs, especially during construction
- Concerns about air and noise pollution
- Desire for additional community outreach and public input
- Include decommissioning provisions in the ZTA
- Impose enhanced storm water management and environmental protection
- Require community benefit agreements
- Require larger setbacks
- Request for Task Force
- Require closed loop systems
- Allow the use only by Special Exception/Board of Appeals approval
- Consider size limitations

Work Session:

At the conclusion of the Public Hearing, the Planning Commission voted unanimously to make the recommendation as outlined below.

Recommendation:

The Planning Commission recommended denial of revised Zoning Text Amendment (ZTA) 25-187, Data Centers as currently written. Factors and enumerated reasons specifically stated in the motion to recommend denial were as follows:

- Some recommendations from the previous Planning Commission Report were not addressed in the revised Zoning Text Amendment
- Public comment requesting size limitations
- Public comment requesting decommissioning plan requirements
- Public comment requesting socioeconomic studies
- Public comment requesting community benefit agreements
- Public comment requesting increases to setbacks and noise restrictions

Kevin B. Wedding

[Kevin B. Wedding \(Jul 6, 2026 17:05:52 EDT\)](#)

Kevin Wedding, Chair

Charles County Planning Commission

COUNTY COMMISSIONERS OF CHARLES COUNTY, MARYLAND

2025 Legislative Session

Text Amendment/Bill No. ZTA #25-187/Bill No. YEAR-xx

Chapter. No. 297- Zoning Ordinance

Introduced by The Department of Planning & Growth Management

Date of Introduction Month, Day, Year

BILL

AN ACT concerning:

**THE INTRODUCTION OF DATA CENTER AS A USE PERMITTED WITH
CONDITIONS IN THE HEAVY INDUSTRIAL (IH) AND GENERAL INDUSTRIAL (IG)
ZONES**

FOR the purpose of:

AMENDING SPECIFIC ARTICLES OF THE ZONING ORDINANCE TO DEFINE, AND
PERMIT WITH CONDITIONS, A NEW LAND USE DESIGNATED AS 7.01.130,
DATA CENTER, IN THE HEAVY INDUSTRIAL (IH), ANDGENERAL INDUSTRIAL (IG),
ZONES.

BY Amending:

Chapter 297- Zoning Ordinance

Article III, §297-49. Word usage; definitions.

Code of Charles County, Maryland

Chapter 297- Zoning Ordinance
Article IV, §63, Figure IV-1, Table of Permissible Uses.
Code of Charles County, Maryland

Chapter 297 – Zoning Ordinance
Article XIII, §211. Alphabetical listing.
Code of Charles County, Maryland

Chapter 297 – Zoning Ordinance
Article XIII, §212. Uses corresponding with Table of Permissible Uses.
Code of Charles County, Maryland

Chapter 297 – Zoning Ordinance
Article XX, §335. Number of parking spaces required.
Figure XX-1, Table of Parking Requirements
Code of Charles County, Maryland

**SECTION 1. BE IT ENACTED BY THE COUNTY COMMISSIONERS OF
CHARLES COUNTY, MARYLAND, that the Laws of Charles County, Maryland read as
follows:**

Article III, §297-49. Word usage; definitions.

E. Definitions.

DATA CENTER

**AN ESTABLISHMENT, FACILITY, BUILDING(S), OR SERIES OF BUILDINGS
ENGAGING IN THE STORAGE, MANAGEMENT, PROCESSING, AND/OR
TRANSMISSION OF DIGITAL DATA, AND HOUSING COMPUTER AND/OR
NETWORK EQUIPMENT, SYSTEMS, SERVERS, APPLIANCES, AND OTHER
ASSOCIATED COMPONENTS RELATED TO DIGITAL DATA OPERATIONS.**

Article IV. §297-63. Figure IV-1, Table of Permissible Uses.

Uses Description	*	*	*	*	*	IG	*	IH	*
*****	*	*	*	*	*	*	*	*	*
7.01.100 All operations conducted entirely within fully enclosed building									
7.01.110 Buildings <10,000 square feet per parcel	*	*	*	*	*	*	*	*	*
7.01.120 Buildings >10,000 square feet per parcel	*	*	*	*	*	*	*	*	*
7.01.130 DATA CENTER	*	*	*	*	*	PC	*	PC	*
*****	*	*	*	*	*	*	*	*	*

Article XIII. §297-211. Alphabetical listing.

Crematoriums 4.08.220

DATA CENTER 7.01.130

Day-care centers, day nurseries, 7 to 30 care recipients 3.04.200

Article XIII. §297-212 Uses corresponding with Table of Permissible Uses.

7.01.130 DATA CENTER.

A. THIS USE IS PERMITTED WITH CONDITIONS IN THE IG AND IH ZONES, SUBJECT TO THE FOLLOWING:

1) SETBACKS. THE DATA CENTER (EXCLUDING ANY ACCESSORY BUILDINGS/STRUCTURES, INCLUDING BUT NOT LIMITED TO THE GUARD HOUSE, FIBER TRANSITION HUB BUILDING, AND STORAGE TANKS) SHALL BE:

1 **(A) SETBACK 200 FEET FROM ALL PROPERTY LINES, EXCEPT**
2 **FOR ADJACENT PROPERTIES UNDER COMMON**
3 **OWNERSHIP.**

4 **(B) SETBACK 400 FEET FROM ANY RESIDENTIAL BUILDING**
5 **BEING USED AS A RESIDENTIAL DWELLING OR PROPOSED**
6 **HOUSE LOCATION AS SHOWN ON AN APPROVED**
7 **PRELIMINARY SUBDIVISION PLAN. THE DISTANCE FROM**
8 **ANY RESIDENTIAL DWELLING IS TO BE MEASURED FROM**
9 **THE CLOSEST PORTION OF THE DWELLING TO THE DATA**
10 **CENTER BUILDING; AND**

11 **THE PARKING AREAS AND ACCESSORY BUILDINGS/STRUCTURES**
12 **ASSOCIATED WITH THE DATA CENTER SHALL BE:**

13 **(C) SETBACK A MINIMUM OF 50 FEET FROM ALL PROPERTY**
14 **LINE WITH A RESIDENTIAL BUILDING BEING USED AS A**
15 **RESIDENTIAL DWELLING, OR PROPOSED HOUSE**
16 **LOCATION AS SHOWN ON AN APPROVED PRELIMINARY**
17 **SUBDIVISION PLAN, EXCEPT FOR ADJACENT PROPERTIES**
18 **UNDER COMMON OWNERSHIP.**

19
20 **2) APPEARANCE. PRIMARY BUILDING FACADES SHALL INCLUDE AT**
21 **LEAST TWO (2) OF THE FOLLOWING TREATMENTS:**

22 **(A) ARTICULATED ARCHITECTURAL FEATURES.**

23 **(B) RECESSES/PROJECTIONS IN THE BUILDING FAÇADE TO**
24 **PROVIDE VISUAL INTEREST, CONTRAST, AND SHADOW**
25 **PATTERNS TO AVOID A CONTINUOUS UNBROKEN PLANE.**

26 **(C) CHANGES IN BUILDING MATERIAL, PATTERN, TEXTURE,**
27 **COLOR, OR ACCENT MATERIALS.**

28
29 **3) NOISE AND VIBRATION. A NOISE AND VIBRATION STUDY, WHICH**
30 **INCLUDES METHODOLOGY AND CONTROL SOLUTIONS, WILL BE**
31 **PREPARED BY AN ACCREDITED ACOUSTICS EXPERT OR**

1 **QUALIFIED PROFESSIONAL ENGINEER, AND IS SUBJECT TO THE**
2 **FOLLOWING REQUIREMENTS:**

3
4 **(A) ANY NOISE GENERATED BY THE DATA CENTER, INCLUDING**
5 **ANY ACCESSORY MECHANICAL EQUIPMENT, COMPLIES**
6 **WITH THE MAXIMUM ALLOWABLE NOISE LEVELS dB(A)**
7 **CODIFIED WITHIN CHAPTER 260 OF THE CHARLES COUNTY**
8 **CODE REGARDING NOISE CONTROL.**

9 **(B) NO VIBRATION MAY BE PRODUCED WHICH IS**
10 **TRANSMITTED THROUGH THE GROUND AND IS**
11 **DISCERNIBLE WITHOUT THE AID OF INSTRUMENTS AT ANY**
12 **POINT BEYOND THE PROPERTY LINE; NOR MAY ANY**
13 **VIBRATION PRODUCE A PARTICLE VELOCITY OF 2 INCHES**
14 **PER SECOND MEASURED AT OR BEYOND THE PROPERTY**
15 **LINE. THIS PROVISION DOES NOT APPLY BETWEEN**
16 **ADJOINING DATA CENTER USES.**

17 **(C) THE NOISE AND VIBRATION STUDY MUST BE RENEWED**
18 **EVERY TWO (2) YEARS AND FOUND TO BE IN COMPLIANCE**
19 **WITH THE APPLICABLE STANDARDS.**

20
21 **4) SCREENING. TO ENHANCE SAFETY, SECURITY, AND VISUAL**
22 **APPEAL, PERIMETER LANDSCAPING AND HARDSCAPING IS**
23 **SUBJECT TO THE FOLLOWING REQUIREMENTS:**

24
25 **(A) A 25' – 50' BUFFERYARD IS REQUIRED ALONG ALL**
26 **PROPERTY LINES, EXCEPT FOR ADJACENT PROPERTIES**
27 **UNDER COMMON OWNERSHIP AND PROPERTY LINES**
28 **ADJACENT TO A REGULATED PUBLIC UTILITY POWER**
29 **GENERATION, TRANSMISSION, OR DISTRIBUTION FACILITY.**

1 **(B) THE BUFFERYARD E SHALL INCLUDE A BERM WALL AND**
2 **FENCING WHERE ADJACENT TO ANY ZONE THAT PERMITS**
3 **RESIDENTIAL DEVELOPMENT.**

4 **(C) FENCING IS PERMITTED TO BE CONSTRUCTED OF**
5 **MASONRY, VINYL, OR WOOD, AND BE AESTHETICALLY**
6 **COMPATIBLE WITH THE PRIMARY BUILDING FACADES.**

7 **(D) FRONTAGE ALONG ANY PUBLIC ROAD SHALL INCLUDE A**
8 **BUFFERYARD E.**

9
10 **5) LIGHTING. ALL EXTERIOR LIGHTING SHALL BE DESIGNED AND**
11 **CONSTRUCTED AS LUMINAIRE WITH TOTAL CUTOFF**
12 **SPECIFICATIONS AND COMPLETELY SHIELDED FIXTURES THAT**
13 **DIRECT LIGHT DOWNWARD AND INTO THE INTERIOR OF THE**
14 **PROPERTY AWAY FROM ADJACENT ROADS AND PROPERTIES.**
15 **COMPLIANCE WITH APPLICABLE LIGHTING REQUIREMENTS AND**
16 **STANDARDS WILL BE DEMONSTRATED ON AN EXTERIOR**
17 **LIGHTING / PHOTOMETRIC PLAN.**

18
19 **6) WATER USAGE. IF A DATA CENTER IS DESIGNED TO USE WATER FOR**
20 **COOLING OR HUMIDIFICATION, ONLY NON-POTABLE WATER**
21 **SHALL BE USED.**

22
23 **7) PUBLIC ENGAGEMENT.**

24 **(A) A CONCEPTUAL SITE DEVELOPMENT PLAN IS REQUIRED**
25 **TO BE SUBMITTED FOR REVIEW PRIOR TO SITE**
26 **DEVELOPMENT PLAN APPROVAL.**

27 **(B) THE PURPOSE OF THE CONCEPTUAL SITE DEVELOPMENT**
28 **PLAN REVIEW IS TO AFFORD THE PUBLIC AN**
29 **OPPORTUNITY TO UNDERSTAND, OBTAIN INFORMATION**
30 **AND COMMENT ON GENERAL INFORMATION REGARDING**
31 **THE PROPOSED PROJECT AND TO ALLOW THE APPLICANT**
32

1 TO RECEIVE INFORMATION AND MAKE ADJUSTMENTS TO
2 A PROJECT PRIOR TO THE DEVELOPMENT OF MORE
3 DETAILED DESIGNS.

4 (C) THE CONCEPTUAL SITE DEVELOPMENT PLAN SHALL:

- 5 1. DEMONSTRATE HOW THE PROPOSED PROJECT IS
6 ABLE TO COMPLY WITH THE APPLICABLE
7 CONDITIONS REQUIRED BY THE CODE INCLUDING
8 GENERAL DESIGN, ZONING CRITERIA AND
9 COMPATABILITY WITH THE SURROUNDING AREA.
10 2. BE PRESENTED AT A PUBLIC MEETING BEFORE THE
11 PLANNING COMMISSION AND SHALL BE ADVERTISED
12 FOLLOWING THE PUBLIC NOTICE, POSTING, MAILING
13 AND PUBLICATION REQUIREMENTS AS ESTABLISHED
14 IN § 297-448 OF THE ZONING ORDINANCE.

15 (D) CONCEPTUAL SITE DEVELOPMENT PLAN COMMENTS

- 16 1. COMMENTS AND CONCERNS ARTICULATED AT THE
17 PUBLIC MEETING WILL BE COMPILED BY THE
18 COUNTY STAFF AND PRESENTED TO THE APPLICANT
19 AND PLANNING COMMISSION AS PART OF THE SITE
20 DEVELOPMENT REVIEW AND APPROVAL PROCESS.
21 2. COMMENTS AND CONCERNS SHOULD FOCUS ON
22 DEVELOPMENT STANDARDS, CRITERIA AND
23 COMPATIBILITY INCLUDING:
24 a. DRAINAGE AREA INFORMATION,
25 b. IMPACTS ON NATURAL RESOURCES,
26 c. TRAFFIC AND ACCESS LOCATION,
27 d. LOCATION OF THE PROPOSED DEVELOPMENT,
28 e. BUFFERING, LIGHTING AND NOISE,
29 f. CULTURAL AND HISTORIC RESOURCES,
30 g. INFRASTRUCTURE, AND
31 h. COMPLIANCE WITH OTHER APPLICABLE CODE

REQUIREMENTS.

8) THE APPLICANT/OWNER SHALL BE RESPOINSIBLE FOR THE FULL COST OF DESIGN, PERMITTING, CONSTRUCTION, AND INSPECTION OF ALL ON-SITE AND OFF-SITE PUBLIC INFRASTRUCTURE IMPROVEMENTS REQUIRED BY APPLICABLE STATUTE OR REGULATION IN ORDER TO SERVE THE DATA CENTER, INCLUDING BUT NOT LIMITED TO WATER, WASTEWATER, STORMWATER, AND ROADWAY IMPROVEMENT, AS SET FORTH IN THE COUNTY ADEQUATE PUBLIC FACILITIES ORDINANCE.

9) ALL STATIONARY DIESEL GENERATORS SERVING THE DATA CENTER'S SERVER ROOMS, INCLUDING EMERGENCY/STANDBY GENERATORS, SHALL BE CERTIFIED TO MEET U.S. EPA TIER 4 FINAL EMISSION STANDARDS OR EQUIVALENT EMISSIONS PERFORMANCE (OR SUCCESSOR STANDARD), WHERE SUCH CERTIFICATION IS AVAILABLE FOR THE APPLICABLE ENGINE SIZE/CLASS, AND SHALL COMPLY WITH ALL MARYLAND DEPARTMENT OF THE ENVIRONMENT AIR QUALITY PERMITTING REQUIREMENTS.

Figure XX-1, Table of Parking Requirements.

Use Description	Parking Requirement
*****	*****
INDUSTRIAL	*****
7.01.000 Manufacturing, processing, creating, repairing, renovating, painting, cleaning and assembling of goods, merchandise and equipment	*****
7.01.100 All operations conducted entirely within fully enclosed building	1 space per 300 square feet office space and display area, plus one space per employee at maximum shift
7.01.130 DATA CENTER	NO REQUIRED MINIMUM. 2.5 SPACES PER 1,000 SQUARE FEET MAXIMUM

SECTION 2. BE IT FURTHER ENACTED THAT THIS ACT SHALL TAKE EFFECT
FORTY-FIVE (45) DAYS FROM THE DATE IT IS ADOPTED.

ADOPTED this _____ day of _____ 202__.

COUNTY COMMISSIONERS
CHARLES COUNTY, MARYLAND

Reuben B. Collins, II, Esq. President

Ralph E. Patterson II, M.A., Vice President

Thomasina O. Coates, M.S.

Amanda M. Stewart, Ed.D.

Gilbert O. Bowling, III

ATTEST:

Carol A. DeSoto, CAP, OM, Clerk

Item Cover Page

*CHARLES COUNTY BOARD OF COUNTY COMMISSIONERS AGENDA ITEM REPORT

DATE: July 21, 2026

SUBMITTED BY: Carol DeSoto

ITEM TYPE: Closed Session Motions

AGENDA SECTION: [12:30 p.m.] Closed Session (Hybrid- Virtual and In Person - Government Building Conference Room, 200 Baltimore Street, La Plata, MD 20646)

SUBJECT:

- **Closed Session Statement/Motion**

SUGGESTED ACTION:

ATTACHMENTS:

[Closed Session Statement with Motion .pdf](#)

Closed Session

Need a motion to move into Close Session where all or a portion of this session may be closed pursuant to Section 3-305 (b)(1)(3)(7) of the General Provisions Article of the Annotated Code of Maryland to conduct interviews for Commissioner appointed Boards and Commissions; to receive legal advice related to an review proposed agreement; and to receive updates on two (2) property acquisitions. The reason for moving into closed session is to keep legal advice, strategies, negotiations and personnel information confidential.

FORM OF STATEMENT FOR CLOSING A MEETING

Location: Hybrid- In Person/Virtual- MS Teams

Date: July 21, 2026

Time:

Motion By: Commissioner

Seconded By: Commissioner

Vote to Close Session:

	AYE	NAY	ABSTAIN	ABSENT
Reuben B. Collins, II, Esq.	[]	[]	[]	[]
Gilbert O. Bowling, III.	[]	[]	[]	[]
Thomasina O. Coates, M.S.	[]	[]	[]	[]
Amanda Stewart, M.Ed.	[]	[]	[]	[]
Ralph Patterson	[]	[]	[]	[]

STATUTORY AUTHORITY TO CLOSE SESSION

General Provisions Article §3--305(b):

(1) [X] To discuss:

(i) The appointment, employment, assignment, promotion, discipline, demotion, compensation, removal, resignation, or performance evaluation of appointees, employees, or officials over whom it has jurisdiction; or

[] (ii) Any other personnel matter that affects one or more specific individuals.

(2) [] To protect the privacy or reputation of individuals with respect to a matter that is not related to public business.

(3) [X] To consider the acquisition of real property for a public purpose and matters directly related thereto.

(4) [] To consider a preliminary matter that concerns the proposal for a business or industrial organization to locate, expand, or remain in the State.

(5) [] To consider the investment of public funds.

(6) [] To consider the marketing of public securities.

- (7) [X] To consult with counsel to obtain legal advice on a legal matter.
- (8) [] To consult with staff, consultants, or other individuals about pending or potential litigation.
- (9) [] To conduct collective bargaining negotiations or consider matters that relate to the negotiations.
- (10) [] To discuss public security, if the public body determines that public discussions would constitute a risk to the public or public security, including:
- (i) the deployment of fire and police services and staff; and
 - (ii) the development and implementation of emergency plans.

FORM OF STATEMENT FOR CLOSING A MEETING

Appendix C C-2

- (11) [] To prepare, administer or grade a scholastic, licensing, or qualifying examination.
- (12) [] To conduct or discuss an investigative proceeding on actual or possible criminal conduct.
- (13) [] To comply with a specific constitutional, statutory, or judicially imposed requirement that prevents public disclosures about a particular proceeding or matter.
- (14) [] Before a contract is awarded or bids are opened, discuss a matter directly related to a negotiation strategy or the contents of a bid or proposal, if public discussion or disclosure would adversely impact the ability of the public body to participate in the competitive bidding or proposal process.

TOPICS TO BE DISCUSSED:

3-305(b)(1) Interview for Commissioner Appointed Boards and Commissions

REASON FOR CLOSING: Keep personnel information confidential

3-305(b)(7) Legal Advice on an Agreement

REASON FOR CLOSING: Keep legal advice, negotiations, strategies confidential

3-305(b)(3)(7) Update on Two (2) Potential Property Acquisitions

REASON FOR CLOSING: Keep legal advice, negotiations, strategies confidential

Reuben B. Collins, II, Esq., President

Item Cover Page

***CHARLES COUNTY BOARD OF COUNTY COMMISSIONERS AGENDA ITEM REPORT**

DATE: July 21, 2026

SUBMITTED BY: Carol DeSoto

ITEM TYPE: Action of Boards, Commissions, and Committees

AGENDA SECTION: Additional Approval Items

SUBJECT:

- Action on Boards and Commissions

SUGGESTED ACTION:

ATTACHMENTS:

Item Cover Page

*CHARLES COUNTY BOARD OF COUNTY COMMISSIONERS AGENDA ITEM REPORT

DATE: July 21, 2026

SUBMITTED BY: Carol DeSoto, Office of the County Attorney

ITEM TYPE: Agreement(s):

AGENDA SECTION: Additional Approval Items

SUBJECT:

- **Approval: Payment in Lieu of Taxes (PILOT)**
Agreements for Eagle Point Phase One, Lenville Crossing,
and Pine Way Village
(Mr. Wes Adams, County Attorney, Office of the County Attorney for
Charles County)

SUGGESTED ACTION:

ATTACHMENTS:

Item Cover Page

***CHARLES COUNTY BOARD OF COUNTY COMMISSIONERS AGENDA ITEM REPORT**

DATE: July 21, 2026

SUBMITTED BY: Carol DeSoto

ITEM TYPE: Update

AGENDA SECTION: Briefings-Afternoon

SUBJECT:

- **Update on Collaborative Community Improvement Project Pilot Program**
(Ms. Doria Fleisher, Assistant Chief of Media Services, Office of the County Administrator; Mr. Paul Ruppert, Senior Commercial Development Manager, Department of Economic Development; Mr. Estid Reedy, Budget Analyst I, Department of Fiscal and Administrative Services; and Ms. Amy Blessinger, Planner III, Department of Planning and Growth Management)

SUGGESTED ACTION:

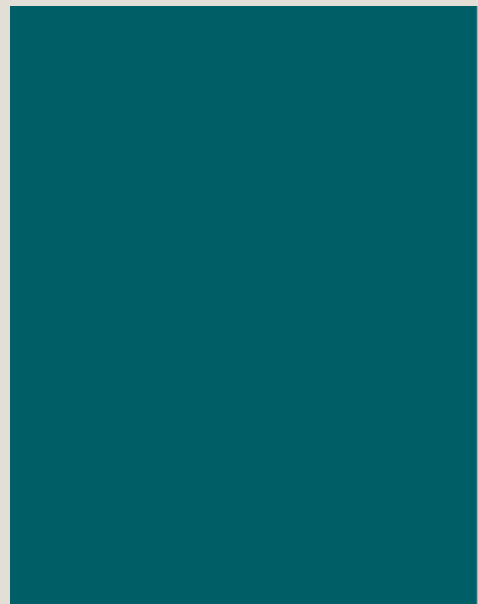
ATTACHMENTS:

[CCIP BOCC Update July 2026.pdf](#)

Charles County Government Collaborative Community Improvement Project (CCIP)

Update for the Board of County Commissioners

July 21, 2026



Project Update



Where We Started

- Approved funding for pilot program: Collaborative Community Improvement Project, with selection of Bryans Road/Indian Head as the community of focus.
- \$500,000 in Capitol Improvement Projects and \$150,000 in Operational Funding
- Development of 2 working groups: one internal and one external

Where We've Been

- **High Notes!**
 - Two community meetings in August 2025: one virtual and one in-person
 - Multiple meetings with internal employee working group
 - 3 virtual meetings with external working group
 - Two community surveys
 - August-September 2025- General sentiment on what would improve community
 - 122 respondents
 - February-March 2026- Ranking of potential projects
 - 128 respondents
 - Exciting and diverse internal and external collaboration efforts!
- **Hurdles....**
 - Realization of limitations of Equity Emphasis Area boundaries
 - Reality of speed of government
 - Inability to address ALL community needs and wants



Survey #1

Overview of Feedback



Who participated?

122 participants

- 76%** live in Bryans Road/Indian Head
- 6%** work in Bryans Road/Indian Head
- 11%** live and work in Bryans Road/Indian Head

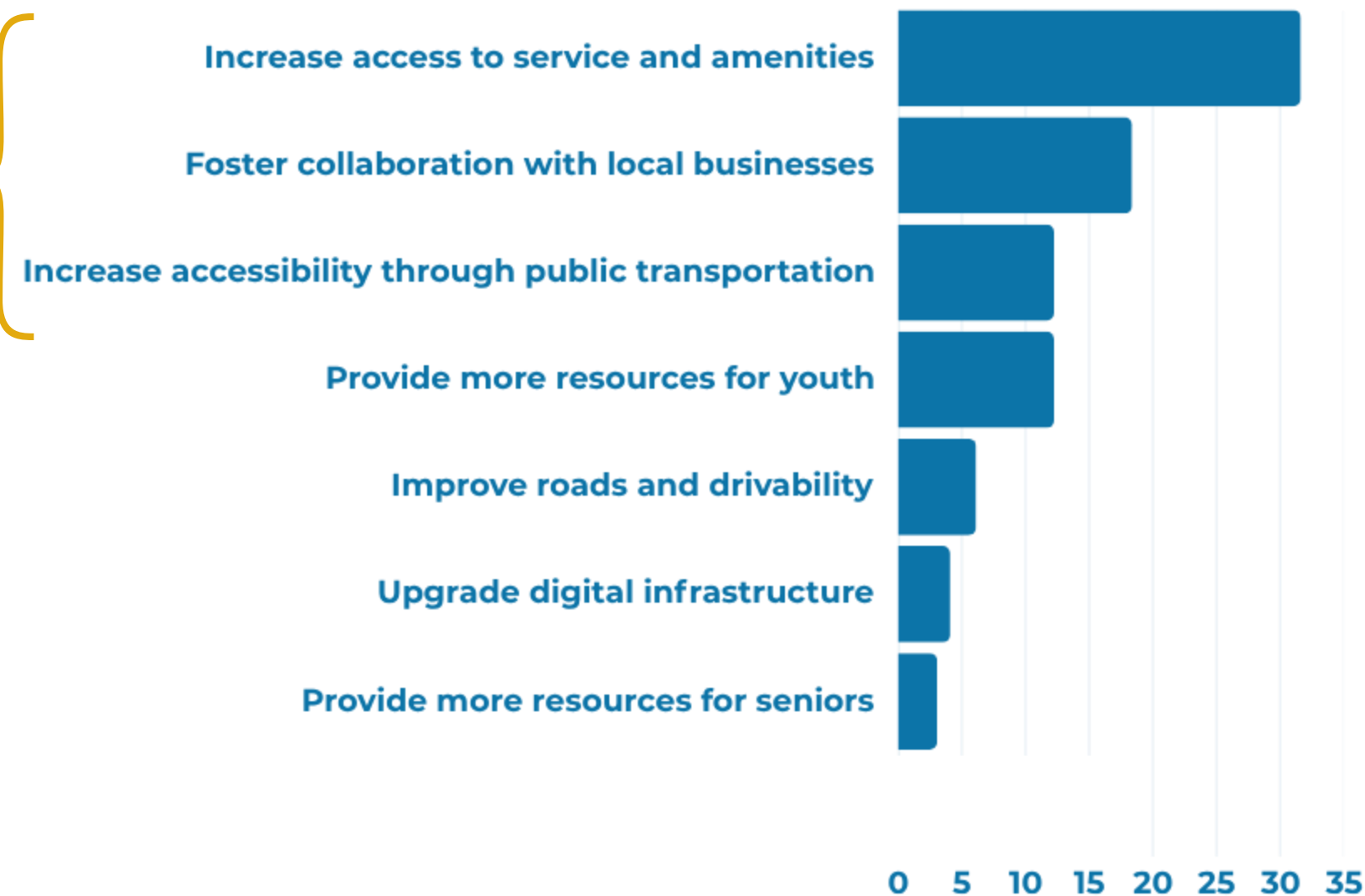
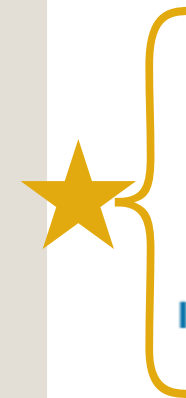


How were people reached?

- **Flyers and yard signs**
- **Social media**
- **E-newsletter**
- **Community meetings and events**
- **Outreach to key stakeholders**

Quality of Services

Participants were asked to select the most important thing Charles County can do to improve quality of services.



Top 3 Priorities Spotlight



Access to Service and Amenities



Collaboration with Local Businesses



Accessibility through Public Transportation

Residents who live in Bryans Road/Indian Head overwhelmingly prioritized increasing access to services and amenities (31%), far surpassing other options.

Survey #2

Overview of Feedback



Who participated?

128 participants

59% live in Bryans Road/Indian Head

7% work in Bryans Road/Indian Head

9% live and work in Bryans Road/Indian Head

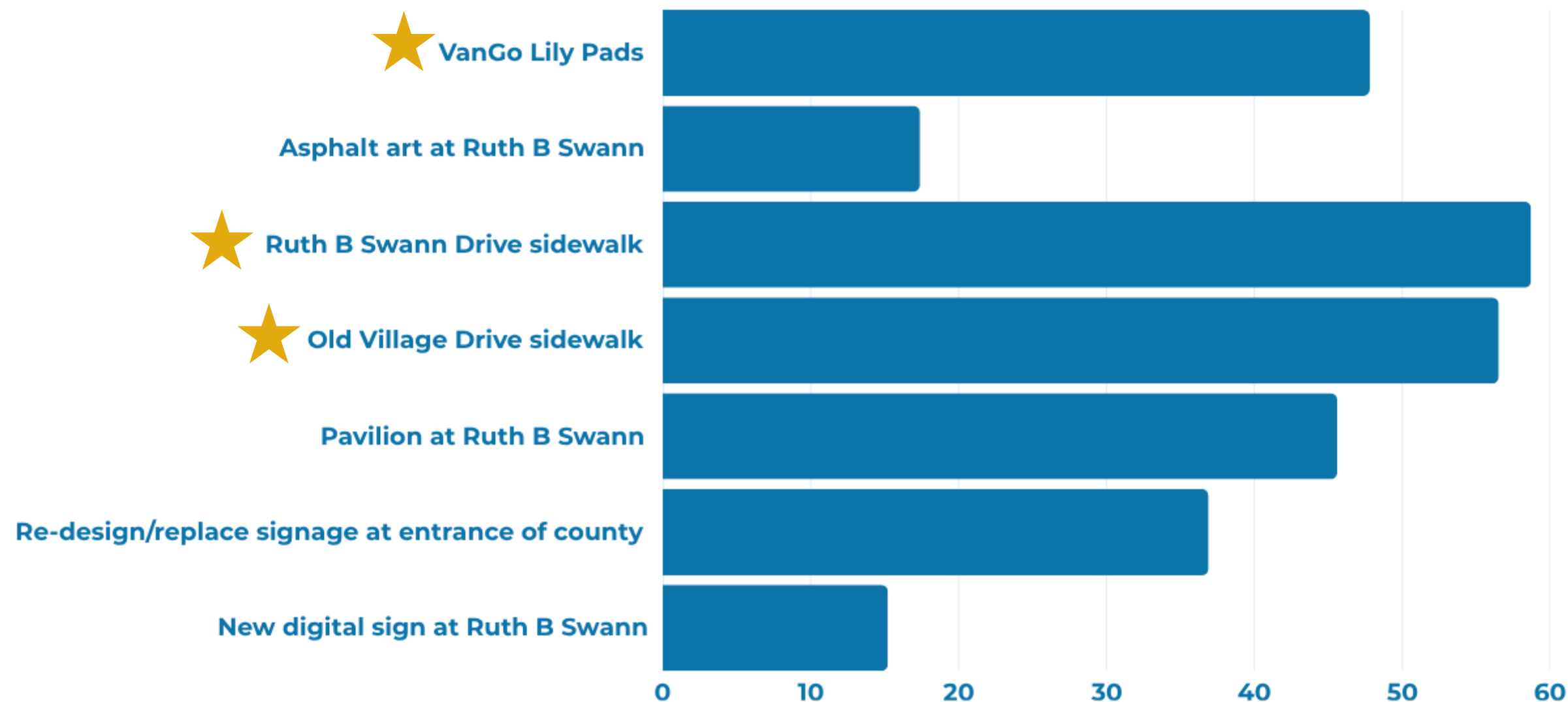


How were people reached?

- **Flyers and yard signs**
- **Social media**
- **E-newsletter**
- **Community meetings and events**
- **Outreach to key stakeholders**

Key Projects to Improve Community

Participants were asked to select the projects that they believe would improve Bryans Road/Indian Head.



Additional Feedback from External Working Group



Background of Internal Working Group

- Bryans Road has strong group of advocates/community leaders
- Communications & Engagement staff wanted to capitalize on the leaders and advocates already invested in the community to support this project
- This group of residents has advised on meeting times and locations; project promotion; etc.

Invited External Workgroup Members

- Dawud Abdur-Rahman, Bryans Road Business Association & Resident
- Yolanda Coleman-Brown, Resident
- Tammi Crank, Voices of Bryans Road & Resident
- Garvia Hill, Citizens Academy Ambassador & Resident
- Gloria Jolly, BRSC Community Outreach Center
- Bob Lukinic, Resident
- Angela Parker, Resident
- Daria Price Harris, Citizens Academy Ambassador & Resident
- Cheryl Robinson, The Master's Child Church
- Michelle Talkington, HOA Leadership & Resident
- Hughes Valmond, JC Parks, CCPS
- DauVeen Walker, Potomac Branch, CCPL

Feedback from Internal Working Group

- Current project boundaries do not represent the actual Bryans Road community
- In order to feel like this project has value, the Village Green Park/shopping center area must be considered

Project Proposal in Ruth B. Swann Complex



- **New digital sign at entrance of complex**
 - Library would manage and maintain, which supports their strategic plan. CCPL is in full support of this effort!
 - Cost- Looking for estimates from previous projects
- **VanGO Improvements**
 - Adding a VanGO stop to the entrance of Ruth B. Swann Park. The preferred option is to add a concrete ADA-compliant pad and lily pad at the edge of the park where it meets with MD-210
 - Estimated cost \$10K
- **Pedestrian Access**
 - Dedicating space along Ruth B. Swann Drive as both a pedestrian lane separated from the traffic and incorporate elements of ["arts in the right-of-way" \(AROW\)](#). This is based on previous discussions and from observing a resident using portions of Ruth B Swann Drive for walking without a dedicated space. Some advisory information about [pedestrian dedicated space can be found on the Rural Design Guide](#).
 - Cost: PGM is working with Capital Services to determine estimate
- **Wayfinding Signage & Maps**
 - Creating signage connecting the community and highlighting the activities and trails within the complex.
 - Cost: Can gap-fill from other projects

Request for Inclusion of Village Green Park Project



- **Village Green in Bryans Road**
 - Pocket park that is under utilized
 - Has some resources from Resilience Authority
 - Very central to the Bryans Road community
- **Potential Partnership with Better Block**
 - Possible use of consultant with background in community development and improvement, with a foundation in involving community in the process
 - Connection made through Assistant Chief of Planning, Tony Felts from previous work experience
- **Background of Better Block**
 - The Better Block Foundation is a 501(c)(3) urban design nonprofit that educates, equips, and empowers communities to reshape and reactivate their built environments. We work alongside residents, local governments, businesses, and community organizations to turn ideas into action and create places that reflect the people who use them.
- **Better Block's Proposal**
 - Charles County has already invested significant time listening to the Bryans Road community. Through surveys, meetings, and conversations, residents have shared a clear vision for the future. They want places to gather, activities that bring people together, safer spaces for families, and a stronger sense of identity. Our role as we see it is to help turn that vision into something people can experience.
 - Better Block believes the best way to plan for the future is to test it.
 - For this project, Village Green becomes the place where those ideas come to life. By creating a year-long demonstration, the County and community can see what works, learn from how people use the space, and build the local stewardship needed to sustain it. The lessons learned in the park won't stop at its edges. They'll help inform future investments throughout the surrounding town center.

Better Block Proposal At-A-Glance



- **4 Phase Implementation, Followed by Living Demonstration**

- Phase 1: Organize (Days 1-30)
- Phase 2: Design (Days 31-60)
- Phase 3: Prepare (Days 61-115)
- Phase 4: Implementation & Demonstration (Days 115-120)
- Living Demonstration : Village Green will remain active for approximately 12 months, allowing the County and community to experience the space across different seasons, events, and everyday use. Better Block will identify local stewards, build a year-long activation plan, and organize the partnerships needed to keep the space active throughout the year. Once the project opens, the community takes the lead. Better Block will remain available through scheduled check-ins and ongoing consultation to provide support, troubleshoot challenges, and help the stewardship team as needed.

- **Funding**

- Combination of CIP and Operational
 - CIP: approximately \$60,000
 - Operational: \$140,000

Use of Possible Remaining CIP Funds, if Village Green is included



Old Village Drive Improvements:

- Extending the sidewalk from the existing terminus at the Village Green Park and extending it to the existing sidewalk at MD-210. This should be within County right-of-way, based on observation from GIS model. Based on a previous estimate by Capital Services, the cost should come out to around \$50,000
- Repurposing the non-handicapped street parking spaces along Old Village Drive, to incorporate asphalt art and increase traffic calming.

Additional (non-capitol) CCIP projects



- **Bryans Road/Indian Head “Neighbor” Academy**
 - A condensed Citizens Academy model program (2-4 classes) for residents in this area to learn specifically about their community. This program would be held in the CCPL Potomac Branch meeting room.
 - This component will require pre-registration with a mandatory minimum to ensure maximization of employee resources
- **Entrance to County Sign Improvements**
 - Improvements to signage and visibility to create more beautified entrance to county
 - Department of Public Works is exploring ownership/right of way with State Highway Administration to determine ability to move forward
- **Programming at Village Green Park**
 - Communications & Engagement team will work with departments, affiliate partners, and local non-profits to develop opportunities for community gathering and programming in this space. .
- **More Intentional Use of Green Space in Village Green**
 - Balancing security with native grasses to ensure protection of environment, enhance community attractiveness, and promote a more welcoming environment

Moving Forward



- **FEEDBACK:** Are you comfortable with the direction in which we are moving?
- **QUESTIONS:** Do you have any questions about the proposed projects?
- **APPROVAL?:** Will you approve extension of project boundaries to include Village Green Park?

Thank you for your time and consideration!

Item Cover Page

***CHARLES COUNTY BOARD OF COUNTY COMMISSIONERS AGENDA ITEM REPORT**

DATE: July 21, 2026

SUBMITTED BY: Carol DeSoto, Department of Emergency Services

ITEM TYPE: Goals and Objectives

AGENDA SECTION: Briefings-Afternoon

SUBJECT:

- **Update: Goals and Objectives- Emergency Preparedness, Response & Safety**

[Goals and Objectives Main Page](#)

SUGGESTED ACTION:

ATTACHMENTS:

Item Cover Page

*CHARLES COUNTY BOARD OF COUNTY COMMISSIONERS AGENDA ITEM REPORT

DATE: July 21, 2026

SUBMITTED BY: Carol DeSoto, Department of Recreation, Parks, and Tourism

ITEM TYPE: Briefing

AGENDA SECTION: Briefings-Afternoon

SUBJECT:

- **Briefing: Hunting Opportunities on Public Lands in Charles County**
(Ms. Kelli Beavers, Director and Mr. Sam Drury, Deputy Director, Department of Recreation, Parks, and Tourism; Mr. Wes Adams, County Attorney, and Ms. Sarah Guy, Chief of Property Acquisition, Office of the County Attorney for Charles County)

SUGGESTED ACTION:

ATTACHMENTS:
[2026.07 Hunting.pdf](#)



Department of Recreation, Parks & Tourism

Hunting Opportunities in Charles County

Sam Drury, Deputy Director, Recreation, Parks and Tourism
Sarah Guy, Chief of Property Acquisition

July 7, 2026

Partner Agencies

- **Recreation, Parks & Tourism (RPT)**
- **County Attorney's Office**
- **Charles County Sheriff's Office**
- **Maryland Department of Natural Resources (DNR)**

Current Public Hunting Access

- **County Parks Policy**

- Hunting and firearm possession are not permitted in county-operated parks due to size and recreational use

- **Where Hunting Is Allowed**

- Significant opportunities exist on state-managed lands (Wildlife Management Areas, State Parks/Forests, Cooperative Wildlife Management Areas, Natural Environment Areas, and Natural Resource Management Areas)

- **Waterfowl Hunting**

- Permitted only on licensed shoreline; not permitted in county parks

- **Public Boat Launch Access Points**

- Friendship Farm Park, Hatton Creek, Mallows Bay, and Marshall Hall

Status with DNR

- **No existing Cooperative Management Agreements between DNR and Charles County**
 - All other Southern Maryland counties have Cooperative Agreements
- **16,741 acres available for public hunting per 2025-2026 DNR Free Public Hunting Permit Program**
- **Charles County ranks #1 statewide for total public hunting land availability.**

Free Public Hunting Permit Properties

ABBREVIATIONS USED IN THIS CHART:

- WMA = Wildlife Management Area (managed by Wildlife and Heritage Service)
- SP = State Park (Managed by Park Service)
- NRMA = Natural Resource Management Area (Managed by Park Service)
- NEA = Natural Environment Area (Managed by Park Service)
- MHA = Managed Hunt Area (Owned by Army Corps, access managed by DNR)
- CWMA = Cooperative Wildlife Management Area (Properties not owned by the state but managed by Wildlife and Heritage Service for hunting access)
- SF = State Forest (Managed by the Forest Service)
- Res = Reservations
- M = Muzzleloader
- SWC = Straight-walled cartridge rifles or handguns
- A = Archery
- S = Shotgun
- R = Rifle
- * = additional information in note
- Incl. = Including

Properties in WHITE:

Reservations handled by the Gwynnbrook Office 410-356-9272

Properties in GRAY:

Reservations handled by the Myrtle Grove Office 301-743-5161

This chart only includes properties that require the Free Public Hunting Permit. For additional hunting opportunities, see the Public Lands section of the Maryland Guide to Hunting and Trapping, go to dnr.maryland.gov, or contact the Gwynnbrook or Myrtle Grove Wildlife Office.

Maps: Public land maps are available online. Some maps are in geo-referenced PDF form. Several applications can utilize the geo-referenced data embedded inside the PDF document. Map users can interact with maps on their mobile devices in both online and offline environments. One such application is PDF Maps from Avenza, Inc. It is available for both IOS and Android devices. After downloading the application, you can load the maps from the website and utilize the functions available.

Co	Area	Acres	Reservation or Sign-In	Hunters per day	Dates and Seasons Open	Days of the Week	Hunting Devices Allowed	Check In Code
Charles	Chapman State Park	800	None	No Limit	All Deer and Waterfowl Seasons. Call for mobility impaired access. See Waterfowl Hunting Guide for waterfowl information.	Mon-Sat	All Legal	397
	Cedarville State Forest	1600	Sign-In	70	Permit is not required. Year Round, All Seasons. Day use charge.	Mon-Sat	All Legal	405
	Chapel Point State Park	550	Sign-In	45				403
	Doncaster Demonstration Forest	1700						402
	Myrtle Grove WMA	5191	None	No Limit	See Waterfowl Hunting Guide for info on Indian Creek and Chapel Point waterfowl sites.	Mon-Sat	All Legal	401
	Pope's Creek WMA	522						396
	Indian Creek NRMA	650	Sign-In	40				406
	Cedar Point WMA	1920			Year Round, All Seasons. Permit and reservations are only required for waterfowl sites.	Mon-Sat	All Legal	399
	Chicamuxen WMA	381	Reservation only for waterfowl sites	No Limit		Mon-Sat	All Legal	407
	Nanjemoy Creek WMA	224				Mon-Sat	All Legal	404
Charles	Riverside WMA	927			See Waterfowl Hunting Guide for waterfowl information.	Mon-Sat	All Legal	395
	Tayloes Neck Tract State Forest	470				Mon-Sat	All Legal	402
	Nanjemoy WMA	1806	Reservation only for waterfowl sites	No Limit	Year Round, All Seasons. *Archery only zone in Ben Doane Area. Permit and reservations are only required for waterfowl sites. See Waterfowl Hunting Guide for waterfowl info.	Mon-Sat	All Legal except in archery zone*	398
	NEW! Smallwood SP – Newburg Property	NA	Reservation	NA		Mon-Sat	All Legal	NA
	NEW! Maxwell Hall Park	NA	Reservation	NA	Waterfowl only. See Waterfowl Hunting Guide for info.	MW Sat	All Legal	NA
	Zekiah Swamp NEA	NA	Reservation	NA		Mon-Sat	All Legal	NA

DESIGNATED WATERFOWL SITES

All designated sites require the Free Public Hunting Permit, reservation, and are open for all seasons, unless noted.

Properties in WHITE: Reservations handled by the Gwynnbrook Office 410-356-9272		Properties in GRAY: Reservations handled by the Myrtle Grove Office 301-743-5161		
Co	Property	Site #	Blinds/Pits?	Notes and Restrictions (Canada Goose=CAGO)
Charles	Cedar Point WMA	Cedar Point 2	None	Early Resident Western and Late Southern MD Resident Zone for CAGO. Goose Sites may not be reserved until crops are harvested.
		Goose Creek 10 - 13	None	
		King Creek 15 - 17	None	
		Goose Site 20 - 23	1 Blind at each	
		Impoundment 1	1 Blind	
	Chicamuxen WMA	Sites 1 - 4	1 Blind at each	Early Resident Western and Late Southern MD Resident Zone for CAGO.
		Site 5	None	
	Chapel Point SP	Sites 1-7	None	No permit or reservation required. First-come, first-served. Early Resident Western and Late Southern MD Resident Zone for CAGO.
	Indian Creek NRMA	Sites 1-4	None	No permit or reservation required. First-come, first-served. AP Zone for CAGO.
Charles	NEW! Maxwell Hall Park	Sites 1-4	None	Permit and reservation required. Water access only, hunters may not enter the park by land. Sites are only open on Mondays, Wednesdays, and Saturdays for the 3 rd Duck Split and the February Youth/Veteran hunt day. AP Zone for CAGO.
	Nanjemoy WMA	Douglas Point	1 Blind	Accessible waterfowl blind, reservations required. Early Resident Western and Late Southern MD Resident Zone for CAGO.
	Nanjemoy Creek WMA	Sites 1 - 3	None	Early Resident Western and Late Southern MD Resident Zone for CAGO.
	Riverside WMA	Site 1 & Site 2	None	Early Resident Western and Late Southern MD Resident Zone for CAGO.
	NEW! Smallwood SP – Newburg Property	Site 1 & Site 2	None	Permit and reservation required. Water access only. AP Zone for CAGO.
	Tayloes Neck SF	Site 1 & Site 2	None	Early Resident Western and Late Southern MD Resident Zone for CAGO.
	Zekiah Swamp NEA (Allen's Fresh)	Site 1 & Site 2	None	Boat Access Only. Closest ramp is Wicomico Shores (~6 miles). Car top boats may be launched at the end of the dirt road off 234. AP Zone for CAGO.

Slide 6

Properties OPEN for Spring Turkey Season

Properties in WHITE: Reservations handled by the Gwynnbrook Office 410-356-9272			Properties in GRAY: Reservations handled by the Myrtle Grove Office 301-743-5161		
Charles	Cedar Point WMA	None	None	None	Daily use charges apply
	Cedarville State Forest		None	None	
	Chapel Point State Park		None	Sign-in	Ben Doane Rd area is archery only
	Chicamuxen WMA		None	None	
	Doncaster Demo Forest		None	None	
	Indian Creek NRMA		None	Sign-in	
	Myrtle Grove WMA		None	None	
	Nanjemoy WMA		None	None	
	Nanjemoy Creek WMA		None	None	
	Popes Creek WMA		None	None	
	Riverside WMA		None	None	
	Tayloes Neck State Forest		None	Sign-in	

County Properties

- Ruth B. Swann Park - 200 Acres (~135 Forested beyond the stream)
- Oak Ridge Park - 183 Acres (~110 Forested)
- Bensville Park - 94 Acres (~51.57 Forested)
- Mudd Way - 61 Acres (46.18 Forested)
- La Plata Farm Park - 54.12 Acres (~16.13 Forested)
- Poplar Hill Rd (Waldorf Park) - 214 Acres (159 Forested)
- Gardiner Station - 144 Acres (All Forested)
- Hamacheck Property, Port Tobacco Rd, Nanjemoy - 108 Acres (All Forested)
- Marshall Hall Rd - 74.98 Acres (All Forested)
- Marshall Corner Rd - 201 Acres (All Forested)
- Middletown Rd - 10.37 Acres (All Forested)
- Popes Creek/Gilligan's (Popes Creek - total area) - 142.6 Acres (~68.44 Acres Forested)
- Mason's Springs Rd (Pisgah) - 44.24 Acres (All Forested)

Cooperative Wildlife Management Agreement

MARYLAND DEPARTMENT OF NATURAL RESOURCES

Wildlife Management Agreement

Property Name

Pursuant to §§ 1-104 (a) (7) and §§5-1101 through 5-1109 of the Natural Resources Article of the Annotated Code of Maryland, as it may be amended from time to time, the Maryland Department of Natural Resources, Wildlife and Heritage Service (hereinafter “DNR” or “the Department”) and Owner Name (hereinafter “Owner”) execute this Wildlife Management Agreement in order to make the Owner’s land available for the recreational and educational purposes of wildlife management and hunting. In consideration of the promises and covenants to each other hereinafter set forth, the DNR and Owner agree and are hereby bound by the following:

Opportunities

- **Expand promotion of Charles County hunting areas**
- **Potential partnerships with local hunting organizations**
- **Education and training opportunities**
- **Explore partnership with DNR for cooperative WMA**

A large, white, overturned vessel, possibly a ferry or tour boat, is partially submerged in a body of water. The vessel's hull is visible above the waterline, and its interior structure is exposed. In the foreground, several people are kayaking on the water, their colorful kayaks (yellow, blue, orange) contrasting with the calm water. The background shows a hazy, overcast sky and distant land. A semi-transparent white rectangular box is overlaid on the center of the image, containing the word "Questions?".

Questions?

Item Cover Page

***CHARLES COUNTY BOARD OF COUNTY COMMISSIONERS AGENDA ITEM REPORT**

DATE: July 21, 2026

SUBMITTED BY: Carol DeSoto

ITEM TYPE: Boards and Commissions Updates

AGENDA SECTION: Charles County Boards and Commissions Annual Update

SUBJECT:

- **Briefing: Annual Update from the Disability Review Boards**

SUGGESTED ACTION:

ATTACHMENTS:

[2025 Annual Report.pdf](#)

[2025 SDRB Annual Report.pdf](#)

DISABILITY REVIEW BOARD

2025 ANNUAL REPORT

Meetings:

None

Scheduled Meetings:

None

SHERIFF'S DISABILITY REVIEW BOARD

2025 ANNUAL REPORT

Meetings:

None

Scheduled Meetings:

None

Item Cover Page

***CHARLES COUNTY BOARD OF COUNTY COMMISSIONERS AGENDA ITEM REPORT**

DATE: July 21, 2026

SUBMITTED BY: Carol DeSoto

ITEM TYPE: Boards and Commissions Updates

AGENDA SECTION: Charles County Boards and Commissions Annual Update

SUBJECT:

- ***TO BE RESCHEDULED* Briefing: Annual Update from the Police Accountability Board and from the Administrative Charging Committee**

SUGGESTED ACTION:

ATTACHMENTS:

[2025 Charles County PAB Annual Report.pdf](#)

INTEROFFICE MEMORANDUM

Equal Opportunity Employer



TO:	Board of Charles County Commissioners
FROM:	Charles County Police Accountability Board
SUBJECT:	2025 Police Accountability Board Annual Report
DATE:	December 29, 2025

The Police Accountability Act of 2021, codified at Maryland Annotated Code, Public Safety Article, Title 3, Subtitle 1 (the "Act") mandates that each Maryland county establish a Police Accountability Board ("PAB") as the civilian public body charged with meeting with heads of law enforcement agencies, and to otherwise work with law enforcement agencies and county government to improve matters of policing. The Act also requires the creation of an Administrative Charging Committee ("ACC") in each county to recommend charges and discipline, when applicable, following review of the agency's internal investigation in response to complaints police misconduct involving members of the public.

The Charles County Police Accountability Board (the "PAB") submits this annual report for CY2025 to the Board of Charles County Commissioners. Pursuant to 3-102(a) of the Act, the PAB must submit a report by December 31 of each year that includes any trends in the disciplinary process of police officers in the county, and recommendations on changes to policy that would improve police accountability in the county. In addition, this report summarizes the activities of the PAB and the disciplinary matters considered by the ACC for 2025.

Meetings and Membership

During the reporting period, quarterly meetings of the PAB were convened on January 30, 2025; April 24, 2025; July 24, 2025; and October 23, 2025, as required by the Act. Representatives of the Charles County Sheriff's Office ("CCSO") attended each quarterly meeting. Representatives of the La Plata Police Department ("LPPD") attended meetings held July 24, 2025, and October 23, 2025. Each quarterly meeting was held in the County Government Building in La Plata, Maryland, and was accessible virtually to meeting participants and the public using Microsoft Teams. The PAB held an additional meeting jointly with the ACC on November 19, 2025, to discuss the contents of the 2025 annual report.

In accordance with Charles County Resolution #2021-23, the PAB is comprised of nine (9) members, with two (2) members from each commissioner district, and one (1) at large member. Member Esperita Garrison (District 2 Representative) and member Quantral Fletcher (At Large Representative) were sworn in January of 2025. The remaining members began service to the PAB in prior years, and are as follows: Granville Johnson, Chairperson (District 4 Representative); Derrick Terry, Vice Chairman (District 3 Representative); Tia Spencer-Blake (District 1 Representative); David Bird (District 1 Representative); Jamila Smith (District 2 Representative); Ivan Hill (District 3 Representative); and Marcus Taylor (District 4 Representative). As of December 31, 2025, there are no vacancies on the PAB.

The ACC met once per month during the reporting period, except for January, to review and decide on cases of alleged police misconduct. In accordance with the Act, five (5) civilian members serve on the ACC. The PAB and County Commissioners are each responsible for the appointment of two (2) members, and the fifth member is the PAB chair or their designee. The County Commissioners established either 3-year or 4-year terms for each ACC member with the passage of Charles County Resolution #2023-01. Of the inaugural ACC membership, two (2) members terms expired as of December 31, 2025, and both were reappointed for an additional 4-year term. As of December 31, 2025, membership of the ACC is as follows: Guy Black, Chairperson; Warren Leggett, Vice Chairperson; Donald Poole; Tia Spencer-Blake, (PAB designee); and Alex Turner. The PAB is appreciative of the commitment shown by each of the ACC members, and the willingness of Mr. Turner and Mr. Poole to serve a second term.

Education and Training

In accordance with the Act, ACC members must complete a 40-hour training on matters related to police procedures conducted by the Maryland Police and Correctional Training Commissions (“MPCTC”) before they may participate on the committee. Our ACC members completed the training in 2022. The training spans five (5) consecutive days in person, and absence from any portion of the training is not permitted. As our inaugural members’ original terms expire, we must be resolute in determining if reappointment is desired. Otherwise, it will be critically important to identify new members when needed and coordinate their required training with the MPCTC to prevent any delay in the work of the ACC due to member turnover. The MPCTC offers the training twice annually, so it is imperative we timely register new ACC members.

While not mandatory, the MPCTC offers a 1-day optional training for PAB members and staff. This training provides an overview of the functions of the Act, the Uniform State Disciplinary Matrix (“Matrix”), and the roles responsibilities of the PAB, ACC, and Trial Board members. PAB staff previously attended the training. Unfortunately, the training is only offered at MPCTC headquarters in Sykesville, MD, which proved to be a challenge for our PAB membership interested in participating this reporting period. The PAB members will consider attending the training in the future, should agreeable dates and locations become available.

Two PAB members attended a pre-summit meeting hosted by the Baltimore City PAB. This pre-summit focused on the potential for effective collaboration amongst PABs across the State. The expectation is for Baltimore City PAB to host a series of inter-county summits in 2026 with PAB and ACC members from around the State to align and coordinate law, policy, issues and resources to assist with civilian oversight of law enforcement agencies. The summits are funded by the 2025 Police Accountability, Community, and Transparency Grant from the Governor’s Office awarded to the Baltimore City PAB.

Technology Considerations

The County’s Information Technology staff provided five (5) County laptops to ACC members for their use in reviewing investigative files during the reporting period. The PAB advocated for use of County-issued devices for the ACC in order to provide additional security and prevent the degradation of personal devices. The County now has the ability to manage access controls, anti-malware protection, and other security measures. Previously, ACC members accessed files on their personal devices, which the PAB contended was not ideal for their devices or maintaining sensitive documents. The PAB is

appreciative for the work of County IT staff in resolving this matter and providing the much-needed equipment and software to the ACC.

As of July 1, 2025, all law enforcement agencies in the State were required to have body worn cameras (“BWC”), with certain exceptions. In CY2024, the PAB reported reoccurring technical issues with in-car video and BWC footage included with investigative files transmitted to the ACC. The cause of the problem varied, to include the officer forgetting to activate the device, devices being inoperable during the officer’s shift (dead batteries, etc.) or technical problems with footage not visible or not audible. To help remedy part of the issue, CCSO provided accounts to the ACC through their BWC software subscription during the reporting period. This allows the ACC to access videos directly from the website, which has improved some technical problems, since the videos no longer need to be transmitted from CCSO. The frequency of the problems with footage was reduced in CY2025, but not eliminated. We are hopeful that with ongoing administrative diligence and officer training, any video footage that should exist will exist and be accessible to the ACC when making determinations about complaints of police misconduct.

Complaint Data

One (1) complaint of police misconduct was submitted directly to the PAB during the reporting period. All other complaints were filed with the employing law enforcement agency. In total, the ACC received 51 complaints that included 142 alleged violations of police misconduct as of December 31, 2025. A variety of complaints were alleged, with the most frequently complained of violations being General Duties and Policies and Performance of Duty. Of the 142 alleged violations, 8 violations involved traffic collisions.

Of the 142 alleged violations contained in 51 cases, the ACC recommended administrative charges against the law enforcement officer for 22 violations. That included 11 sustained violations from CCSO and 3 sustained violations from LPPD. An additional 8 sustained violations for CCSO resulted from traffic collision cases. The officer was deemed exonerated or the violations alleged were deemed unfounded in the remaining 120 alleged violations. Twelve (12) complaints alleged excessive use of force against CCSO officers, and 1 case alleged excessive use of force against an LPPD officer. No complaints of excessive force were sustained by the ACC. Eleven (11) complaints contained alleged bias against CCSO, and 6 complaints of alleged bias were lodged against LPPD. No complaints of bias were sustained by the ACC. On average, the ACC considered 1-7 cases of police misconduct per month, which is slightly lower than the last reporting period. In CY2025, the ACC reached a determination to administratively charge or not to charge the law enforcement officer in approximately 16 days from receipt of CCSO cases, and approximately 14 days from receipt of LPPD cases, which is the same last year’s average for CCSO, and quicker than last year’s average for LPPD of 20 days. On average, CCSO transmitted cases to the ACC within 180 days of receipt of the complaint, and LPPD took approximately 234 days on average to transmit cases. This is higher than last year’s average for both agencies.

The PAB restates its appreciation for the CCSO Office of Professional Responsibility’s spreadsheet that contains the status of complaints of police misconduct that are subject to ACC review. These cases may still be undergoing agency review, in the investigation stage, or have been submitted to the ACC and are awaiting ACC disposition. The PAB appreciates receiving this report and finds it useful in allowing the PAB to glean the nature of complaints and the workload expected in the coming weeks or months for the ACC. A similar spreadsheet from LPPD would be helpful.

Similar to last year, the PAB restates its concern about complaints that the agencies do not deem to be within the purview of the ACC. These are cases that the agency determines are not one of "a pattern, a practice, or conduct by a police officer or law enforcement agency that includes: (1) depriving persons of rights protected by the constitution or laws of the State or the United States; (2) a violation of a criminal statute; and (3) a violation of law enforcement agency standards and policies." Pub. Safety §3-101(g). We recognize that many incidents allege violations that are clearly within the officer's official law enforcement capacity, however, in less explicit scenarios, inconsistencies as to when and when not to transmit cases to the ACC may arise. The PAB remains concerned about ensuring accountability and transparency related to the entirety of complaints against officers being investigated by their respective agencies. If an officer is alleged to have (1) deprived persons of rights protected by the constitution or laws of the State or the United States; (2) violated a criminal statute; or (3) violated a law enforcement agency standards and policies, and the incident involved a member of the public, then the PAB is of the opinion that the case should have some level of ACC involvement. There is nothing in the Act that limits these complaints of alleged violations to instances when an officer is acting within the scope of their official duties.

Year(As of Nov. 19, 2025)	Agency	Total Cases Received by ACC	Total Violations Reviewed by ACC	Days to Send to ACC (Total=Avg.)	ACC Days Until Adjudication (Total=Avg.)	Total Days to Process Cases to Disposition (Total=Avg.)	Years of Experience	Unfunded/Exonerated Violations	Sustained Violations
2023	CCSO	44	98	139	22.8	164.9	9.1	75	23
	LPD	8	19	103	26.1	161.2	4.1	16	3
	CCSO Accidents	24	WNT	WNT	WNT	WNT	WNT	WNT	WNT
Totals		76	117	121	24.45	163.05	6.6	91	26
2024	CCSO	33	113	146	16	179.8	9.8	96	16
	LPD	9	18	108	19.9	29	7.7	9	7
	CCSO Accidents	17	17		70		7	0	17
Totals		59	148	127	35.3	104.4	8.16666667	105	40
2025	CCSO	30	112	179.68	16.3	214.3	8.8	101	11
	LPD	13	22	234	13.7	296.9	9.77	19	3
	CCSO Accidents	8	8	43.6	26.6	36	11	0	8
Totals		51	142	152.426667	18.86666667	182.4	9.85666667	120	22

Vehicle Collisions/Traffic Accidents

As discussed in the CY2023 and CY2024 Annual Report, the ACC continues to receive cases of vehicle collisions. The PAB raised concerns in the last report about the transmittal of these cases to the ACC, where it appeared to be undisputed that the officer, during the course of operating their employer-issued vehicle, was involved in a vehicular accident. No complaint of misconduct by a member of public was actually filed to our knowledge in these cases. In CY 2024, CCSO streamlined the review process for the ACC by creating a standardized cover sheet titled Collision Committee Report. The cover sheet reduces the amount of time the ACC spends on vehicle collision cases, however, the PAB continues to advocate for the elimination of ACC review of this type of case. We continue to have one agency that transmits vehicle collision cases to the ACC, and a second agency that does not, which we believe undermines efforts to understand data and trends in police misconduct more broadly.

The PAB acknowledges that due to the problematic definition of “Police Misconduct” contained in the Act, and the inclusion of vehicle collisions in the Matrix, agencies are risking a possible violation of the Act should they choose not to transmit vehicle collisions to the ACC. We requested support from the Board of Charles County Commissioners for a state legislative proposal to make ineligible these types of “complaints” of police misconduct from ACC review. That legislative proposal was supported by the Commissioners, but was ultimately unsuccessful during the 2025 General Assembly session.

Trial Boards

The Act provides that if an officer declines discipline as recommended by the ACC pursuant to administrative charges, or higher discipline, as may be offered by the chief of the agency, the officer may request a trial board. The trial board consists of 3 members who have each completed trial board training provided by the MPCTC. The chair of the trial board must be actively serving or retired administrative law judge or the retired judge of the District Court or a circuit court. The appointment of the chair is the responsibility of the chief executive officer of the county. An officer of equal rank must be appointed by the head of the law enforcement agency to serve on the trial board. Lastly, a civilian member, who is appointed by the PAB, must serve. Currently, there are 2 Charles County residents properly trained to participate as the civilian members on trial boards. The PAB intends to identify additional citizens to participate on trial boards this upcoming year to ensure optimal availability for our agencies when fulfilling trial board requests made by officers.

During the reporting period, 3 trial boards were held in Charles County. Two (2) trial boards were requested by CCSO officers, and 1 trial board was at the request of an LPPD officer. The first trial board held this reporting period concerned 5 sustained administrative charges by the ACC against a CCSO officer. The charges stemmed from driving while intoxicated. The trial board determined that some charges merged, and ultimately sustained the violations for 2 charges and recommended officer termination from employment consistent with the Matrix. The second trial board concerned 2 sustained administrative charges by the ACC against an LPPD officer. The charges involved making false statements and failing to utilize the BWC. The trial board determined that charge #1 was not sustained because the agency failed to prove the officer’s intent to deceive when giving a false statement, and sustained the remaining charge related to the BWC, with a recommendation of 1 day loss of pay consistent with the Matrix. In trial board #3, the ACC sustained 5 charges against the CCSO officer stemming from failing to properly investigate a missing person case and mishandling personal property. The officer admitted to 3 charges. Ultimately, the trial board sustained violations for all 5 charges, and recommended a total of 13 days loss of pay and a letter of reprimand consistent with the Matrix.

Financial Considerations

The Governor's Office of Crime Control & Prevention recently approved a second round of funding to study the impact of the Act. The research is being conducted by the Police Executive Research Forum (“PERF”) and will focus, to an extent, on understanding the cost of compliance. Staff provided the information below to the PERF on the financial impact of the Act on the county. Please note 1. there may be additional costs of compliance with the Act that is borne by the agencies in Charles County but not be Charles County Government explicitly, and therefore not reflected here; and 2. administrative support to the PAB and ACC, and legal counsel to the PAB has been absorbed by existing staff, without added compensation.

- ACC Stipends \$14,400/year
- PAB Stipends \$15,425/year
- ACC computers
 - HP ProBook 460 Laptops - \$5,538.70 (one time)
 - 5 x Okta Licenses - \$144.20 (annual)
 - 5 x Endpoint Central Licenses - \$27.05 (annual)
 - 5 x TecMFA Licenses - \$44.70 (annual)
- Payments to Trial Board Chairman: \$8,558.19 to-date
- Payments to Civilian Member: \$187.50/trial board
- Payments to Legal Counsel for ACC: \$21,479.25 to-date
- Mileage reimbursement for MPCTC training: \$295.14 to-date

Recommendations

- County to advocate for a State legislative amendment to the Act to allow officers to file complaints of police misconduct with the PAB in addition to the agency. This may aid in an officer's willingness to bring a complaint.
- County to advocate for State legislation to expunge a complaint of police misconduct from the personnel file of the officer should they be exonerated in the matter.
- Comprehensive audit by the law enforcement agencies of BWC and other video footage abnormalities. This should include consideration of changes to pre-shift checklists, preventative maintenance protocols, and officer trainings.
- PAB to request attendance of the LPPD Chief and CCSO Sheriff at the PAB meeting, rather than representatives, at least once annually, and ensure both agencies are represented at each quarterly meeting as mandated by the Act.
- County to advocate for a State legislative amendment to clarify that vehicle collisions involving an officer, absent willful neglect, personal injury, driving while under the influence, or complaints submitted by members of the public, are not eligible for ACC review.
- County to advocate for a State legislative amendment to amend Md. Public Safety Code Ann. § 3-106(a)(h) to allow the trial board process to be established by the ACC, and to allow the trial board case to be brought on behalf of the ACC.
- County to request a State legislative amendment to amend Md. Public Safety Code Ann. § 3-105 to include clear language that prohibits inclusion of the position of the chief of the law enforcement agency in the offer of discipline and limits the ability to communicate a recommendation of the agency until such time as the officer has declined the offer of discipline from the ACC.
- Agencies to provide PAB with complete report of misconduct investigations as part of the quarterly roundtable meeting to help inform the PAB as to trends in the disciplinary process of police officers in the county.

Item Cover Page

*CHARLES COUNTY BOARD OF COUNTY COMMISSIONERS AGENDA ITEM REPORT

DATE: July 21, 2026

SUBMITTED BY: Carol DeSoto, Department of Planning and Growth Management

ITEM TYPE: Public Hearing

AGENDA SECTION: [6:00 p.m.] Public Hearing -Hybrid In Person/Virtual - Government Building, 200 Baltimore Street, La Plata, MD 20646

SUBJECT:

- **Public Hearing: County Land Use Plan Map Amendment to Reflect Aviation Business Park and General Industrial Base Zones**

(Mr. Joel Binkley, Planning Supervisor, Mr. Devin Parker, Planner I, and Mr. Charles Rice, Planning Director, Department of Planning and Growth Management)

SUGGESTED ACTION: **In-person:** Speaker sign-up will begin 30 minutes (1/2 hour) prior to the hearing at the Charles County Government Building (200 Baltimore Street, La Plata) and will end at the commencement of the hearing.

Virtually: Call (240) 776-6709, between 8 a.m. to 4 p.m. on July 21, 2026, to register to speak. Once registered, citizens will receive a virtual link to testify between 6 p.m. and 9 p.m. after in-person speakers testify. If you are not available to speak when your name is called, we have the right to move on to the next caller. Each speaker will be allotted three (3) minutes.

Written or voicemail comments may be submitted in lieu of oral testimony, or to expand upon oral testimony, and will be accepted July 3, 2026, starting at 8 a.m. through July 21, 2026, 5 p.m.

E-Comment:

<https://charlescountymd.info/LandUsePlanMapAmendment-June2026>

Phone message: call 301-645-0652

Mail: Commissioners of Charles County, 200 Baltimore Street, La Plata, Maryland 20646. Comments sent by mail must be received no later than July, 21, 2026 of public hearing

Those citizens with special needs may contact Maryland Relay

ATTACHMENTS:

1. PC Letter of Recommendation (SIGNED)b.pdf
2. Comprehensive Plan Chapter 3.pdf
3. Proposed Land Use Plan Vicinity.pdf
4. Proposed Land Use Plan.pdf
5. Parcel Map.pdf
6. Parcels to Change.pdf
7. Staff Presentation.pdf
8. Indian Head Comments.pdf
9. MDP Comments.pdf
10. MDOT Comments.pdf
11. Prince George's County Comments.pdf



Charles County Planning Commission

200 Baltimore Street, La Plata, MD 20646
301-645-0692

Kevin Wedding
Chair

Jeffrey Bossart
Vice Chair

Dawud Abdur-Rahman
Secretary

Planning Commission Report to the Board of County Commissioners

Comprehensive Plan Amendment: Land Use Map Changes (Maryland Airport Area)

Summary:

The County Commissioners have initiated an amendment to the 2016 Charles County Comprehensive Plan related to the land use designation of certain properties located near Maryland Airport.

The proposed Amendment to the 2016 Comprehensive Plan seeks to reverse changes to the Land Use Map designation for several properties surrounding Maryland Airport that were made in 2021. At that time, 565 acres that were designated Watershed Conservation District Land Use were changed to Employment and Industrial District Land Use to accommodate a potential zoning map amendment for Airport Business Park (ABP) or Light Industrial (IG) base zoning.

In 2024 the Charles County Board of Commissioners ultimately elected not to rezone all 565 acres to ABP or IG, resulting in 351 acres retaining the Watershed Conservation District base zoning. However, those same 351 acres remain designated on the Land Use Plan Map as Employment and Industrial land use. This Comprehensive Plan Amendment will reconcile the land use designations and base zoning of the 351 acres and will not add any additional uses or expand any business park or light industrial zoning.

Public Hearing:

On May 4, 2026, the Planning Commission held a Public Hearing on the Comprehensive Plan Amendment. There were public speakers at the hearing and comments submitted in advance. Maryland Department of Planning submitted comments pertaining to the requested amendment changes which were supportive. The Planning Commission Members recommended leaving the record open for 30 days so the public could be fully informed of the proposed changes and make additional comments.

Recommendation:

On June 15, 2026, the Planning Commission conducted their Work Session and voted unanimously to recommend approval of the Comprehensive Plan Amendment, for Land Use Map Changes in the Maryland Airport Area, as presented.

Kevin B. Wedding

Kevin B. Wedding (Jun 16, 2026 22:29:05 EDT)

Kevin Wedding, Chair

Chapter 3: Land Use

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Chapter 3

Land Use

The land use plan is the most important element of the Charles County Comprehensive Plan because it establishes the relationship between the County's existing pattern of development and the location, distribution, and scale of future development.

The land use element integrates goals and objectives from all chapters, and expresses a future vision of Charles County's pattern of development and preservation.

Goals & Objectives

- 3.1 Maintain a planned land use pattern that gives opportunities to create great places to live, work, play and a vibrant county economy.
- 3.2 Concentrate most future growth in areas of the County already served or proposed to be served with public water and sewer. Direct 75 percent of future residential growth to the sewer service areas and to the Towns of Indian Head and La Plata.
- 3.3 Plan for and encourage the highest development densities along the planned US 301 transit corridor.
- 3.4 Provide adequate land area for the approximately 32,000 new dwelling units projected to be built in the County by 2040 and to expand the county tax base and accommodate at least 20,898 new jobs.
- 3.5 Ensure that the amount and rate of development in the County is consistent with its ability to provide necessary public facilities and services in a timely, cost effective and efficient manner.
- 3.6 Locate future employment uses in and near existing employment areas in Waldorf (including St. Charles), in White Plains, on properties in the vicinity of Maryland Airport, in the Towns, selected villages, and adjacent to the Harry Nice Bridge.
- 3.7 Concentrate commercial and business areas primarily in the currently developed portions of the development district and in the towns of La Plata and Indian Head, and secondarily in the development districts and village centers rather than sprawling along the County's major roads.
- 3.8 Provide services for rural areas in existing villages while protecting their unique character.
- 3.9 Protect the County's natural resources.

Land use plan

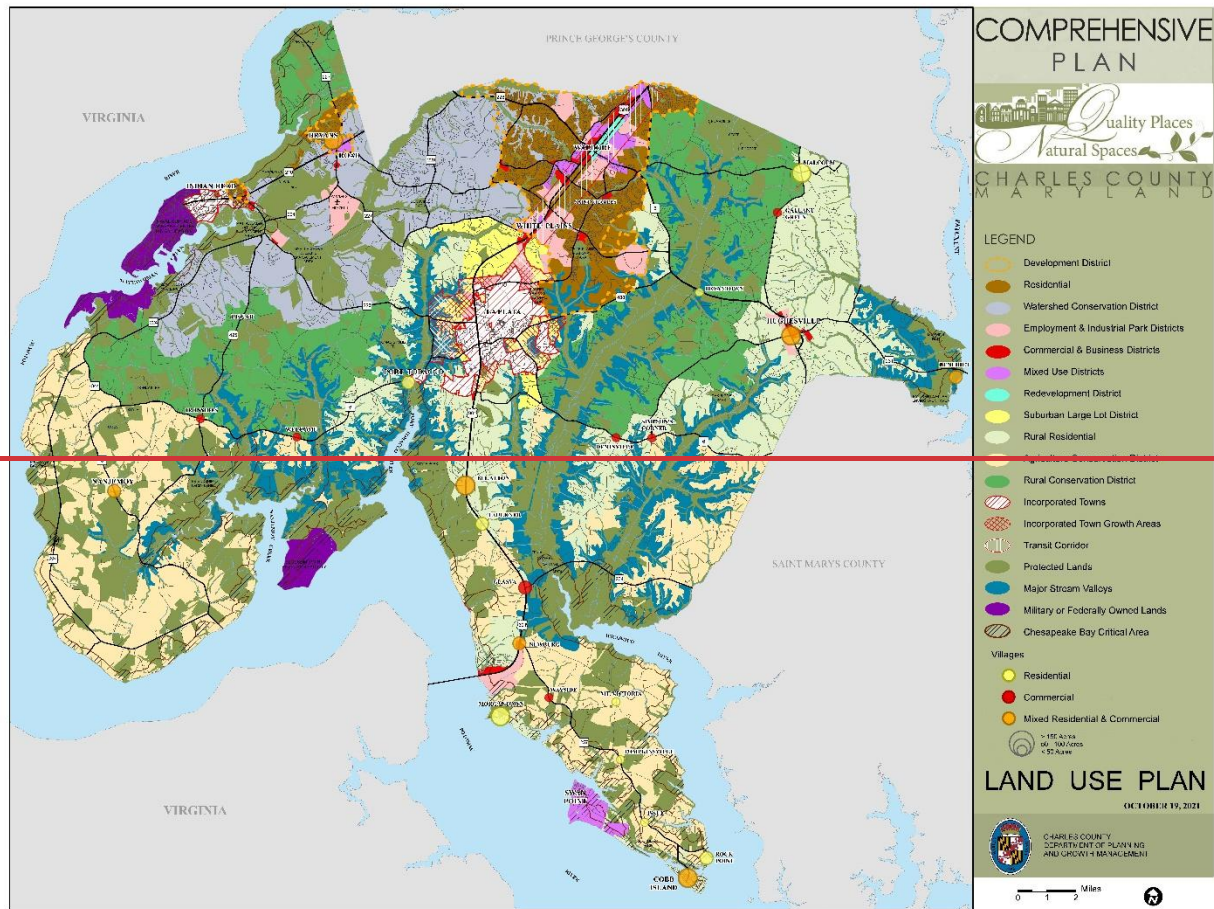
The County future land use plan contains 12 general land use areas or districts:

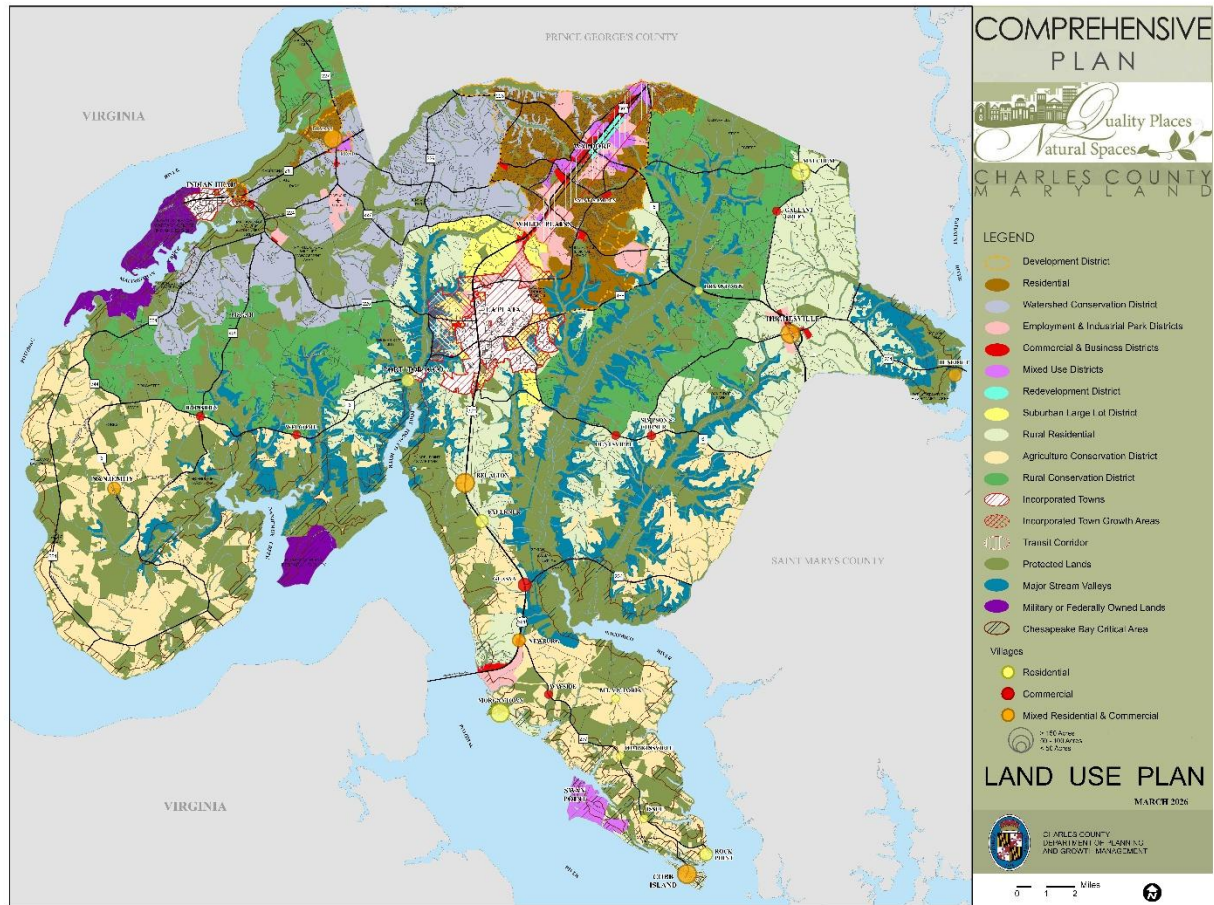
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|--|--|
| 1. Development District | 7. Watershed Conservation District |
| 2. Residential District | 8. Villages |
| 3. Employment and Industrial Districts | 9. Rural Conservation District |
| 4. Commerical and Business Districts | 10. Agricultural Conservation District |
| 5. Mixed Use Districts | 11. Suburban – Large Lot District |
| 6. Redevelopment District | 12. Rural Residential District |

The districts derive from a number of inter-related determinants including: existing land use patterns; projected growth and development trends; the natural capacity and suitability of the land to support development; the availability or proposed availability and adequacy of development infrastructure (roads, sewer and water); and the Comprehensive Plan's goals and objectives. The district descriptions below outline the general type, intensity and/or character of development envisioned for the district.

The Land Use Plan Map (Figure 3-1) shows the general location of the districts and establishes the framework and basis for a further refined classification of land into districts for zoning purposes. The land use plan also serves as a guide to County decision makers regarding community facilities (primarily schools, and water and sewer) and transportation planning. The land use map graphic was updated from the previous 2006 plan to better graphically illustrate the land use relationship with the existing protected lands.

Figure 3-1 Land Use Map





Changes from the 2006 Land Use Map

This 2016 Comprehensive Plan makes a number of significant changes to the 2006 Comprehensive Plan's Land Use Concept Plan:

1. Replaces the 2006 Plan's Urban Core with a Transit Corridor. The Urban Core was first established in the 1990 Comprehensive Plan to encourage high-density suburban or urban centers. With a few exceptions the Urban Core has developed at medium rather than at high density and intensity. To encourage higher density, transit-supportive development this 2016 Plan designates future transit stations. The new Transit Corridor further focuses density more directly on the US 301 corridor from Waldorf to White Plains.
2. Designates a new "Redevelopment District" over the Waldorf Urban Design Study area, now referred to as the Waldorf Urban Redevelopment Corridor (WURC) (see below).
3. Revises the Rural Conservation District (RC) to include the Rural Legacy Area, other lands predominantly covered by agricultural and forest uses, and parts of the County's Zekiah Swamp Run watershed which is the County's Rural Legacy Area. These areas are designated as a "Tier IV" Area of the Tier Map by the Sustainable Growth and Agricultural Preservation Act of 2012.
4. Deletes all future road improvements from being shown on the land use map, but it includes them in the Transportation Element (see Chapter 8).
5. Deletes the Neighborhood Conservation Districts. These districts were established in 1990 to recognize residential subdivisions that had already been developed in the County. In these districts future development was to be permitted to continue in the density and pattern at which the respective subdivisions were designed at the time they were first planned. The 2006 Plan deleted these districts in the Development District but in the Deferred Development District, minor subdivisions at a base density of one dwelling unit per acre is permitted. These subdivisions have now had 12 years to complete their development plans since the Deferred Development District was created in 2000, and future development should occur in a manner consistent with this 2016 Comprehensive Plan. Implementing this Comprehensive Plan provision will require revising the County Code at §297-88.
6. All of the Villages from the 2006 Plan are retained; however the 2016 Plan classifies them by size and future function and includes Bryans Road as a mixed use village (see below and in Chapter 10).
7. Does not show the Highway Corridor District. This district was created in the 1990 Comprehensive Plan and first mapped in the 1997 Plan. The Highway Corridor District is an overlay district designed to protect and improve the visual appearance along key highway corridors and to ensure that buffering, landscaping, lighting, signage, and proposed structures are internally consistent and of a quality that contributes to County

character. This district is well established and is codified in Article X of the zoning code, so it is no longer needed on the Land Use Plan Map.

8. Shows lands protected as of 2014 to provide a framework for land use policy decisions. Protected lands are recreation or natural resource-oriented open space lands under government or conservation organization ownership or perpetual easement, plus land in the Resource Protection Overlay Zoning district.
9. Revises the Rural Residential Land Use Category to be more accurately described as Suburban – Large Lot (1 unit per acre) to correspond with the designation of this area as either “Tier II” or “Tier III” (depending on its location) on the Tier Map. Provides direction for future comprehensive rezoning of this area as such.
10. Revises the majority of the previously designated Rural Conservation land uses to be more accurately described as Rural Residential Land Use (1 unit per 3 acres) to correspond with the direction to designate this area as “Tier III” on the Tier Map such that the future vision for the land use will no longer be dominated by agriculture or forestry, but predominantly residential large lot uses of 3 acres or greater. Provides direction for future comprehensive rezoning of this area as such.
11. Eliminates the Deferred Development District (DDD) from the Land Use Map. This is revised to designate a new land use category titled: “Watershed Conservation District (WCD)” with a density of one unit per twenty acres (1:20) to recognize the importance of protecting the Mattawoman Stream Valley and Creek with limited impervious coverage and to better align with the Tier Map designation of a “Tier IV” area.
12. Revises the Agricultural Conservation (AC) Land Use District to designate an area south of State Highway 6 in the southern county as such. This designation keeps the land use density at one unit per three acres, but recognizes that it may not be possible to achieve this density because of the Tier Map restrictions limiting development to minor subdivisions on septic systems of no more than seven (7) lots regardless of parcel size. However, the intent of this designation is to recognize the importance of farm and forest lands in Charles County and to better prioritize farmland protection policies and programs to this area to help preserve farmlands. (See Chapter 11, Agriculture, Fisheries and Forestry for the PPA area map).
13. Reduces the Development District in the Waldorf area and Bryans Road by over 30,000 acres, redrawing it to match a revised Priority Funding Areas (PFA) in this vicinity. The result of this is the need to rezone the remaining undeveloped lands to a lower and more appropriate density outside of the Development District.
14. Reduces densities only in the major stream valleys of the rural areas in Agricultural Conservation and Rural Conservation from one unit per three acres (1:3) to one unit per ten acres (1:10).

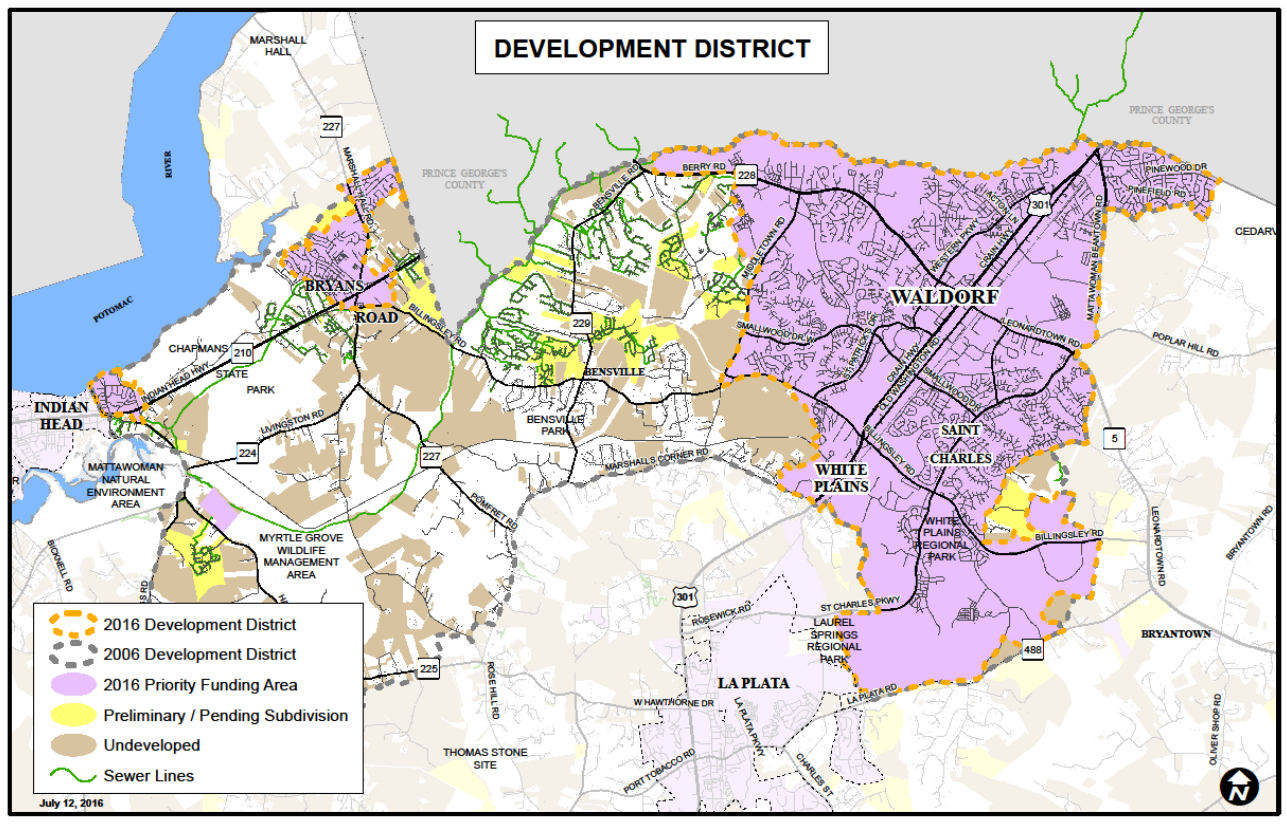
The following land use districts correspond to permitted densities, intensities and zoning as stipulated in Tables 3-2 and 3-3 of this Chapter. In addition, they also correspond to tier map designations regarding allowance of development on septic systems or those areas to be serviced by sewage treatment facilities, and subject to other criteria, as stipulated in the

Sustainable Growth and Agricultural Preservation Act of 2012 (SB236). (See Figure 3-3 and associated text further in this Chapter for additional information).

1. Development Districts

The Land Use Plan Map designates a primary Development District of approximately 22,189 acres. This Development District is the principal center of population, services and employment for the County. The incorporated Towns of La Plata and Indian Head serve as separate development districts, although the towns are not under the planning authority of the Charles County government. The Development Districts are the most suitable areas for new population growth. This plan reduced the Development District from previous plans by matching the Development District with the modified Priority Funding Area in the northern part of the County, in part to limit sprawl development and further protect the Mattawoman Creek from runoff from development. It also eliminated the Deferred Development District, converting it to a new Watershed Conservation District. Overall, these changes reduced the Development District from the previous 2006 Comprehensive Plan from 52,200 acres to 22,189 acres for a total reduction in the Development District of 30,011 acres.

Figure 3-2, Development District



The major advantage of the Development District concept is to map in advance those areas where 75% of the County's residential growth will occur and the County will provide

infrastructure to support growth, including water and sewer, schools and roads. By providing opportunities for development in these areas, the County can better achieve its resource protection and agricultural preservation objectives by reducing pressure for development in areas dominated by farming activity or natural resources. To further these objectives, the Development District is designated as a receiving area for development rights that may be purchased and transferred from agricultural conservation and rural conservation areas of the County.

Natural resources such as the Mattawoman Creek as well as elements of rural character that are considered desirable within the Development Districts will be protected.

2. Residential District

The Land Use Plan Map shows the general locations of Residential Districts within the Development District. Because the Development District was reduced in size by this plan, it resulted in large areas of existing residential development to be located outside of the Development District. These areas will be grandfathered and continue, while other projects that are not built and vacant properties now located outside of the Development District may be subject to being downzoned to Watershed Conservation District (WCD) to prevent further development at unacceptable densities in these areas.

These districts may contain other uses especially institutional and open space uses. A few small areas of commercial, business, and employment uses may also occur in residential districts, but some of these areas are not identified on the Land Use Plan Map due to their small size.

Residential density within the Residential District will vary ranging from low to moderate density in some areas such as Bensville, Pinefield, and near Indian Head, to higher density in other areas, especially in and near the Transit Corridor. Housing types will be primarily single-family detached, but with townhouses and multi-family units in higher density areas.

A large portion of the east side of the Residential District is St. Charles, a large, mixed use Planned Unit Development that functions under approvals originally granted in the 1974 County Zoning Ordinance. St. Charles covers 8,300 acres and is approximately 65 percent complete. St. Charles will continue to develop consistent with the terms of its approval and in conformance with any other pertinent regulations. St. Charles contains various land uses and is, in part, governed by Docket #90, a land development agreement between Charles County and the developer.

Clustering of residential development is encouraged within the Development District. Since the 1992 comprehensive zoning, most subdivisions in the Development District have followed cluster development procedures that encourage better design than development regulations that apply to conventional subdivisions. The procedures assist in the provision of open space, active and passive recreational areas, landscaping and buffering and, in the

case of mixed-residential developments, require a design code for such items as street, block and lot layout, streetscape, and architectural standards.

3. Employment and Industrial Districts

To provide locations for additional up-graded and diverse tax base, business that provides higher quality jobs and more job opportunities in general in the County, the land use plan designates several areas for development into employment and industrial districts. These designations were made based on the following considerations:

- Provide a variety of districts in locations near collector and arterial highways and which have or could have access to water and sewer.
- Proximity and relationship to nearby residential areas.
- Allow for a variety of types of industry job opportunities with varying land use requirements.
- Provide sufficiently large land areas.
- Minimize negative environmental impacts.

Employment and industrial areas are located in several key locations: in and around the established industrial parks at White Plains and DeMarr Road; adjacent to the commercial core in Waldorf; on Billingsley Road near MD 5; in Morgantown; in Hughesville; and the Maryland Airport property and properties in the vicinity of the airport.

As part of the Comprehensive Plan, a Land Use Market Supply and Demand Analysis was conducted to research the demand for and supply of land in Charles County to satisfy projected population, housing, and employment growth¹. Based on this Analysis, the Comprehensive Plan does not designate new large additional areas of land for employment or commercial use (see additional discussion in Chapter 7). During the Comprehensive Plan process several participants questioned some of the assumptions in the Land Use Market Supply and Demand Analysis, suggesting that demand for employment and commercial land will be higher than stated. A future study to assess the County's inventory of employment and commercial land is recommended. (See below under Actions).

Commercial and Industrial Floating Zone

To promote economic development and increase the opportunities to attract target industries designated by the Economic Development Department, Commercial, Business and Industrial Parks with a minimum 10-acre area are permitted as a floating Planned Development zone. Such areas would be in addition to the Employment and Industrial Districts designated on the Land Use Plan Map. Guidelines call for a park-like atmosphere

Technical Memorandum, July 2011. Note, this Memorandum is provided in the Comprehensive Plan background materials in the County's Planning Division. (See Appendix "C")

providing an attractive buffer between commercial uses and other neighboring land uses. Among the locational criteria considered when approving such a floating zone is the availability of direct traffic access to arterial or collector routes.

4. Commercial and Business Districts

The Land Use Plan Map indicates several core areas in Waldorf and other locations where future commercial development should occur. These areas are centrally located to serve the most concentrated population areas of the County and are accessible to the region by major highways. Combined with the Mixed Use Districts and Villages, these areas will channel commercial development into nodes.

Site plan approval procedures for business parks are required and facilitate coordinating new activities with existing ingress and egress points onto the local street system. Traffic controls can be provided in accordance with anticipated volumes. On-site parking facilities and internal traffic patterns as well as landscaping and buffering are controlled via the site plan review process.

Commercial zoning districts establish access control and landscape or buffer performance standards appropriate to their redevelopment or infill development over time. Where possible, service roads or access management policies will be applied to existing commercial areas adjacent to major routes (e.g., Routes 301, 210, and 5) to protect their through-traffic capacity and function.

The Waldorf area has a legacy of older commercial and business land uses. The Waldorf Sub-Area Plan and the Waldorf Urban Design Study discuss ways in which over time these areas can improve their viability, aesthetics and functionality.

5. Mixed Use Districts

The Land Use Plan Map shows Mixed Use districts in several locations in Waldorf and also in Bryans Road. These areas were first identified as mixed use areas in the Waldorf and Bryans Road-Indian Head Sub-Area Plans. These areas encourage a mix of medium to high density residential, business, and employment uses in a compact, well-designed, pedestrian-friendly environment. The Sub-Area Plans and the Waldorf Urban Design Study contain detailed guidance plans, as well as design concepts to help guide development in these areas. The direction of this plan is to reduce development in the Bryans Road area by focusing development more into a Bryans Road Village center, while rezoning vacant properties previously designated for residential growth by the Bryans Road Sub-Area Plan which are not already fully vested for development. Retail sales over 100,000 square feet on one story is not a use compatible with the intent or purpose of this district (Mixed Use District) and the Transit Corridor.

One other mixed use district is identified on the Land Use Plan Map, Swan Point between Newburg and Cobb Island. This Planned Unit Development functions under a unique

approval granted pursuant to the 1974 Zoning Ordinance, and the project will continue to develop consistent with the terms of its approval and with any other pertinent regulations.

6. Redevelopment District

The Redevelopment District recognizes an approximately 320-acre area along Old Washington Road in the heart of Waldorf. The Waldorf Sub-Area Plan (2004) was followed by the Waldorf Urban Design Study (WUDS) that sets forth a vision for a study area comprising the Acton and Waldorf Activity centers, two of four activity centers identified in the Waldorf Sub-Area Plan. The vision is to create a downtown center, an attractive focal point for the larger Waldorf community and a destination with a unique sense of place not offered elsewhere in Waldorf. The WUDS was adopted in 2010 along with changes in the zoning regulations designed to facilitate the types of development that would begin to achieve the vision. This area is now referred to as The Waldorf Urban Redevelopment Corridor (WURC) and is discussed further in Chapter 10.

Transit Corridor

The Transit Corridor is a sub-area of the Development District, surrounding and including the business and commercial centers along US 301 from Waldorf to White Plains. This portion of the County has the closest links to the Washington metropolitan area, and has the best opportunity for the use of alternative modes of transportation, including transit.

This area encourages an integrated mix of medium to high density residential, business, and employment uses in a compact, well-designed, mixed-use, pedestrian-friendly environment. Such higher density development promotes alternative modes of transportation, including mass transit and efficient investment in urban services.

Since the highest residential densities are envisioned in the Transit Corridor and mixed use area, lower densities are prescribed in other portions of the Development District.

The County envisions that transit-oriented redevelopment will ultimately emanate from the Redevelopment District (Waldorf Urban Redevelopment Corridor) out into the entire Transit Corridor. Redevelopment proposals consistent with the intent of this corridor will be viewed favorably.

7. Watershed Conservation District (WCD)

The Watershed Conservation District (WCD) incorporates the Mattawoman Stream Valley, most of the watershed, plus an additional 1,160 acres on the eastern end of the district which is within the Port Tobacco Watershed. This eastern area is to be removed from the Priority Funding Area (PFA) designation, except for the property planned for a future school site which will retain the PFA designation. The entire WCD covers 37,455 total acres.

The WCD includes protected lands, steep slopes to the top of bank and wetlands. It was defined by analysis completed by the US Army Corps of Engineers and the Maryland

Department of Natural Resources. This area is mostly undevelopable due to its topography and natural resources. (See Mattawoman Creek Stream Valley Map in the Natural Resources Chapter 5, Figure 5-5). However, there are additional transitional lands in between the fingers of the slopes. These areas were previously defined as a “Deferred Development District” which was a holding area for potential future development and assigned a density of one unit per ten acres (1:10). This plan protects this sensitive natural resource for its long term value to the community, its ecological, aesthetic and scenic values, and for its recreation and economic value of a sustainable natural resource. New zoning will be developed to implement this land use district and the density will be set at one unit per twenty acres (1:20) on a permanent basis and no longer as a holding area for development. The updated zoning code should also examine the Resource Protection Zone (RPZ) areas to ensure they are compatible with this new land use district. This plan recognizes that there are existing development projects on sewer and water located within the WCD land use area which will be legal non-conforming uses once the zoning is enacted to implement the new land use district.

8. Villages

The concept of the Village is included in the land use plan to recognize and provide for the special needs of these rural, unincorporated population centers. Villages perform a number of functions in the growth management program, including serving as rural service centers, maritime centers, satellites for heritage tourism and ecotourism and locations for rural residential development. Characteristics common to most of the villages are post offices, country stores, locally owned businesses, religious institutions, small residential enclaves and volunteer fire departments/community centers. Villages tend to be basically residential in character, but they can offer some employment through limited retail, commercial services as well as public or institutional uses.

Village designation in the Comprehensive Plan is important in that designated villages are Priority Funding Areas (PFAs). PFAs are areas where the County and State encourage economic development and growth under the state’s Smart Growth policies. PFAs are eligible for grants and other funding and assistance to achieve these objectives provided a project is consistent with these policies. In villages consistency means that a project must serve to maintain the character of the community and not serve to increase the growth capacity of the area except for limited peripheral and in-fill development. Removing village designation would take away the eligibility for funding and assistance and should only be done if further development of a village in a particular location would be undesirable.

Collectively villages play an important part in Charles County life. Villages range in scale from a fork in the road where a general store and service station are located (often referred to as a “commercial crossroads”), to a residential cluster, or “hamlet” surrounding a long-standing business or institutions, and up to a rapidly expanding community that is beginning to emerge as a true mixed-use service center village of regional scope, such as

Hughesville. Some, such as Bryantown, have historic designations or heritage elements which suggest future development near them should be limited in scale. As waterfront villages, both Benedict and Cobb Island serve as home to the County's commercial seafood industry work boats that provide it with a unique identity worthy of protection. Benedict is also historically significant for its role in The War of 1812, and is a planned stop on the Star Spangled Banner National Historic Trail that the National Park Service is currently developing between the mouth of the Patuxent River and Fort McHenry to celebrate the bicentennial of this historic event. In 2012, the County adopted a Benedict Waterfront Village Revitalization Plan.

Each of the villages, except Newburg, have either a Village Commercial (CV) or a Village Residential (RV) zoning designation, or a mix of both zoning designations². This plan envisions new zoning categories to be enacted to implement Village Master Plans.

As part of this 2016 Comprehensive Plan update, the County conducted a special assessment of the County's 22 villages to assess their function and potential for growth. This assessment resulted in the following classification of villages, which indicates each village's intended future function and size (see Table 3-1 and the Land Use Plan Map).

Table 3-1 Village Classification

Residential	Commercial	Mixed Residential / Commercial
Small Scale – up to 50 acres		
Bryantown	Dentsville	
Issue	Gallant Green	
Mt. Victoria	Ironsides	
Tompkinsville	Simpson's Corner	
	Wayside	
	Welcome	
Medium Scale - 50 to 150 acres		
Faulkner	Glasva	Benedict
Port Tobacco		Nanjemoy
Rock Point		Newburg

² Newburg was zoned differently as it was located close to the former designated Newburg Town Center.

Large Scale - 150 acres plus		
Malcolm		Bel Alton
Morgantown		Cobb Island
		Hughesville
		Bryans Road

Other places in Charles County, such as Pisgah, provide similar functions as the designated villages. To avoid confusion these places are not shown as villages on the Land Use Plan Map because they cannot be PFAs. PFAs only recognize villages that were designated when the Smart Growth Act took effect in 1998. Future development in these places will be considered on a case by case basis. The county will examine opportunities to eliminate the Priority Funding Area (PFA) designations for the small sites located within the Cobb Neck Area which are not in use and transfer those designations to the larger Newburg-Cliffton-Aqualand Sub-Area Plan as needed once the plan has been adopted.

Chapter 10, Community Development, contains additional discussion of development in villages including design concept plans for Bel Alton and Newburg.

9. Rural Conservation District (RC)

The area designated on the Land Use Map as Rural Conservation is a diverse land use and ecological area and includes several current and former sand and gravel mining areas, farm and forest lands, and those lands of most importance for conservation in the Zekiah Swamp Run Watershed. It is focused on land outside the development district and the Zekiah Swamp Run Watershed. Parts of this area have also been designated by the state and County as the Rural Legacy Area. This designation was established in 1998. It is a voluntary program that offers State, federal and local conservation monies for land acquisition or conservation easements on qualifying land to willing property owners seeking to conserve their land. While the zoning allows for 1 unit per 3 acres in upland areas, any development in the ecologically sensitive portions of this area should be designed to minimize impacts to the watershed, drainage and environmentally sensitive resources. This area is designated as “Tier IV” in accordance with the Sustainable Growth and Agricultural Preservation Act of 2012 which only permits minor subdivisions served by individual sewage disposal systems. It is further the intent that areas designated Tier IV are predominantly conservation areas. All major stream valleys within this land use district are restricted to a density of one unit per ten acres (1:10).

10. Agricultural Conservation District (AC)

The area designated on the Land Use Map as the Agricultural Conservation District most closely corresponds to those areas where farming is prevalent. Included are farmlands, open fields, woodlands, stream valley and marshes. In this District, the County seeks to preserve the agricultural industry and the land base necessary to support it. The County's fine agricultural soils are looked upon as a natural resource to be retained for farm use wherever possible. Although the district allows housing at a density of one unit per three acres (1:3) in upland areas, the Agricultural Conservation District's objective is to promote agricultural conservation by prioritizing this area to concentrate governmental fiscal resources that can be used for agricultural conservation easements. Therefore, it supports clustering of lots with a minimum lot size of 40,000 square feet to reduce the impacts of development on farms and forests. Efforts and techniques to preserve the County farmland resources and agricultural industry are discussed in Chapter 11. All major stream valleys within this land use district are restricted to a density of one unit per ten acres (1:10).

This area is designated as "Tier IV" in accordance with the Sustainable Growth and Agricultural Preservation Act of 2012 which only permits minor subdivisions served by individual sewage disposal systems. It is further the intent that areas designated Tier IV are predominantly conservation related uses.

The area east of Highway 301 where most of the larger tracts of farmland are located is designated as a part of the County's Priority Preservation Area (PPA). By designating this as the PPA, the County will further prioritize this area within the district to focus its farmland preservation programs such as Transfer of Development Rights (TDR's), Purchase of Development Rights (PDR's), Maryland Agricultural Land Preservation Foundation (MALPF), the US Navy's Readiness and Environmental Protection Integration Program (REPI) to buffer nearby military bases from new residential development, and other programs as they become available.

11.Suburban – Large Lot District (SL)

Suburban Large Lot Districts (SL) are areas that surround the Town of La Plata and generally serve to buffer the development district edges from the more rural residential areas of the County. These areas tend to be fairly close to community services and facilities including schools and major roads.

Development in these areas are at one unit per acre with one unit per three acres in the adjacent Rural Residential (RR) land use area. Residential development in this area corresponds to “Tier II” or “Tier III” on the tier map associated with the Sustainable Growth and Agricultural Preservation Act of 2012. Therefore these are consistent with areas planned and zoned for large lot development.

12.Rural Residential Districts (RR)

Rural Residential Districts are intended to allow for rural development at one unit per three acres while preserving the rural character and open space whenever possible. However, major stream valleys within these areas are also subject to a density of one unit per ten acres.

Rural Residential also provides for a full range of agricultural and farming uses and the farmer’s right to farm is acknowledged with no restrictions on hours of operation of farm equipment, normal agricultural related noise and odors, and sale of farm products produced on the farm.

Rural Residential Districts are intended to accommodate residential densities up to one dwelling unit per acre with cluster development practices provided the overall gross density remains at one unit per three acres.

This area is designated as “Tier III” per the requirements of the Sustainable Growth and Agricultural Preservation Act of 2012. This designation means that the area is planned and zoned for large lot development on septic tanks as the intended predominant use. Any major subdivisions proposed in Tier III areas require public hearings per the requirements of the legislation.

While farming can and is expected to continue in the near future, the long-range land use over time can be replaced by rural residential housing on large lots as the dominant use. Therefore, the designation of Tier III is appropriate and the designation to Rural Residential (RR) is provided to match this policy. Future comprehensive rezoning of this area will be required to better match the land use designation.

Other Land Use Plan Map elements

Protected Lands

To provide a framework for land use policy decisions the Land Use Plan Map shows “protected lands”. Protected lands are recreation or natural resource-oriented open space lands already under government or conservation organization ownership or perpetual easements, plus land in the Resource Protection Zoning district. Protected lands are shown as of 2014 (see Chapter 5).

Chesapeake Bay Critical Area

The Land Use Plan Map shows land in the Chesapeake Bay Critical Area. Maryland’s Chesapeake Bay Critical Area law, adopted in 1984, covers lands within 1,000 feet of tidal waters as critical environmental areas in need of protection.

Growth Allocation refers to the size of growth areas assigned to each county based on their shoreline. Charles County has a fixed amount of approximately 1,120 acres of Growth Allocation available for the purposes of increasing the acres of Intensely Developed and Limited Developed Zones. As of 2016, approximately 927 acres remain unallocated (see Chapter 5).

Waterfront Development

Of the County’s more than 180 miles of shoreline, relatively little is developed. From an economic development perspective waterfront development can be very valuable and increasing access to the water is also a County recreation objective. A 1999 Waterfront Development Opportunities study identified seven locations as most appropriate for targeting future waterfront development.

Upper Potomac River shorefront	Mattawoman Creek/Sweden Point
Wades Bay/Mallows Bay Corridor	Port Tobacco River
Potomac River 301 Corridor Crossing	Lower Potomac Area
Village of Benedict	

In 2010, the County Commissioners reviewed development concepts for these seven areas and prioritized Port Tobacco, Benedict, and Potomac Crossing/Aqualand for further work.

A Benedict Waterfront Village Revitalization Plan was adopted in 2012 and a plan for Port Tobacco was completed in 2012. This Comprehensive Plan recommends further study to develop a sub area plan for the Potomac River Crossing/Aqualand/Newburg area (see also Chapter 10).

Incorporated Town Growth Areas

The Land Use Plan Map shows Growth Areas around La Plata and Indian Head. As noted in Chapter 1, under state law, the towns have their own planning authority and adopt their

own comprehensive plans and land use regulations. Town comprehensive plans must include a “municipal growth element” that identifies the towns’ future growth (annexation) areas. The County coordinated the development of the Comprehensive Plan with the towns. The Land Use Plan Map shows La Plata’s and Indian Head’s future growth area as shown in its Comprehensive Plan.

Federally owned lands – military installations

Charles County is home to two military installations, Naval Support Facility Indian Head and Blossom Point Research Facility. Both are important facilities that the County supports and wants to retain in the County. Two other military installations are located nearby: The Naval Support Facility at Dahlgren, located in King George County, Virginia, and also the Naval Air Station – Patuxent River NAS, located in St. Mary’s County, Maryland. The Dahlgren facility is closer, directly across the Potomac River. Although Charles County is within the Military Awareness Area boundary of Patuxent River NAS, it is far enough away to limit most potential land use compatibility issues.

Charles County has participated in Joint Land Use Studies related to all of these facilities. These studies are designed to examine compatibility of the facilities and the neighboring communities in an effort to ensure the facility’s long term ability to meet its mission at their locations. The studies have several common recommendations including:

- Establish a Military Influence Area in the Comprehensive Plan land use map, based on noise, frequency and other impacts.
- Develop a process for County staff and the facility staff to review and comment on various development applications within the influence areas.
- Assure that Charles County real estate disclosures are up to date and in place so that potential buyers are made aware of potential issues related to these facilities.
- Target priority properties near the facilities for acquisition and/or protection to ensure compatibility.
- Review the Zoning Ordinance to ensure that county zoning regulations adequately address concerns with development encroachment of the various facilities.

The following exhibits/figures illustrate the areas of potential concern when considering the various ways to implement the JLUS study recommendations. Pertinent policy and implementation action items related to these studies are included at the end of this chapter.

Figure 3-3 Naval Support Facility Indian Head - Military Awareness Area

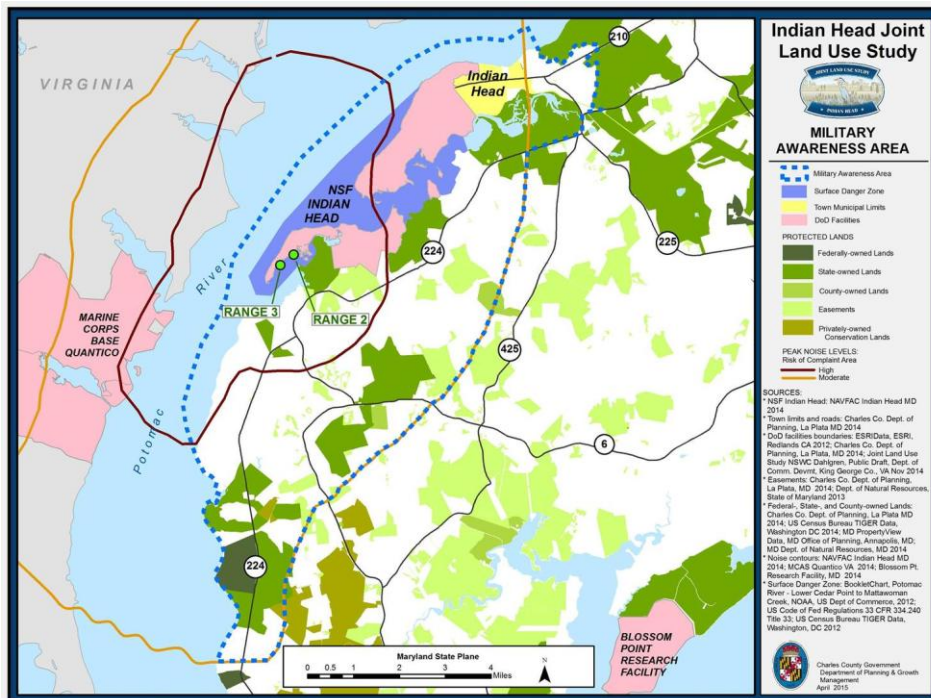


Figure 3-4 Blossom Point Research Facility – Military Awareness Area

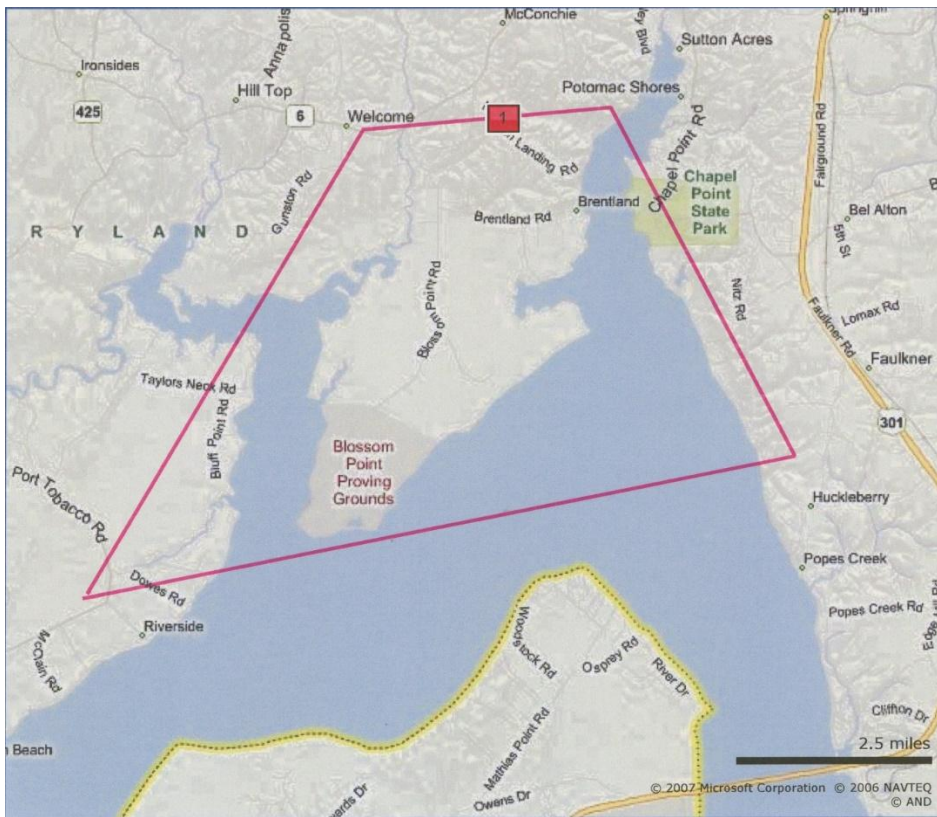


Figure 3-5 Naval Support Facility Dahlgren (King George County, VA) - Military Awareness Area

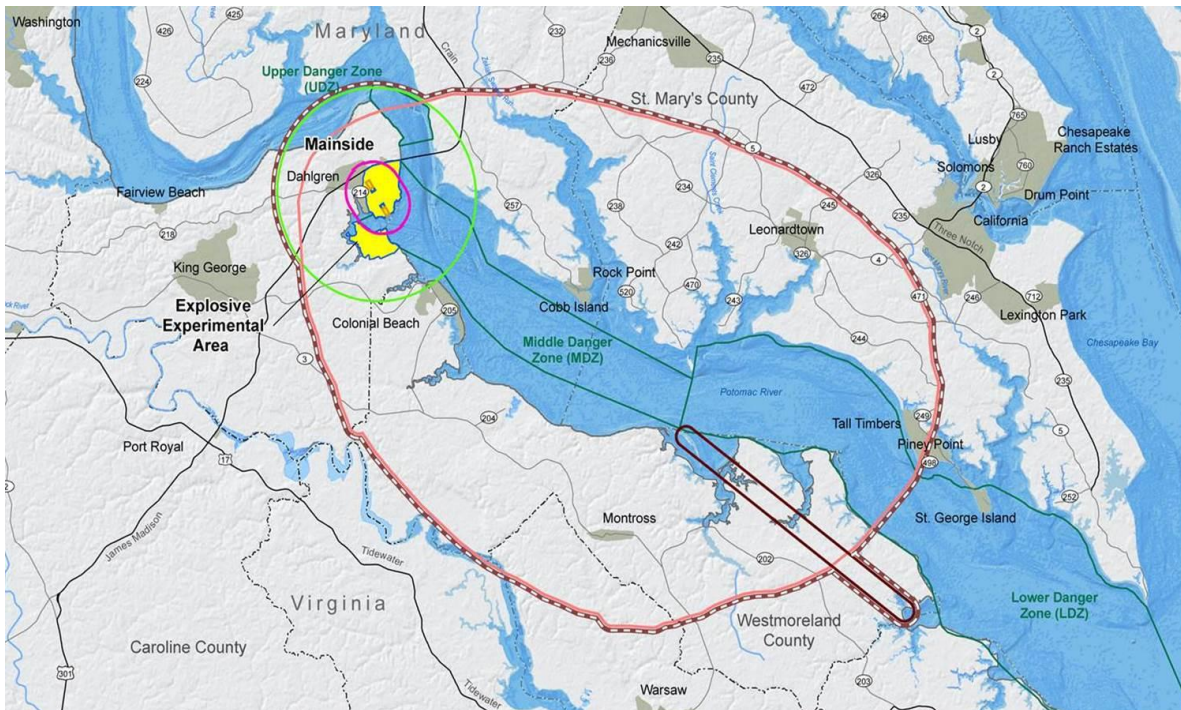
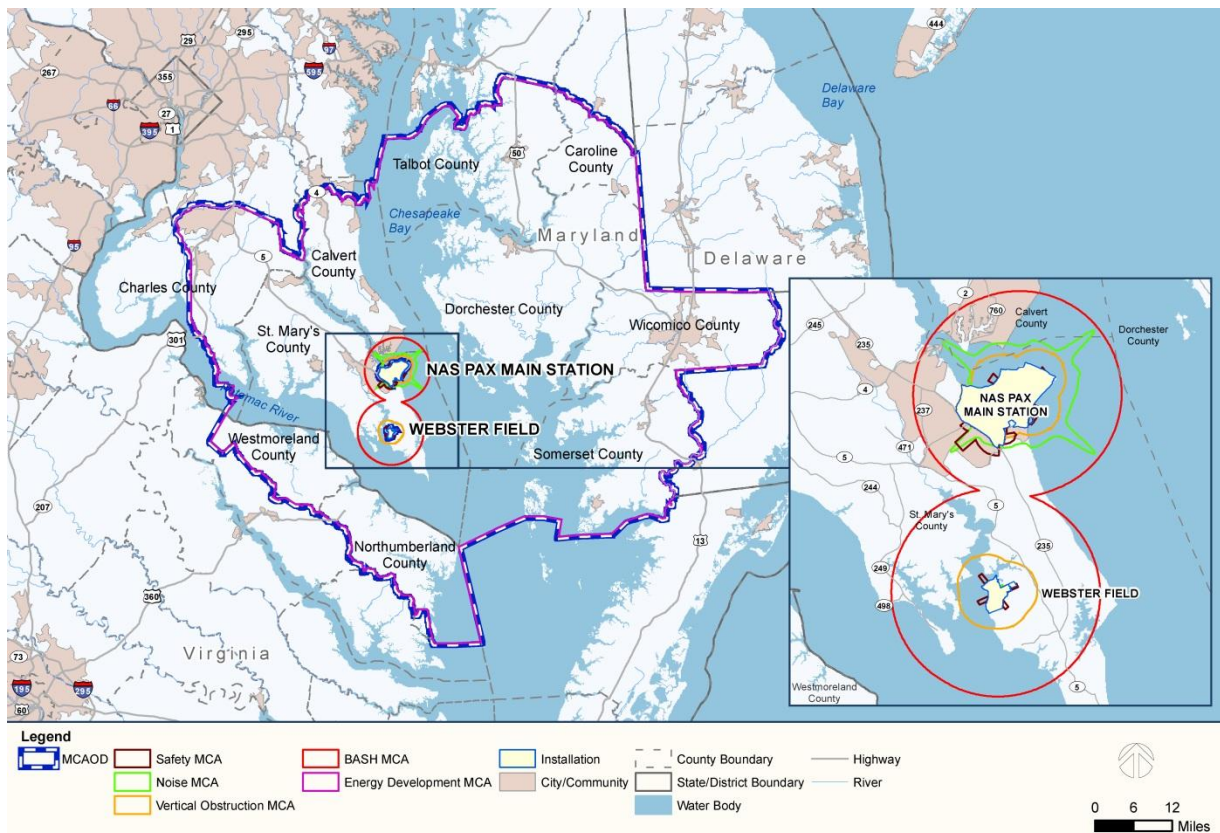


Figure 3-6 Naval Air Station Patuxent River (St. Mary's County, MD) - Military Awareness Area



The Sustainable Growth & Agricultural Preservation Act of 2012. Land Use Tiers

The Maryland General Assembly approved the Sustainable Growth and Agricultural Preservation Act (Senate Bill 236), also known as the septic bill, during the 2012 General Assembly session. The bill is intended to limit the spread of septic systems on large-lot residential development to reduce nitrogen pollution into the Chesapeake Bay and other waterways.

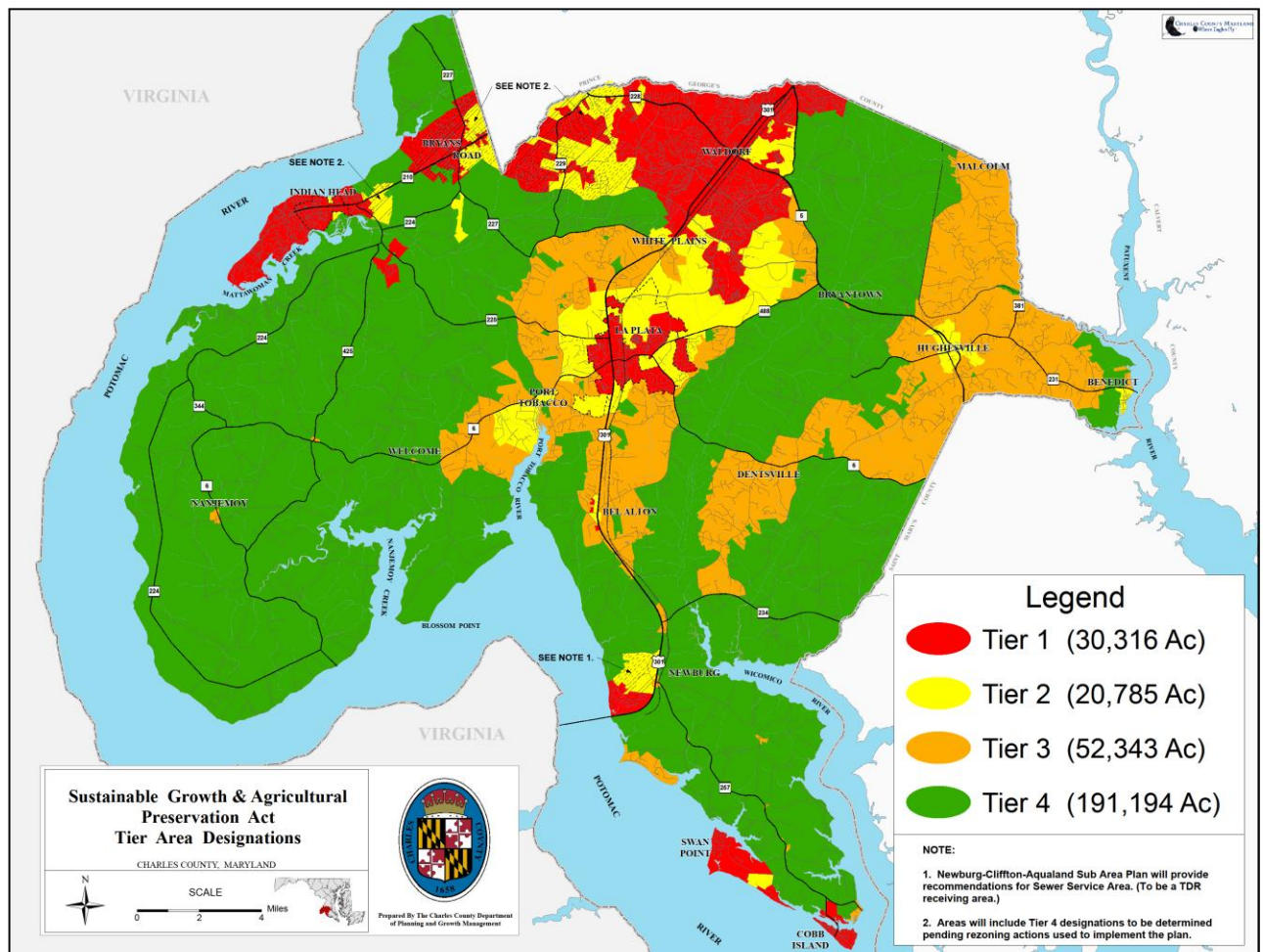
Under the bill, counties and towns must classify all land under their jurisdiction into four “tiers” (I, II, III, and IV).

- Tier I areas are areas that are served by public sewerage systems.
- Tier II areas are areas planned for public sewerage service. Within Tier II areas, community, shared and individual on-site sewage disposal systems are permitted for residential minor subdivisions. However, these systems are considered interim systems until public sewerage service is made available.
- Tier III areas are areas that are not dominated by agricultural or forest land and are not planned for sewerage service. Generally these are areas planned for large lot and rural development on septic systems.

- Tier IV areas have significant contiguous agricultural and forest land. Residential major subdivisions are prohibited in Tier IV areas.

Charles County adopted a “Tier Map” on April 29, 2014. However, this Comprehensive Plan provided a new land use policy framework that resulted in changes to the Tier Map. The new Tier Map was incorporated into this plan and adopted along with the Comprehensive Plan on July 12, 2016. (See figure 3-7 on the following page). The Tier Map and the Comprehensive Plan’s Land Use Map (See Figure 3-1) are consistent.

Figure 3-7 Tier Map



Growth rate

As noted in Chapter 2, the County's average annual rate of growth was 1.97 percent, higher than its 1.8 percent rate between 1990 and 2000, and from 2004 to 2014 was 1.35 percent.

While Charles County's growth has remained within its objective, during the Comprehensive Plan process several participants raised the issue of the County's growth rate. Some participants stated the rate was too high, while others stated that the rate has slowed significantly since the economic recession began in 2007. The County Commissioners' actions to curb sprawl, reduce the development district size and limit densities in sensitive natural resource lands is anticipated to result in a slower rate of growth than in previous decades, to approximately 1% or less – which is the intent of this plan. This should be

monitored during the course of this plan to determine the effect of these new growth management land use policy provisions as it impacts the rate of growth over time.

Rights of Development, Grandfathering

Grandfathered rights means that a property owner is permitted to move forward with a development proposal even though a change in the applicable law would currently prevent such development³.

During the Comprehensive Plan process which included public outreach in 2011-2012, several participants raised the issue of grandfathering. The Department of Planning and Growth Management reported to the Planning Commission⁴ that the current process is not fair to the applicant (developer) or to the public for the following reasons:

1. At some point a development should be allowed to proceed without the need to come back to the county for additional reviews and extensions even though the project is not yet 100% completed.
2. The public has the right to know that projects, once approved, will be advancing in the development process in a timely manner and complying with the most appropriate development regulations. Development should not have secure permits forever without doing any improvements, as is currently allowed.
3. The County accounts for public facility impacts for each project; so if a project does not move forward it could be locking up facility capacity that would otherwise be available for projects that are prepared to move forward but cannot because the capacity is lacking. The school allocation process is a good example.
4. The current system is a waste of time and resources for both developers and the County staff.

As a result of this public feedback, the county implemented changes to the Subdivision Code in 2014 which now incorporates time limits on preliminary plans and plan renewals. If applicants fail to meet these time restrictions, their plans become void and will be required to re-submit and begin the process again under any new policy or regulations put in place

³ Cases on vesting in Maryland include: *Pemberton v. Montgomery County*, 275 Md. 363, 340 A.2d (1975) and *Prince George's County v. Sunrise Development, L.P.*, 330 Md. 296, 623 A.2d 1296 (1993). To claim a vested right in Maryland, a property owner must meet a two-part test: 1) The property owner must have followed existing procedures and laws or representations of government (generally this means spending money to progress through the development process); and 2) The property owner must have made changes on the property that can be discerned as a manifestation of the commencement of work, thereby giving notice to the public. Generally this means that some kind of construction has occurred on the property, such as digging and the pouring of footings. Source: Maryland Department of Planning, Planning Commission, Planning Board and Board of Appeals Education Course 2010.

⁴ Planning Commission Meeting of February 27, 2012. Comprehensive Plan Work Session #I.

since the original approval. Additional analysis and changes to the County's Adequate Public Facilities Ordinance may also be of value.

Due to other significant changes to this plan, projects will be reviewed on a case by case basis to determine consistency with this plan and vested development rights or changes required to previously approved plans to comply with the Comprehensive Plan.

Regional and inter-jurisdictional coordination

Today's complex land use and growth management issues cross jurisdictional boundaries and frequently require inter-jurisdictional and regional solutions. Vital regional issues include: transportation, especially highways and transit; environmental issues, especially water and air quality; groundwater; economic development, including agricultural markets, marketing, and tourism promotion; public safety, fire and emergency services, and recreation. Benefits of coordination include:

- Compatible goals to guide development and resource protection.
- Improved environment, better business climate, and higher quality of life.
- More efficient and more cost effective service delivery.
- Fewer conflicts and political and legal battles.

Charles County participates actively in numerous regional organizations including the Tri-County Council for Southern Maryland and its various committees and commissions, the Metropolitan Washington Council of Governments, the Southern Maryland Travel and Tourism Commission and the Southern Maryland Agricultural Development Commission.

The County coordinates closely with the Towns of Indian Head and La Plata especially in the areas of public safety, emergency management, housing and development policies as they relate to school capacity, and recreation. While agreement on all issues is not always forthcoming, there exists a good working relationship between the three jurisdictions.

Summary

Table 3-2 summarizes proposed residential densities by Comprehensive Plan Land Use Districts. Table 3-3 lists the zoning districts that are consistent with the Land Use District designations. Land use and zoning must be consistent prior to consideration of development approvals. The base densities will be further examined after adoption of the plan in order to consider changes as a mechanism to improve the use of transferable development rights (TDRs). (See policies that are located at the end of this chapter).

Table 3-2 General Guidelines for Residential Densities by Land Use District

Comprehensive Plan Land Use District	Dwelling Units Per Acre	
	Base densities for the respective district that may be permitted by right	Anticipated average densities for all residential development in the district
Residential District	1 ¹	2 to 4 ²
Mixed Use Districts	0 to 2 ³	2 to 6 ²
Village Centers	Per approved village plans	1-5
Suburban Large Lot	1	1
Rural Conservation	0.33	0.2
Agricultural Conservation	0.33	0.2 ⁴
Watershed Conservation	0.05	0.05 ⁴
Rural Residential	0.33	0.2
Redevelopment District/ Transit corridor (including Mixed Use Districts)	12-15 ⁴	14-24 ⁵

Notes

- ¹ The overall densities in the areas of St. Charles and Swan Point are determined by existing agreements and Zoning and Subdivision Code restrictions. Densities in planned development will be determined on a case by case basis. WCD zoned areas within the Residential District may have a density of one unit per twenty acres.
- ² To achieve these average densities, per-site densities (dwelling unit yield) allowed in portions of each planning district will be higher. Maximum residential densities may be achieved through floating zones, density bonuses of varying types, and/or transfer of development rights
- ³ The zero figure reflects the fact that the base district in some mixed use districts is non-residential.
- ⁴ Although these land uses allow one unit per three (1:3) acres, the approved "Tier Map" restricts the total number of units allowed on septic systems to minor subdivisions in Tier IV areas (conservation land uses), up to seven (7) units. Therefore, overall gross density varies based on how much land is proposed for development
- ⁵ Zoning Code §297-96 Activity Center Zones; Waldorf Urban Design Study

Table 3-3 Land Use District Zoning District Consistency

Land Use Category Designation	Consistent Zoning Districts*
Residential	RR, RL, RM, RH, RO, PRD, MX, PMH, TOD, WCD
Watershed Conservation District	WCD
Employment & Industrial Park District	<u>ABP</u> , IG, IH, BP, MX, PEP, TOD
Commercial & Business District	CN, CC, CB
Mixed Use Districts	CC, CB, MX. (WPC & Docket #250 for Swan Point)
Redevelopment Districts	WC, AUC – Waldorf. CRR, CER, CMR – Bryan’s Road
Rural Conservation	RC, WCD
Agricultural Conservation	AC, WCD
Rural Residential	Rural Residential (RR) to be revised, updated.
Suburban – Large Lot	Currently RR, to be rezoned SL to be a new zoning district.
Incorporated Towns	(See La Plata and/or Indian Head Zoning Codes)
Transit Corridors	CN, CC, CB, Transit Corridor = MX, TOD
Protected Lands	Per underlying zoning
Military or Federally Owned Lands	RC (Federal Jurisdictions)
Chesapeake Bay Critical Area	IDZ, LDZ, RCZ (and underlying zones)
Villages	RV, CV, MX, PEP (or village master plan zoning)
St. Charles Area	PUD*

Consistent zoning may vary based upon land use boundaries, parcel sizes, permitted densities or other regulations such as Chesapeake Bay Critical Area, Wetland Protection Regulations, Resource Protection Zones, Septic Tier restrictions or other local, state or federal regulations. St. Charles PUD is also regulated by Docket #90.

Please see Appendix “C” at the end of this plan for a description of each Zoning District as abbreviated above. Zoning districts not shown by the corresponding land uses in the table above shall be considered inconsistent with the land use.

Policies

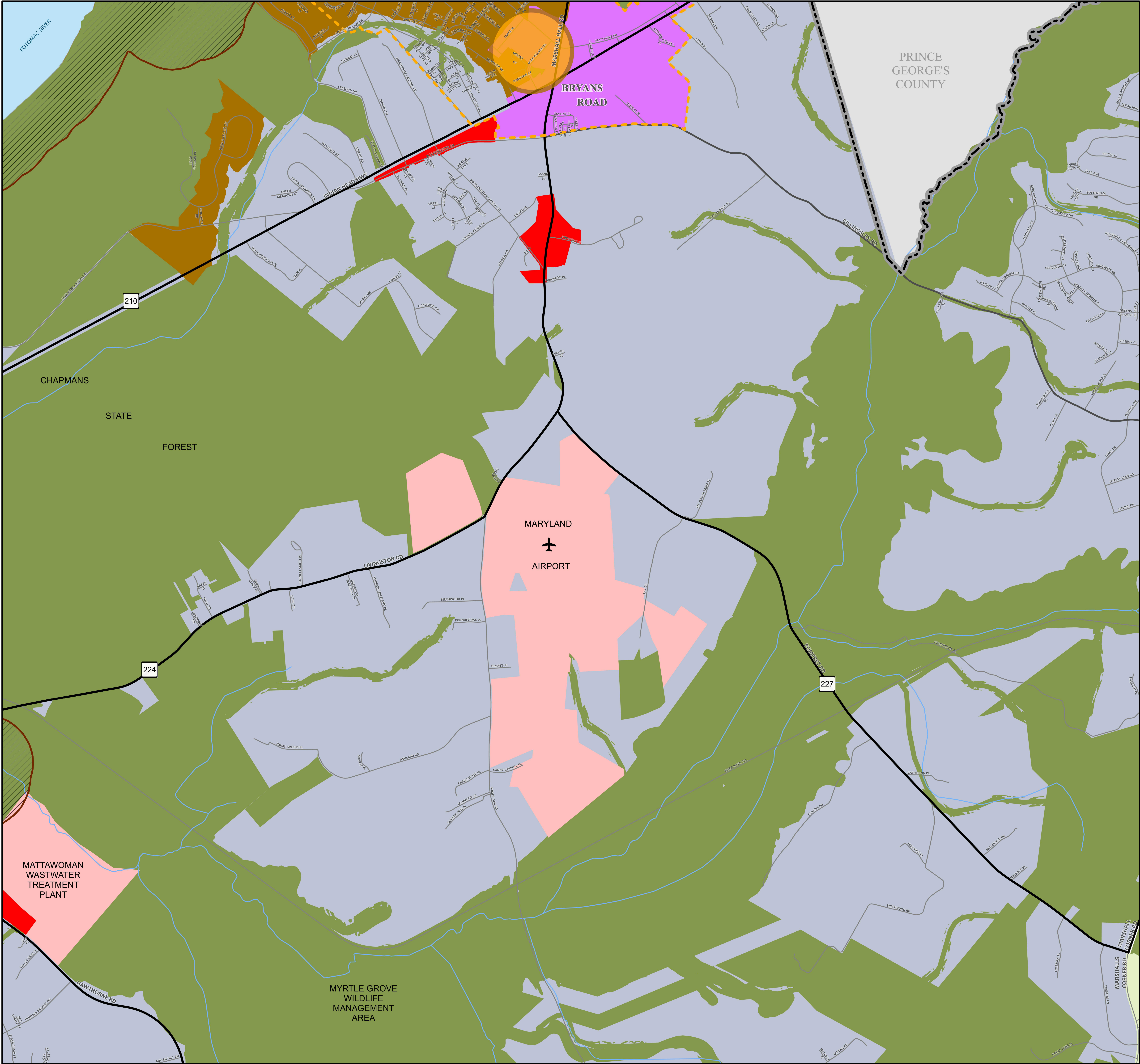
- 3.1 Coordinate the use of the Land Use Plan Map, the zoning map, the subdivision regulations, the capital improvements plan, and the Comprehensive Water and Sewer Plan with one another in terms of districts, locations, planned expansions and coordination with the Public School System Capital Improvements Plan (CIP) to assure growth management efforts are consistent. Under state law, zoning and development policies and actions must be consistent with the Comprehensive Plan (Land Use Article (effective October 1, 2012, Section 1–303).
- 3.2 Maintain the designation of the Development District as a receiving area for development rights that may be purchased and transferred from sending areas in rural areas of the County.
- 3.3 In order to improve the market for the Transfer of Development Rights (TDRs), and to conserve natural resources in the countryside of the county, examine the base densities for residential development in all zoning or development districts or docket, and consider changing and lowering base densities but allowing for established development density thresholds with the purchase of development rights (TDRs).
- 3.4 Revise the Transfer of Development Rights (TDR) regulations to
 - a) Eliminate the buyback provisions currently in place in order to ensure resource lands remain protected once they are restricted through the TDR process.
 - b) Consider requiring commercial TDRs.
- 3.5 Use the adequate public facilities ordinance to manage the location and timing of new development and its effects on schools, roads, and other public facilities.
- 3.6 Consider amendments to the Land Use Plan Map and zoning maps to accommodate the expansion of incorporated towns provided:
 - Such amendments are based on the incorporated town's Comprehensive Plan;
 - Incorporated towns agree to enter into intergovernmental agreements to ensure the provision of adequate public utilities to these areas; and,
 - The proposed development is consistent with the goals of this Comprehensive Plan.
- 3.7 Coordinate on regional issues by nurturing good, working relationships with the State, with neighboring jurisdictions especially Calvert, Prince George's, and St. Mary's Counties, and with the Towns of Indian Head and La Plata through planning agreements, plan referrals, information sharing, and consultations.
- 3.8 Use land use controls, including but not limited to architectural and site design guidelines, to establish standards for development which improves its quality.
- 3.9 Protect residential areas from incompatible activities and land uses in order to ensure comfortable and safe living environments.

- 3.10 Protect commercial, business and employment areas from incompatible activities and land uses in order to ensure their continued viability and growth.
- 3.11 Guide development away from areas vulnerable to natural hazards.
- 3.12 Protect military installations from incompatible land uses and consider implementation of recommendations contained in approved Joint Land Use Studies.
- 3.13 Ensure that zoning is consistent with the land use districts as designated on the Comprehensive Plan Land Use Map.
- 3.14 Establish a Priority Preservation Area (PPA).

Actions

1. Update the County's land development regulations (zoning, subdivision codes and related ordinances) to implement the Comprehensive Plan's land use chapter and ensure the regulations are consistent with this plan's objectives, policies and direction. In conjunction with this, process a Comprehensive Rezoning of the County's Zoning maps to also be consistent with the objectives, policies and direction of this Comprehensive Plan.
2. Update the county's land development regulations to limit the footprint of a single-user retail building use in the mixed use district and transit corridor to 100,000 square feet.
3. Examine mechanisms, strategies and actions to manage growth and develop a growth rate management model based on best management practices, and present various options to the Planning Commission for review and consideration.
4. Conduct a detailed study of the employment and commercial undeveloped land supply (including location and development potential) to determine whether additional land should be recommended for designation as employment or commercial land.
5. Develop a small area plan for the Potomac River Crossing/Aqualand/Newburg area. (See also discussion in Chapter 10).
6. Consider revisions to Transferable Development Rights and potential new receiving areas such as Newburg, Bel Alton and other village locations.
7. Study and recommend potential changes to the provisions for adequate public facilities to improve the effectiveness and efficiency of such systems
8. Implement the recommendations of the various Joint Land Use Studies. Develop specific measures, ordinances or other actions to ensure compatibility between land uses in Charles County and the associated military installations.
9. Examine opportunities to transfer the Priority Funding Area (PFA) designations for the small sites located within the Cobb Neck Area to the larger Newburg-Cliffton-Aqualand Sub-Area Plan as needed once the plan has been adopted.

10. Rezone vacant residential properties that were removed from the Development District in this plan to a lower density in order to limit sprawl development and protect water resources.
11. Coordinate with the State of Maryland to establish a new Nanjemoy-Mattawoman Rural Legacy Area.
12. Rezone major stream valleys to one unit per ten acres (1:10).
13. Rezone the Watershed Conservation District lands to one unit per twenty acres (1:20).
14. Develop new zoning to facilitate development of compatible commercial and employment uses on lands in the vicinity of the airport, to support airport operations and future expansion.



COMPREHENSIVE PLAN

Quality Places
Natural Spaces

CHARLES COUNTY MARYLAND

LEGEND

Development District

Residential

Watershed Conservation District

Employment & Industrial Park Districts

Commercial & Business Districts

Mixed Use Districts

Redevelopment District

Suburban Large Lot District

Rural Residential

Agriculture Conservation District

Rural Conservation District

Incorporated Towns

Incorporated Town Growth Areas

Transit Corridor

Protected Lands

Major Stream Valleys

Military or Federally Owned Lands

Chesapeake Bay Critical Area

Villages

Residential

Commercial

Mixed Residential & Commercial

> 150 Acres
50 - 100 Acres
< 50 Acres

LAND USE PLAN

(Maryland Airport Vicinity) MARCH 2026

CHARLES COUNTY
DEPARTMENT OF PLANNING
AND GROWTH MANAGEMENT

0

1,000

2,000

Feet

COMPREHENSIVE PLAN



CHARLES COUNTY
MARYLAND

LEGEND

- Development District
- Residential
- Watershed Conservation District
- Employment & Industrial Park Districts
- Commercial & Business Districts
- Mixed Use Districts
- Redevelopment District
- Suburban Large Lot District
- Rural Residential
- Agriculture Conservation District
- Rural Conservation District
- Incorporated Towns
- Incorporated Town Growth Areas
- Transit Corridor
- Protected Lands
- Major Stream Valleys
- Military or Federally Owned Lands
- Chesapeake Bay Critical Area

Villages

- Residential
- Commercial
- Mixed Residential & Commercial
- > 150 Acres
- 50 - 100 Acres
- < 50 Acres

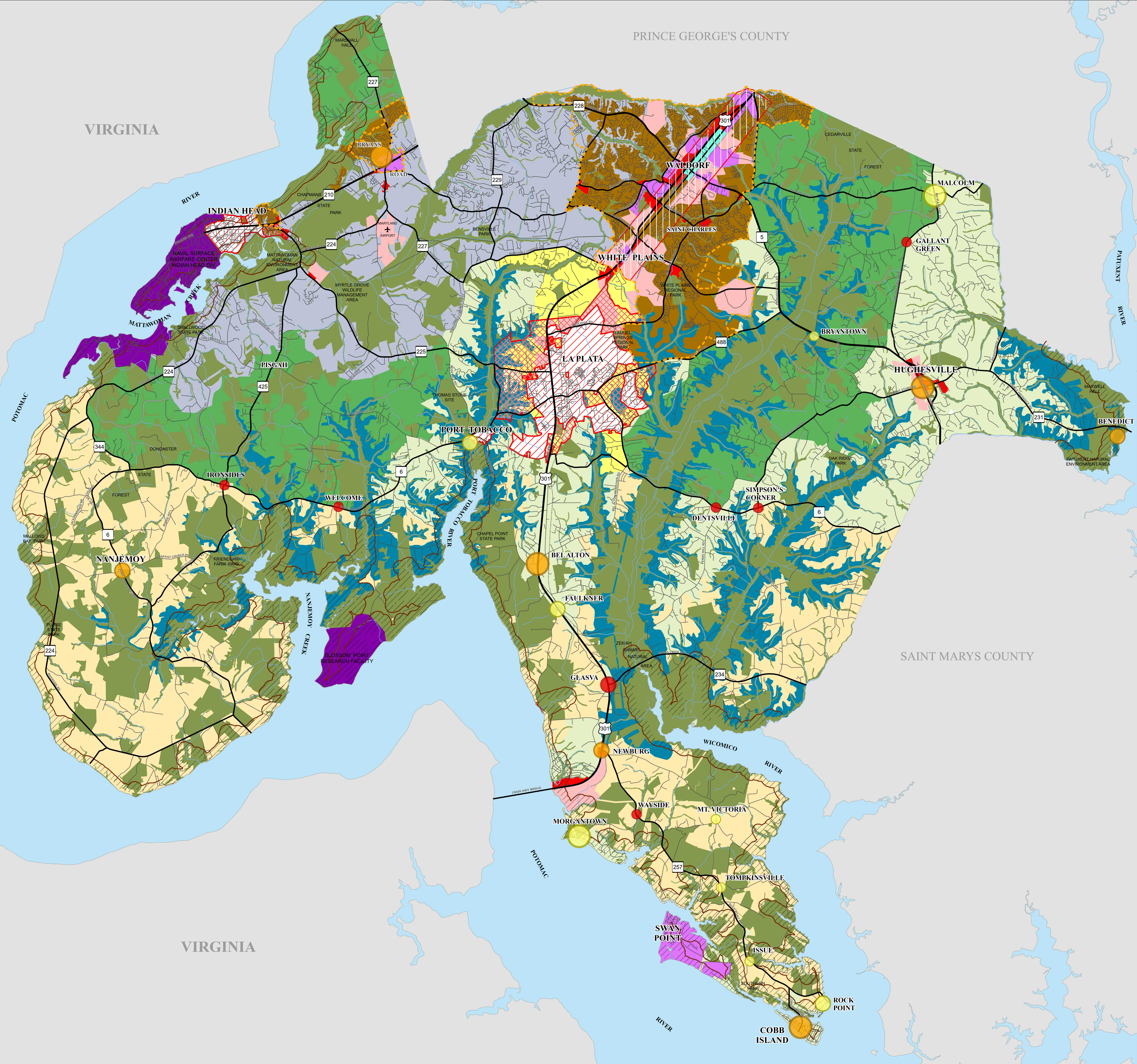
LAND USE PLAN

MARCH 2026

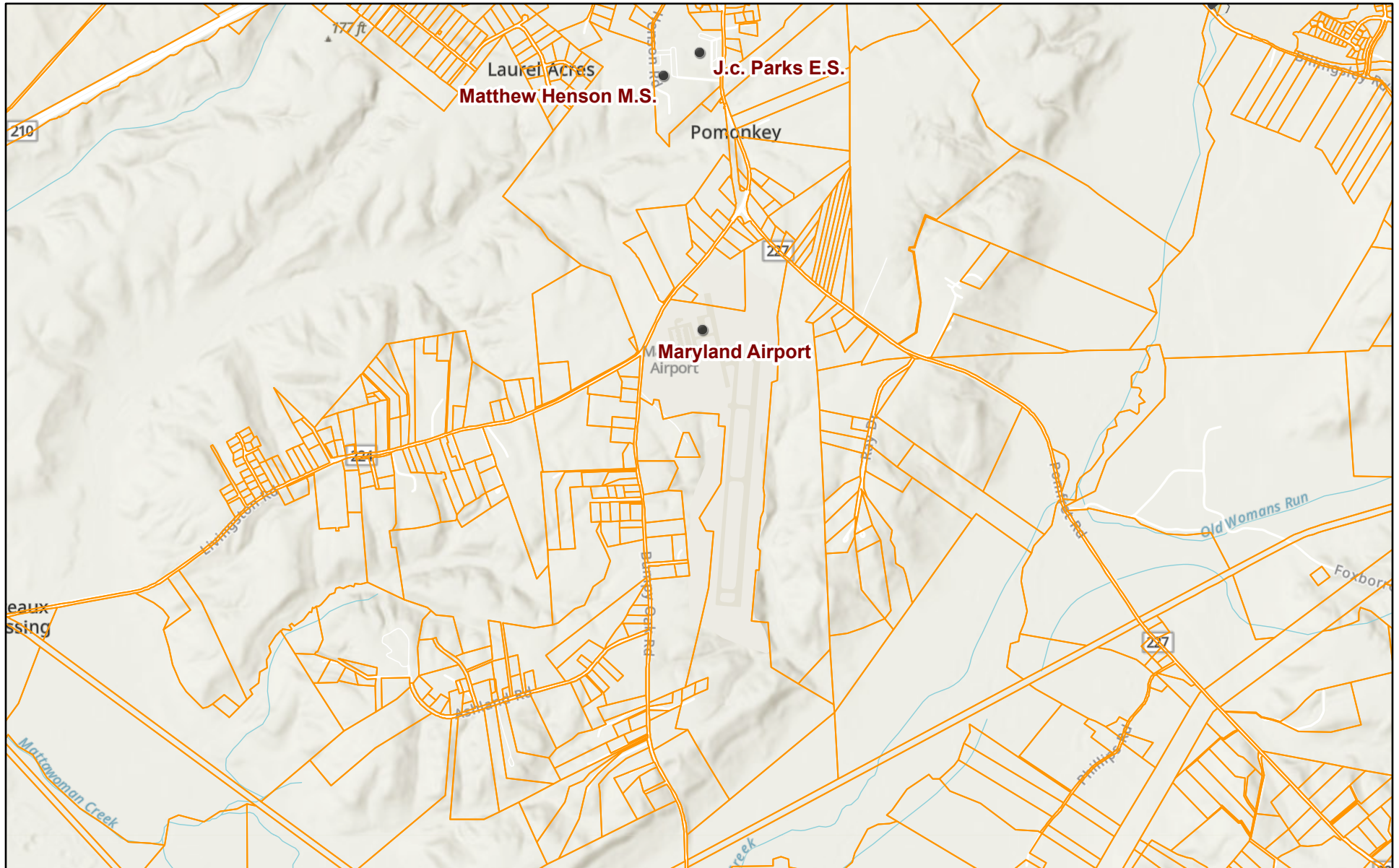


CHARLES COUNTY
DEPARTMENT OF PLANNING
AND GROWTH MANAGEMENT

0 1 2 Miles



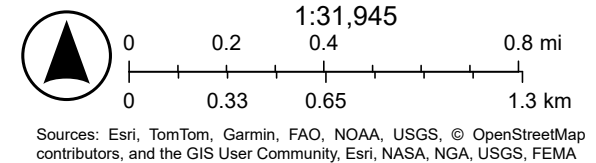
Charles County Parcel Map

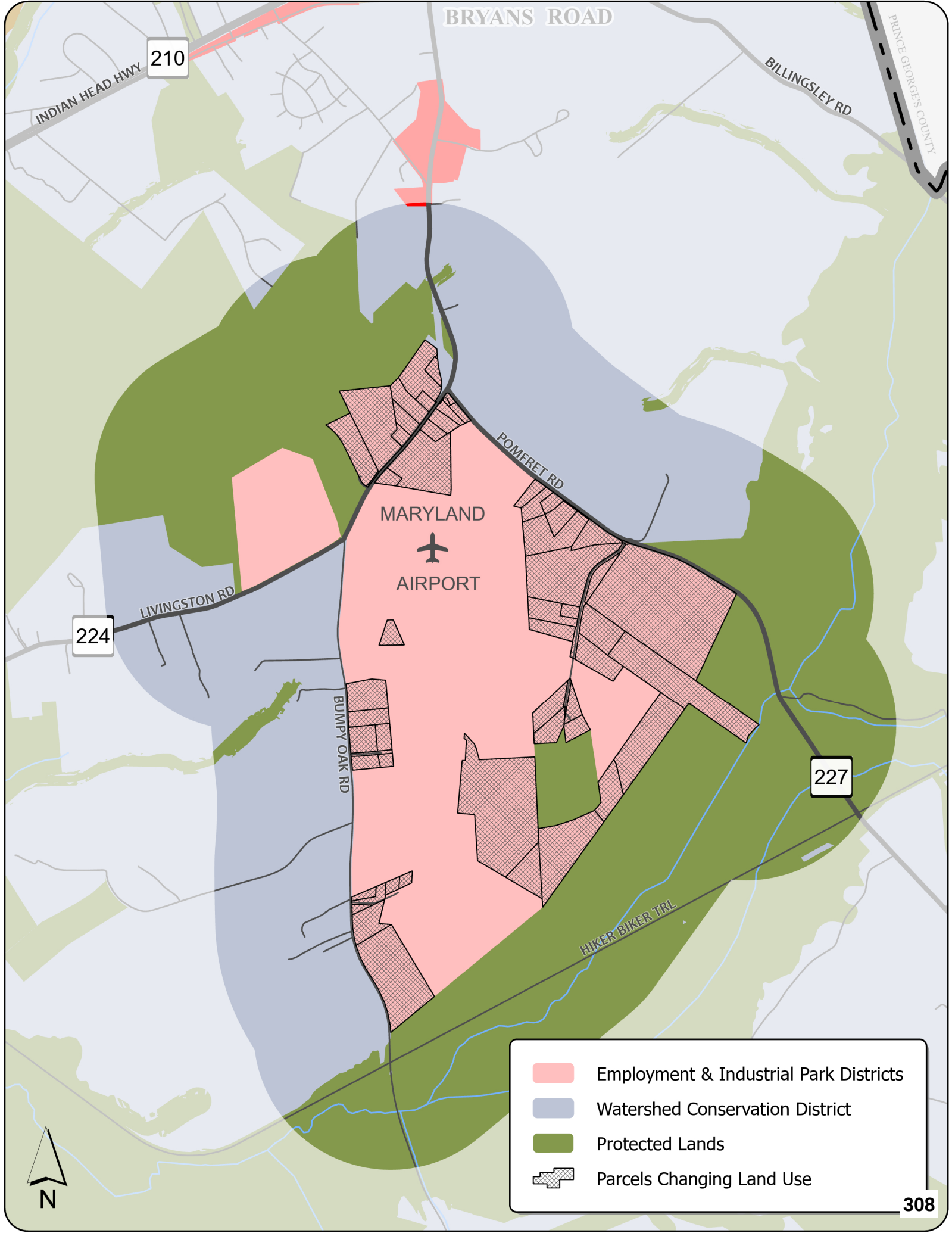


2/26/2026, 11:23:36 AM

- Charles County Boundary
- Charles County Mask
- Tax Parcel Data - Charles County

- Points of Interest
- World_Hillshade





	Employment & Industrial Park Districts
	Watershed Conservation District
	Protected Lands
	Parcels Changing Land Use



Comprehensive Plan Amendment

Presenters:

- Devin Parker, Planner I
- Joel Binkley, AICP, Planning Supervisor

July 21, 2026



Background

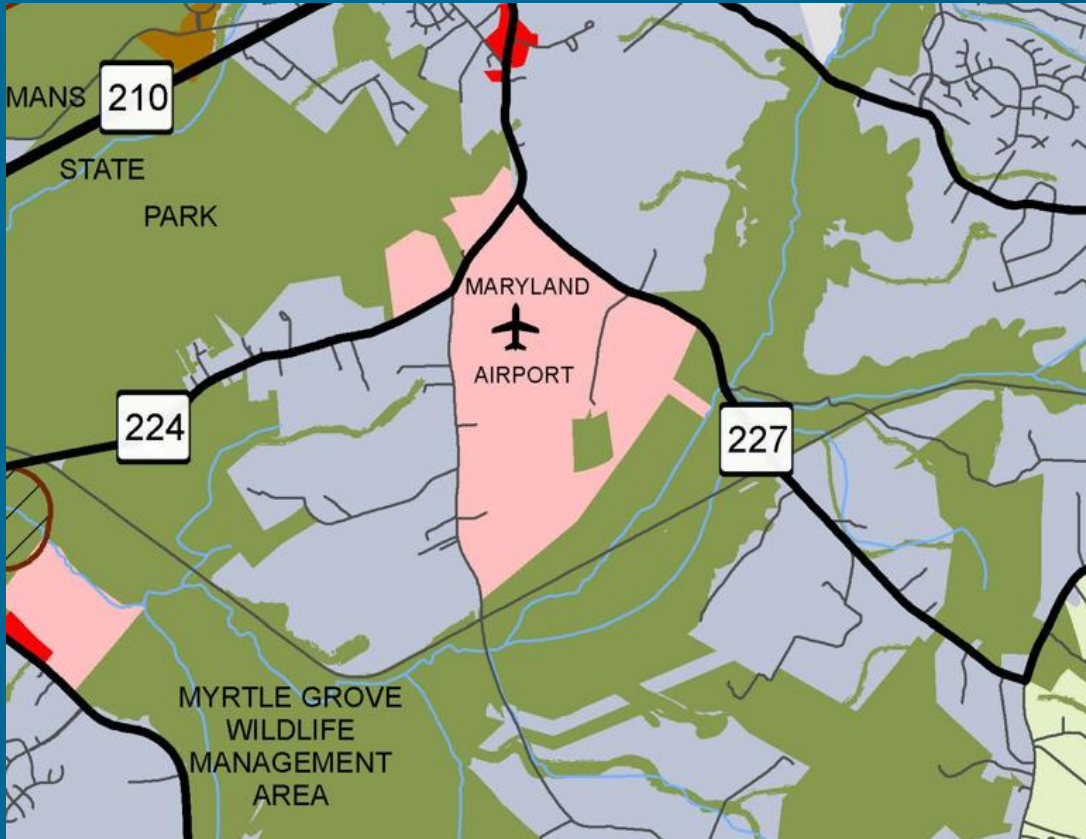
- **2016 Comprehensive Plan**
 - **Properties surrounding Maryland Airport designated Watershed Conservation District**
- **2021 Comprehensive Plan Amendment**
 - **565 acres redesignated to Employment and Industrial Park District**
 - **Intended to support potential rezoning to Airport Business Park (ABP) and Light Industrial (IG)**
- **2024 Board of County Commissioners Decision**
 - **Approved only a partial rezoning of the entire 565 acres**



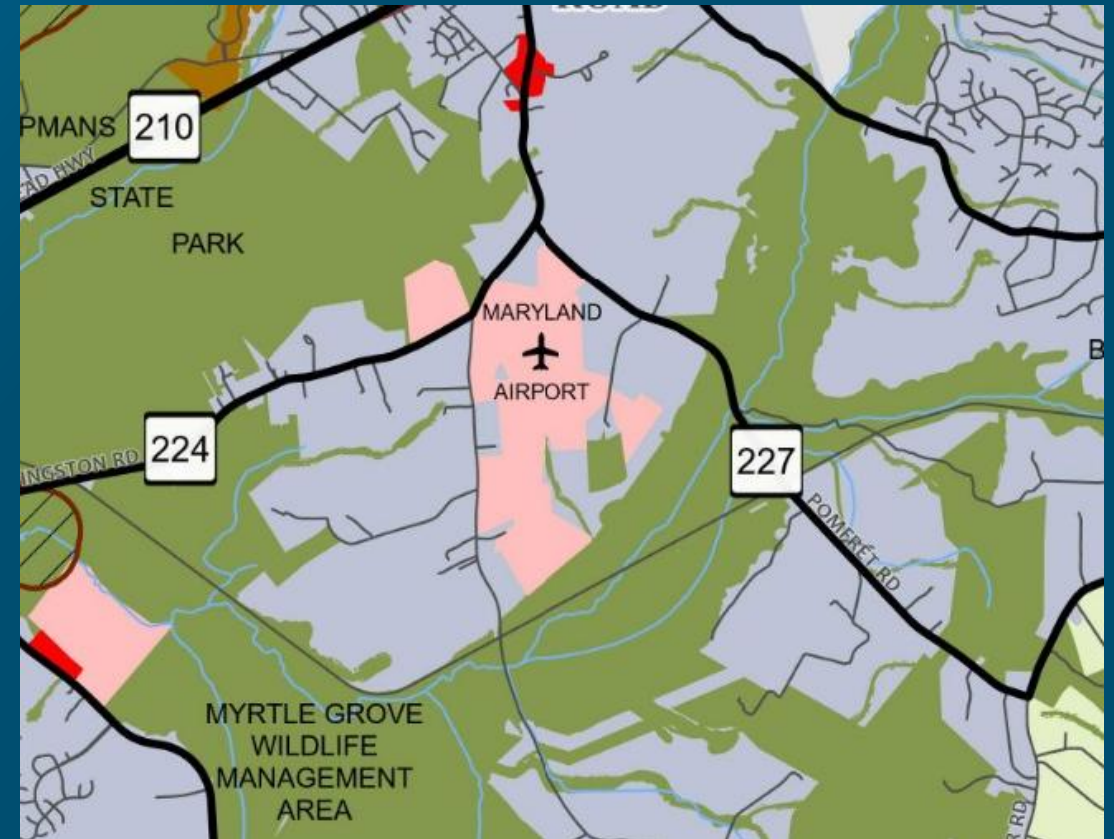
Purpose of The Amendment

- **Current State: Conflicting zoning and land use**
 - 351 acres retained WCD base zoning
 - Land use remained as Employment and Industrial Park District
 - Mismatch between base zoning and land use designation.
- **Proposed Change: Match land use designation with existing zoning**
 - Revert 351 acres with WCD base zoning to Watershed Conservation District land use designation

Land Use Plan Map



2021 Land Use Map



2026 Land Use Map



Process & Next Steps

- ~~Distributed to State and Adjacent Agencies (March 2026)~~
- ~~Planning Commission Public Hearing (May 4, 2026)~~
- ~~Planning Commission Work Session (June 15, 2026)~~
 - ~~Planning Commission Recommended Approval~~
- NEXT STEPS
 - BOCC Public Hearing (July 21, 2026)
 - BOCC Consideration



Presented By:
Charles County Government
Department of Planning and Growth
Management

301-645-0693 • BinkleyJ@charlescountymd.gov
301-645-0598 • ParkerD@charlescountymd.gov
200 Baltimore Street, La Plata, Maryland 20646
301-645-0692
MD Relay Service: 7-1-1

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www.CharlesCountyMD.gov/PGM

RE: Charles County 2016 Comprehensive Plan Amendment

From Harman, Mark <Mark.Harman@arroconsulting.com>

Date Mon 3/9/2026 4:27 PM

To Devin Parker <ParkerD@charlescountymd.gov>

Cc Joel Binkley <BinkleyJ@charlescountymd.gov>; Tony Felts <FeltsT@charlescountymd.gov>; Charles R. Rice <RiceC@charlescountymd.gov>; Ryan Hicks <Ryan@townofindianhead.org>

[External Content Warning] This message is from an external sender. Please exercise caution when opening attachments and hover over any links before clicking.

Devin,

Good afternoon!

The changes to the Comp Plan have no effect on the Town. The changes are located around the Maryland Airport, approximately 3 miles from the Town of Indian Head, so the Town has no comments, questions or concerns.

Thank you,

Mark

Mark Harman, P.G., MS4-SCP
Regional Client Manager

ARRO Consulting, Inc.

108 West Airport Road

Lititz, PA 17543

O: [717.560.6083](tel:717.560.6083)

Mark.Harman@arroconsulting.com

arroconsulting.com | [LinkedIn](#)



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From: Devin Parker <ParkerD@charlescountymd.gov>

Sent: Thursday, March 5, 2026 11:13 AM

To: Harman, Mark <Mark.Harman@arroconsulting.com>

Cc: Joel Binkley <BinkleyJ@charlescountymd.gov>; Tony Felts <FeltsT@charlescountymd.gov>; Charles R. Rice <RiceC@charlescountymd.gov>

Subject: Charles County 2016 Comprehensive Plan Amendment

Good Morning Mr. Harman,

We at Charles County's Planning and Growth Management wanted to reach out to you to receive comments in regard to a Comprehensive Plan Amendment to our 2016 plan. Attached to this email you will find a cover letter that outlines exactly what is being changed and why the change is being requested. You will also find supporting materials attached to this email as well. If you would need any further information and or clarification, please feel free to email me back at ParkerD@charlescountymd.gov or give me a call at 301-645-0598. We do thank you for your time in reviewing this Comprehensive Plan Amendment and have a great day.

Best Regards,
Devin Parker

Devin Parker

PGM Planer I



Charles County Government
[Planning and Growth Management](#)
301-645-0598
[Request an Appointment](#)
[Citizen Self Service Portal \(CSS\)](#)

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Charles County Government

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[Charles County Government](#)

4/29/2026

Kevin Wedding
Planning Commission Chair
200 Baltimore Street, La Plata, MD 20646

Dear Mr. Wedding,

Thank you for the opportunity to comment on the proposed Comprehensive Plan Amendment affecting certain properties around the Maryland Airport (Amendment). The Maryland Department of Planning (MDP) believes good planning is important for efficient and responsible development that addresses resource protection, adequate public facilities, housing, community character, and economic development. MDP's review comments reflect the agency's thoughts on ways to strengthen the Amendment and satisfy the requirements of Maryland's Land Use Article.

MDP forwarded a copy of the Amendment to several state agencies for review, including: the Maryland Historical Trust and the Departments of Transportation, Environment, Natural Resources, Commerce, Disabilities, and Housing and Community Development. To date, we have received comments from the Departments of Environment and Natural Resources. These comments are included with this letter. Any plan review comments received after the date of this letter will be forwarded upon receipt.

Summary of Amendments and History:

Maryland Airport is located at 3900 Livingston Road and consists of approximately 220 acres of land in numerous parcels. The specific land area included in the proposed Amendment generally includes properties south and west of MD 227, bound on the southwest of Pomfret Road, northeast of Bumpy Oak Road and northwest of the Mattawoman Creek.

In 2021, the county adopted a separate amendment to change the land use designations of these properties on the Approved Land Use Map from Water Conservation District (WCD) to Employment and Industrial Park District (EID). The purpose of the 2021 amendment was to ensure that surrounding land use designations will be consistent with future planned rezoning

of these properties and to support the general aviation use. According to the 2021 revisions to the Economic Development element of Charles County's Plan, the owner intended to accommodate larger planes by expanding the runway from 3,750 feet to 4,300 feet. At the time, the county reported increasing demand for the airport due to the opening of the MGM Nation Harbor Resort just 17 miles away and MGM's "interest in establishing a corporate hangar at Maryland Airport to service their most valued customers."

In its comment on the 2021 amendment, MDP recognized that Charles County sought to alter the land use of the airport and surrounding parcels to facilitate economic development. The expanded EID land use would have induced increased impervious surface for a larger runway, new taxiways, larger hangers and aprons, parking, industrial park roofs and parking lots, roads, etc. However, MDP noted that much of the land area proposed for the change in land use was identified by the Maryland Department of Natural Resources (DNR) as a Targeted Ecological Area, defined as "lands and watersheds of high ecological value that have been identified as conservation priorities." Portions of the area are also within protected easements.

This proposed Amendment seeks to reverse the 2021 changes to the land use designation for several of the properties surrounding Maryland Airport. At that time, approximately 565 acres designated WCD were changed to EID to accommodate a potential zoning map amendment for Airport Business Park and Light Industrial (ABP/IG) zoning. However, in 2024 the Charles County Board of Commissioners elected not to rezone all 565 acres to ABP/IG, resulting in 351 acres retained in the WCD zone. This Amendment will reconcile the land use designations and zoning of the 351 acres that the Board of Commissioners elected to retain as WCD. The Amendment also includes a minor proposed text change to Chapter 3 of the Comprehensive Plan to reflect the addition of the new Airport Business Park (ABP) zone and WCD configuration to mirror the adopted zoning in 2024 (per 2024-8 ZMA 23-02).

General Comments:

MDP reiterates its recommendation from its review of the 2021 Charles County Comprehensive Plan amendment that the county consider designating areas that will remain in the county's EID land use designation as Priority Funding Area (PFA) to facilitate access to state funding for future economic development.

In regard to the Water Resource Element, because the draft Amendment is reconciling the land use designations and zoning for 351 acres of land that was proposed in 2021 to change from Water Conservation District to Employment and Industrial District, but is ultimately remaining as Water Conservation District based on 2024 zoning, there is no expected increase in water or sewer demand, or in stormwater runoff (since the amended proposed land use is less intense than the land use proposed in 2021). Therefore, no additional Water Resources Element or Growth Tier Map type analyses are warranted.

MDP respectfully requests that this letter and accompanying review comments be made part of the public hearing record. When the Amendment is adopted, please send Carter Reitman a PDF copy of the final document and the resolution of the final action.

If you have any questions or concerns regarding these comments, please email Carter Reitman at carter.reitman2@maryland.gov.

Sincerely,

A handwritten signature in blue ink, appearing to read "Joe Griffiths".

Joe Griffiths, AICP
Director, Planning Best Practices

Enclosures: Review Comments, Maryland Departments of the Environment and Natural Resources

cc: Jason R. Groth, AICP, Director, Charles County Department of Planning and Growth Management
Susan Llareus and Carter Reitman, Maryland Department of Planning



**Local Plan Review: Comprehensive Plan Amendment for Lands Adjacent to the
Maryland Airport**

Maryland Department of the Environment – WSA/WPRPP

**REVIEW FINDING: R1 Consistent with Qualifying Comments
(MD20260305-0101)**

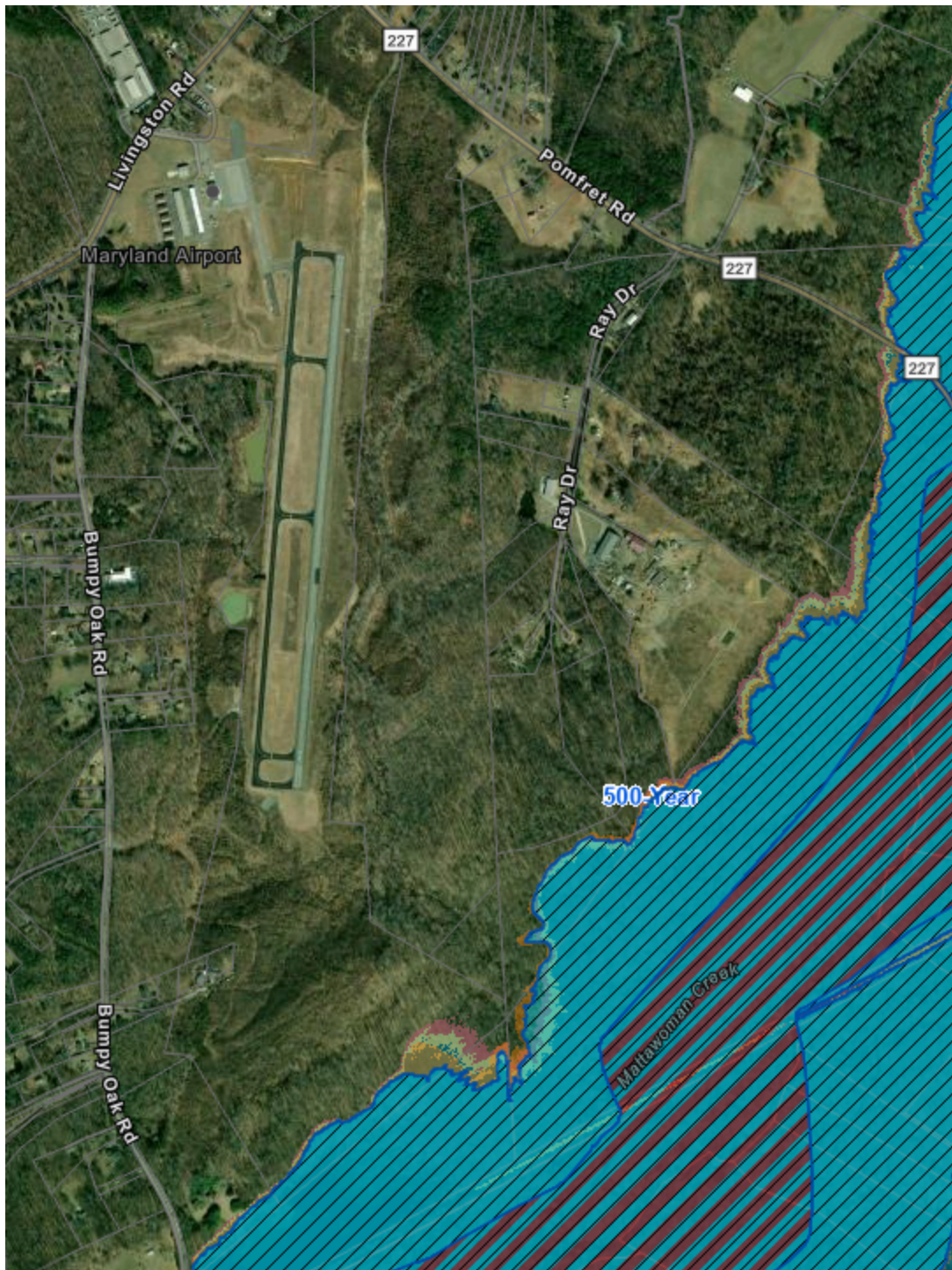
Please be advised, the property or properties in MD20260305-0101 is/are in close proximity to Flood Zone AE (100-year Floodplain) and X (500-year Floodplain). The project coordinator(s) should follow local floodplain ordinances and Federal Emergency Management Agency's guidelines and standards.

It is advised that the coordinator(s) consider climate resiliency, which could include but not limited to the following steps (<https://toolkit.climate.gov/>):

- Explore Hazards: Identify climate and non-climate stressors, threats, and hazards and how they could affect assets (people and infrastructure).
- Assess vulnerability and risks: Evaluate assets vulnerability and estimate the risk to each asset.
- Investigate options: Consider possible solutions for your highest risks, check how others have responded to similar issues, and reduce your list to feasible actions.
- Prioritize and plan: Evaluate costs, benefits, and capacity to accomplish each action integrating the highest value actions into a stepwise plan.
- Take action: Move forward with your plan and check to see if your actions are increasing your resilience with monitoring.

The coordinator(s) is advised to State National Flood Insurance Program Coordinator, in MDE's Stormwater, Dam Safety, and Flood Management Program, at flood.maps@maryland.gov for additional information regarding the regulatory requirements for Floodplains and Storm Surges.

The coordinator(s) is advised to contact Matthew C. Rowe, CC-P, Deputy Director of MDE's Water and Science Administration, at (410) 537-3578 for additional information regarding Climate Change and Resiliency.



MDE Comments for Clearinghouse Project Review: MD20260305-0101

Response Code: R-1

1. Any above ground or underground petroleum storage tanks, which may be utilized, must be installed and maintained in accordance with applicable State and federal laws and regulations. Underground storage tanks must be registered and the installation must be conducted and performed by a contractor certified to install underground storage tanks by the Land and Materials Administration in accordance with COMAR 26.10. Contact the Oil Control Program at (410) 537-3442 for additional information.
2. If the proposed project involves demolition – Any above ground or underground petroleum storage tanks that may be on site must have contents and tanks along with any contamination removed. Please contact the Oil Control Program at (410) 537-3442 for additional information.
3. Any solid waste including construction, demolition and land clearing debris, generated from the subject project, must be properly disposed of at a permitted solid waste acceptance facility, or recycled if possible. Contact the Solid Waste Program at (410) 537-3315 for additional information regarding solid waste activities and contact the Resource Management Program at (410) 537-3314 for additional information regarding recycling activities.
4. The Solid Waste Program should be contacted directly at (410) 537-3315 by those facilities which generate or propose to generate or handle hazardous wastes to ensure these activities are being conducted in compliance with applicable State and federal laws and regulations. The Program should also be contacted prior to construction activities to ensure that the treatment, storage or disposal of hazardous wastes and low-level radioactive wastes at the facility will be conducted in compliance with applicable State and federal laws and regulations.
5. The proposed project may involve rehabilitation, redevelopment, revitalization, or property acquisition of commercial, industrial property. Accordingly, MDE's Brownfields Site Assessment and Voluntary Cleanup Programs (VCP) may provide valuable assistance to you in this project. These programs involve environmental site assessment in accordance with accepted industry and financial institution standards for property transfer. For specific information about these programs and eligibility, please Land Restoration Program at (410) 537-3437.
6. Borrow areas used to provide clean earth back fill material may require a surface mine permit. Disposal of excess cut material at a surface mine may requires site approval. Contact the Mining Program at (410) 537-3557 for further details.

Maryland Department of Planning
301 West Preston Street
Suite 1101
Baltimore, MD 21201

Memo: MD DNR comments on Charles County Comp plan Amendments for Lands Adjacent to Maryland Airport

To: Carter Reitman
cc: Rita Pritchett

On behalf of the Department of Natural Resources, thank you for the opportunity to comment on the proposed Charles County Comp Plan Amendments for Lands Adjacent to Maryland Airport. The draft document was distributed to appropriate contacts at the Maryland Department of Natural Resources and reviewed. Many units across the Department have a special interest in protection of the Mattawoman Creek watershed as it has habitat for sensitive species including state rare, threatened, and endangered species. DNR offers the following comments:

The proposed amendment in 2022 to expand the airport and to change Bryan's Road zoning prompted Fishing and Boating Service's original set of concerns and comments about removing land from the Watershed Conservation District (WCD). This airport expansion was to encompass 565 acres; the Commissioners have reduced that by 351 acres. Review of zoning maps indicated Charles County has confined zoning changes to areas that have already been developed, conserving the WCD to their east and north. While this is a laudable improvement, removal of areas from the WCD (developed or not) without replacement by low development land should have some limit. By removing developed land from the WCD, it shrinks its area and may ease meeting the impervious surface cap for the WCD (8%) which provides opportunities for more development within the WCD. Overall watershed development increases.

Our most recent estimates suggest that in 2024 Mattawoman Creek's watershed had reached 11.4%. We consider 10% impervious surface as a threshold beyond which we will experience increasingly intractable fisheries management issues.

The wide, forested valleys of the WCD function as a floodplain, trapping sediment, allowing for filtering of nutrients, and other (but not all) pollutants. In addition to the positive effect of WCD forests for the downstream estuary, they are also an important positive landscape feature for an important group of anadromous fish (herring: Blueback Herring, Alewife, and Hickory Shad) that use fluvial Mattawoman Creek for spawning. Herring are a major conservation concern. Despite severe coastwide harvest restrictions, their numbers have dwindled. They are sensitive to development and water quality and highly vulnerable to climate change. Reforestation is part of a portfolio of strategies that could be used to counter the negative effects of climate warming on herring. The WCD is already forested.

The WCD has been effective in conserving forest within it, but forest in the remainder of the watershed has been reduced. Based on Department of Planning estimates, Mattawoman Creek's watershed has lost forest cover, dropping from 70% in 1973 to 53% in 2018. Chesapeake Conservancy high resolution estimates of true tree cover indicate that the amount of forest in Mattawoman Creek's watershed (including the WCD) has fallen from 59% in 2013-2014 to 58% during 2021-2022. Forest cover within the WCD has remained close to 75%.

The airport and businesses in the remaining parcels could have a negative effect on anadromous fish spawning in Mattawoman Creek if ensuing development and salt application for deicing are not managed carefully. Increased salinity of freshwater may act to disrupt cues for spawning fish to migrate upstream and-or kill eggs and larvae directly due to excessive osmoregulatory stress. In addition to the effect of road salt, saltier freshwater runoff is also associated with what has been called a “toxic cocktail” of other pollutants. Stormwater best management practices do not treat salt and may act to store it for release at other times.

Conductivity (a measurement of salinity of freshwater at a fine scale) in Mattawoman Creek starts out higher furthest upstream due to runoff from Waldorf and declines as it goes towards tidal waters as it is diluted by freshwater from the WCD - the opposite of what a stream in a low development watershed would exhibit. The airport is located in one of two low development (about 3% impervious surface) 12-digit subwatersheds in Mattawoman Creek's drainage; there are nine others that run from 6-30% impervious coverage. A tributary running through the low development subwatershed running just to the west of the airport contributes to dilution of upstream Mattawoman Creek's more saline water as it moves through the WCD. We usually see a drop in conductivity below where it and other tributaries from the south enters Mattawoman Creek between two middle stations (Bumpy Oak Road and Pomfret Road) that we sample for anadromous fish spawning. We have four stations at road crossings on Mattawoman Creek that run from Billingsley Road (nearest Waldorf, furthest upstream) to Route 225 (tidal divide).

Since returning to sample Mattawoman Creek's anadromous fish stream spawning in 2024-2026 (previously sampled during 2008-2018), we have seen very high conductivities. Conductivity in 2024, after a warm winter with little or no snow, was close to baseline (natural level) for a Coastal Plain stream and our index for herring spawning was high. However, 2025 was colder and snowier; median conductivity was approximately twice the background level and our herring index was much lower. Salt was applied heavily (we have pictures of salt piles on roadways near our sites). Our 2026 survey has just gotten underway and conductivity readings have been 3- to 5-times the background. Conductivity in suburban watersheds (like Mattawoman Creek's) at greater than 1.7-times the background results in lower herring spawning indices. Managing the fishery to offset habitat degradation is no longer an option because harvest of herring has been prohibited in Maryland for over a decade.

The Southern Region office of Freshwater Fisheries and Hatcheries has been sampling the fish community of the tidal portion of Mattawoman Creek nearly every year for the past 40+ years. The tidal portion of the creek is home to a world-class largemouth bass fishery, attracting professional and amateur anglers from all over the country who compete at tournaments held weekly during the warm seasons. Our office has seen a great decline in the bass and other fisheries in this portion of the creek over the years. While Charles County has grown tremendously over these decades, we feel that the county should keep development within Development Districts and apply the principles of smart growth as referenced heavily in Ch 3 of the Comprehensive Plan. Taking acreage away from the Watershed Conservation District within the Mattawoman Creek watershed and developing these lands will have negative impacts, several of which are outlined above. We would additionally add that increased water conductivity can significantly degrade conditions and eliminate sensitive resident fish species from the non-tidal portion of the creek and its tributaries. With development also comes increased septic seepage, fertilizer runoff for landscaped lawns around business parks, increased littering, and deliberate trash dumping. All of these make their way downstream and can increase likelihoods of Harmful Algal Blooms and fish kills, as well as degrading the natural aesthetic and harming the recreational and professional bass fishing industry.

DNR's Wildlife and Heritage Service also reviewed this plan. The rezoned area is within the Mattawoman Creek ecosystem, and some of the parcels along the southern portion of the Maryland Airport specifically overlap the Mattawoman Creek Ecologically Significant Area (ESA), which is ranked as Tier 2 as being extremely significant for biodiversity conservation. The rezoning in this area isolates two parcels with conservation easements, isolating these protected parcels and fragmenting the forested habitat, greatly reducing its value for wildlife. Some of the parcels also border the Myrtle Grove Wildlife Management Area (WMA) and provide an important

habitat buffer for the wildlife living there. These parcels are within or have slopes that directly drain into the Mattawoman Creek floodplain. One of these parcels in particular extends through the floodplain wetland forest to Mattawoman Creek and fragments the protection this section of the Wildlife Management Area provides to wildlife.

The Coastal Plain bottomland forest that borders the southern rezoned properties is periodically flooded by Mattawoman Creek and its tributaries. The large block of adjacent forest helps to maintain the hydrology and water quality of habitats within this bottomland forest that support rare species, including Horse-tail paspalum (*Paspalum fluitans*, state-listed as Threatened), Deciduous holly (*Ilex decidua*, state rare) and Small-flowered baby-blue-eyes (*Nemophila aphylla*, state rare). Small, spring-fed seeps and streams in mature bottomland forest downstream of these parcels provide larval habitat for a rare dragonfly, the Banded spiketail (*Zoraena obliqua fasciata*, highly state rare). This species depends on a constant flow of cool spring water to maintain larval habitat. Therefore, development-related changes to water flow and quality are threats to this species.

Finally, the forest is part of a forested corridor bordering Mattawoman Creek that provides vital habitat connectivity for wildlife as well as habitat for Forest Interior Dwelling Species (FIDS). This forested corridor is recognized as an Important Bird Area by the National Audubon Society due to the extraordinary number of breeding forest interior dwelling bird species (FIDS). Certain FIDS are highly area sensitive, particularly vulnerable to forest loss, fragmentation and overall habitat degradation. Several of these highly area sensitive species that have declined significantly in southern Maryland over the last 30 years have been documented in the forest along Mattawoman Creek during the breeding season, including Louisiana waterthrush, hooded warbler, Kentucky warbler, prothonotary warbler, eastern whip-poor-will, and red-shouldered hawk. Forest clearing and development on these parcels would reduce the extent of FIDS habitat and degrade the quality of forest interior habitat present on adjacent properties by introducing edge effects, including on lands within the Myrtle Grove Wildlife Management Area. This natural corridor is important to many types of wildlife because of the extensive habitat alterations in nearby areas. For all of these reasons we recommend that Charles County continue to preserve as much FID habitat as possible.

Finally, Maryland Forest Service would like to re-emphasize the value of the forested lands mentioned by the other units. The area surrounding Maryland Airport consists almost entirely of forested systems that qualify, by state Forest Conservation Law definition, as Priority for Retention. Through office review of the area in question, it has been found that these forests are suitable for FIDS, contain steep slopes, contain hydric soils, and exhibit forested stream buffers. Each of these elements alone would suffice to qualify the area as Priority for Retention, and it is not unlikely that a field survey of the land would reveal additional criteria for sensitive areas to further demonstrate the ecological importance of the extant ecosystem, such as the presence of specimen trees. Forests designated as Priority for Retention provide greater ecological, social, and economic benefit to their communities than those that do not possess the characteristics that would grant them this designation, and as such, these forests should be retained and protected whenever possible.

On July 1st 2024, a net gain canopy cover policy was adopted statewide. In addition to encouraging the establishment of new forests and the enhancement of existing forest, this policy is intended to discourage development in areas with established canopy cover, especially where Priority forest exists. The development of areas containing Priority forest works in direct opposition to the state's Net Gain policy.

A portion of the rezoned area falls under a forest conservation easement. While zoning changes do not directly impact the protections afforded by conservation easements, they may have a number of indirect impacts that could make it more difficult to protect and maintain the forest within the easement. For example, if development occurs on the lands surrounding the conservation easement, the easement is likely to experience changes in hydrology, connectivity, and habitat suitability, among other things. Development of the forested areas in question could jeopardize the health, resilience, and potential for long-term ecological value of the forest conservation easements in the vicinity.

Given these aforementioned concerns, the Maryland Forest Service recommends protecting these valuable forest lands from development and development-related harm to the fullest extent possible. The Maryland Forest Service is appreciative of the opportunity to provide comments. If you have any questions, please do not hesitate to contact Gaby Elliott, Urban Forestry Coordinator, Southern Region (Gabrielle.elliott1@maryland.gov, (240) 538-1636)

Once again, thank you for the opportunity to provide comments. If you have any questions about these comments or would like further information, please do not hesitate to contact me at 443-534-4151 or christine.burns1@maryland.gov.

Best,
Christine Burns



Carter Reitman <carter.reitman2@maryland.gov>

Local Plan Review: Comprehensive Plan Amendment for Lands Adjacent to the Maryland Airport

Ann Sekerak <ann.sekerak@maryland.gov>

Fri, Mar 6, 2026 at 9:50 AM

To: Carter Reitman -MDP- <carter.reitman2@maryland.gov>

Cc: Rita Pritchett -MDP- <rita.pritchett@maryland.gov>, Joseph Griffiths -MDP- <joseph.griffiths@maryland.gov>

Hi Carter,

It appears that the proposed land use change is located entirely outside of the Critical Area; therefore, this office has no comments.

Thank you!
Annie



Critical Area Commission for the
Chesapeake & Atlantic Coastal Bays
dnr.maryland.gov/criticalarea

Annie Sekerak, AICP

Natural Resources Planner

Critical Area Commission for the
Chesapeake & Atlantic Coastal Bays[1804 West Street, Suite 100](#)[Annapolis, MD 21401](#)[410-260-3466](#) (office)[667-500-2027](#) (cell)ann.sekerak@maryland.gov

April 30, 2026

Ms. Susan Llareus
c/o Rita Pritchett
Maryland Department of Planning
120 E. Baltimore Street, Suite 2000
Baltimore MD 21202

Dear Ms. Llareus:

Thank you for coordinating the State of Maryland's comments on the Comprehensive Plan Amendment for Lands Adjacent to Maryland Airport. The Maryland Department of Transportation (MDOT) offers the following comments on the Amendment for consistency with the State of Maryland and MDOT's goals and objectives.

General Comments

- In general, the Comprehensive Plan Amendment is consistent with MDOT plans and programs.
- Shifting transportation mode choice towards transit and active transportation, shortening automobile trips, and increasing carpooling and vanpooling, are critical components to building efficient, equitable, and sustainable places, and is also essential to accommodating Maryland's changing demographic composition. The MDOT manages several active transportation programs:
 - Transportation Alternatives (TA) Program: a reimbursable, federally funded program for local sponsors to complete community projects designed to strengthen the intermodal transportation system. The program provides funding for projects that enhance the cultural, aesthetic, historic, and intermodal transportation system. The program can assist with projects that create bicycle and pedestrian facilities, restore historic transportation buildings, convert abandoned railway corridors to pedestrian trails, mitigate highway runoff, and other transportation-related enhancements. Project sponsors are required to provide a minimum 20% of the total project as a match.
 - Recreational Trails Program: a federally funded program that the Maryland State Highway Administration (SHA) administers on a reimbursement basis. Like the TA Program, the Recreational Trails Program may reimburse a local project sponsor up to 80% of the project's total eligible costs to develop community-based, motorized, and non-motorized recreational trail projects.
 - The MDOT's Kim Lamphier Bikeways Network Program: a program that allocates State transportation funds administered by the MDOT Secretary's Office to promote biking as an alternative transportation mode.

- Resources are available from SHA to assist in the development of bicycle and pedestrian infrastructure within designated areas of the State. Please coordinate with Mr. Nate Evans, Assistant Chief, Regional and Intermodal Planning Division (RIPD), SHA, at 410-545-8494 or nevans2@mdot.maryland.gov.
- Commuter Choice Maryland is MDOT's Travel Demand Management (TDM) program, and it could be incorporated into the Plan as a strategy to support the plan. The program offers an extensive menu of commuter transportation services, such as ridesharing and incentives. Please visit the Commuter Choice Maryland web site at <https://www.mdot.maryland.gov/tso/pages/Index.aspx?PageId=29> for more information.
- The MDOT supports continued improvements to expand and enhance transit options. Please coordinate with the Maryland Transit Administration (MTA) Office of Statewide Planning for any coordination regarding regional transit and the coordination of MDOT supported locally-operated transit services (LOTS). MTA also supports park and ride (with SHA), demand response services, paratransit, medical services, and senior-center transportation options. For regional transit planning, please contact Mr. Stephen Miller, Chief of Strategic Planning, via email at SMiller6@mdot.maryland.gov or phone at 410-767-3869. For local transit service planning, please contact Mr. Jason Kepple, MTA Regional Planner, via email at Jkepple@mdot.maryland.gov.
- Relative to MDOT implementing resilience strategies and initiatives to withstand the impacts of climate change on transportation infrastructure, please review SHA Climate Change Vulnerability online ArcGIS web application map: [MDOT Climate Change Vulnerability Map](#)). The map showcases geospatial data products related to climate change and the potential impacts on State transportation infrastructure. The purpose of this application is to support efforts to avert and mitigate potential impacts of sea-level rise that result from global climate change on State roadway and bridge infrastructure. To review other MDOT Climate Change programs and to access this information please visit: [MDOT Climate Change Site](#).
- There are no planned or programmed SHA projects that would be affected by the proposed land-use changes near Maryland Airport. However, any measure to mitigate traffic impacts to or nearby MD 24, MD 27, and MD 210 should be coordinated with Kimberly Tran, P.E., SHA District 5 Engineer, at 410-841-1000 or ktran@mdot.maryland.gov.

Detailed Comments

- P. 12 – Transit Corridor- The county envisions that transit-oriented redevelopment will ultimately emanate from the Redevelopment District into the entire Transit Corridor. For assistance with Transit-Oriented Development (TOD), which includes identifying potential TOD opportunities and evaluating the existing and future needs of public transportation facilities. Please visit the Transit-Oriented Development web page at <https://data-maryland.opendata.arcgis.com/pages/tod>.

Ms. Susan Llareus
Page Three

Thank you again for the opportunity to review the Comprehensive Plan Amendment. If you have any additional questions or concerns, please do not hesitate to contact Mr. Ryan Iacaruso, Transportation Planner, MDOT Office of Planning, Programming, and Project Delivery (OPPPD) at 410-230-6606, or via email at riacaruso@mdot.maryland.gov. Mr. Iacaruso will be happy to assist you.

Sincerely,

A handwritten signature in black ink that reads "Geoff Anderson". The signature is written in a cursive style with a large, stylized "G" and "A".

Geoff Anderson
Chief, OPPPD, MDOT

cc: Mr. Ryan Iacaruso, Transportation Planner, OPPPD, MDOT
Ms. Michelle D. Martin, Planning Director, OPPPD, MDOT
Ms. Kari Snyder, Regional Planner, OPPPD, MDOT
Ms. Thomasina Saxon, Executive Administrative Assistant, SHA
Ms. Tara Penders, Chief, RIPD, SHA
Mr. Derrick Sexton, Capital Program Analyst, OPPPD, MDOT



May 7, 2026

Devin Parker, Planner I
Planning and Growth Management
Charles County Government
200 Baltimore St
La Plata, MD 20646

This letter has been drafted in response to the request for comments on the 2016 Comprehensive Plan amendment for the Maryland Airport.

The Prince George's County Planning Department has reviewed the draft amendment for Chapter 3 of Charles County's Comprehensive Plan, which includes properties surrounding the Maryland Airport. The amendment would reconcile the land use designation and base zoning for approximately 351 acres currently zoned Watershed Conservation District that previously were designated as Employment and Industrial.

Staff find the proposed amendment, as transmitted, to be compatible with the land use policies and strategies of the Prince George's County General Plan, and the adjacent subregion and sector plans.

Charles County's Comprehensive Plan was reviewed by the Prince George's County Planning Department, and it was determined that the land use policies and strategies were consistent with the 2014 *Plan Prince George's 2035 Approved General Plan (Plan 2035)* and the 2013 *Approved Subregion 5 Master Plan and Sectional Map Amendment (Subregion 5 Master Plan)*, as well as the 2017 *Approved Prince George's County Resource Conservation Plan: A Countywide Functional Master Plan*. The proposed Comprehensive Plan Amendment for the Maryland Airport is comparatively consistent. Specifically, the amendment is consistent with Prince George's County planning objectives related to environmental protection, the preservation of the watershed areas, and rural land use. It also supports compatible land use patterns across jurisdictional boundaries.

The Prince George's County Planning Department supports the efforts for inter-jurisdictional coordination and appreciates the opportunity to review the Comprehensive Plan Amendment for the Maryland Airport. The Department is prepared to support the implementation of these amendments and engage in future discussions as necessary.

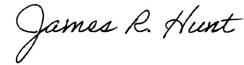
Comprehensive Plan Amendment for the Maryland Airport

April 22, 2026

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If you have any questions, please contact Connor Klein by email at Connor.Klein@ppd.mncppc.org or by telephone at 301-952-4609. Thank you for the opportunity to review the proposed amendments.

Sincerely,

A handwritten signature in black ink that reads "James R. Hunt". The signature is written in a cursive, flowing style.

James R. Hunt, MPA
Acting Planning Director

cc:

Andrea Gilles, Chief, Community Planning Division

Josephine Selvakumar, Supervisor, Neighborhood Revitalization Section, Community Planning Division

Thomas Lester, Acting Supervisor, Long-range Planning Section, Community Planning Division Andrew

Bishop, Planner IV, Long-range Planning Section, Community Planning Division



May 7, 2026

Mr. Michael McQuarrie
Maryland Department of Natural Resources
Program Open Space
Tawes State Office Building, E-4
580 Taylor Avenue
Annapolis, Maryland 21401

Dear Mr. McQuarrie:

This Prince George's County Planning Department's approval letter is being provided in support of the proposed acquisition of Parcel 843 that includes the historic site of Fairview Manor, located at 4600 Fairview Vista Drive, Bowie, MD 20720, in order to add the property as a new public amenity, and is required by the Program Open Space Annual Program through the Department of Natural Resources and the Maryland Department of Planning (see [Local Program Open Space Manual](#)).

The project includes the acquisition of Prince George's County Historic Site 71A-013, Fairview and Cemetery and its established Environmental Setting, which includes approximately 9.90 acres. This project proposes to create a new public park, and after reviewing the proposed project, it has been determined that it is consistent with the 2014 *Plan Prince George's 2035 Approved General Plan* (Plan 2035) and the 2022 *Approved Bowie-Mitchellville and Vicinity Master Plan* (Master Plan).

General Plan

Plan 2035 places the property in the **Established Communities** Growth Policy Area. "Plan 2035 classifies existing residential neighborhoods and commercial areas served by public water and sewer outside of the Regional Transit Districts and Local Centers, as Established Communities. Established communities are most appropriate for context-sensitive infill and low- to medium-density development. Plan 2035 recommends maintaining and enhancing existing public services (police and fire/EMS), facilities (such as libraries, schools, parks, and open space), and infrastructure in these areas (such as sidewalks) to ensure that the needs of existing residents are met" (p. 20).

Master Plan

The 2022 *Approved Bowie-Mitchellville and Vicinity Master Plan* recommends **Residential Low** land uses on the subject property (p. 50). Residential Low land use is defined as residential areas, primarily single-family detached dwellings, from 0.5 up to 3.5 dwelling units per acre (DU/A) (p. 49). Staff find that by having a larger lot pattern, it allows the Historic Site to

maintain an adequately sized Environmental Setting, and therefore, is in conformance with the Master Plan.

The master plan recommends the following policies and strategies that support the acquisition:

- **Policy TM 3** Enhance active transportation infrastructure to create greater quality of life and attract businesses and employees (p. 113).
 - **TM 3.1** Ensure all streets in Bowie-Mitchellville and Vicinity's Centers and **Established Communities** have sidewalks (p. 113).
- **Policy HD 1** Encourage and support efforts to revitalize and preserve historic sites (p. 160).

The proposed acquisition of the property will preserve the historic Fairview Manor site and the grounds which include existing sidewalks and trails. The property will be well maintained by the Prince George's County Department of Parks and Recreation and can be enjoyed by current and future residents of the community.

Historic Preservation

The subject property contains a portion of Prince George's County Historic Site 71A-013, Fairview and Cemetery and its established Environmental Setting, as identified in the 2010 *Historic Sites and Districts Plan*. Fairview (71A-013) is identified as significant under the Heritage Themes of Commerce, Industry, and Scientific Advancement (p. 20,) Political and Social History, Religion, Recreation, and The Arts (p. 21,) and as a significant example of Transitional Federal/Greek Revival Architecture (p. 25). The acquisition of this property does not conflict with the Plan; however, there are goals and policies related to M-NCPPC acquisition of County Historic Sites that are relevant including (p. 39):

Policy 5: Develop a strategic plan for future County/M-NCPPC acquisition, restoration, maintenance, and interpretation of historic properties.

Strategies

1. Ensure that historic structure reports and structural conditions assessments are prepared for all historic properties owned by M-NCPPC, as applicable, through partnership between the Planning Department and the Department of Parks and Recreation.
2. Develop guidelines and criteria to help target and prioritize acquisitions of properties based on their historical or archeological significance, including their contribution to the cultural landscape of an area.
3. Improve coordination among appropriate divisions within M-NCPPC to ensure agreement on priorities and compatibility of project goals and objectives with the Secretary of Interior's *Standards for the Treatment of Historic Properties*.
4. Ensure that all publicly funded preservation projects comply with the Secretary of Interior's *Standards for the Treatment of Historic Properties*. Guidance can be provided by Planning Department Historic Preservation Section staff for such projects.

5. Develop a curatorship management plan for selected M-NCPPC-owned historic properties, as appropriate, to ensure that they are continually occupied and maintained in order to make financially viable properties available to prospective curators.

Work conducted within the Environmental Setting of a County Historic Site, like Fairview (71A-013), may be subject to approval of a Historic Area Work Permit, as outlined in Subtitle 29 of the Prince George's County Code. All permit requirements are reviewed by the Prince George's County Historic Preservation Commission.

The subject property is also the location of archeological site 18PR707, the late-18th through early-20th century site associated with Fairview Manor. There are several goals, policies, and strategies (pp. 59-61) in the 2010 *Historic Sites and Districts Plan* that are applicable to the subject property and its archeological resources, including:

Goal: Incorporate archeological resource protection into the local land use and comprehensive planning processes through site identification and preservation.

Policy 2: Develop a comprehensive archeological survey plan for M-NCPPC properties that are planned for development.

Strategies

1. Conduct archeological survey on parkland before a park is designed to avoid or mitigate significant archeological sites.
2. Preserve significant archeological sites on parkland in place, provide for future investigations, and develop interpretive exhibits for the public. Incorporate significant archeological sites into the overall park plan.
3. Develop an archeological research, survey, and assessment program to address the needs of the Department of Parks and Recreation in managing archeological resources located on parkland.

Policy 5: Encourage preservation-in-place of significant archeological sites with high public interpretive value.

Strategies

1. Designate significant archeological resources as historic sites, and establish an environmental setting that creates an appropriate non disturbance buffer around the site.

Fairview and Cemetery (71A-013) is also identified in the 2022 *Approved Bowie-Mitchellville and Vicinity Master Plan* as a significant site closely tied to the agricultural heritage of the County (p. 158.) Acquisition of this property does not conflict with the Plan; however, there are Policies related to Community Heritage, Culture, and Design which are applicable.

Policy HD 1

Encourage and support efforts to revitalize and preserve historic sites.

Policy HD 2

Recognize local heritage themes that reflect the diversity of Bowie-Mitchellville and Vicinity by installing interpretive and wayfinding signage at various locations in the Plan area.

Environmental

The project does not conflict with the 2017 *Approved Prince George's County Resource Conservation Plan: A Countywide Functional Master Plan*. However, the site is mapped entirely as Evaluation Area due to its proximity to a headwater stream on the northwest of the property. All proposed development is subject to the applicable environmental regulations.

Maryland Planning Principles

The project is consistent with the State of Maryland's eight planning principles:

1. **Land:** Optimize productivity of working landscapes, including farms and forests, and fisheries, and prioritize development within population centers that are in proximity to existing infrastructure and facilities. *The proposed acquisition provides opportunities to add a community or pollinator garden to the property and adds additional parkland and facilities to nearby residential developments.*
2. **Transportation:** Prioritize transportation networks that create energy efficient, affordable, and reliable access to jobs, housing, and services; *The proposed acquisition retains sidewalk access and adds the possibility of additional trails.*
3. **Housing:** Enable a mix of quality housing types and affordability options to accommodate all who want to live in the State. *The proposed addition does not negatively impact the housing needs in this area and complements the community with increased amenities.*
4. **Economy:** Allow for adaptive reuse, mixed-use, and context appropriate new development that responds to changing markets and innovations. *The proposed acquisition allows for increased versatility of public use, and could provide event and meeting space, offices for community organizations, and a hub for youth and adult programming.*
5. **Equity:** Engage all sectors of the community in plan development to ensure diverse voices are heard and the needs of underserved populations are prioritized. *This project will promote increased access to open space, parks, and other future amenities for all population groups in the community.*

6. **Resilience:** Integrate resiliency measures that will minimize the impacts of rapid and unexpected natural and human-caused threats on communities. *The proposed acquisition preserves a historic house and surrounding landscape.*
7. **Place:** Provide for public spaces that encourage social interaction and value cultural, historical, and natural resources. *The proposed acquisition creates a sense of place by opening a historic property to public use and creating a sizeable new amenity for indoor and outdoor social events. In addition, the acquisition will retain the property's cultural and natural resources.*
8. **Ecology:** Land and water resources are carefully managed to restore and maintain healthy air and water, natural systems, and living resources. *The proposed acquisition maintains green space and protects natural resources.*

If you have any questions, please contact Eduard Krakhmalnikov by email at Eduard.Krakhmalnikov@ppd.mncppc.org or by telephone at 301-780-8319.

Sincerely,



James R. Hunt, MPA
Planning Director

cc:

M-NCPPC Prince George's County Department of Parks and Recreation

Darius Stanton, Director

Claire Worshtil, Capital Budget Manager

M-NCPPC Prince George's County Planning Department

Katina Shoulars, Acting Deputy Planning Director

Andrea R. Gilles, AICP, Chief, Community Planning Division

Sarah Benton, AICP, Assistant Chief, Community Planning Division

Kierre McCune, Supervisor, Community Planning Division, Master Plans and Studies Section

N. Andrew Bishop, Planner IV, Community Planning Division, Long-Range Planning Section

Abraham Diallo, Planner I, Community Planning Division, Master Plans and Studies Section,

Thomas Burke, Acting Chief, Countywide Planning Division

Suzanne Nickle, Acting Supervisor, Countywide Planning Division, Environmental Planning Section

POS Project file

Item Cover Page

*CHARLES COUNTY BOARD OF COUNTY COMMISSIONERS AGENDA ITEM REPORT

DATE: July 21, 2026

SUBMITTED BY: Carol DeSoto, Office of the County Attorney

ITEM TYPE: Briefing

AGENDA SECTION: [6:00 p.m.] Public Hearing -Hybrid In Person/Virtual - Government Building, 200 Baltimore Street, La Plata, MD 20646

SUBJECT:

- **Public Hearing 2: Proposed Bill 2026-04 Charles County Employees Collective Bargaining**
(Mr. Wes Adams, County Attorney, Office of the County Attorney for Charles County)

SUGGESTED ACTION:

In-person: Speaker sign-up will begin 30 minutes (1/2 hour) prior to the hearing at the Charles County Government Building (200 Baltimore Street, La Plata) and will end at the commencement of the hearing.

Virtually: Call (240) 776-6709, between 8 a.m. to 4 p.m. on Tuesday, July 21, 2026, to register to speak. Once registered, citizens will receive a virtual link to testify between 6 p.m. and 9 p.m. after in-person speakers testify. If you are not available to speak when your name is called, we have the right to move on to the next caller. Each speaker will be allotted three (3) minutes.

Written or voicemail comments may be submitted in lieu of oral testimony, or to expand upon oral testimony, and will be accepted July 3, 2026, starting at 8 a.m. through July 21, 2026, 5 p.m.

E-Comment: <https://www.charlescountymd.gov/government/public-comments/public-hearing-comments/revised-proposed-bill-2026-04>

Phone message: call 301-645-0652

Mail: Commissioners of Charles County, 200 Baltimore Street, La Plata, Maryland 20646. Comments sent by mail must be received no later than July 21st, 2026. Those citizens with special needs may contact Maryland Relay Service TDD 1-800-735-2258.

ATTACHMENTS:

[Revised Proposed Bill 2026-04 Charles County Employees Collective Bargaining.pdf](#)

Redline of Revised Proposed Bill 2026-04.pdf
Collective_Bargaining_Draft_03.06.26_EWA_FINAL_Rev_2c.pdf
2026.04.21 RBC PROPOSED Text Amendments to Charles County Collective Bargaining Bill.pdf
2026.06.24_Union Presentation (Hall)_FINAL v2.pdf
Collective_Bargaining_Fiscal_Impact_Mar_June BOCCmeeting.pdf
DPW Collective Bargaining Legislation Presentation - FINAL (v2).pdf

1 **COUNTY COMMISSIONERS OF CHARLES COUNTY, MARYLAND**

2
3 **2026 Legislative Session**

4
5 Bill No. 2026-_____
6 Chapter 197_____
7 Introduced by Board of Charles County Commissioners
8 Date of Introduction _____

9
10 **BILL**

11
12 AN ACT concerning:

13
14 **CHARLES COUNTY EMPLOYEES COLLECTIVE BARGAINING**

15
16 FOR the purpose of:

17 Amending the Charles County Code to provide for Collective Bargaining for
18 Charles County employees.

19 BY Amending:

20 Chapter 197- Personnel Regulations

21 By Adding:

22 Article V – Collective Bargaining for General Employees

23 Section 197-35 through 197-44

24 *Code of Charles County, Maryland*

25
26 **SECTION 1.** BE IT ENACTED BY THE COUNTY COMMISSIONERS OF
27 CHARLES COUNTY, MARYLAND, that the Laws of Charles County, Maryland read as
28 follows:

29
30 **§ 197-35 SCOPE**

31 (A) THIS ARTICLE APPLIES TO ALL FULL-TIME AND PART TIME MERIT SYSTEM
32 EMPLOYEES OF CHARLES COUNTY, EXCLUDING THOSE EMPLOYEES IN THE
33 EMERGENCY MEDICAL SERVICES DIVISION OF THE CHARLES COUNTY

Asterisks *** mean intervening code language remaining unchanged
CAPITALS mean language added to the law
[Brackets] mean language deleted from the law

1 DEPARTMENT OF EMERGENCY SERVICES AND SUBJECT TO ARTICLE IV.

2
3 (B) THIS ARTICLE DOES NOT APPLY TO THE FOLLOWING EMPLOYEES:

4 (1) CONFIDENTIAL AND SUPERVISORY EMPLOYEES;

5 (2) EMPLOYEES IN APPOINTED POSITIONS;

6 (3)

7 (4)

8 (5) ON-CALL EMPLOYEES;

9 (6) SEASONAL EMPLOYEES;

10 (7) CONTRACTUAL EMPLOYEES;

11 (8) TEMPORARY EMPLOYEES; OR

12 (9) EMERGENCY EMPLOYEES.

13
14 **§ 197-36 EMPLOYEE RIGHTS**

15 (A) A COVERED EMPLOYEE SUBJECT TO THIS ARTICLE HAS THE RIGHT TO:

16 (1) TAKE PART IN OR REFRAIN FROM TAKING PART IN FORMING, JOINING,
17 SUPPORTING, OR PARTICIPATING IN ANY EMPLOYEE ORGANIZATION OR ITS
18 LAWFUL ACTIVITIES;

19 (2) BE REPRESENTED BY AN EXCLUSIVE REPRESENTATIVE, IF ANY, IN
20 COLLECTIVE BARGAINING; AND

21 (3) ENGAGE IN OTHER CONCERTED ACTIVITIES FOR THE PURPOSE OF MUTUAL
22 AID AND PROTECTION.

23
24 (B) COVERED EMPLOYEES SUBJECT TO THIS ARTICLE MAY SEEK RECOGNITION IN
25 ORDER TO ORGANIZE AND BARGAIN COLLECTIVELY IN GOOD FAITH WITH THE
26 COUNTY COMMISSIONERS OF CHARLES COUNTY OR THEIR DESIGNEE(S) OVER
27 WAGES, HOURS, AND OTHER TERMS AND CONDITIONS OF EMPLOYMENT.

28
29 (C) NOTHING IN THIS SECTION SHALL BE DEEMED TO REQUIRE CHARLES
30 COUNTY TO BARGAIN COLLECTIVELY WITH COVERED EMPLOYEES CONCERNING
31 RETIREMENT BENEFITS AND/OR HEALTH, DENTAL, VISION, LIFE, DISABILITY,
32 WORKERS COMPENSATION, OR ANY OTHER NON-RETIREMENT BENEFIT.

33
34 (D) A COVERED EMPLOYEE WHO IS A MEMBER OF A BARGAINING UNIT WITH AN
35 EXCLUSIVE REPRESENTATIVE MAY DISCUSS ANY MATTER WITH CHARLES
36 COUNTY MANAGEMENT OFFICIALS WITHOUT THE INTERVENTION OF THE
37 EXCLUSIVE REPRESENTATIVE.

38
39 (E) IF A DISCUSSION UNDER SUBSECTION D OF THIS SECTION LEADS TO A
40 RESOLUTION OR ADJUSTMENT OF A DISPUTE, THE RESOLUTION OR ADJUSTMENT
41 MAY NOT BE INCONSISTENT WITH THE TERMS OF A COLLECTIVE BARGAINING
42 AGREEMENT THEN IN EFFECT.

43
44 **§ 197-37 MANAGEMENT RIGHTS**

45
46 (A) CHARLES COUNTY, THROUGH ITS APPROPRIATE OFFICERS AND
47 MANAGEMENT OFFICIALS, HAS THE EXCLUSIVE RIGHT TO:

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- (1) DETERMINE THE:
 - (A) MISSION;
 - (B) BUDGET;
 - (C) ORGANIZATION;
 - (D) NUMBERS, TYPES, AND GRADES OF EMPLOYEES ASSIGNED;
 - (E) WORK PROJECTS, METHODS, MEANS, AND PERSONNEL BY WHICH ITS OPERATIONS ARE CONDUCTED;
 - (F) TECHNOLOGY;
 - (G) INTERNAL SECURITY PRACTICES; AND
 - (H) LOCATION OF ITS FACILITIES;
- (2) MAINTAIN AND IMPROVE THE EFFICIENCY AND EFFECTIVENESS OF OPERATIONS;
- (3) DETERMINE THE SERVICES TO BE RENDERED, OPERATIONS TO BE PERFORMED, AND TECHNOLOGY TO BE USED;
- (4) DETERMINE THE OVERALL METHODS, PROCESSES, MEANS, AND CLASSES OF WORK OR PERSONNEL BY WHICH OPERATIONS ARE TO BE CONDUCTED;
- (5) HIRE, DIRECT, SUPERVISE, AND ASSIGN EMPLOYEES;
- (6) ESTABLISH, IMPLEMENT, MODIFY AND ELIMINATE WORK SCHEDULES, INCLUDING THE RIGHT TO HOLD EMPLOYEES PAST THE END OF A SCHEDULED SHIFT AND THE RIGHT TO REQUIRE EMPLOYEES TO WORK MANDATORY EMERGENCY HOURS; (7) PROMOTE, DEMOTE, DISCIPLINE, DISCHARGE, RETAIN, AND LAY OFF EMPLOYEES;
- (8) TERMINATE EMPLOYMENT BECAUSE OF LACK OF FUNDS OR LACK OF WORK; A DETERMINATION BY THE COUNTY THAT CONTINUED WORK WOULD BE INEFFICIENT OR NON-PRODUCTIVE, OR FOR OTHER LEGITIMATE REASONS;
- (9) ESTABLISH, MAINTAIN, MODIFY AND ELIMINATE THE QUALIFICATIONS OF EMPLOYEES FOR HIRING, APPOINTMENT AND PROMOTIONS; AND
- (10) ESTABLISH REASONABLE WORK RULES;
- (11) PROVIDE A SYSTEM OF MERIT EMPLOYMENT; AND
- (12) TAKE WHATEVER ACTION IS NECESSARY TO CARRY OUT ITS LAWFUL MISSION DURING EMERGENCIES.

§ 197-38 EXCLUSIVE REPRESENTATIVE RIGHTS

- (A) THE EMPLOYER SHALL RECOGNIZE THE RIGHT OF THE CERTIFIED EXCLUSIVE REPRESENTATIVE TO REPRESENT THE EMPLOYEES IN THE UNIT IN COLLECTIVE BARGAINING AND IN THE GRIEVANCE PROCESS.
- (B) THE CERTIFIED EXCLUSIVE REPRESENTATIVE OF A UNIT SHALL:
 - (1) SERVE AS THE SOLE AGENT FOR THE UNIT IN COLLECTIVE BARGAINING; AND
 - (2) REPRESENT ALL EMPLOYEES IN THE UNIT FAIRLY AND IN GOOD FAITH, IN A MANNER THAT IS NOT ARBITRARY OR DISCRIMINATORY.

1 (C)

2 (1) THE EMPLOYER SHALL PROVIDE TO THE EXCLUSIVE REPRESENTATIVE ANY
3 INFORMATION IT IS OBLIGATED TO PROVIDE UNDER THE MARYLAND PUBLIC
4 INFORMATION ACT.

5
6
7 **§ 197-39 SELECTION OF EXCLUSIVE REPRESENTATIVE**
8

9 (A) AN EMPLOYEE ORGANIZATION SEEKING CERTIFICATION AS THE
10 EXCLUSIVE REPRESENTATIVE FOR A SINGLE COUNTY-WIDE
11 BARGAINING UNIT OF EMPLOYEES MAY FILE A PETITION WITH THE
12 COUNTY'S DIRECTOR OF HUMAN RESOURCES INDICATING THIS INTENT.
13 UNLESS OTHERWISE AGREED, THE BARGAINING UNIT SHALL CONSIST
14 OF GENERAL SERVICE EMPLOYEES EMPLOYED BY THE COUNTY,
15 EXCLUDING EMPLOYEES IN THE EMERGENCY MEDICAL SERVICES
16 DIVISION OF THE DEPARTMENT OF EMERGENCY SERVICES COVERED BY
17 CHAPTER 197, ARTICLE IV AND THOSE EMPLOYEES EXCLUDED IN
18 SECTION 197-35.B.THERE SHALL BE TWO CLASSIFICATIONS OF
19 EMPLOYEES WITHIN THIS SINGLE BARGAINING UNIT:
20

21 (1) *SERVICE, LABOR, AND TRADES (SLT) CLASSIFICATION*: THIS
22 CLASSIFICATION IS COMPOSED OF ALL ELIGIBLE CLASSES THAT
23 ARE ASSOCIATED WITH SERVICE/MAINTENANCE AND SKILLED
24 CRAFTS. THIS MEANS JOB CLASSES IN WHICH WORKERS
25 PERFORM DUTIES THAT RESULT IN OR CONTRIBUTE TO THE
26 COMFORT AND CONVENIENCE OF THE GENERAL PUBLIC OR
27 THAT CONTRIBUTE TO THE UPKEEP AND CARE OF BUILDINGS,
28 FACILITIES, OR GROUNDS OF PUBLIC PROPERTY. WORKERS IN
29 THIS GROUP MAY OPERATE SPECIALIZED MACHINERY OR HEAVY
30 EQUIPMENT. THESE JOB CLASSES MAY ALSO REQUIRE SPECIAL
31 MANUAL SKILL AND A THOROUGH AND COMPREHENSIVE
32 KNOWLEDGE OF THE PROCESSES INVOLVED IN THE WORK THAT
33 IS ACQUIRED THROUGH ON-THE-JOB TRAINING AND EXPERIENCE
34 OR THROUGH APPRENTICESHIP OR OTHER FORMAL TRAINING
35 PROGRAMS.

36 (2) *OFFICE, PROFESSIONAL, AND TECHNICAL (OPT) CLASSIFICATION*:
37 THIS CLASSIFICATION IS COMPOSED OF ALL ELIGIBLE CLASSES
38 ASSOCIATED WITH OFFICE, PROFESSIONAL, PARAPROFESSIONAL,
39 AND TECHNICAL FUNCTIONS.

40 (A) *OFFICE*: JOB CLASSES IN WHICH WORKERS ARE
41 RESPONSIBLE FOR INTERNAL AND EXTERNAL
42 COMMUNICATION, RECORDING, AND RETRIEVAL OF DATA
43 AND/OR INFORMATION, AND OTHER PAPERWORK
44 REQUIRED IN AN OFFICE.

45 (B) *PROFESSIONAL*: JOB CLASSES THAT REQUIRE SPECIAL AND
46 THEORETICAL KNOWLEDGE THAT IS USUALLY ACQUIRED
47 THROUGH COLLEGE TRAINING OR THROUGH WORK

1 EXPERIENCE AND OTHER TRAINING THAT PROVIDES
2 COMPARABLE KNOWLEDGE.

3 (C) *PARAPROFESSIONAL*: JOB CLASSES IN WHICH WORKERS
4 PERFORM, IN A SUPPORTIVE ROLE, SOME OF THE DUTIES
5 OF A PROFESSIONAL OR TECHNICIAN. THESE DUTIES
6 USUALLY REQUIRE LESS FORMAL TRAINING AND/OR
7 EXPERIENCE THAN IS NORMALLY REQUIRED FOR
8 PROFESSIONAL OR TECHNICAL STATUS.

9 (D) *TECHNICAL*: JOB CLASSES THAT REQUIRE A COMBINATION
10 OF BASIC SCIENTIFIC OR TECHNICAL KNOWLEDGE AND
11 MANUAL SKILL THAT CAN BE OBTAINED THROUGH
12 SPECIALIZED POST-SECONDARY SCHOOL EDUCATION OR
13 THROUGH EQUIVALENT ON-THE-JOB TRAINING.
14
15
16

17 (B) IN THE EVENT A NEW CLASSIFICATION IS CREATED BY THE COUNTY, OR AN
18 EXISTING CLASSIFICATION'S DUTIES AND RESPONSIBILITIES ARE
19 SUBSTANTIALLY CHANGED, THE COUNTY HUMAN RESOURCES DIRECTOR MUST
20 PLACE THE CLASSIFICATION IN THE BARGAINING UNIT OR STATE THAT THE
21 CLASSIFICATION FALLS WITHIN ONE OF THE EXCEPTIONS TO THE DEFINITION OF
22 EMPLOYEE UNDER THIS ARTICLE WITHIN SIXTY (60) DAYS OF THE CREATION OR
23 SUBSTANTIAL ALTERATION OF THE CLASS AND MUST GIVE NOTICE OF THIS
24 DECISION TO ANY CERTIFIED EXCLUSIVE REPRESENTATIVE. ANY INDIVIDUAL
25 OR CERTIFIED REPRESENTATIVE DISAGREEING WITH THE DECISION OF THE
26 DIRECTOR OF HUMAN RESOURCES MAY, WITHIN THIRTY (30) DAYS OF NOTICE OF
27 THE DECISION, FILE OBJECTIONS TO THE DECISION WITH THE DIRECTOR OF
28 HUMAN RESOURCES. THE PARTIES SHALL PROMPTLY SELECT AN ARBITRATOR
29 PURSUANT TO THE PROVISIONS OF SUBSECTION (E) OF THIS SECTION, WHO
30 SHALL DECIDE THE QUESTION BASED ON THE DUTIES AND RESPONSIBILITIES OF
31 THE JOB CLASSIFICATION. THE DECISION OF THE ARBITRATOR SHALL BE
32 BINDING ON THE PARTIES.
33

34 (C) THE PETITION SHALL CONTAIN:

- 35 (1) A REQUEST THAT THE EMPLOYER RECOGNIZE THE EMPLOYEE
36 ORGANIZATION AS THE EXCLUSIVE REPRESENTATIVE OF THE EMPLOYEES
37 IN THE BARGAINING UNIT;
38 (2) A STATEMENT THAT THE EMPLOYEE ORGANIZATION IS ONE IN WHICH
39 EMPLOYEES PARTICIPATE AND THAT HAS AS ONE OF ITS PURPOSES THE
40 REPRESENTATION OF PUBLIC EMPLOYEES IN MATTERS OF WAGES, HOURS,
41 AND OTHER TERMS AND CONDITIONS OF EMPLOYMENT;
42 (3) A STATEMENT THAT THE EMPLOYEE ORGANIZATION HAS NO TERMS OR
43 CONDITIONS OF MEMBERSHIP THAT DISCRIMINATE WITH REGARD TO
44 RACE, COLOR, CREED, GENDER, AGE, POLITICAL AFFILIATION, NATIONAL
45 ORIGIN, RELIGION, MARITAL STATUS, OR DISABILITY; AND
46 (4) A STATEMENT THAT THE EMPLOYEE ORGANIZATION HAS IN ITS
47 POSSESSION WRITTEN PROOF DATED NOT MORE THAN 18 MONTHS BEFORE

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1 THE DAY ON WHICH THE PETITION IS FILED ESTABLISHING THAT AT LEAST
2 30% OF THE EMPLOYEES IN THE BARGAINING UNIT:

3 (I) HAVE DESIGNATED THE EMPLOYEE ORGANIZATION TO
4 REPRESENT THEM FOR PURPOSES OF COLLECTIVE BARGAINING
5 WITH THE EMPLOYER; OR

6 (II) ARE MEMBERS OF THE EMPLOYEE ORGANIZATION AT THE TIME
7 THE PETITION IS FILED.
8

9 (D) BEFORE A PETITION MAY BE PROCESSED, THE PROOF OF INTEREST
10 SUBMITTED SHALL BE VERIFIED AS PROVIDED IN THIS SECTION.
11

12 (E) THE EMPLOYEE ORGANIZATION AND THE EMPLOYER SHALL EQUALLY BEAR
13 ANY COSTS ASSOCIATED WITH THE VERIFICATION.
14

15 (F) WHEN AN EMPLOYEE ORGANIZATION OR EMPLOYEES IN THE BARGAINING
16 UNIT FILE A PETITION WITH THE EMPLOYER, THE EMPLOYEE ORGANIZATION OR
17 EMPLOYEES SHALL REQUEST A LIST OF SEVEN (7) ARBITRATORS PROVIDED BY
18 THE FEDERAL MEDIATION AND CONCILIATION SERVICE, AMERICAN
19 ARBITRATION ASSOCIATION OR SIMILAR SERVICE. WITHIN THREE (3) BUSINESS
20 DAYS AFTER THE PARTIES' RECEIPT OF THE LIST PROVIDED IN THIS SECTION, THE
21 EMPLOYER AND THE PETITIONER SHALL JOINTLY SELECT AN ARBITRATOR TO
22 OVERSEE AND ADMINISTER THE ELECTION BY MUTUAL AGREEMENT OR BY
23 ALTERNATIVE STRIKING OF NAMES FROM THE LIST. THE COSTS OF THE
24 ARBITRATOR TO OVERSEE AND ADMINISTER THE ELECTION SHALL BE SHARED
25 EQUALLY BY THE EMPLOYER AND THE PETITIONER.

26 (1) THE PETITIONER SHALL SUBMIT TO THE ARBITRATOR THE
27 AUTHORIZATION CARDS SIGNED AND DATED BY AT LEAST 30% OF THE
28 EMPLOYEES IN THE BARGAINING UNIT NOT MORE THAN 18 MONTHS
29 BEFORE THE DAY THE PETITION WAS FILED INDICATING, AS APPROPRIATE,
30 THAT THE EMPLOYEES HAVE DESIGNATED THE EMPLOYEE ORGANIZATION
31 TO REPRESENT THEM FOR PURPOSES OF COLLECTIVE BARGAINING WITH
32 THE COUNTY. ALTERNATIVELY, THE PETITIONER MAY SUBMIT TO THE
33 ARBITRATOR PROOF THAT AT LEAST 30% OF THE EMPLOYEES IN THE
34 BARGAINING UNIT ARE MEMBERS OF THE EMPLOYEE ORGANIZATION AT
35 THE TIME THE PETITION IS FILED.

36 (2) THE PETITIONER SHALL COPY THE EMPLOYER ON THE REQUEST FOR A
37 LIST OF ARBITRATORS.
38

39 (G) SUBJECT TO PARAGRAPH (I) OF THIS PARAGRAPH, WITHIN THREE (3)
40 BUSINESS DAYS AFTER THE DAY ON WHICH THE EMPLOYER RECEIVES THE
41 PETITION, THE EMPLOYER SHALL SUBMIT TO THE EMPLOYEE ORGANIZATION
42 AND NEUTRAL DECISION MAKER (IF ONE HAS BEEN SELECTED):

43 (1) A LIST OF EMPLOYEES IN THE BARGAINING UNIT AS OF THE DATE THE
44 PETITION IS RECEIVED BY THE DIRECTOR OF HUMAN RESOURCES;

45 (2) A LIST OF EMPLOYEES IN THE BARGAINING UNIT THAT IDENTIFIES
46 EACH EMPLOYEE THAT THE EMPLOYER CONTENDS SHOULD BE EXCLUDED
47 AS AN ELIGIBLE VOTER OR FROM THE BARGAINING UNIT; AND

1 (3) A STATEMENT EXPLAINING THE REASON FOR EACH EXCLUSION.
2
3 (H) IF AN ARBITRATOR HAS NOT BEEN SELECTED WHEN THE EMPLOYER IS
4 REQUIRED TO SUBMIT THE LIST REQUIRED UNDER SUBPARAGRAPH (I) OF THIS
5 PARAGRAPH, THE EMPLOYER SHALL INSTEAD SUBMIT THE LIST WITHIN THREE
6 (3) BUSINESS DAYS AFTER THE ARBITRATOR HAS BEEN SELECTED AND HAS
7 ACCEPTED THE APPOINTMENT.
8 (1) IF THE EMPLOYER FAILS TO PROVIDE AN EXPLANATION AS REQUIRED
9 UNDER PARAGRAPH (H)2, THE EMPLOYER MAY NOT CHALLENGE THE
10 ELIGIBILITY OF AN EMPLOYEE'S VOTE IN AN ELECTION OR THE
11 ELIGIBILITY TO SUBMIT A SHOWING OF INTEREST FORM.
12 (2) IF THE EMPLOYER FAILS TO SUBMIT THE LIST OF EMPLOYEES TO THE
13 EMPLOYEE ORGANIZATION OR NEUTRAL DECISION MAKER WITHIN THE
14 REQUIRED TIME, IT SHALL BE CONCLUSIVELY DEEMED THAT AT
15 LEAST 30% OF THE EMPLOYEES IN THE BARGAINING UNIT HAVE
16 INDICATED A DESIRE TO BE REPRESENTED BY THE EMPLOYEE
17 ORGANIZATION.
18
19 (I) THE ARBITRATOR SHALL CHECK THE WRITTEN AUTHORIZATION CARDS
20 SUBMITTED BY THE EMPLOYEE ORGANIZATION OR THE EMPLOYEES AGAINST
21 THE LIST OF EMPLOYEES SUBMITTED BY THE EMPLOYER, OR, IF NO CARDS ARE
22 PRESENTED, SHALL VERIFY THAT THE REQUISITE NUMBER OF EMPLOYEES ARE
23 MEMBERS OF THE EMPLOYEE ORGANIZATION AT THE TIME THE PETITION IS
24 FILED. IF THE ARBITRATOR DETERMINES THAT AT LEAST 30% OF THE EMPLOYEES
25 ON THE LIST HAVE INDICATED A DESIRE TO BE REPRESENTED BY THE EMPLOYEE
26 ORGANIZATION OR TO DECERTIFY AN EXCLUSIVE REPRESENTATIVE, THE
27 ARBITRATOR SHALL NOTIFY THE EMPLOYER OF THE DETERMINATION.
28
29 (J) IF THE EMPLOYEE ORGANIZATION SUBMITS A SHOWING OF INTEREST
30 SUPPORTED BY AT LEAST 30% OF THE EMPLOYEES IN THE BARGAINING UNIT BUT
31 LESS THAN 50% PLUS 1 OF THE EMPLOYEES IN THE BARGAINING UNIT, THE
32 ARBITRATOR SHALL ORDER THAT AN ELECTION BE CONDUCTED IN
33 ACCORDANCE WITH THE PROCEDURES SET FORTH IN SECTION 197-39(M)
34
35 (K) IF THE EMPLOYEE ORGANIZATION SUBMITS A SHOWING OF INTEREST
36 SUPPORTED BY AT LEAST 50% PLUS 1 OF THE EMPLOYEES IN THE BARGAINING
37 UNIT INDICATING THEIR DESIRE TO BE REPRESENTED BY THE EMPLOYEE
38 ORGANIZATION FOR PURPOSES OF COLLECTIVE BARGAINING, THE ARBITRATOR
39 SHALL PROVIDE WRITTEN NOTICE OF THE DETERMINATION TO THE EMPLOYER
40 AND THE EMPLOYEE ORGANIZATION. THE EMPLOYER MAY CHALLENGE THE
41 VALIDITY OF THE SUPPORT BY REQUESTING A SECRET BALLOT ELECTION
42 WITHIN 20 BUSINESS DAYS OF THE DATE ON WHICH THE ARBITRATOR PROVIDES
43 WRITTEN NOTICE TO THE EMPLOYER. IF THE EMPLOYER FAILS TO REQUEST A
44 SECRET BALLOT ELECTION WITHIN 20 BUSINESS DAYS OF THE RECEIPT OF SUCH
45 NOTICE:
46 THE ARBITRATOR SHALL ISSUE TO THAT EMPLOYEE ORGANIZATION A
47 CERTIFICATION OF REPRESENTATION FOR THE BARGAINING UNIT; AND

1 THE EMPLOYER SHALL RECOGNIZE THE EMPLOYEE ORGANIZATION AS THE
2 CERTIFIED BARGAINING REPRESENTATIVE OF THE EMPLOYEES AT ISSUE.

3
4 (L) AN ELECTION MAY NOT BE CONDUCTED IN A BARGAINING UNIT UNLESS AT
5 LEAST ONE (1) YEAR HAS PASSED SINCE THE LAST ELECTION HELD IN THE
6 BARGAINING UNIT.

7
8 (M) IF THE EMPLOYER TIMELY REQUESTS A SECRET BALLOT ELECTION, OR IF
9 THE ARBITRATOR ORDERS AN ELECTION PURUANT TO SECTION 197-39(J), THE
10 ARBITRATOR SELECTED IN ACCORDANCE WITH SUBSECTION (F) SHALL
11 ESTABLISH THE PROCEDURES FOR THE ELECTION, IN CONSULTATION WITH THE
12 EMPLOYER AND THE PETITIONER THE ARBITRATOR'S ELECTION PROCEDURES
13 SHALL INCLUDE, AT A MINIMUM, A PROCESS FOR PARTIES TO CHALLENGE VOTER
14 ELIGIBILITY AND TO FILE OBJECTIONS TO THE CONDUCT OF THE ELECTION. THE
15 ELECTION MAY TAKE PLACE IN PERSON, BY MAIL BALLOT, OR ELECTRONICALLY,
16 AS AGREED TO BY THE PARTIES. IF NO AGREEMENT IS REACHED, THE MANNER
17 OF THE ELECTION SHALL BE DETERMINED BY THE ARBITRATOR. THE ELECTION
18 WILL BEGIN NO LATER THAN 45 DAYS AFTER THE EMPLOYER REQUESTS A
19 SECRET BALLOT ELECTION UNLESS A LONGER PERIOD IS AGREED TO BY THE
20 PARTIES OR ORDER BY THE ARBITRATOR.

21
22 (N) THE BALLOT FOR AN ELECTION SHALL INCLUDE THE FOLLOWING CHOICES:
23 (1) IN ACCORDANCE WITH THE ISSUES PRESENTED BY THE PETITION OR
24 PETITIONS, EXCLUSIVE REPRESENTATION BY ANY EMPLOYEE ORGANIZATION
25 SEEKING TO OBTAIN OR CONTINUE REPRESENTATION RIGHTS; AND
26 (2) NO EXCLUSIVE REPRESENTATION.

27
28 (O) AN EMPLOYEE ORGANIZATION MAY INTERVENE IN THE ELECTION AND HAVE
29 ITS NAME PLACED ON THE BALLOT IF:

30 (1) THE EMPLOYEE ORGANIZATION FILES A PETITION NOT MORE THAN 15
31 CALENDAR DAYS AFTER THE DATE ON WHICH THE ORIGINAL PETITION IS FILED;
32 (2) THE EMPLOYEE ORGANIZATION CERTIFIES THAT AT LEAST 30% OF THE
33 EMPLOYEES OF THE UNIT:

34 (A) HAVE DESIGNATED THE EMPLOYEE ORGANIZATION TO REPRESENT
35 THEM IN THEIR EMPLOYMENT RELATIONS WITH THEEMPLOYER ; OR
36 (B) ARE MEMBERS OF THE EMPLOYEE ORGANIZATION AT THE TIME THE
37 PETITION IS FILED; AND

38 (3) THE SHOWING OF INTEREST IS VERIFIED AS PROVIDED IN THIS SECTION.

39
40 (P) AN EMPLOYEE ORGANIZATION SHALL BE CERTIFIED AS EXCLUSIVE
41 REPRESENTATIVE FOLLOWING AN ELECTION IF A MAJORITY OF VALID VOTES
42 CAST IN THE ELECTION ARE IN FAVOR OF REPRESENTATION BY THE EMPLOYEE
43 ORGANIZATION.

44
45 (Q) THE NEUTRAL DECISION MAKER CONDUCTING THE ELECTION SHALL ISSUE
46 TO ALL THE PARTICIPANTS IN AN ELECTION A CERTIFICATION OF
47 REPRESENTATION, IF AN EMPLOYEE ORGANIZATION IS CERTIFIED, OR THE

1 RESULTS OF THE ELECTION, IF NO REPRESENTATIVE IS CHOSEN. THE RESULTS OF
2 AN ELECTION MAY NOT BE CERTIFIED BY THE NEUTRAL DECISION MAKER
3 UNLESS AT LEAST 51% OF THE EMPLOYEES IN THE BARGAINING UNIT
4 PARTICIPATE IN THE ELECTION.
5
6

7 (R) IF EMPLOYEES ARE REPRESENTED BY AN EMPLOYEE ORGANIZATION,
8 EMPLOYEES MAY FILE A PETITION WITH THE EMPLOYER THAT CONTAINS THE
9 FOLLOWING:

10 (1) AN ASSERTION THAT THE MAJORITY OF THE EMPLOYEES NO LONGER WISH TO
11 BE REPRESENTED BY THE EMPLOYEE ORGANIZATION;

12 (2) A STATEMENT THAT THE EMPLOYEES HAVE IN THEIR POSSESSION
13 SUBSTANTIVE DOCUMENTARY PROOF, DATED NOT MORE THAN 18 MONTHS
14 BEFORE THE DAY ON WHICH THE PETITION IS FILED, THAT AT LEAST 30% OF THE
15 EMPLOYEES WITHIN THE BARGAINING UNIT APPROVE OF THE DECERTIFICATION
16 OF THE EMPLOYEE ORGANIZATION; AND

17 (3) A STATEMENT EXPLAINING THAT THE EMPLOYEES ARE SEEKING
18 DECERTIFICATION OF THE EMPLOYEE ORGANIZATION AS THE EXCLUSIVE
19 REPRESENTATIVE FOR THE BARGAINING UNIT.
20

21 (S)THE PETITION SHALL BE PROCESSED AS DESCRIBED IN THIS SECTION,
22 INCLUDING VERIFICATION OF PROOF OF INTEREST AND AN ELECTION. AN
23 EMPLOYEE ORGANIZATION SHALL BE DECERTIFIED AS EXCLUSIVE
24 REPRESENTATIVE FOLLOWING AN ELECTION IF 51% OF THE EMPLOYEES IN THE
25 BARGAINING UNIT VOTE IN FAVOR OF DECERTIFICATION.
26

27 **§ 197-40 DUES DEDUCTION**

28

29 (A) THE COUNTY SHALL AUTOMATICALLY DEDUCT FROM THE PAYCHECK OF AN
30 EMPLOYEE WHO IS A MEMBER OF THE BARGAINING UNIT REPRESENTED BY THE
31 CERTIFIED EXCLUSIVE REPRESENTATIVE DUES AUTHORIZED AND OWED BY THE
32 EMPLOYEE TO THE CERTIFIED EXCLUSIVE REPRESENTATIVE IF THE EMPLOYEE
33 SUBMITS TO THE EMPLOYER A WRITTEN DUES DEDUCTION AUTHORIZATION
34 THAT HAS BEEN DULY EXECUTED BY THE EMPLOYEE.
35

36 (B) ANY DUES DEDUCTED FROM PAYCHECKS UNDER PARAGRAPH (1) OF THIS
37 SUBSECTION SHALL BE REMITTED TO THE CERTIFIED EXCLUSIVE
38 REPRESENTATIVE.
39

40 (C) THE COUNTY AUTOMATICALLY SHALL STOP MAKING PAYROLL DEDUCTIONS
41 UNDER PARAGRAPH (A) OF THIS SUBSECTION ON BEHALF OF A CERTIFIED
42 EXCLUSIVE REPRESENTATIVE IF:

43 (1) AN EMPLOYEE SUBMITS TO THE EMPLOYER AND EXCLUSIVE
44 REPRESENTATIVE A WRITTEN REQUEST TO HAVE THE EMPLOYER STOP MAKING
45 DEDUCTIONS;

46 (2) THE CERTIFIED EXCLUSIVE REPRESENTATIVE IS DECERTIFIED; OR

47 (3) THE CERTIFIED EXCLUSIVE REPRESENTATIVE'S RIGHT TO DUES IS REVOKED

Asterisks *** mean intervening code language remaining unchanged

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[Brackets] mean language deleted from the law

1 UNDER § 197(REFER TO SECTION PROHIBITING STRIKES AND CONSEQUENCES
2 FOR OTHERWISE) OF THIS SUBTITLE.

3
4 **§ 197-41 NEGOTIATION**

5
6 (A) THE PARTIES SHALL MEET AT REASONABLE TIMES AND ENGAGE IN
7 COLLECTIVE BARGAINING IN GOOD FAITH.

8
9 (B) NEGOTIATIONS OR MATTERS RELATING TO NEGOTIATIONS SHALL BE
10 CONSIDERED CLOSED SESSIONS.

11
12 (C) NEGOTIATIONS FOR AN AGREEMENT SHALL BEGIN ON OR BEFORE EACH
13 DECEMBER 1 OF THE YEAR BEFORE THE EXPIRATION OF ANY EXISTING
14 AGREEMENT.

15
16 (D) THE COUNTY SHALL DESIGNATE INDIVIDUALS TO REPRESENT THE COUNTY IN
17 COLLECTIVE BARGAINING. THERE SHALL BE A MANAGEMENT REPRESENTATIVE
18 FROM EACH CLASSIFICATION IN THE BARGAINING UNIT ON THE COUNTY TEAM

19
20 (E) THE EXCLUSIVE REPRESENTATIVE SHALL DESIGNATE INDIVIDUALS TO
21 REPRESENT THE EXCLUSIVE REPRESENTATIVE IN COLLECTIVE BARGAINING.

22
23 (F) THE COSTS OF ANY BENEFIT ENHANCEMENT STUDY, OF ANY KIND, RAISED
24 DURING NEGOTIATION SHALL BE BORN EQUALLY BY THE COUNTY AND THE
25 EXCLUSIVE REPRESENTATIVE.

26
27 **§ 197-42 COLLECTIVE BARGAINING AGREEMENT**

28
29 (A) A COLLECTIVE BARGAINING AGREEMENT IS NOT VALID IF IT EXTENDS FOR
30 LESS THAN ONE YEAR OR FOR MORE THAN FOUR YEARS, BUT AGREEMENT
31 EXTENSIONS MAY BE SHORTER WHILE THE PARTIES CONTINUE TO NEGOTIATE.

32
33 (B) AN AGREEMENT SHALL CONTAIN ALL MATTERS OF AGREEMENT REACHED IN
34 THE COLLECTIVE BARGAINING PROCESS.

35
36 (C) AN AGREEMENT MAY CONTAIN A GRIEVANCE PROCEDURE FOR THE
37 INTERPRETATION OF CONTRACT TERMS AND CLAUSES THAT CONCLUDES WITH A
38 BINDING RESOLUTION BY A NEUTRAL.

39
40 (D) AN AGREEMENT REACHED IN ACCORDANCE WITH THIS SECTION SHALL BE IN
41 WRITING.

42
43 (E) AN AGREEMENT IS NOT EFFECTIVE UNTIL IT IS RATIFIED:
44 (1) FIRST BY A MAJORITY OF THE VOTES CAST BY THE MEMBERS OF THE
45 EXCLUSIVE REPRESENTATIVE; AND THEN
46 (2) BY THE COUNTY COMMISSIONERS OF CHARLES COUNTY.

1 (F) A MODIFICATION TO AN EXISTING AGREEMENT IS NOT VALID UNLESS IT IS IN
2 WRITING AND RATIFIED BY:

3 (1) THE COUNTY COMMISSIONERS OF CHARLES COUNTY; AND

4 (2) AN AUTHORIZED OFFICIAL FOR THE EXCLUSIVE REPRESENTATIVE.
5

6 (G) AFTER AN AGREEMENT OR MODIFICATION TO AN EXISTING AGREEMENT HAS
7 BEEN RATIFIED IN ACCORDANCE WITH SUBSECTION E OR F ABOVE, IT SHALL BE
8 SIGNED BY THE PRESIDENT OF THE COUNTY COMMISSIONERS AND A
9 REPRESENTATIVE OR REPRESENTATIVES OF THE EXCLUSIVE REPRESENTATIVE.
10

11 (H) DURING THE TERM OF A COLLECTIVE BARGAINING AGREEMENT, THE PARTIES
12 MAY ENTER INTO SIDE LETTER AGREEMENTS WITHOUT THE FULL RATIFICATION
13 PROCESS SET FORTH IN SUBSECTION E OR F ABOVE.
14

15 (I) IF THERE IS A CONFLICT BETWEEN AN EXISTING COLLECTIVE BARGAINING
16 AGREEMENT AND A RULE OR REGULATION ADOPTED BY CHARLES COUNTY,
17 INCLUDING MERIT SYSTEM OR OTHER PERSONNEL REGULATIONS, THE TERMS OF
18 THE AGREEMENT SHALL PREVAIL UNLESS OTHERWISE PROHIBITED BY LAW.
19

20 **§ 197-43 PROCEDURES PERTAINING TO COLLECTIVE BARGAINING IMPASSE –**
21 **ARBITRATION**
22

23 (A) IF THE EXCLUSIVE REPRESENTATIVE AND THE COUNTY COMMISSIONERS OF
24 CHARLES COUNTY HAVE NOT REACHED AN AGREEMENT ON OR BEFORE APRIL 1,
25 OR ANY LATER DATE DETERMINED BY MUTUAL AGREEMENT OF THE PARTIES,
26 ANY PARTY MAY DECLARE A BARGAINING IMPASSE.

27 (1) THE PARTY DECLARING A BARGAINING IMPASSE PURSUANT TO SUBSECTION A
28 OF THIS SECTION SHALL REQUEST A LIST OF NINE (9) ARBITRATORS TO BE
29 PROVIDED TO THE PARTIES BY THE FEDERAL MEDIATION AND CONCILIATION
30 SERVICE, AMERICAN ARBITRATION ASSOCIATION, OR SIMILAR SERVICE; AND
31 (2) WITHIN THREE (3) BUSINESS DAYS AFTER THE PARTIES' RECEIPT OF THE LIST
32 PROVIDED UNDER SUBSECTION A(1) OF THIS SECTION, THE PARTIES SHALL
33 SELECT AN ARBITRATOR BY ALTERNATIVE STRIKING OF NAMES FROM THE LIST.
34

35 (B) ON OR BEFORE APRIL 15, OR ANY LATER DATE DETERMINED BY MUTUAL
36 AGREEMENT OF THE PARTIES, THE PARTIES SHALL SUBMIT TO THE ARBITRATOR:

37 (1) A JOINT MEMORANDUM LISTING ALL ITEMS TO WHICH THE PARTIES
38 PREVIOUSLY AGREED; AND

39 (2) A SEPARATE PROPOSED MEMORANDUM OF EACH PARTY'S FINAL OFFER
40 PRESENTED IN NEGOTIATIONS ON ALL ITEMS TO WHICH THE PARTIES
41 PREVIOUSLY DID NOT AGREE.
42

43 (C) ON OR BEFORE APRIL 30, OR ANY LATER DATE DETERMINED BY MUTUAL
44 AGREEMENT OF THE PARTIES, THE ARBITRATOR SHALL HOLD A CLOSED
45 HEARING ON THE PARTIES' PROPOSALS AT A TIME, DATE, AND PLACE WITHIN
46 CHARLES COUNTY SELECTED BY THE ARBITRATOR.
47

1 (D) AT A HEARING, EACH PARTY MAY SUBMIT EVIDENCE AND MAKE ORAL AND
2 WRITTEN ARGUMENTS IN SUPPORT OF THE PARTY'S LAST FINAL OFFER.

3
4 (E) THE ARBITRATOR MAY:

5 (1) GIVE NOTICE AND HOLD HEARINGS IN ACCORDANCE WITH THE MARYLAND
6 ADMINISTRATIVE PROCEDURE ACT;

7 (2) ADMINISTER OATHS AND TAKE TESTIMONY AND OTHER EVIDENCE; AND

8 (3) ISSUE SUBPOENAS.

9
10 (F) ONCE THE PARTIES HAVE SUBMITTED THEIR POSITIONS INTO THE RECORD,
11 EACH PARTY SHALL HAVE AN OPPORTUNITY TO REVISE ITS FINAL POSITION
12 BEFORE THE RECORD IS CLOSED AND THE MATTER IS SUBMITTED TO THE
13 ARBITRATOR FOR A DETERMINATION.

14
15 (G) ON OR BEFORE MAY 15, OR ANY LATER DATE DETERMINED BY MUTUAL
16 AGREEMENT OF THE PARTIES, THE ARBITRATOR SHALL ISSUE A REPORT:

17 (1) SELECTING THE FINAL OFFER SUBMITTED BY THE PARTIES THAT THE
18 ARBITRATOR DETERMINES TO BE MORE REASONABLE WHEN VIEWED AS A
19 WHOLE; AND

20 (2) STATING THE REASONS THAT THE ARBITRATOR FOUND THE FINAL OFFER TO
21 BE MORE REASONABLE.

22
23 H. IN DETERMINING WHICH FINAL OFFER IS MORE REASONABLE UNDER
24 SUBSECTION G OF THIS SECTION, THE ARBITRATOR MAY CONSIDER ONLY:

25 (1) PAST COLLECTIVE BARGAINING AGREEMENTS BETWEEN THE PARTIES
26 INCLUDING THE BARGAINING HISTORY THAT LED TO THE COLLECTIVE
27 BARGAINING AGREEMENT AND THE PRE-COLLECTIVE-BARGAINING HISTORY OF
28 EMPLOYEE WAGES, HOURS, BENEFITS, AND OTHER WORKING CONDITIONS;

29 (2) A COMPARISON OF WAGES, HOURS, BENEFITS, AND OTHER CONDITIONS OF
30 EMPLOYMENT OF COVERED EMPLOYEES IN OTHER JURISDICTIONS IN THE STATE
31 AND IN THE BALTIMORE/WASHINGTON REGION, INCLUDING VIRGINIA COUNTIES
32 AND MUNICIPALITIES;

33 (3) A COMPARISON OF WAGES, HOURS, BENEFITS, AND OTHER CONDITIONS OF
34 EMPLOYMENT OF EMPLOYEES WORKING FOR CHARLES COUNTY;

35 (4) THE COSTS OF THE RESPECTIVE PROPOSALS OF THE PARTIES;

36 (5) THE CONDITION OF THE GENERAL OPERATING FUND OF CHARLES COUNTY,
37 THE ABILITY OF CHARLES COUNTY TO FINANCE ANY ECONOMIC ADJUSTMENTS
38 REQUIRED UNDER THE PROPOSED COLLECTIVE BARGAINING AGREEMENT, AND
39 THE POTENTIAL IMPACT OF THE PARTIES' FINAL OFFERS ON THE BOND
40 RATING OF CHARLES COUNTY;

41 (6) THE ANNUAL INCREASE OR DECREASE IN CONSUMER PRICES FOR GOODS AND
42 SERVICES AS REFLECTED IN THE MOST RECENT CONSUMER PRICE INDEX FOR
43 THE WASHINGTON-ARLINGTON-ALEXANDRIA, DC-VA-MD-WV METROPOLITAN
44 STATISTICAL AREA PUBLISHED BY THE FEDERAL BUREAU OF LABOR STATISTICS;

45 (7) THE ANNUAL INCREASE OR DECREASE IN THE COST OF LIVING IN CHARLES
46 COUNTY;

47 (8) RECRUITMENT AND RETENTION DATA FOR COVERED EMPLOYEES;

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(9) THE INTEREST AND WELFARE OF THE PUBLIC AND THE EMPLOYEES IN THE BARGAINING UNIT; AND
(10) STIPULATIONS OF THE PARTIES REGARDING ANY OF THE ITEMS UNDER THIS SECTION.

(I) THE ARBITRATOR MAY NOT:

(1) RECEIVE OR CONSIDER THE HISTORY OF COLLECTIVE BARGAINING RELATED TO THE IMMEDIATE DISPUTE, INCLUDING ANY OFFERS OF SETTLEMENT NOT CONTAINED IN THE FINAL OFFER SUBMITTED TO THE ARBITRATOR, UNLESS THE PARTIES MUTUALLY AGREE OTHERWISE;

(2) COMBINE FINAL OFFERS OR ALTER THE FINAL OFFER THAT THE ARBITRATOR SELECTS, UNLESS THE PARTIES MUTUALLY AGREE OTHERWISE; OR

(3) SELECT AN OFFER IN WHICH THE CONDITIONS OF EMPLOYMENT OR THE COMPENSATION, SALARIES, FEES, OR WAGES TO BE PAID ARE UNREASONABLE.

(J) THE ARBITRATOR SHALL SUBMIT THE REPORT ISSUED UNDER SUBSECTION G OF THIS SECTION TO THE COUNTY COMMISSIONERS AND THE EXCLUSIVE REPRESENTATIVE.

(K) THE DECISION OF THE ARBITRATOR IS NOT BINDING ON THE COUNTY COMMISSIONERS AND THE EXCLUSIVE REPRESENTATIVE.

(L) THE COUNTY COMMISSIONERS SHALL ACCEPT OR REJECT THE DECISION OF THE ARBITRATOR WITHIN 60 DAYS OF SUBMISSION OF THE REPORT TO THE PARTIES.

(M) THE PARTIES SHALL SHARE THE COSTS OF THE SERVICES OF THE ARBITRATOR EQUALLY.

(N) COSTS INCURRED BY A PARTY TO PREPARE, APPEAR, OR SECURE REPRESENTATION, EXPERT WITNESSES, OR EVIDENCE OF ANY KIND SHALL BE BORNE EXCLUSIVELY BY THAT PARTY.

(O) NOTHING IN THIS SECTION SHALL BE CONSTRUED TO PROHIBIT THE PARTIES FROM REACHING A VOLUNTARY SETTLEMENT ON ANY UNRESOLVED ISSUES AT ANY TIME BEFORE OR AFTER THE ISSUANCE OF THE RECOMMENDATIONS BY THE ARBITRATOR.

(P) IF A COLLECTIVE BARGAINING AGREEMENT EXPIRES AFTER THE EXCLUSIVE REPRESENTATIVE HAS GIVEN NOTICE OF ITS DESIRE TO ENTER INTO COLLECTIVE BARGAINING FOR A SUCCESSOR COLLECTIVE BARGAINING AGREEMENT, THE TERMS AND CONDITIONS OF THE PRIOR COLLECTIVE BARGAINING AGREEMENT SHALL REMAIN IN EFFECT UNTIL THE EARLIER OF:

(1) THE PARTIES REACHING A NEW AGREEMENT; OR

(2) ONE HUNDRED EIGHTY DAYS FROM THE DATE THE PARTY OR PARTIES REJECT THE ARBITRATOR'S RECOMMENDATIONS.

1 (Q) IF THE PARTIES FAIL TO REACH A NEW AGREEMENT WITHIN THE ONE
2 HUNDRED EIGHTY DAY TIME PERIOD UNDER SUBSECTION XX OF THIS SECTION,
3 THE TERMS AND CONDITIONS OF THE PRIOR COLLECTIVE BARGAINING
4 AGREEMENT SHALL CEASE TO BE EFFECTIVE.
5

6 (R) ANY PROVISION IN A COLLECTIVE BARGAINING AGREEMENT PROVIDING FOR
7 A COST OF LIVING ADJUSTMENT OR A MERIT OR STEP INCREASE DURING THE
8 TERM OF THE AGREEMENT SHALL NOT REMAIN IN EFFECT AFTER THE
9 EXPIRATION OF THE COLLECTIVE BARGAINING AGREEMENT.
10

11 (S) THIS SECTION DOES NOT AUTHORIZE A COVERED EMPLOYEE TO ENGAGE IN A
12 STRIKE AS DEFINED IN § 3-303 OF THE STATE PERSONNEL AND PENSIONS
13 ARTICLE.
14

15 **§ 197-44 STRIKES AND LOCK OUTS PROHIBITED** 16

17 (A) CONSISTENT WITH § 11-601 OF THE LOCAL GOVERNMENT ARTICLE OF THE
18 MARYLAND CODE, AN EMPLOYEE OR EXCLUSIVE REPRESENTATIVE MAY NOT
19 ENGAGE IN, INITIATE, SPONSOR, SUPPORT, OR DIRECT A STRIKE. IF AN EMPLOYEE
20 OR EXCLUSIVE REPRESENTATIVE VIOLATES THIS SECTION, THE COUNTY
21 MAY, AS THE COUNTY CONSIDERS NECESSARY IN THE PUBLIC INTEREST, IMPOSE
22 DISCIPLINARY ACTION, INCLUDING REMOVAL FROM COUNTY SERVICE, OF
23 EMPLOYEES ENGAGED IN THE ILLEGAL CONDUCT; TERMINATE AN EXCLUSIVE
24 REPRESENTATIVE'S DUES DEDUCTION PRIVILEGE; OR, AFTER NOTICE AND AN
25 EVIDENTIARY HEARING AND UPON A FINDING OF WILLFUL VIOLATION OF THIS
26 SECTION, REVOKE AN EMPLOYEE ORGANIZATION'S CERTIFICATION OF
27 EXCLUSIVE REPRESENTATION AND DISQUALIFY AN EXCLUSIVE
28 REPRESENTATIVE FROM PARTICIPATION IN REPRESENTATION ELECTIONS FOR A
29 PERIOD UP TO ONE YEAR. EMPLOYEES DISCIPLINED PURSUANT TO THIS SECTION
30 SHALL BE AFFORDED ALL RIGHTS AND PROCEDURES UNDER CHAPTER 197,
31 ARTICLE II OF THE CODE.
32

33 (B) THE COUNTY MAY NOT ENGAGE IN, INITIATE, OR DIRECT A LOCKOUT OF
34 COVERED EMPLOYEES.
35

36 **§ 197-45 UNFAIR LABOR PRACTICES** 37

38 A. THE COUNTY, ITS AGENTS OR REPRESENTATIVES, ARE PROHIBITED FROM:

39 (1) INTERFERING, RESTRAINING OR COERCING EMPLOYEES IN THE
40 EXERCISE OF THE RIGHTS GUARANTEED BY THIS ARTICLE;

41 (2) DOMINATING, INTERFERING OR ASSISTING IN THE FORMATION,
42 EXISTENCE OR ADMINISTRATION OF ANY LABOR ORGANIZATION, OR
43 CONTRIBUTING FINANCIAL OR OTHER SUPPORT TO IT; EXCEPT THAT THE
44 COUNTY SHALL NOT BE PROHIBITED FROM PERMITTING EMPLOYEES TO
45 NEGOTIATE OR CONFER WITH IT DURING WORKING HOURS WITHOUT
46 LOSS OF TIME OR PAY;

47 (3) DISCRIMINATING IN REGARD TO HIRE OR TENURE OF EMPLOYMENT OR
ANY TERM OR CONDITION OF EMPLOYMENT TO ENCOURAGE OR

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1 DISCOURAGE MEMBERSHIP IN ANY LABOR ORGANIZATION;
2 (4) DISCHARGING OR OTHERWISE DISCRIMINATING AGAINST AN
3 EMPLOYEE BECAUSE HE HAS SIGNED OR FILED AN AFFIDAVIT, PETITION
4 OR COMPLAINT OR GIVEN ANY INFORMATION OR TESTIMONY UNDER THIS
5 ARTICLE;
6 (5) REFUSING TO BARGAIN COLLECTIVELY IN GOOD FAITH WITH THE
7 EXCLUSIVE REPRESENTATIVE AS REQUIRED IN THIS ARTICLE
8 (6) REFUSING TO PARTICIPATE IN GOOD FAITH IN THE MEDIATION OR
9 ARBITRATION PROCEDURES SET FORTH IN THIS ARTICLE;
10 (7) REFUSING OR FAILING TO COMPLY WITH ANY PROVISION OF THIS
11 ARTICLE OR ANY OF THE RULES AND REGULATIONS ESTABLISHED
12 PURSUANT THERETO; OR
13 (8) REFUSING TO PROVIDE INFORMATION REQUIRED BY SECTION 197-38(C).
14

15 B. EMPLOYEES, LABOR ORGANIZATIONS, THEIR AGENTS OR REPRESENTATIVES
16 ARE PROHIBITED FROM:

17 (1) INTERFERING WITH, RESTRAINING OR COERCING EMPLOYEES IN THE
18 EXERCISE OF THE RIGHTS GUARANTEED BY THIS ARTICLE;
19 (2) CAUSING OR ATTEMPTING TO CAUSE THE COUNTY TO DISCRIMINATE
20 AGAINST AN EMPLOYEE IN VIOLATION OF THIS ARTICLE;
21 (3) REFUSING TO BARGAIN COLLECTIVELY IN GOOD FAITH WITH THE
22 COUNTY IF THEY HAVE BEEN DESIGNATED IN ACCORDANCE WITH THE
23 PROVISIONS OF THIS SUBTITLE AS THE EXCLUSIVE REPRESENTATIVE OF
24 EMPLOYEES IN AN APPROPRIATE UNIT;
25 (4) REFUSING TO PARTICIPATE IN GOOD FAITH IN THE MEDIATION OR
26 ARBITRATION PROCEDURES SET FORTH IN THIS ARTICLE;
27 (5) REFUSING OR FAILING TO COMPLY WITH ANY PROVISION OF THIS
28 SUBTITLE OR ANY OF THE RULES AND REGULATIONS ESTABLISHED
29 PURSUANT THERETO.
30

31 C. PROCEDURE CONCERNING UNFAIR LABOR PRACTICES:

32 (1) IN THE EVENT THAT A CLAIM IS MADE THAT AN UNFAIR LABOR
33 PRACTICE HAS BEEN COMMITTED BY EITHER THE COUNTY OR A COUNTY
34 EMPLOYEE OR AN EMPLOYEE ORGANIZATION, NO LATER THAN SIX (6)
35 MONTHS THEREAFTER THE COMPLAINING PARTY SHALL TRANSMIT TO
36 THE OTHER PARTY A COMPLAINT SETTING FORTH A DETAILED
37 STATEMENT OF THE ALLEGED UNFAIR LABOR PRACTICE.
38 (2) THE PARTIES SHALL SELECT A NEUTRAL THIRD PARTY ARBITRATOR TO
39 ADJUDICATE THE UNFAIR LABOR PRACTICE COMPLAINT WITHIN FIVE
40 BUSINESS DAYS OF THE TRANSMISSION OF THE COMPLAINT, USING THE
41 PROCEDURES SET OUT IN SECTION 197-39.F.
42 (3) THE PARTY COMPLAINED OF SHALL HAVE THE RIGHT TO FILE AN
43 ANSWER TO THE COMPLAINT WITHIN TEN (10)
44 BUSINESS DAYS AFTER SERVICE THEREOF. THE ARBITRATOR SHALL
45 HOLD A HEARING ON THE COMPLAINT AT A DESIGNATED TIME AND
46 PLACE.
47 (4) IF UPON THE PREPONDERANCE OF THE TESTIMONY TAKEN THE

1 ARBITRATOR SHALL BE OF THE OPINION THAT ANY PERSON OR ENTITY
2 NAMED IN THE COMPLAINT HAS ENGAGED IN OR IS ENGAGING IN AN
3 UNFAIR LABOR PRACTICE, THEN THE ARBITRATOR SHALL STATE THEIR
4 FINDINGS OF FACT AND SHALL ISSUE AND CAUSE TO BE SERVED ON SUCH
5 PERSON AN ORDER REQUIRING THAT THEY CEASE AND DESIST FROM
6 SUCH UNFAIR LABOR PRACTICES AND TO TAKE SUCH AFFIRMATIVE
7 REMEDIAL ACTION, INCLUDING REINSTATEMENT WITH OR WITHOUT
8 BACK PAY, AS WILL EFFECTUATE THE POLICIES OF THIS SUBTITLE. THE
9 ARBITRATOR SHALL HAVE BROAD DISCRETION TO TAKE AND ORDER
10 REMEDIAL ACTIONS WHEN IT FINDS THAT A PARTY HAS COMMITTED AN
11 UNFAIR LABOR PRACTICE, INCLUDING THE RESTORATION OF ANY RIGHT,
12 PAY, STATUS, OR BENEFIT LOST BY AN EMPLOYEE OR GROUP OF
13 EMPLOYEES. SUCH ORDER MAY FURTHER REQUIRE SUCH PERSON TO
14 MAKE REPORTS FROM TIME TO TIME SHOWING THE EXTENT TO WHICH HE
15 HAS COMPLIED WITH THE ORDER. THE ARBITRATOR MAY REQUIRE, IN
16 SITUATIONS WHERE COUNTY CONDUCT HAS DESTROYED A REASONABLE
17 OPPORTUNITY FOR A FAIR AND FREE ELECTION, THAT A FAIR AND FREE
18 ELECTION BE HELD.

19 (5) IF THE PREPONDERANCE OF EVIDENCE HAS NOT SHOWN THAT THE
20 PERSON OR ENTITY NAMED IN THE COMPLAINT HAS ENGAGED IN OR IS
21 ENGAGING IN ANY SUCH UNFAIR LABOR PRACTICE, THEN THE
22 ARBITRATOR SHALL STATE ITS FINDINGS OF FACTS AND SHALL ISSUE AN
23 ORDER DISMISSING THE COMPLAINT.

24 (6) THE FINDINGS OF THE ARBITRATOR SHALL BE CONCLUSIVE AND
25 BINDING UPON THE PARTIES.

26 (7) A PARTY MAY FILE PETITION FOR RELIEF, IN WHOLE OR IN PART, FROM
27 THE ARBITRATOR'S ORDER WITH THE CLERK OF THE CIRCUIT COURT FOR
28 CHARLES COUNTY WITHIN THIRTY (30) DAYS AFTER THE ISSUANCE OF
29 SUCH ORDER. THE COURT IN DECIDING SUCH PETITION SHALL REVIEW
30 THE ARBITRATOR'S DECISION OR ORDER FOR WHETHER NOT SUPPORTED
31 BY SUBSTANTIAL EVIDENCE. NO OBJECTION THAT HAS NOT BEEN URGED
32 BEFORE THE AGENCY OR ANY OF ITS AGENTS SHALL BE CONSIDERED BY
33 THE COURT UNLESS THE FAILURE OR NEGLECT TO URGE SUCH OBJECTION
34 SHALL BE EXCUSED BECAUSE OF EXTRAORDINARY CIRCUMSTANCES.

35 (8) THE COMPLAINING PARTY SHALL HAVE THE POWER TO PETITION THE
36 CIRCUIT COURT FOR CHARLES COUNTY FOR ENFORCEMENT OF THE
37 AGENCY'S ORDER AND FOR APPROPRIATE TEMPORARY RELIEF OR
38 RESTRAINING ORDER. HOWEVER, SUCH A PETITION SHALL NOT REOPEN
39 THE PROPRIETY OF THE AGENCY'S DECISION AND ORDER IF AN APPEAL
40 FOR JUDICIAL REVIEW WAS NOT TIMELY FILED.

41
42 **SECTION 2. IN THE EVENT THAT NO LABOR ORGANIZATION IS**
43 **CERTIFIED AS THE EXCLUSIVE REPRESENTATIVE OF EMPLOYEES IN THE**
44 **BARGAINING UNIT SET FORTH IN SECTION 197-39 WITHIN 24 MONTHS FROM**

1 THE EFFECTIVE DATE BELOW, THIS ACT SHALL BE AUTOMATICALLY
2 REPEALED.

3

4 SECTION 3. AND BE IT FURTHER ENACTED, THAT THIS ACT SHALL
5 TAKE EFFECT FORTY-FIVE (45) DAYS FROM THE DATE IT IS ADOPTED.

6

7 ADOPTED this ____ day of _____, 2026.

8

9

10

COUNTY COMMISSIONERS
CHARLES COUNTY, MARYLAND

11

12

13

14

Reuben B. Collins, II, Esq. President

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16

17

18

Ralph E. Patterson, II, M.A., Vice President

19

20

21

Gilbert O. Bowling, III

22

23

24

Thomasina O. Coates, M.S.

25

26

27

28

Amanda M. Stewart, Ed.D.

29

30

31

ATTEST:

32

33

34

Carol DeSoto, CAP, OM, Clerk

1 **COUNTY COMMISSIONERS OF CHARLES COUNTY, MARYLAND**

2
3 **2026 Legislative Session**

4
5 Bill No. 2026-

6 Chapter 197

7 Introduced by Board of Charles County Commissioners

8 Date of Introduction _____

9
10 **BILL**

11
12 AN ACT concerning:

13
14 **CHARLES COUNTY EMPLOYEES COLLECTIVE BARGAINING**

15
16 FOR the purpose of:

17 Amending the Charles County Code to provide for Collective Bargaining for
18 Charles County employees.

19 BY Amending:

20 Chapter 197- Personnel Regulations

21 By Adding:

22 Article V – Collective Bargaining for General Employees

23 Section 197-35 through 197-44

24 *Code of Charles County, Maryland*

25
26 **SECTION 1.** BE IT ENACTED BY THE COUNTY COMMISSIONERS OF
27 CHARLES COUNTY, MARYLAND, that the Laws of Charles County, Maryland read as
28 follows:

29
30 **§ 197-35 SCOPE**

31 (A) THIS ARTICLE APPLIES TO ALL FULL-TIME AND PART TIME MERIT SYSTEM
32 EMPLOYEES OF CHARLES COUNTY, EXCLUDING THOSE EMPLOYEES IN THE
33 EMERGENCY MEDICAL SERVICES DIVISION OF THE CHARLES COUNTY

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DEPARTMENT OF EMERGENCY SERVICES AND SUBJECT TO ARTICLE IV.

(B) THIS ARTICLE DOES NOT APPLY TO THE FOLLOWING EMPLOYEES:

- (1) CONFIDENTIAL AND SUPERVISORY EMPLOYEES;
- (2) EMPLOYEES IN APPOINTED POSITIONS;
- (3) ~~FULL TIME REDUCED HOUR EMPLOYEES;~~
- (4) ~~PART TIME EMPLOYEES;~~
- (5) ON-CALL EMPLOYEES;
- (6) SEASONAL EMPLOYEES;
- (7) CONTRACTUAL EMPLOYEES;
- (8) TEMPORARY EMPLOYEES; OR
- (9) EMERGENCY EMPLOYEES.

§ 197-36 EMPLOYEE RIGHTS

(A) A COVERED EMPLOYEE SUBJECT TO THIS ARTICLE HAS THE RIGHT TO:

- (1) TAKE PART IN OR REFRAIN FROM TAKING PART IN FORMING, JOINING, SUPPORTING, OR PARTICIPATING IN ANY EMPLOYEE ORGANIZATION OR ITS LAWFUL ACTIVITIES;
- (2) BE REPRESENTED BY AN EXCLUSIVE REPRESENTATIVE, IF ANY, IN COLLECTIVE BARGAINING; AND
- (3) ENGAGE IN OTHER CONCERTED ACTIVITIES FOR THE PURPOSE OF MUTUAL AID AND PROTECTION.

(B) COVERED EMPLOYEES SUBJECT TO THIS ARTICLE MAY SEEK RECOGNITION IN ORDER TO ORGANIZE AND BARGAIN COLLECTIVELY IN GOOD FAITH WITH THE COUNTY COMMISSIONERS OF CHARLES COUNTY OR THEIR DESIGNEE(S) OVER WAGES, HOURS, AND OTHER TERMS AND CONDITIONS OF EMPLOYMENT.

(C) NOTHING IN THIS SECTION SHALL BE DEEMED TO REQUIRE CHARLES COUNTY TO BARGAIN COLLECTIVELY WITH COVERED EMPLOYEES CONCERNING RETIREMENT BENEFITS AND/OR HEALTH, DENTAL, VISION, LIFE, DISABILITY, WORKERS COMPENSATION, OR ANY OTHER NON-RETIREMENT BENEFIT.

(D) A COVERED EMPLOYEE WHO IS A MEMBER OF A BARGAINING UNIT WITH AN EXCLUSIVE REPRESENTATIVE MAY DISCUSS ANY MATTER WITH CHARLES COUNTY MANAGEMENT OFFICIALS WITHOUT THE INTERVENTION OF THE EXCLUSIVE REPRESENTATIVE.

(E) IF A DISCUSSION UNDER SUBSECTION D OF THIS SECTION LEADS TO A RESOLUTION OR ADJUSTMENT OF A DISPUTE, THE RESOLUTION OR ADJUSTMENT MAY NOT BE INCONSISTENT WITH THE TERMS OF A COLLECTIVE BARGAINING AGREEMENT THEN IN EFFECT.

§ 197-37 MANAGEMENT RIGHTS

(A) CHARLES COUNTY, THROUGH ITS APPROPRIATE OFFICERS AND MANAGEMENT OFFICIALS, HAS THE EXCLUSIVE RIGHT TO:

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- (1) DETERMINE THE:
(A) MISSION;
(B) BUDGET;
(C) ORGANIZATION;
(D) NUMBERS, TYPES, AND GRADES OF EMPLOYEES ASSIGNED;
(E) WORK PROJECTS, METHODS, MEANS, AND PERSONNEL BY WHICH ITS
OPERATIONS ARE CONDUCTED;
(F) TECHNOLOGY;
(G) INTERNAL SECURITY PRACTICES; AND
(H) LOCATION OF ITS FACILITIES;
(2) MAINTAIN AND IMPROVE THE EFFICIENCY AND EFFECTIVENESS OF
OPERATIONS;
(3) DETERMINE THE SERVICES TO BE RENDERED, OPERATIONS TO BE
PERFORMED, AND TECHNOLOGY TO BE USED;
(4) DETERMINE THE OVERALL METHODS, PROCESSES, MEANS, AND CLASSES OF
WORK OR PERSONNEL BY WHICH OPERATIONS ARE TO BE CONDUCTED;
(5) HIRE, DIRECT, SUPERVISE, AND ASSIGN EMPLOYEES;
(6) ESTABLISH, IMPLEMENT, MODIFY AND ELIMINATE WORK SCHEDULES,
INCLUDING THE RIGHT TO HOLD EMPLOYEES PAST THE END OF A
SCHEDULED SHIFT AND THE RIGHT TO REQUIRE EMPLOYEES TO WORK
MANDATORY EMERGENCY HOURS;
(7) PROMOTE, DEMOTE, DISCIPLINE, DISCHARGE, RETAIN, AND LAY OFF
EMPLOYEES;
(8) TERMINATE EMPLOYMENT BECAUSE OF LACK OF FUNDS OR LACK OF WORK;
A DETERMINATION BY THE COUNTY THAT CONTINUED WORK WOULD BE
INEFFICIENT OR NON-PRODUCTIVE, OR FOR OTHER LEGITIMATE REASONS;
(9) ESTABLISH, MAINTAIN, MODIFY AND ELIMINATE THE QUALIFICATIONS OF
EMPLOYEES FOR HIRING, APPOINTMENT AND PROMOTIONS; AND
(10) ESTABLISH REASONABLE WORK RULES;
(11) PROVIDE A SYSTEM OF MERIT EMPLOYMENT; AND
(12) TAKE WHATEVER ACTION IS NECESSARY TO CARRY OUT ITS LAWFUL
MISSION DURING EMERGENCIES.

§ 197-38 EXCLUSIVE REPRESENTATIVE RIGHTS

- (A) THE EMPLOYER SHALL RECOGNIZE THE RIGHT OF THE CERTIFIED
EXCLUSIVE REPRESENTATIVE TO REPRESENT THE EMPLOYEES IN THE
UNIT IN COLLECTIVE BARGAINING AND IN THE GRIEVANCE PROCESS.
(B) THE CERTIFIED EXCLUSIVE REPRESENTATIVE OF A UNIT SHALL:
(1) SERVE AS THE SOLE AGENT FOR THE UNIT IN COLLECTIVE
BARGAINING; AND
(2) REPRESENT ALL EMPLOYEES IN THE UNIT FAIRLY AND IN GOOD FAITH,
IN A MANNER THAT IS NOT ARBITRARY OR DISCRIMINATORY.

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(C)

(1) THE EMPLOYER SHALL PROVIDE TO THE EXCLUSIVE REPRESENTATIVE ANY INFORMATION IT IS OBLIGATED TO PROVIDE UNDER THE MARYLAND PUBLIC INFORMATION ACT.

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§ 197-39 SELECTION OF EXCLUSIVE REPRESENTATIVE

(A) AN EMPLOYEE ORGANIZATION SEEKING CERTIFICATION AS THE EXCLUSIVE REPRESENTATIVE FOR A SINGLE COUNTY-WIDE BARGAINING UNIT OF EMPLOYEES MAY FILE A PETITION WITH THE COUNTY'S DIRECTOR OF HUMAN RESOURCES INDICATING THIS INTENT. UNLESS OTHERWISE AGREED, THE BARGAINING UNIT SHALL CONSIST OF GENERAL SERVICE EMPLOYEES EMPLOYED BY THE COUNTY, EXCLUDING EMPLOYEES IN THE EMERGENCY MEDICAL SERVICES DIVISION OF THE DEPARTMENT OF EMERGENCY SERVICES COVERED BY CHAPTER 197, ARTICLE IV AND THOSE EMPLOYEES EXCLUDED IN SECTION 197-35.B. THERE SHALL BE TWO CLASSIFICATIONS OF EMPLOYEES WITHIN THIS SINGLE BARGAINING UNIT:

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(1) SERVICE, LABOR, AND TRADES (SLT) CLASSIFICATION: THIS CLASSIFICATION IS COMPOSED OF ALL ELIGIBLE CLASSES THAT ARE ASSOCIATED WITH SERVICE/MAINTENANCE AND SKILLED CRAFTS. THIS MEANS JOB CLASSES IN WHICH WORKERS PERFORM DUTIES THAT RESULT IN OR CONTRIBUTE TO THE COMFORT AND CONVENIENCE OF THE GENERAL PUBLIC OR THAT CONTRIBUTE TO THE UPKEEP AND CARE OF BUILDINGS, FACILITIES, OR GROUNDS OF PUBLIC PROPERTY. WORKERS IN THIS GROUP MAY OPERATE SPECIALIZED MACHINERY OR HEAVY EQUIPMENT. THESE JOB CLASSES MAY ALSO REQUIRE SPECIAL MANUAL SKILL AND A THOROUGH AND COMPREHENSIVE KNOWLEDGE OF THE PROCESSES INVOLVED IN THE WORK THAT IS ACQUIRED THROUGH ON-THE-JOB TRAINING AND EXPERIENCE OR THROUGH APPRENTICESHIP OR OTHER FORMAL TRAINING PROGRAMS.

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(2) OFFICE, PROFESSIONAL, AND TECHNICAL (OPT) CLASSIFICATION: THIS CLASSIFICATION IS COMPOSED OF ALL ELIGIBLE CLASSES ASSOCIATED WITH OFFICE, PROFESSIONAL, PARAPROFESSIONAL, AND TECHNICAL FUNCTIONS.

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(A) OFFICE: JOB CLASSES IN WHICH WORKERS ARE RESPONSIBLE FOR INTERNAL AND EXTERNAL COMMUNICATION, RECORDING, AND RETRIEVAL OF DATA AND/OR INFORMATION, AND OTHER PAPERWORK REQUIRED IN AN OFFICE.

(B) PROFESSIONAL: JOB CLASSES THAT REQUIRE SPECIAL AND THEORETICAL KNOWLEDGE THAT IS USUALLY ACQUIRED THROUGH COLLEGE TRAINING OR THROUGH WORK

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1 EXPERIENCE AND OTHER TRAINING THAT PROVIDES
2 COMPARABLE KNOWLEDGE.
3 (C) PARAPROFESSIONAL: JOB CLASSES IN WHICH WORKERS
4 PERFORM, IN A SUPPORTIVE ROLE, SOME OF THE DUTIES
5 OF A PROFESSIONAL OR TECHNICIAN. THESE DUTIES
6 USUALLY REQUIRE LESS FORMAL TRAINING AND/OR
7 EXPERIENCE THAN IS NORMALLY REQUIRED FOR
8 PROFESSIONAL OR TECHNICAL STATUS.
9 (D) TECHNICAL: JOB CLASSES THAT REQUIRE A COMBINATION
10 OF BASIC SCIENTIFIC OR TECHNICAL KNOWLEDGE AND
11 MANUAL SKILL THAT CAN BE OBTAINED THROUGH
12 SPECIALIZED POST-SECONDARY SCHOOL EDUCATION OR
13 THROUGH EQUIVALENT ON-THE-JOB TRAINING.
14

15
16
17 (B) IN THE EVENT A NEW CLASSIFICATION IS CREATED BY THE COUNTY, OR AN
18 EXISTING CLASSIFICATION'S DUTIES AND RESPONSIBILITIES ARE
19 SUBSTANTIALLY CHANGED, THE COUNTY HUMAN RESOURCES DIRECTOR MUST
20 PLACE THE CLASSIFICATION IN THE BARGAINING UNIT OR STATE THAT THE
21 CLASSIFICATION FALLS WITHIN ONE OF THE EXCEPTIONS TO THE DEFINITION OF
22 EMPLOYEE UNDER THIS ARTICLE WITHIN SIXTY (60) DAYS OF THE CREATION OR
23 SUBSTANTIAL ALTERATION OF THE CLASS AND MUST GIVE NOTICE OF THIS
24 DECISION TO ANY CERTIFIED EXCLUSIVE REPRESENTATIVE. ANY INDIVIDUAL
25 OR CERTIFIED REPRESENTATIVE DISAGREEING WITH THE DECISION OF THE
26 DIRECTOR OF HUMAN RESOURCES MAY, WITHIN THIRTY (30) DAYS OF NOTICE OF
27 THE DECISION, FILE OBJECTIONS TO THE DECISION WITH THE DIRECTOR OF
28 HUMAN RESOURCES. THE PARTIES SHALL PROMPTLY SELECT AN ARBITRATOR
29 PURSUANT TO THE PROVISIONS OF SUBSECTION (E) OF THIS SECTION, WHO
30 SHALL DECIDE THE QUESTION BASED ON THE DUTIES AND RESPONSIBILITIES OF
31 THE JOB CLASSIFICATION. THE DECISION OF THE ARBITRATOR SHALL BE
32 BINDING ON THE PARTIES.
33

34 (C) THE PETITION SHALL CONTAIN:

- 35 (1) A REQUEST THAT THE EMPLOYER RECOGNIZE THE EMPLOYEE
36 ORGANIZATION AS THE EXCLUSIVE REPRESENTATIVE OF THE EMPLOYEES
37 IN THE BARGAINING UNIT;
38 (2) A STATEMENT THAT THE EMPLOYEE ORGANIZATION IS ONE IN WHICH
39 EMPLOYEES PARTICIPATE AND THAT HAS AS ONE OF ITS PURPOSES THE
40 REPRESENTATION OF PUBLIC EMPLOYEES IN MATTERS OF WAGES, HOURS,
41 AND OTHER TERMS AND CONDITIONS OF EMPLOYMENT;
42 (3) A STATEMENT THAT THE EMPLOYEE ORGANIZATION HAS NO TERMS OR
43 CONDITIONS OF MEMBERSHIP THAT DISCRIMINATE WITH REGARD TO
44 RACE, COLOR, CREED, GENDER, AGE, POLITICAL AFFILIATION, NATIONAL
45 ORIGIN, RELIGION, MARITAL STATUS, OR DISABILITY; AND
46 (4) A STATEMENT THAT THE EMPLOYEE ORGANIZATION HAS IN ITS
47 POSSESSION WRITTEN PROOF DATED NOT MORE THAN 18 MONTHS BEFORE

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1 THE DAY ON WHICH THE PETITION IS FILED ESTABLISHING THAT AT LEAST
2 30% OF THE EMPLOYEES IN THE BARGAINING UNIT:

3 (I) HAVE DESIGNATED THE EMPLOYEE ORGANIZATION TO
4 REPRESENT THEM FOR PURPOSES OF COLLECTIVE BARGAINING
5 WITH THE EMPLOYER; OR

6 (II) ARE MEMBERS OF THE EMPLOYEE ORGANIZATION AT THE TIME
7 THE PETITION IS FILED.
8

9 (D) BEFORE A PETITION MAY BE PROCESSED, THE PROOF OF INTEREST
10 SUBMITTED SHALL BE VERIFIED AS PROVIDED IN THIS SECTION.
11

12 (E) THE EMPLOYEE ORGANIZATION AND THE EMPLOYER SHALL EQUALLY BEAR
13 ANY COSTS ASSOCIATED WITH THE VERIFICATION.
14

15 (F) WHEN AN EMPLOYEE ORGANIZATION OR EMPLOYEES IN THE BARGAINING
16 UNIT FILE A PETITION WITH THE EMPLOYER, THE EMPLOYEE ORGANIZATION OR
17 EMPLOYEES SHALL REQUEST A LIST OF **SEVEN (7)** ARBITRATORS PROVIDED BY
18 THE FEDERAL MEDIATION AND CONCILIATION SERVICE, AMERICAN
19 ARBITRATION ASSOCIATION OR SIMILAR SERVICE. WITHIN THREE (3) BUSINESS
20 DAYS AFTER THE PARTIES' RECEIPT OF THE LIST PROVIDED IN THIS SECTION, THE
21 EMPLOYER AND THE PETITIONER SHALL JOINTLY SELECT AN ARBITRATOR TO
22 OVERSEE AND ADMINISTER THE ELECTION BY MUTUAL AGREEMENT OR BY
23 ALTERNATIVE STRIKING OF NAMES FROM THE LIST. THE COSTS OF THE
24 ARBITRATOR TO OVERSEE AND ADMINISTER THE ELECTION SHALL BE SHARED
25 EQUALLY BY THE EMPLOYER AND THE PETITIONER.

26 (1) THE PETITIONER SHALL SUBMIT TO THE ARBITRATOR THE
27 AUTHORIZATION CARDS SIGNED AND DATED BY AT LEAST 30% OF THE
28 EMPLOYEES IN THE BARGAINING UNIT NOT MORE THAN 18 MONTHS
29 BEFORE THE DAY THE PETITION WAS FILED INDICATING, AS APPROPRIATE,
30 THAT THE EMPLOYEES HAVE DESIGNATED THE EMPLOYEE ORGANIZATION
31 TO REPRESENT THEM FOR PURPOSES OF COLLECTIVE BARGAINING WITH
32 THE COUNTY. ALTERNATIVELY, THE PETITIONER MAY SUBMIT TO THE
33 ARBITRATOR PROOF THAT AT LEAST 30% OF THE EMPLOYEES IN THE
34 BARGAINING UNIT ARE MEMBERS OF THE EMPLOYEE ORGANIZATION AT
35 THE TIME THE PETITION IS FILED.

36 (2) THE PETITIONER SHALL COPY THE EMPLOYER ON THE REQUEST FOR A
37 LIST OF ARBITRATORS.
38

39 (G) SUBJECT TO PARAGRAPH (I) OF THIS PARAGRAPH, WITHIN THREE (3)
40 BUSINESS DAYS AFTER THE DAY ON WHICH THE EMPLOYER RECEIVES THE
41 PETITION, THE EMPLOYER SHALL SUBMIT TO THE EMPLOYEE ORGANIZATION
42 AND NEUTRAL DECISION MAKER (IF ONE HAS BEEN SELECTED):

43 (1) A LIST OF EMPLOYEES IN THE BARGAINING UNIT AS OF THE DATE THE
44 PETITION IS RECEIVED BY THE DIRECTOR OF HUMAN RESOURCES;

45 (2) A LIST OF EMPLOYEES IN THE BARGAINING UNIT THAT IDENTIFIES
46 EACH EMPLOYEE THAT THE EMPLOYER CONTENDS SHOULD BE EXCLUDED
47 AS AN ELIGIBLE VOTER OR FROM THE BARGAINING UNIT; AND

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(3) A STATEMENT EXPLAINING THE REASON FOR EACH EXCLUSION.

(H) IF AN ARBITRATOR HAS NOT BEEN SELECTED WHEN THE EMPLOYER IS REQUIRED TO SUBMIT THE LIST REQUIRED UNDER SUBPARAGRAPH (I) OF THIS PARAGRAPH, THE EMPLOYER SHALL INSTEAD SUBMIT THE LIST WITHIN THREE (3) BUSINESS DAYS AFTER THE ARBITRATOR HAS BEEN SELECTED AND HAS ACCEPTED THE APPOINTMENT.

(1) IF THE EMPLOYER FAILS TO PROVIDE AN EXPLANATION AS REQUIRED UNDER PARAGRAPH (H)2, THE EMPLOYER MAY NOT CHALLENGE THE ELIGIBILITY OF AN EMPLOYEE'S VOTE IN AN ELECTION OR THE ELIGIBILITY TO SUBMIT A SHOWING OF INTEREST FORM.

(2) IF THE EMPLOYER FAILS TO SUBMIT THE LIST OF EMPLOYEES TO THE EMPLOYEE ORGANIZATION OR NEUTRAL DECISION MAKER WITHIN THE REQUIRED TIME, IT SHALL BE CONCLUSIVELY DEEMED THAT AT LEAST 30% OF THE EMPLOYEES IN THE BARGAINING UNIT HAVE INDICATED A DESIRE TO BE REPRESENTED BY THE EMPLOYEE ORGANIZATION.

(I) THE ARBITRATOR SHALL CHECK THE WRITTEN AUTHORIZATION CARDS SUBMITTED BY THE EMPLOYEE ORGANIZATION OR THE EMPLOYEES AGAINST THE LIST OF EMPLOYEES SUBMITTED BY THE EMPLOYER, OR, IF NO CARDS ARE PRESENTED, SHALL VERIFY THAT THE REQUISITE NUMBER OF EMPLOYEES ARE MEMBERS OF THE EMPLOYEE ORGANIZATION AT THE TIME THE PETITION IS FILED. IF THE ARBITRATOR DETERMINES THAT AT LEAST 30% OF THE EMPLOYEES ON THE LIST HAVE INDICATED A DESIRE TO BE REPRESENTED BY THE EMPLOYEE ORGANIZATION OR TO DECERTIFY AN EXCLUSIVE REPRESENTATIVE, THE ARBITRATOR SHALL NOTIFY THE EMPLOYER OF THE DETERMINATION.

(J) IF THE EMPLOYEE ORGANIZATION SUBMITS A SHOWING OF INTEREST SUPPORTED BY AT LEAST 30% OF THE EMPLOYEES IN THE BARGAINING UNIT BUT LESS THAN 50% PLUS 1 OF THE EMPLOYEES IN THE BARGAINING UNIT, THE ARBITRATOR SHALL ORDER THAT AN ELECTION BE CONDUCTED IN ACCORDANCE WITH THE PROCEDURES SET FORTH IN SECTION 197-39(M)

(K) IF THE EMPLOYEE ORGANIZATION SUBMITS A SHOWING OF INTEREST SUPPORTED BY AT LEAST 50% PLUS 1 OF THE EMPLOYEES IN THE BARGAINING UNIT INDICATING THEIR DESIRE TO BE REPRESENTED BY THE EMPLOYEE ORGANIZATION FOR PURPOSES OF COLLECTIVE BARGAINING, THE ARBITRATOR SHALL PROVIDE WRITTEN NOTICE OF THE DETERMINATION TO THE EMPLOYER AND THE EMPLOYEE ORGANIZATION. THE EMPLOYER MAY CHALLENGE THE VALIDITY OF THE SUPPORT BY REQUESTING A SECRET BALLOT ELECTION WITHIN 20 BUSINESS DAYS OF THE DATE ON WHICH THE ARBITRATOR PROVIDES WRITTEN NOTICE TO THE EMPLOYER. IF THE EMPLOYER FAILS TO REQUEST A SECRET BALLOT ELECTION WITHIN 20 BUSINESS DAYS OF THE RECEIPT OF SUCH NOTICE:

~~(H)~~ THE ARBITRATOR SHALL ISSUE TO THAT EMPLOYEE ORGANIZATION A CERTIFICATION OF REPRESENTATION FOR THE BARGAINING UNIT; AND

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1 ~~(2)~~ THE EMPLOYER SHALL RECOGNIZE THE EMPLOYEE ORGANIZATION AS THE
2 CERTIFIED BARGAINING REPRESENTATIVE OF THE EMPLOYEES AT ISSUE.

3
4 (L) AN ELECTION MAY NOT BE CONDUCTED IN A BARGAINING UNIT UNLESS AT
5 LEAST ONE (1) YEAR HAS PASSED SINCE THE LAST ELECTION HELD IN THE
6 BARGAINING UNIT.

7
8 (M) IF THE EMPLOYER TIMELY REQUESTS A SECRET BALLOT ELECTION, OR IF
9 THE ARBITRATOR ORDERS AN ELECTION PURUANT TO SECTION 197-39(J), THE
10 ARBITRATOR SELECTED IN ACCORDANCE WITH SUBSECTION ~~XX~~(F) SHALL
11 ESTABLISH THE PROCEDURES FOR THE ELECTION, IN CONSULTATION WITH THE
12 EMPLOYER AND THE PETITIONER THE ARBITRATOR'S ELECTION PROCEDURES
13 SHALL INCLUDE, AT A MINIMUM, A PROCESS FOR PARTIES TO CHALLENGE VOTER
14 ELIGIBILITY AND TO FILE OBJECTIONS TO THE CONDUCT OF THE ELECTION. THE
15 ELECTION MAY TAKE PLACE IN PERSON, BY MAIL BALLOT, OR ELECTRONICALLY,
16 AS AGREED TO BY THE PARTIES. IF NO AGREEMENT IS REACHED, THE MANNER
17 OF THE ELECTION SHALL BE DETERMINED BY THE ARBITRATOR. THE ELECTION
18 WILL BEGIN NO LATER THAN 45 DAYS AFTER THE EMPLOYER REQUESTS A
19 SECRET BALLOT ELECTION UNLESS A LONGER PERIOD IS AGREED TO BY THE
20 PARTIES OR ORDER BY THE ARBITRATOR.

21
22 (N) THE BALLOT FOR AN ELECTION SHALL INCLUDE THE FOLLOWING CHOICES:
23 (1) IN ACCORDANCE WITH THE ISSUES PRESENTED BY THE PETITION OR
24 PETITIONS, EXCLUSIVE REPRESENTATION BY ANY EMPLOYEE ORGANIZATION
25 SEEKING TO OBTAIN OR CONTINUE REPRESENTATION RIGHTS; AND
26 (2) NO EXCLUSIVE REPRESENTATION.

27
28 (O) AN EMPLOYEE ORGANIZATION MAY INTERVENE IN THE ELECTION AND HAVE
29 ITS NAME PLACED ON THE BALLOT IF:

30 (1) THE EMPLOYEE ORGANIZATION FILES A PETITION NOT MORE THAN 15
31 CALENDAR DAYS AFTER THE DATE ON WHICH THE ORIGINAL PETITION IS FILED;
32 (2) THE EMPLOYEE ORGANIZATION CERTIFIES THAT AT LEAST 30% OF THE
33 EMPLOYEES OF THE UNIT:

34 (A) HAVE DESIGNATED THE EMPLOYEE ORGANIZATION TO REPRESENT
35 THEM IN THEIR EMPLOYMENT RELATIONS WITH THE EMPLOYER ; OR

36 (B) ARE MEMBERS OF THE EMPLOYEE ORGANIZATION AT THE TIME THE
37 PETITION IS FILED; AND

38 (3) THE SHOWING OF INTEREST IS VERIFIED AS PROVIDED IN THIS SECTION.

39
40 (P) AN EMPLOYEE ORGANIZATION SHALL BE CERTIFIED AS EXCLUSIVE
41 REPRESENTATIVE FOLLOWING AN ELECTION IF AT LEAST 51% OF THE
42 EMPLOYEES IN THE BARGAINING UNIT VOTE A MAJORITY OF VALID VOTES CAST
43 IN THE ELECTION ARE IN FAVOR OF REPRESENTATION BY THE EMPLOYEE
44 ORGANIZATION.

45
46 (Q) THE NEUTRAL DECISION MAKER CONDUCTING THE ELECTION SHALL ISSUE
47 TO ALL THE PARTICIPANTS IN AN ELECTION A CERTIFICATION OF

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1 REPRESENTATION, IF AN EMPLOYEE ORGANIZATION IS CERTIFIED, OR THE
2 RESULTS OF THE ELECTION, IF NO REPRESENTATIVE IS CHOSEN. THE RESULTS OF
3 AN ELECTION MAY NOT BE CERTIFIED BY THE NEUTRAL DECISION MAKER
4 UNLESS AT LEAST 51% OF THE EMPLOYEES IN THE BARGAINING UNIT
5 PARTICIPATE IN THE ELECTION.
6
7

8 (R) IF EMPLOYEES ARE REPRESENTED BY AN EMPLOYEE ORGANIZATION,
9 EMPLOYEES MAY FILE A PETITION WITH THE EMPLOYER THAT CONTAINS THE
10 FOLLOWING:

11 (1) AN ASSERTION THAT THE MAJORITY OF THE EMPLOYEES NO LONGER WISH TO
12 BE REPRESENTED BY THE EMPLOYEE ORGANIZATION;
13 (2) A STATEMENT THAT THE EMPLOYEES HAVE IN THEIR POSSESSION
14 SUBSTANTIVE DOCUMENTARY PROOF, DATED NOT MORE THAN 18 MONTHS
15 BEFORE THE DAY ON WHICH THE PETITION IS FILED, THAT AT LEAST 30% OF THE
16 EMPLOYEES WITHIN THE BARGAINING UNIT APPROVE OF THE DECERTIFICATION
17 OF THE EMPLOYEE ORGANIZATION; AND
18 (3) A STATEMENT EXPLAINING THAT THE EMPLOYEES ARE SEEKING
19 DECERTIFICATION OF THE EMPLOYEE ORGANIZATION AS THE EXCLUSIVE
20 REPRESENTATIVE FOR THE BARGAINING UNIT.
21

22 (S) THE PETITION SHALL BE PROCESSED AS DESCRIBED IN THIS SECTION,
23 INCLUDING VERIFICATION OF PROOF OF INTEREST AND AN ELECTION. AN
24 EMPLOYEE ORGANIZATION SHALL BE DECERTIFIED AS EXCLUSIVE
25 REPRESENTATIVE FOLLOWING AN ELECTION IF 51% OF THE EMPLOYEES IN THE
26 BARGAINING UNIT VOTE IN FAVOR OF DECERTIFICATION.
27

28 **§ 197-40 DUES DEDUCTION**

29

30 (A) THE COUNTY SHALL AUTOMATICALLY DEDUCT FROM THE PAYCHECK OF AN
31 EMPLOYEE WHO IS A MEMBER OF THE BARGAINING UNIT REPRESENTED BY THE
32 CERTIFIED EXCLUSIVE REPRESENTATIVE DUES AUTHORIZED AND OWED BY THE
33 EMPLOYEE TO THE CERTIFIED EXCLUSIVE REPRESENTATIVE IF THE EMPLOYEE
34 SUBMITS TO THE EMPLOYER A WRITTEN DUES DEDUCTION AUTHORIZATION
35 THAT HAS BEEN DULY EXECUTED BY THE EMPLOYEE.
36

37 (B) ANY DUES DEDUCTED FROM PAYCHECKS UNDER PARAGRAPH (1) OF THIS
38 SUBSECTION SHALL BE REMITTED TO THE CERTIFIED EXCLUSIVE
39 REPRESENTATIVE.
40

41 (C) THE COUNTY AUTOMATICALLY SHALL STOP MAKING PAYROLL DEDUCTIONS
42 UNDER PARAGRAPH (A) OF THIS SUBSECTION ON BEHALF OF A CERTIFIED
43 EXCLUSIVE REPRESENTATIVE IF:

44 (1) AN EMPLOYEE SUBMITS TO THE EMPLOYER AND EXCLUSIVE
45 REPRESENTATIVE A WRITTEN REQUEST TO HAVE THE EMPLOYER STOP MAKING
46 DEDUCTIONS;
47 (2) THE CERTIFIED EXCLUSIVE REPRESENTATIVE IS DECERTIFIED; OR

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(3) THE CERTIFIED EXCLUSIVE REPRESENTATIVE'S RIGHT TO DUES IS REVOKED UNDER § 197(REFER TO SECTION PROHIBITING STRIKES AND CONSEQUENCES FOR OTHERWISE) OF THIS SUBTITLE.

§ 197-41 NEGOTIATION

(A) THE PARTIES SHALL MEET AT REASONABLE TIMES AND ENGAGE IN COLLECTIVE BARGAINING IN GOOD FAITH.

(B) NEGOTIATIONS OR MATTERS RELATING TO NEGOTIATIONS SHALL BE CONSIDERED CLOSED SESSIONS.

(C) NEGOTIATIONS FOR AN AGREEMENT SHALL BEGIN ON OR BEFORE EACH DECEMBER 1 OF THE YEAR BEFORE THE EXPIRATION OF ANY EXISTING AGREEMENT.

(D) THE COUNTY SHALL DESIGNATE ~~AT LEAST ONE, BUT NO MORE THAN FIVE,~~ INDIVIDUALS TO REPRESENT THE COUNTY IN COLLECTIVE BARGAINING. THERE SHALL BE A MANAGEMENT REPRESENTATIVE FROM EACH CLASSIFICATION IN THE BARGAINING UNIT ON THE COUNTY TEAM

(E) THE EXCLUSIVE REPRESENTATIVE SHALL DESIGNATE ~~AT LEAST ONE, BUT NO MORE THAN FIVE,~~ INDIVIDUALS TO REPRESENT THE EXCLUSIVE REPRESENTATIVE IN COLLECTIVE BARGAINING.

(F) THE COSTS OF ANY BENEFIT ENHANCEMENT STUDY, OF ANY KIND, RAISED DURING NEGOTIATION SHALL BE BORN EQUALLY BY THE COUNTY AND THE EXCLUSIVE REPRESENTATIVE.

§ 197-42 COLLECTIVE BARGAINING AGREEMENT

(A) A COLLECTIVE BARGAINING AGREEMENT IS NOT VALID IF IT EXTENDS FOR LESS THAN ONE YEAR OR FOR MORE THAN FOUR YEARS, BUT AGREEMENT EXTENSIONS MAY BE SHORTER WHILE THE PARTIES CONTINUE TO NEGOTIATE.

(B) AN AGREEMENT SHALL CONTAIN ALL MATTERS OF AGREEMENT REACHED IN THE COLLECTIVE BARGAINING PROCESS.

(C) AN AGREEMENT MAY CONTAIN A GRIEVANCE PROCEDURE FOR THE INTERPRETATION OF CONTRACT TERMS AND CLAUSES THAT CONCLUDES WITH A BINDING RESOLUTION BY A NEUTRAL.

(D) AN AGREEMENT REACHED IN ACCORDANCE WITH THIS SECTION SHALL BE IN WRITING.

(E) AN AGREEMENT IS NOT EFFECTIVE UNTIL IT IS RATIFIED:

(1) FIRST BY A MAJORITY OF THE VOTES CAST BY THE MEMBERS OF THE

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EXCLUSIVE REPRESENTATIVE; AND THEN
(2) BY THE COUNTY COMMISSIONERS OF CHARLES COUNTY.

(F) A MODIFICATION TO AN EXISTING AGREEMENT IS NOT VALID UNLESS IT IS IN WRITING AND RATIFIED BY:

- (1) THE COUNTY COMMISSIONERS OF CHARLES COUNTY; AND
- (2) AN AUTHORIZED OFFICIAL FOR THE EXCLUSIVE REPRESENTATIVE.

(G) AFTER AN AGREEMENT OR MODIFICATION TO AN EXISTING AGREEMENT HAS BEEN RATIFIED IN ACCORDANCE WITH SUBSECTION E OR F ABOVE, IT SHALL BE SIGNED BY THE PRESIDENT OF THE COUNTY COMMISSIONERS AND A REPRESENTATIVE OR REPRESENTATIVES OF THE EXCLUSIVE REPRESENTATIVE.

(H) DURING THE TERM OF A COLLECTIVE BARGAINING AGREEMENT, THE PARTIES MAY ENTER INTO SIDE LETTER AGREEMENTS WITHOUT THE FULL RATIFICATION PROCESS SET FORTH IN SUBSECTION E OR F ABOVE.

(I) IF THERE IS A CONFLICT BETWEEN AN EXISTING COLLECTIVE BARGAINING AGREEMENT AND A RULE OR REGULATION ADOPTED BY CHARLES COUNTY, INCLUDING MERIT SYSTEM OR OTHER PERSONNEL REGULATIONS, THE TERMS OF THE AGREEMENT SHALL PREVAIL UNLESS OTHERWISE PROHIBITED BY LAW.

§ 197-43 PROCEDURES PERTAINING TO COLLECTIVE BARGAINING IMPASSE – ARBITRATION

(A) IF THE EXCLUSIVE REPRESENTATIVE AND THE COUNTY COMMISSIONERS OF CHARLES COUNTY HAVE NOT REACHED AN AGREEMENT ON OR BEFORE APRIL 1, OR ANY LATER DATE DETERMINED BY MUTUAL AGREEMENT OF THE PARTIES, ANY PARTY MAY DECLARE A BARGAINING IMPASSE.

(1) THE PARTY DECLARING A BARGAINING IMPASSE PURSUANT TO SUBSECTION A OF THIS SECTION SHALL REQUEST A LIST OF NINE (9) ARBITRATORS TO BE PROVIDED TO THE PARTIES BY THE FEDERAL MEDIATION AND CONCILIATION SERVICE, AMERICAN ARBITRATION ASSOCIATION, OR SIMILAR SERVICE; AND
(2) WITHIN THREE (3) BUSINESS DAYS AFTER THE PARTIES' RECEIPT OF THE LIST PROVIDED UNDER SUBSECTION A(1) OF THIS SECTION, THE PARTIES SHALL SELECT AN ARBITRATOR BY ALTERNATIVE STRIKING OF NAMES FROM THE LIST.

(B) ON OR BEFORE APRIL 15, OR ANY LATER DATE DETERMINED BY MUTUAL AGREEMENT OF THE PARTIES, THE PARTIES SHALL SUBMIT TO THE ARBITRATOR:

- (1) A JOINT MEMORANDUM LISTING ALL ITEMS TO WHICH THE PARTIES PREVIOUSLY AGREED; AND
- (2) A SEPARATE PROPOSED MEMORANDUM OF EACH PARTY'S FINAL OFFER PRESENTED IN NEGOTIATIONS ON ALL ITEMS TO WHICH THE PARTIES PREVIOUSLY DID NOT AGREE.

(C) ON OR BEFORE APRIL 30, OR ANY LATER DATE DETERMINED BY MUTUAL AGREEMENT OF THE PARTIES, THE ARBITRATOR SHALL HOLD A CLOSED

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1 HEARING ON THE PARTIES' PROPOSALS AT A TIME, DATE, AND PLACE WITHIN
2 CHARLES COUNTY SELECTED BY THE ARBITRATOR.

3
4 (D) AT A HEARING, EACH PARTY MAY SUBMIT EVIDENCE AND MAKE ORAL AND
5 WRITTEN ARGUMENTS IN SUPPORT OF THE PARTY'S LAST FINAL OFFER.

6
7 (E) THE ARBITRATOR MAY:

8 (1) GIVE NOTICE AND HOLD HEARINGS IN ACCORDANCE WITH THE MARYLAND
9 ADMINISTRATIVE PROCEDURE ACT;

10 (2) ADMINISTER OATHS AND TAKE TESTIMONY AND OTHER EVIDENCE; AND

11 (3) ISSUE SUBPOENAS.

12
13 (F) ONCE THE PARTIES HAVE SUBMITTED THEIR POSITIONS INTO THE RECORD,
14 EACH PARTY SHALL HAVE AN OPPORTUNITY TO REVISE ITS FINAL POSITION
15 BEFORE THE RECORD IS CLOSED AND THE MATTER IS SUBMITTED TO THE
16 ARBITRATOR FOR A DETERMINATION.

17
18 (G) ON OR BEFORE MAY 15, OR ANY LATER DATE DETERMINED BY MUTUAL
19 AGREEMENT OF THE PARTIES, THE ARBITRATOR SHALL ISSUE A REPORT:

20 (1) SELECTING THE FINAL OFFER SUBMITTED BY THE PARTIES THAT THE
21 ARBITRATOR DETERMINES TO BE MORE REASONABLE WHEN VIEWED AS A
22 WHOLE; AND

23 (2) STATING THE REASONS THAT THE ARBITRATOR FOUND THE FINAL OFFER TO
24 BE MORE REASONABLE.

25
26 H. IN DETERMINING WHICH FINAL OFFER IS MORE REASONABLE UNDER
27 SUBSECTION G OF THIS SECTION, THE ARBITRATOR MAY CONSIDER ONLY:

28 (1) PAST COLLECTIVE BARGAINING AGREEMENTS BETWEEN THE PARTIES
29 INCLUDING THE BARGAINING HISTORY THAT LED TO THE COLLECTIVE
30 BARGAINING AGREEMENT AND THE PRE-COLLECTIVE-BARGAINING HISTORY OF
31 EMPLOYEE WAGES, HOURS, BENEFITS, AND OTHER WORKING CONDITIONS;

32 (2) A COMPARISON OF WAGES, HOURS, BENEFITS, AND OTHER CONDITIONS OF
33 EMPLOYMENT OF COVERED EMPLOYEES IN OTHER JURISDICTIONS IN THE STATE
34 AND IN THE BALTIMORE/WASHINGTON REGION, INCLUDING VIRGINIA COUNTIES
35 AND MUNICIPALITIES;

36 (3) A COMPARISON OF WAGES, HOURS, BENEFITS, AND OTHER CONDITIONS OF
37 EMPLOYMENT OF EMPLOYEES WORKING FOR CHARLES COUNTY;

38 (4) THE COSTS OF THE RESPECTIVE PROPOSALS OF THE PARTIES;
39 (5) THE CONDITION OF THE GENERAL OPERATING FUND OF CHARLES COUNTY,
40 THE ABILITY OF CHARLES COUNTY TO FINANCE ANY ECONOMIC ADJUSTMENTS
41 REQUIRED UNDER THE PROPOSED COLLECTIVE BARGAINING AGREEMENT, AND
42 THE POTENTIAL IMPACT OF THE PARTIES' FINAL OFFERS ON THE BOND
43 RATING OF CHARLES COUNTY;

44 (6) THE ANNUAL INCREASE OR DECREASE IN CONSUMER PRICES FOR GOODS AND
45 SERVICES AS REFLECTED IN THE MOST RECENT CONSUMER PRICE INDEX FOR
46 THE WASHINGTON-ARLINGTON-ALEXANDRIA, DC-VA-MD-WV METROPOLITAN
47 STATISTICAL AREA PUBLISHED BY THE FEDERAL BUREAU OF LABOR STATISTICS;

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(7) THE ANNUAL INCREASE OR DECREASE IN THE COST OF LIVING IN CHARLES COUNTY;
(8) RECRUITMENT AND RETENTION DATA FOR COVERED EMPLOYEES;
(9) THE INTEREST AND WELFARE OF THE PUBLIC AND THE EMPLOYEES IN THE BARGAINING UNIT; AND
(10) STIPULATIONS OF THE PARTIES REGARDING ANY OF THE ITEMS UNDER THIS SECTION.

(I) THE ARBITRATOR MAY NOT:

(1) RECEIVE OR CONSIDER THE HISTORY OF COLLECTIVE BARGAINING RELATED TO THE IMMEDIATE DISPUTE, INCLUDING ANY OFFERS OF SETTLEMENT NOT CONTAINED IN THE FINAL OFFER SUBMITTED TO THE ARBITRATOR, UNLESS THE PARTIES MUTUALLY AGREE OTHERWISE;
(2) COMBINE FINAL OFFERS OR ALTER THE FINAL OFFER THAT THE ARBITRATOR SELECTS, UNLESS THE PARTIES MUTUALLY AGREE OTHERWISE; OR
(3) SELECT AN OFFER IN WHICH THE CONDITIONS OF EMPLOYMENT OR THE COMPENSATION, SALARIES, FEES, OR WAGES TO BE PAID ARE UNREASONABLE.

(J) THE ARBITRATOR SHALL SUBMIT THE REPORT ISSUED UNDER SUBSECTION G OF THIS SECTION TO THE COUNTY COMMISSIONERS AND THE EXCLUSIVE REPRESENTATIVE.

(K) THE DECISION OF THE ARBITRATOR IS NOT BINDING ON THE COUNTY COMMISSIONERS AND THE EXCLUSIVE REPRESENTATIVE.

(L) THE COUNTY COMMISSIONERS SHALL ACCEPT OR REJECT THE DECISION OF THE ARBITRATOR WITHIN 60 DAYS OF SUBMISSION OF THE REPORT TO THE PARTIES.

(M) THE PARTIES SHALL SHARE THE COSTS OF THE SERVICES OF THE ARBITRATOR EQUALLY.

(N) COSTS INCURRED BY A PARTY TO PREPARE, APPEAR, OR SECURE REPRESENTATION, EXPERT WITNESSES, OR EVIDENCE OF ANY KIND SHALL BE BORNE EXCLUSIVELY BY THAT PARTY.

(O) NOTHING IN THIS SECTION SHALL BE CONSTRUED TO PROHIBIT THE PARTIES FROM REACHING A VOLUNTARY SETTLEMENT ON ANY UNRESOLVED ISSUES AT ANY TIME BEFORE OR AFTER THE ISSUANCE OF THE RECOMMENDATIONS BY THE ARBITRATOR.

(P) IF A COLLECTIVE BARGAINING AGREEMENT EXPIRES AFTER THE EXCLUSIVE REPRESENTATIVE HAS GIVEN NOTICE OF ITS DESIRE TO ENTER INTO COLLECTIVE BARGAINING FOR A SUCCESSOR COLLECTIVE BARGAINING AGREEMENT, THE TERMS AND CONDITIONS OF THE PRIOR COLLECTIVE BARGAINING AGREEMENT SHALL REMAIN IN EFFECT UNTIL THE EARLIER OF:

(1) THE PARTIES REACHING A NEW AGREEMENT; OR

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(2) ONE HUNDRED EIGHTY DAYS FROM THE DATE THE PARTY OR PARTIES REJECT THE ARBITRATOR'S RECOMMENDATIONS.

(Q) IF THE PARTIES FAIL TO REACH A NEW AGREEMENT WITHIN THE ONE HUNDRED EIGHTY DAY TIME PERIOD UNDER SUBSECTION XX OF THIS SECTION, THE TERMS AND CONDITIONS OF THE PRIOR COLLECTIVE BARGAINING AGREEMENT SHALL CEASE TO BE EFFECTIVE.

(R) ANY PROVISION IN A COLLECTIVE BARGAINING AGREEMENT PROVIDING FOR A COST OF LIVING ADJUSTMENT OR A MERIT OR STEP INCREASE DURING THE TERM OF THE AGREEMENT SHALL NOT REMAIN IN EFFECT AFTER THE EXPIRATION OF THE COLLECTIVE BARGAINING AGREEMENT.

(S) THIS SECTION DOES NOT AUTHORIZE A COVERED EMPLOYEE TO ENGAGE IN A STRIKE AS DEFINED IN § 3-303 OF THE STATE PERSONNEL AND PENSIONS ARTICLE.

§ 197-44 STRIKES AND LOCK OUTS PROHIBITED

(A) CONSISTENT WITH § 11-601 OF THE LOCAL GOVERNMENT ARTICLE OF THE MARYLAND CODE, AN EMPLOYEE OR EXCLUSIVE REPRESENTATIVE MAY NOT ENGAGE IN, INITIATE, SPONSOR, SUPPORT, OR DIRECT A STRIKE. IF AN EMPLOYEE OR EXCLUSIVE REPRESENTATIVE VIOLATES THIS SECTION, THE COUNTY MAY, AS THE COUNTY CONSIDERS NECESSARY IN THE PUBLIC INTEREST, IMPOSE DISCIPLINARY ACTION, INCLUDING REMOVAL FROM COUNTY SERVICE, OF EMPLOYEES ENGAGED IN THE ILLEGAL CONDUCT; TERMINATE AN EXCLUSIVE REPRESENTATIVE'S DUES DEDUCTION PRIVILEGE; OR, AFTER NOTICE AND AN EVIDENTIARY HEARING AND UPON A FINDING OF WILLFUL VIOLATION OF THIS SECTION, REVOKE AN EMPLOYEE ORGANIZATION'S CERTIFICATION OF EXCLUSIVE REPRESENTATION AND DISQUALIFY AN EXCLUSIVE REPRESENTATIVE FROM PARTICIPATION IN REPRESENTATION ELECTIONS FOR A PERIOD UP TO ONE YEAR. EMPLOYEES DISCIPLINED PURSUANT TO THIS SECTION SHALL BE AFFORDED ALL RIGHTS AND PROCEDURES UNDER CHAPTER 197, ARTICLE II OF THE CODE.

(B) THE COUNTY MAY NOT ENGAGE IN, INITIATE, OR DIRECT A LOCKOUT OF COVERED EMPLOYEES.

~~§ 197-45 UNFAIR LABOR PRACTICES~~

A. THE COUNTY, ITS AGENTS OR REPRESENTATIVES, ARE PROHIBITED FROM:

- (1) INTERFERING, RESTRAINING OR COERCING EMPLOYEES IN THE EXERCISE OF THE RIGHTS GUARANTEED BY THIS ARTICLE;
- (2) DOMINATING, INTERFERING OR ASSISTING IN THE FORMATION, EXISTENCE OR ADMINISTRATION OF ANY LABOR ORGANIZATION, OR CONTRIBUTING FINANCIAL OR OTHER SUPPORT TO IT; EXCEPT THAT THE COUNTY SHALL NOT BE PROHIBITED FROM PERMITTING EMPLOYEES TO

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1 NEGOTIATE OR CONFER WITH IT DURING WORKING HOURS WITHOUT
2 LOSS OF TIME OR PAY;
3 (3) DISCRIMINATING IN REGARD TO HIRE OR TENURE OF EMPLOYMENT OR
4 ANY TERM OR CONDITION OF EMPLOYMENT TO ENCOURAGE OR
5 DISCOURAGE MEMBERSHIP IN ANY LABOR ORGANIZATION;
6 (4) DISCHARGING OR OTHERWISE DISCRIMINATING AGAINST AN
7 EMPLOYEE BECAUSE HE HAS SIGNED OR FILED AN AFFIDAVIT, PETITION
8 OR COMPLAINT OR GIVEN ANY INFORMATION OR TESTIMONY UNDER THIS
9 ARTICLE;
10 (5) REFUSING TO BARGAIN COLLECTIVELY IN GOOD FAITH WITH THE
11 EXCLUSIVE REPRESENTATIVE AS REQUIRED IN THIS ARTICLE
12 (6) REFUSING TO PARTICIPATE IN GOOD FAITH IN THE MEDIATION OR
13 ARBITRATION PROCEDURES SET FORTH IN THIS ARTICLE;
14 (7) REFUSING OR FAILING TO COMPLY WITH ANY PROVISION OF THIS
15 ARTICLE OR ANY OF THE RULES AND REGULATIONS ESTABLISHED
16 PURSUANT THERETO; OR
17 (8) REFUSING TO PROVIDE INFORMATION REQUIRED BY SECTION 197-38(C).
18

19 B. EMPLOYEES, LABOR ORGANIZATIONS, THEIR AGENTS OR REPRESENTATIVES
20 ARE PROHIBITED FROM:

21 (1) INTERFERING WITH, RESTRAINING OR COERCING EMPLOYEES IN THE
22 EXERCISE OF THE RIGHTS GUARANTEED BY THIS ARTICLE;
23 (2) CAUSING OR ATTEMPTING TO CAUSE THE COUNTY TO DISCRIMINATE
24 AGAINST AN EMPLOYEE IN VIOLATION OF THIS ARTICLE;
25 (3) REFUSING TO BARGAIN COLLECTIVELY IN GOOD FAITH WITH THE
26 COUNTY IF THEY HAVE BEEN DESIGNATED IN ACCORDANCE WITH THE
27 PROVISIONS OF THIS SUBTITLE AS THE EXCLUSIVE REPRESENTATIVE OF
28 EMPLOYEES IN AN APPROPRIATE UNIT;
29 (4) REFUSING TO PARTICIPATE IN GOOD FAITH IN THE MEDIATION OR
30 ARBITRATION PROCEDURES SET FORTH IN THIS ARTICLE;
31 (5) REFUSING OR FAILING TO COMPLY WITH ANY PROVISION OF THIS
32 SUBTITLE OR ANY OF THE RULES AND REGULATIONS ESTABLISHED
33 PURSUANT THERETO.
34

35 C. PROCEDURE CONCERNING UNFAIR LABOR PRACTICES:

36 (1) IN THE EVENT THAT A CLAIM IS MADE THAT AN UNFAIR LABOR
37 PRACTICE HAS BEEN COMMITTED BY EITHER THE COUNTY OR A COUNTY
38 EMPLOYEE OR AN EMPLOYEE ORGANIZATION, NO LATER THAN SIX (6)
39 MONTHS THEREAFTER THE COMPLAINING PARTY SHALL TRANSMIT TO
40 THE OTHER PARTY A COMPLAINT SETTING FORTH A DETAILED
41 STATEMENT OF THE ALLEGED UNFAIR LABOR PRACTICE.
42 (2) THE PARTIES SHALL SELECT A NEUTRAL THIRD PARTY ARBITRATOR TO
43 ADJUDICATE THE UNFAIR LABOR PRACTICE COMPLAINT WITHIN FIVE
44 BUSINESS DAYS OF THE TRANSMISSION OF THE COMPLAINT, USING THE
45 PROCEDURES SET OUT IN SECTION 197-39.F.
46 (3) THE PARTY COMPLAINED OF SHALL HAVE THE RIGHT TO FILE AN
47 ANSWER TO THE COMPLAINT WITHIN TEN (10)

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1 BUSINESS DAYS AFTER SERVICE THEREOF. THE ARBITRATOR SHALL
2 HOLD A HEARING ON THE COMPLAINT AT A DESIGNATED TIME AND
3 PLACE.
4 (4) IF UPON THE PREPONDERANCE OF THE TESTIMONY TAKEN THE
5 ARBITRATOR SHALL BE OF THE OPINION THAT ANY PERSON OR ENTITY
6 NAMED IN THE COMPLAINT HAS ENGAGED IN OR IS ENGAGING IN AN
7 UNFAIR LABOR PRACTICE, THEN THE ARBITRATOR SHALL STATE THEIR
8 FINDINGS OF FACT AND SHALL ISSUE AND CAUSE TO BE SERVED ON SUCH
9 PERSON AN ORDER REQUIRING THAT THEY CEASE AND DESIST FROM
10 SUCH UNFAIR LABOR PRACTICES AND TO TAKE SUCH AFFIRMATIVE
11 REMEDIAL ACTION, INCLUDING REINSTATEMENT WITH OR WITHOUT
12 BACK PAY, AS WILL EFFECTUATE THE POLICIES OF THIS SUBTITLE. THE
13 ARBITRATOR SHALL HAVE BROAD DISCRETION TO TAKE AND ORDER
14 REMEDIAL ACTIONS WHEN IT FINDS THAT A PARTY HAS COMMITTED AN
15 UNFAIR LABOR PRACTICE, INCLUDING THE RESTORATION OF ANY RIGHT,
16 PAY, STATUS, OR BENEFIT LOST BY AN EMPLOYEE OR GROUP OF
17 EMPLOYEES. SUCH ORDER MAY FURTHER REQUIRE SUCH PERSON TO
18 MAKE REPORTS FROM TIME TO TIME SHOWING THE EXTENT TO WHICH HE
19 HAS COMPLIED WITH THE ORDER. THE ARBITRATOR MAY REQUIRE, IN
20 SITUATIONS WHERE COUNTY CONDUCT HAS DESTROYED A REASONABLE
21 OPPORTUNITY FOR A FAIR AND FREE ELECTION, THAT A FAIR AND FREE
22 ELECTION BE HELD.
23 (5) IF THE PREPONDERANCE OF EVIDENCE HAS NOT SHOWN THAT THE
24 PERSON OR ENTITY NAMED IN THE COMPLAINT HAS ENGAGED IN OR IS
25 ENGAGING IN ANY SUCH UNFAIR LABOR PRACTICE, THEN THE
26 ARBITRATOR SHALL STATE ITS FINDINGS OF FACTS AND SHALL ISSUE AN
27 ORDER DISMISSING THE COMPLAINT.
28 (6) THE FINDINGS OF THE ARBITRATOR SHALL BE CONCLUSIVE AND
29 BINDING UPON THE PARTIES.
30 (7) A PARTY MAY FILE PETITION FOR RELIEF, IN WHOLE OR IN PART, FROM
31 THE ARBITRATOR'S ORDER WITH THE CLERK OF THE CIRCUIT COURT FOR
32 CHARLES COUNTY WITHIN THIRTY (30) DAYS AFTER THE ISSUANCE OF
33 SUCH ORDER. THE COURT IN DECIDING SUCH PETITION SHALL REVIEW
34 THE ARBITRATOR'S DECISION OR ORDER FOR WHETHER NOT SUPPORTED
35 BY SUBSTANTIAL EVIDENCE. NO OBJECTION THAT HAS NOT BEEN URGED
36 BEFORE THE AGENCY OR ANY OF ITS AGENTS SHALL BE CONSIDERED BY
37 THE COURT UNLESS THE FAILURE OR NEGLECT TO URGE SUCH OBJECTION
38 SHALL BE EXCUSED BECAUSE OF EXTRAORDINARY CIRCUMSTANCES.
39 (8) THE COMPLAINING PARTY SHALL HAVE THE POWER TO PETITION THE
40 CIRCUIT COURT FOR CHARLES COUNTY FOR ENFORCEMENT OF THE
41 AGENCY'S ORDER AND FOR APPROPRIATE TEMPORARY RELIEF OR
42 RESTRAINING ORDER. HOWEVER, SUCH A PETITION SHALL NOT REOPEN
43 THE PROPRIETY OF THE AGENCY'S DECISION AND ORDER IF AN APPEAL
44 FOR JUDICIAL REVIEW WAS NOT TIMELY FILED.
45

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1 **COUNTY COMMISSIONERS OF CHARLES COUNTY, MARYLAND**

2
3 **2026 Legislative Session**

4
5 Bill No. 2026-_____
6 Chapter 197_____
7 Introduced by Board of Charles County Commissioners
8 Date of Introduction _____

9
10 **BILL**

11
12 AN ACT concerning:

13
14 **CHARLES COUNTY EMPLOYEES COLLECTIVE BARGAINING**

15
16 FOR the purpose of:

17 Amending the Charles County Code to provide for Collective Bargaining for
18 Charles County employees.

19 BY Amending:

20 Chapter 197- Personnel Regulations

21 By Adding:

22 Article V – Collective Bargaining for General Employees

23 Section 197-35 through 197-44

24 *Code of Charles County, Maryland*

25
26 **SECTION 1.** BE IT ENACTED BY THE COUNTY COMMISSIONERS OF
27 CHARLES COUNTY, MARYLAND, that the Laws of Charles County, Maryland read as
28 follows:

29
30 **§ 197-35 SCOPE**

31 (A) THIS ARTICLE APPLIES TO ALL FULL-TIME MERIT SYSTEM EMPLOYEES OF
32 CHARLES COUNTY, EXCLUDING THOSE EMPLOYEES IN THE EMERGENCY
33 MEDICAL SERVICES DIVISION OF THE CHARLES COUNTY DEPARTMENT OF

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1 EMERGENCY SERVICES AND SUBJECT TO ARTICLE IV.

2
3 (B) THIS ARTICLE DOES NOT APPLY TO THE FOLLOWING EMPLOYEES:

4 (1) CONFIDENTIAL AND SUPERVISORY EMPLOYEES;

5 (2) EMPLOYEES IN APPOINTED POSITIONS;

6 (3) FULL TIME REDUCED HOUR EMPLOYEES;

7 (4) PART-TIME EMPLOYEES;

8 (5) ON-CALL EMPLOYEES;

9 (6) SEASONAL EMPLOYEES;

10 (7) CONTRACTUAL EMPLOYEES;

11 (8) TEMPORARY EMPLOYEES; OR

12 (9) EMERGENCY EMPLOYEES.

13
14 **§ 197-36 EMPLOYEE RIGHTS**

15 (A) A COVERED EMPLOYEE SUBJECT TO THIS ARTICLE HAS THE RIGHT TO:

16 (1) TAKE PART IN OR REFRAIN FROM TAKING PART IN FORMING, JOINING,
17 SUPPORTING, OR PARTICIPATING IN ANY EMPLOYEE ORGANIZATION OR ITS
18 LAWFUL ACTIVITIES;

19 (2) BE REPRESENTED BY AN EXCLUSIVE REPRESENTATIVE, IF ANY, IN
20 COLLECTIVE BARGAINING; AND

21 (3) ENGAGE IN OTHER CONCERTED ACTIVITIES FOR THE PURPOSE OF MUTUAL
22 AID AND PROTECTION.

23
24 (B) COVERED EMPLOYEES SUBJECT TO THIS ARTICLE MAY SEEK RECOGNITION IN
25 ORDER TO ORGANIZE AND BARGAIN COLLECTIVELY IN GOOD FAITH WITH THE
26 COUNTY COMMISSIONERS OF CHARLES COUNTY OR THEIR DESIGNEE(S) OVER
27 WAGES, HOURS, AND OTHER TERMS AND CONDITIONS OF EMPLOYMENT.

28
29 (C) NOTHING IN THIS SECTION SHALL BE DEEMED TO REQUIRE CHARLES
30 COUNTY TO BARGAIN COLLECTIVELY WITH COVERED EMPLOYEES CONCERNING
31 RETIREMENT BENEFITS AND/OR HEALTH, DENTAL, VISION, LIFE, DISABILITY,
32 WORKERS COMPENSATION, OR ANY OTHER NON-RETIREMENT BENEFIT.

33
34 (D) A COVERED EMPLOYEE WHO IS A MEMBER OF A BARGAINING UNIT WITH AN
35 EXCLUSIVE REPRESENTATIVE MAY DISCUSS ANY MATTER WITH CHARLES
36 COUNTY MANAGEMENT OFFICIALS WITHOUT THE INTERVENTION OF THE
37 EXCLUSIVE REPRESENTATIVE.

38
39 (E) IF A DISCUSSION UNDER SUBSECTION D OF THIS SECTION LEADS TO A
40 RESOLUTION OR ADJUSTMENT OF A DISPUTE, THE RESOLUTION OR ADJUSTMENT
41 MAY NOT BE INCONSISTENT WITH THE TERMS OF A COLLECTIVE BARGAINING
42 AGREEMENT THEN IN EFFECT.

43
44 **§ 197-37 MANAGEMENT RIGHTS**

45
46 (A) CHARLES COUNTY, THROUGH ITS APPROPRIATE OFFICERS AND
47 MANAGEMENT OFFICIALS, HAS THE EXCLUSIVE RIGHT TO:

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- (1) DETERMINE THE:
 - (A) MISSION;
 - (B) BUDGET;
 - (C) ORGANIZATION;
 - (D) NUMBERS, TYPES, AND GRADES OF EMPLOYEES ASSIGNED;
 - (E) WORK PROJECTS, METHODS, MEANS, AND PERSONNEL BY WHICH ITS OPERATIONS ARE CONDUCTED;
 - (F) TECHNOLOGY;
 - (G) INTERNAL SECURITY PRACTICES; AND
 - (H) LOCATION OF ITS FACILITIES;
- (2) MAINTAIN AND IMPROVE THE EFFICIENCY AND EFFECTIVENESS OF OPERATIONS;
- (3) DETERMINE THE SERVICES TO BE RENDERED, OPERATIONS TO BE PERFORMED, AND TECHNOLOGY TO BE USED;
- (4) DETERMINE THE OVERALL METHODS, PROCESSES, MEANS, AND CLASSES OF WORK OR PERSONNEL BY WHICH OPERATIONS ARE TO BE CONDUCTED;
- (5) HIRE, DIRECT, SUPERVISE, AND ASSIGN EMPLOYEES;
- (6) ESTABLISH, IMPLEMENT, MODIFY AND ELIMINATE WORK SCHEDULES, INCLUDING THE RIGHT TO HOLD EMPLOYEES PAST THE END OF A SCHEDULED SHIFT AND THE RIGHT TO REQUIRE EMPLOYEES TO WORK MANDATORY EMERGENCY HOURS;
- (7) PROMOTE, DEMOTE, DISCIPLINE, DISCHARGE, RETAIN, AND LAY OFF EMPLOYEES;
- (8) TERMINATE EMPLOYMENT BECAUSE OF LACK OF FUNDS OR LACK OF WORK; A DETERMINATION BY THE COUNTY THAT CONTINUED WORK WOULD BE INEFFICIENT OR NON-PRODUCTIVE, OR FOR OTHER LEGITIMATE REASONS;
- (9) ESTABLISH, MAINTAIN, MODIFY AND ELIMINATE THE QUALIFICATIONS OF EMPLOYEES FOR HIRING, APPOINTMENT AND PROMOTIONS;
- (10) SET STANDARDS OF CONDUCT;
- (11) ESTABLISH, MAINTAIN, MODIFY AND ELIMINATE OFFICE RULES, REGULATIONS AND PROCEDURES;
- (12) PROVIDE A SYSTEM OF MERIT EMPLOYMENT; AND
- (13) TAKE ACTIONS NOT OTHERWISE SPECIFIED IN THIS SECTION TO CARRY OUT THE MISSION OF THE COUNTY.

§ 197-38 EXCLUSIVE REPRESENTATIVE RIGHTS

- (A) THE EMPLOYER SHALL RECOGNIZE THE RIGHT OF THE CERTIFIED EXCLUSIVE REPRESENTATIVE TO REPRESENT THE EMPLOYEES IN THE UNIT IN COLLECTIVE BARGAINING AND IN THE GRIEVANCE PROCESS.
- (B) THE CERTIFIED EXCLUSIVE REPRESENTATIVE OF A UNIT SHALL:
 - (1) SERVE AS THE SOLE AGENT FOR THE UNIT IN COLLECTIVE BARGAINING; AND
 - (2) REPRESENT ALL EMPLOYEES IN THE UNIT FAIRLY AND IN GOOD FAITH, IN A MANNER THAT IS NOT ARBITRARY OR DISCRIMINATORY.

1 **§ 197-39 SELECTION OF EXCLUSIVE REPRESENTATIVE**

2
3 (A) AN EMPLOYEE ORGANIZATION SEEKING CERTIFICATION AS THE EXCLUSIVE
4 REPRESENTATIVE FOR A SINGLE COUNTY-WIDE BARGAINING UNIT OF
5 EMPLOYEES MAY FILE A PETITION WITH THE COUNTY'S DIRECTOR OF HUMAN
6 RESOURCES INDICATING THIS INTENT. UNLESS OTHERWISE AGREED, THE
7 BARGAINING UNIT SHALL CONSIST OF GENERAL SERVICE EMPLOYEES
8 EMPLOYED BY THE COUNTY, EXCLUDING EMPLOYEES IN THE EMERGENCY
9 MEDICAL SERVICES DIVISION OF THE DEPARTMENT OF EMERGENCY SERVICES
10 COVERED BY CHAPTER 197, ARTICLE IV AND THOSE EMPLOYEES EXCLUDED IN
11 SECTION 197-35.B.

12
13 (B) IN THE EVENT A NEW CLASSIFICATION IS CREATED BY THE COUNTY, OR AN
14 EXISTING CLASSIFICATION'S DUTIES AND RESPONSIBILITIES ARE
15 SUBSTANTIALLY CHANGED, THE COUNTY HUMAN RESOURCES DIRECTOR MUST
16 PLACE THE CLASSIFICATION IN THE BARGAINING UNIT OR STATE THAT THE
17 CLASSIFICATION FALLS WITHIN ONE OF THE EXCEPTIONS TO THE DEFINITION OF
18 EMPLOYEE UNDER THIS ARTICLE WITHIN SIXTY (60) DAYS OF THE CREATION OR
19 SUBSTANTIAL ALTERATION OF THE CLASS AND MUST GIVE NOTICE OF THIS
20 DECISION TO ANY CERTIFIED EXCLUSIVE REPRESENTATIVE. ANY INDIVIDUAL
21 OR CERTIFIED REPRESENTATIVE DISAGREEING WITH THE DECISION OF THE
22 DIRECTOR OF HUMAN RESOURCES MAY, WITHIN THIRTY (30) DAYS OF NOTICE OF
23 THE DECISION, FILE OBJECTIONS TO THE DECISION WITH THE DIRECTOR OF
24 HUMAN RESOURCES. THE PARTIES SHALL PROMPTLY SELECT AN ARBITRATOR
25 PURSUANT TO THE PROVISIONS OF SUBSECTION (E) OF THIS SECTION, WHO
26 SHALL DECIDE THE QUESTION BASED ON THE DUTIES AND RESPONSIBILITIES OF
27 THE JOB CLASSIFICATION. THE DECISION OF THE ARBITRATOR SHALL BE
28 BINDING ON THE PARTIES.

29
30 (C) THE PETITION SHALL CONTAIN:

- 31 (1) A REQUEST THAT THE EMPLOYER RECOGNIZE THE EMPLOYEE
32 ORGANIZATION AS THE EXCLUSIVE REPRESENTATIVE OF THE EMPLOYEES
33 IN THE BARGAINING UNIT;
34 (2) A STATEMENT THAT THE EMPLOYEE ORGANIZATION IS ONE IN WHICH
35 EMPLOYEES PARTICIPATE AND THAT HAS AS ONE OF ITS PURPOSES THE
36 REPRESENTATION OF PUBLIC EMPLOYEES IN MATTERS OF WAGES, HOURS,
37 AND OTHER TERMS AND CONDITIONS OF EMPLOYMENT;
38 (3) A STATEMENT THAT THE EMPLOYEE ORGANIZATION HAS NO TERMS OR
39 CONDITIONS OF MEMBERSHIP THAT DISCRIMINATE WITH REGARD TO
40 RACE, COLOR, CREED, GENDER, AGE, POLITICAL AFFILIATION, NATIONAL
41 ORIGIN, RELIGION, MARITAL STATUS, OR DISABILITY; AND
42 (4) A STATEMENT THAT THE EMPLOYEE ORGANIZATION HAS IN ITS
43 POSSESSION WRITTEN PROOF DATED NOT MORE THAN 18 MONTHS BEFORE
44 THE DAY ON WHICH THE PETITION IS FILED ESTABLISHING THAT AT LEAST
45 30% OF THE EMPLOYEES IN THE BARGAINING UNIT:

- 46 (I) HAVE DESIGNATED THE EMPLOYEE ORGANIZATION TO
47 REPRESENT THEM FOR PURPOSES OF COLLECTIVE BARGAINING

1 WITH THE EMPLOYER; OR
2 (II) ARE MEMBERS OF THE EMPLOYEE ORGANIZATION AT THE TIME
3 THE PETITION IS FILED.
4

5 (D) BEFORE A PETITION MAY BE PROCESSED, THE PROOF OF INTEREST
6 SUBMITTED SHALL BE VERIFIED AS PROVIDED IN THIS SECTION.
7

8 (E) THE EMPLOYEE ORGANIZATION AND THE EMPLOYER SHALL EQUALLY BEAR
9 ANY COSTS ASSOCIATED WITH THE VERIFICATION.
10

11 (F) WHEN AN EMPLOYEE ORGANIZATION OR EMPLOYEES IN THE BARGAINING
12 UNIT FILE A PETITION WITH THE EMPLOYER, THE EMPLOYEE ORGANIZATION OR
13 EMPLOYEES SHALL REQUEST A LIST OF ARBITRATORS PROVIDED BY THE
14 FEDERAL MEDIATION AND CONCILIATION SERVICE, AMERICAN ARBITRATION
15 ASSOCIATION OR SIMILAR SERVICE. WITHIN THREE (3) BUSINESS DAYS AFTER
16 THE PARTIES' RECEIPT OF THE LIST PROVIDED IN THIS SECTION, THE EMPLOYER
17 AND THE PETITIONER SHALL JOINTLY SELECT AN ARBITRATOR TO OVERSEE AND
18 ADMINISTER THE ELECTION BY MUTUAL AGREEMENT OR BY ALTERNATIVE
19 STRIKING OF NAMES FROM THE LIST. THE COSTS OF THE ARBITRATOR TO
20 OVERSEE AND ADMINISTER THE ELECTION SHALL BE SHARED EQUALLY BY THE
21 EMPLOYER AND THE PETITIONER.

22 (1) THE PETITIONER SHALL SUBMIT TO THE ARBITRATOR THE
23 AUTHORIZATION CARDS SIGNED AND DATED BY AT LEAST 30% OF THE
24 EMPLOYEES IN THE BARGAINING UNIT NOT MORE THAN 18 MONTHS
25 BEFORE THE DAY THE PETITION WAS FILED INDICATING, AS APPROPRIATE,
26 THAT THE EMPLOYEES HAVE DESIGNATED THE EMPLOYEE ORGANIZATION
27 TO REPRESENT THEM FOR PURPOSES OF COLLECTIVE BARGAINING WITH
28 THE COUNTY. ALTERNATIVELY, THE PETITIONER MAY SUBMIT TO THE
29 ARBITRATOR PROOF THAT AT LEAST 30% OF THE EMPLOYEES IN THE
30 BARGAINING UNIT ARE MEMBERS OF THE EMPLOYEE ORGANIZATION AT
31 THE TIME THE PETITION IS FILED.

32 (2) THE PETITIONER SHALL COPY THE EMPLOYER ON THE REQUEST FOR A
33 LIST OF ARBITRATORS.
34

35 (G) SUBJECT TO PARAGRAPH (I) OF THIS PARAGRAPH, WITHIN THREE (3)
36 BUSINESS DAYS AFTER THE DAY ON WHICH THE EMPLOYER RECEIVES THE
37 PETITION, THE EMPLOYER SHALL SUBMIT TO THE EMPLOYEE ORGANIZATION
38 AND NEUTRAL DECISION MAKER (IF ONE HAS BEEN SELECTED):

39 (1) A LIST OF EMPLOYEES IN THE BARGAINING UNIT AS OF THE DATE THE
40 PETITION IS RECEIVED BY THE DIRECTOR OF HUMAN RESOURCES;

41 (2) A LIST OF EMPLOYEES IN THE BARGAINING UNIT THAT IDENTIFIES
42 EACH EMPLOYEE THAT THE EMPLOYER CONTENDS SHOULD BE EXCLUDED
43 AS AN ELIGIBLE VOTER OR FROM THE BARGAINING UNIT; AND

44 (3) A STATEMENT EXPLAINING THE REASON FOR EACH EXCLUSION.
45

46 (H) IF AN ARBITRATOR HAS NOT BEEN SELECTED WHEN THE EMPLOYER IS
47 REQUIRED TO SUBMIT THE LIST REQUIRED UNDER SUBPARAGRAPH (I) OF THIS

1 PARAGRAPH, THE EMPLOYER SHALL INSTEAD SUBMIT THE LIST WITHIN THREE
2 (3) BUSINESS DAYS AFTER THE ARBITRATOR HAS BEEN SELECTED AND HAS
3 ACCEPTED THE APPOINTMENT.

4 (1) IF THE EMPLOYER FAILS TO PROVIDE AN EXPLANATION AS REQUIRED
5 UNDER PARAGRAPH (H)2, THE EMPLOYER MAY NOT CHALLENGE THE
6 ELIGIBILITY OF AN EMPLOYEE'S VOTE IN AN ELECTION OR THE
7 ELIGIBILITY TO SUBMIT A SHOWING OF INTEREST FORM.

8 (2) IF THE EMPLOYER FAILS TO SUBMIT THE LIST OF EMPLOYEES TO THE
9 EMPLOYEE ORGANIZATION OR NEUTRAL DECISION MAKER WITHIN THE
10 REQUIRED TIME, IT SHALL BE CONCLUSIVELY DEEMED THAT AT
11 LEAST 30% OF THE EMPLOYEES IN THE BARGAINING UNIT HAVE
12 INDICATED A DESIRE TO BE REPRESENTED BY THE EMPLOYEE
13 ORGANIZATION.
14

15 (I) THE ARBITRATOR SHALL CHECK THE WRITTEN AUTHORIZATION CARDS
16 SUBMITTED BY THE EMPLOYEE ORGANIZATION OR THE EMPLOYEES AGAINST
17 THE LIST OF EMPLOYEES SUBMITTED BY THE EMPLOYER, OR, IF NO CARDS ARE
18 PRESENTED, SHALL VERIFY THAT THE REQUISITE NUMBER OF EMPLOYEES ARE
19 MEMBERS OF THE EMPLOYEE ORGANIZATION AT THE TIME THE PETITION IS
20 FILED. IF THE ARBITRATOR DETERMINES THAT AT LEAST 30% OF THE EMPLOYEES
21 ON THE LIST HAVE INDICATED A DESIRE TO BE REPRESENTED BY THE EMPLOYEE
22 ORGANIZATION OR TO DECERTIFY AN EXCLUSIVE REPRESENTATIVE, THE
23 ARBITRATOR SHALL NOTIFY THE EMPLOYER OF THE DETERMINATION.
24

25 (J) IF THE EMPLOYEE ORGANIZATION SUBMITS A SHOWING OF INTEREST
26 SUPPORTED BY AT LEAST 30% OF THE EMPLOYEES IN THE BARGAINING UNIT BUT
27 LESS THAN 50% PLUS 1 OF THE EMPLOYEES IN THE BARGAINING UNIT, THE
28 ARBITRATOR SHALL ORDER THAT AN ELECTION BE CONDUCTED IN
29 ACCORDANCE WITH THE PROCEDURES SET FORTH IN SECTION 197-39(M)
30

31 (K) IF THE EMPLOYEE ORGANIZATION SUBMITS A SHOWING OF INTEREST
32 SUPPORTED BY AT LEAST 50% PLUS 1 OF THE EMPLOYEES IN THE BARGAINING
33 UNIT INDICATING THEIR DESIRE TO BE REPRESENTED BY THE EMPLOYEE
34 ORGANIZATION FOR PURPOSES OF COLLECTIVE BARGAINING, THE ARBITRATOR
35 SHALL PROVIDE WRITTEN NOTICE OF THE DETERMINATION TO THE EMPLOYER
36 AND THE EMPLOYEE ORGANIZATION. THE EMPLOYER MAY CHALLENGE THE
37 VALIDITY OF THE SUPPORT BY REQUESTING A SECRET BALLOT ELECTION
38 WITHIN 20 DAYS OF THE DATE ON WHICH THE ARBITRATOR PROVIDES WRITTEN
39 NOTICE TO THE EMPLOYER. IF THE EMPLOYER FAILS TO REQUEST A SECRET
40 BALLOT ELECTION WITHIN 20 DAYS OF THE RECEIPT OF SUCH NOTICE:

41 (1) THE ARBITRATOR SHALL ISSUE TO THAT EMPLOYEE ORGANIZATION A
42 CERTIFICATION OF REPRESENTATION FOR THE BARGAINING UNIT; AND

43 (2) THE EMPLOYER SHALL RECOGNIZE THE EMPLOYEE ORGANIZATION AS THE
44 CERTIFIED BARGAINING REPRESENTATIVE OF THE EMPLOYEES AT ISSUE.
45

46 (L) AN ELECTION MAY NOT BE CONDUCTED IN A BARGAINING UNIT UNLESS AT
47 LEAST ONE (1) YEAR HAS PASSED SINCE THE LAST ELECTION HELD IN THE

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1 BARGAINING UNIT.

2
3 (M) IF THE EMPLOYER TIMELY REQUESTS A SECRET BALLOT ELECTION, OR IF
4 THE ARBITRATOR ORDERS AN ELECTION PURUANT TO SECTION 197-39(J), THE
5 ARBITRATOR SELECTED IN ACCORDANCE WITH SECTION XX SHALL ESTABLISH
6 THE PROCEDURES FOR THE ELECTION, IN CONSULTATION WITH THE EMPLOYER
7 AND THE PETITIONER THE ARBITRATOR'S ELECTION PROCEDURES SHALL
8 INCLUDE, AT A MINIMUM, A PROCESS FOR PARTIES TO CHALLENGE VOTER
9 ELIGIBILITY AND TO FILE OBJECTIONS TO THE CONDUCT OF THE ELECTION. THE
10 ELECTION MAY TAKE PLACE IN PERSON, BY MAIL BALLOT, OR ELECTRONICALLY,
11 AS AGREED TO BY THE PARTIES. IF NO AGREEMENT IS REACHED, THE MANNER
12 OF THE ELECTION SHALL BE DETERMINED BY THE ARBITRATOR. THE ELECTION
13 WILL BEGIN NO LATER THAN 45 DAYS AFTER THE EMPLOYER REQUESTS A
14 SECRET BALLOT ELECTION UNLESS A LONGER PERIOD IS AGREED TO BY THE
15 PARTIES OR ORDER BY THE ARBITRATOR.

16
17 (N) THE BALLOT FOR AN ELECTION SHALL INCLUDE THE FOLLOWING CHOICES:
18 (1) IN ACCORDANCE WITH THE ISSUES PRESENTED BY THE PETITION OR
19 PETITIONS, EXCLUSIVE REPRESENTATION BY ANY EMPLOYEE ORGANIZATION
20 SEEKING TO OBTAIN OR CONTINUE REPRESENTATION RIGHTS; AND
21 (2) NO EXCLUSIVE REPRESENTATION.

22
23 (O) AN EMPLOYEE ORGANIZATION MAY INTERVENE IN THE ELECTION AND HAVE
24 ITS NAME PLACED ON THE BALLOT IF:

25 (1) THE EMPLOYEE ORGANIZATION FILES A PETITION NOT MORE THAN 15
26 CALENDAR DAYS AFTER THE DATE ON WHICH THE ORIGINAL PETITION IS FILED;

27 (2) THE EMPLOYEE ORGANIZATION CERTIFIES THAT AT LEAST 30% OF THE
28 EMPLOYEES OF THE UNIT:

29 (A) HAVE DESIGNATED THE EMPLOYEE ORGANIZATION TO REPRESENT
30 THEM IN THEIR EMPLOYMENT RELATIONS WITH THE EMPLOYER ; OR

31 (B) ARE MEMBERS OF THE EMPLOYEE ORGANIZATION AT THE TIME THE
32 PETITION IS FILED; AND

33 (3) THE SHOWING OF INTEREST IS VERIFIED AS PROVIDED IN THIS SECTION.

34
35 (P) AN EMPLOYEE ORGANIZATION SHALL BE CERTIFIED AS EXCLUSIVE
36 REPRESENTATIVE FOLLOWING AN ELECTION IF AT LEAST 51% OF THE
37 EMPLOYEES IN THE BARGAINING UNIT VOTE IN FAVOR OF REPRESENTATION BY
38 THE EMPLOYEE ORGANIZATION.

39
40 (Q) THE NEUTRAL DECISION MAKER CONDUCTING THE ELECTION SHALL ISSUE
41 TO ALL THE PARTICIPANTS IN AN ELECTION A CERTIFICATION OF
42 REPRESENTATION, IF AN EMPLOYEE ORGANIZATION IS CERTIFIED, OR THE
43 RESULTS OF THE ELECTION, IF NO REPRESENTATIVE IS CHOSEN.

44
45
46 (R) IF EMPLOYEES ARE REPRESENTED BY AN EMPLOYEE ORGANIZATION,
47 EMPLOYEES MAY FILE A PETITION WITH THE EMPLOYER THAT CONTAINS THE

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1 FOLLOWING:

2 (1) AN ASSERTION THAT THE MAJORITY OF THE EMPLOYEES NO LONGER WISH TO
3 BE REPRESENTED BY THE EMPLOYEE ORGANIZATION;

4 (2) A STATEMENT THAT THE EMPLOYEES HAVE IN THEIR POSSESSION
5 SUBSTANTIVE DOCUMENTARY PROOF, DATED NOT MORE THAN 18 MONTHS
6 BEFORE THE DAY ON WHICH THE PETITION IS FILED, THAT AT LEAST 30% OF THE
7 EMPLOYEES WITHIN THE BARGAINING UNIT APPROVE OF THE DECERTIFICATION
8 OF THE EMPLOYEE ORGANIZATION; AND

9 (3) A STATEMENT EXPLAINING THAT THE EMPLOYEES ARE SEEKING
10 DECERTIFICATION OF THE EMPLOYEE ORGANIZATION AS THE EXCLUSIVE
11 REPRESENTATIVE FOR THE BARGAINING UNIT.

12
13 (S)THE PETITION SHALL BE PROCESSED AS DESCRIBED IN THIS SECTION,
14 INCLUDING VERIFICATION OF PROOF OF INTEREST AND AN ELECTION. AN
15 EMPLOYEE ORGANIZATION SHALL BE DECERTIFIED AS EXCLUSIVE
16 REPRESENTATIVE FOLLOWING AN ELECTION IF 51% OF THE EMPLOYEES IN THE
17 BARGAINING UNIT VOTE IN FAVOR OF DECERTIFICATION.

18
19 **§ 197-40 DUES DEDUCTION**
20

21 (A) THE COUNTY SHALL AUTOMATICALLY DEDUCT FROM THE PAYCHECK OF AN
22 EMPLOYEE WHO IS A MEMBER OF THE BARGAINING UNIT REPRESENTED BY THE
23 CERTIFIED EXCLUSIVE REPRESENTATIVE DUES AUTHORIZED AND OWED BY THE
24 EMPLOYEE TO THE CERTIFIED EXCLUSIVE REPRESENTATIVE IF THE EMPLOYEE
25 SUBMITS TO THE EMPLOYER A WRITTEN DUES DEDUCTION AUTHORIZATION
26 THAT HAS BEEN DULY EXECUTED BY THE EMPLOYEE.

27
28 (B) ANY DUES DEDUCTED FROM PAYCHECKS UNDER PARAGRAPH (1) OF THIS
29 SUBSECTION SHALL BE REMITTED TO THE CERTIFIED EXCLUSIVE
30 REPRESENTATIVE.

31
32 (C) THE COUNTY AUTOMATICALLY SHALL STOP MAKING PAYROLL DEDUCTIONS
33 UNDER PARAGRAPH (A) OF THIS SUBSECTION ON BEHALF OF A CERTIFIED
34 EXCLUSIVE REPRESENTATIVE IF:

35 (1) AN EMPLOYEE SUBMITS TO THE EMPLOYER AND EXCLUSIVE
36 REPRESENTATIVE A WRITTEN REQUEST TO HAVE THE EMPLOYER STOP MAKING
37 DEDUCTIONS;

38 (2) THE CERTIFIED EXCLUSIVE REPRESENTATIVE IS DECERTIFIED; OR

39 (3) THE CERTIFIED EXCLUSIVE REPRESENTATIVE'S RIGHT TO DUES IS REVOKED
40 UNDER § 197(REFER TO SECTION PROHIBITING STRIKES AND CONSEQUENCES
41 FOR OTHERWISE) OF THIS SUBTITLE.

42
43 **§ 197-41 NEGOTIATION**
44

45 (A) THE PARTIES SHALL MEET AT REASONABLE TIMES AND ENGAGE IN
46 COLLECTIVE BARGAINING IN GOOD FAITH.
47

1 (B)NEGOTIATIONS OR MATTERS RELATING TO NEGOTIATIONS SHALL BE
2 CONSIDERED CLOSED SESSIONS.

3
4 (C) NEGOTIATIONS FOR AN AGREEMENT SHALL BEGIN ON OR BEFORE EACH
5 DECEMBER 1 OF THE YEAR BEFORE THE EXPIRATION OF ANY EXISTING
6 AGREEMENT.

7
8 (D) THE COUNTY SHALL DESIGNATE AT LEAST ONE, BUT NO MORE THAN FIVE,
9 INDIVIDUALS TO REPRESENT THE COUNTY IN COLLECTIVE BARGAINING.

10
11 (E) THE EXCLUSIVE REPRESENTATIVE SHALL DESIGNATE AT LEAST ONE, BUT NO
12 MORE THAN FIVE, INDIVIDUALS TO REPRESENT THE EXCLUSIVE REPRESENTATIVE
13 IN COLLECTIVE BARGAINING.

14
15 (F) THE COSTS OF ANY BENEFIT ENHANCEMENT STUDY, OF ANY KIND, RAISED
16 DURING NEGOTIATION SHALL BE BORN EQUALLY BY THE COUNTY AND THE
17 EXCLUSIVE REPRESENTATIVE.

18
19 **§ 197-42 COLLECTIVE BARGAINING AGREEMENT**

20
21 (A) A COLLECTIVE BARGAINING AGREEMENT IS NOT VALID IF IT EXTENDS FOR
22 LESS THAN ONE YEAR OR FOR MORE THAN FOUR YEARS, BUT AGREEMENT
23 EXTENSIONS MAY BE SHORTER WHILE THE PARTIES CONTINUE TO NEGOTIATE.

24
25 (B) AN AGREEMENT SHALL CONTAIN ALL MATTERS OF AGREEMENT REACHED IN
26 THE COLLECTIVE BARGAINING PROCESS.

27
28 (C) AN AGREEMENT MAY CONTAIN A GRIEVANCE PROCEDURE FOR THE
29 INTERPRETATION OF CONTRACT TERMS AND CLAUSES THAT CONCLUDES WITH A
30 BINDING RESOLUTION BY A NEUTRAL.

31
32 (D) AN AGREEMENT REACHED IN ACCORDANCE WITH THIS SECTION SHALL BE IN
33 WRITING.

34
35 (E) AN AGREEMENT IS NOT EFFECTIVE UNTIL IT IS RATIFIED:
36 (1) FIRST BY A MAJORITY OF THE VOTES CAST BY THE MEMBERS OF THE
37 EXCLUSIVE REPRESENTATIVE; AND THEN
38 (2) BY THE COUNTY COMMISSIONERS OF CHARLES COUNTY.

39
40 (F) A MODIFICATION TO AN EXISTING AGREEMENT IS NOT VALID UNLESS IT IS IN
41 WRITING AND RATIFIED BY:

42 (1) THE COUNTY COMMISSIONERS OF CHARLES COUNTY; AND
43 (2) AN AUTHORIZED OFFICIAL FOR THE EXCLUSIVE REPRESENTATIVE.

44
45 (G) AFTER AN AGREEMENT OR MODIFICATION TO AN EXISTING AGREEMENT HAS
46 BEEN RATIFIED IN ACCORDANCE WITH SUBSECTION E OR F ABOVE, IT SHALL BE
47 SIGNED BY THE PRESIDENT OF THE COUNTY COMMISSIONERS AND A

1 REPRESENTATIVE OR REPRESENTATIVES OF THE EXCLUSIVE REPRESENTATIVE.

2
3 (H) DURING THE TERM OF A COLLECTIVE BARGAINING AGREEMENT, THE PARTIES
4 MAY ENTER INTO SIDE LETTER AGREEMENTS WITHOUT THE FULL RATIFICATION
5 PROCESS SET FORTH IN SUBSECTION E OR F ABOVE.

6
7 (I) IF THERE IS A CONFLICT BETWEEN AN EXISTING COLLECTIVE BARGAINING
8 AGREEMENT AND A RULE OR REGULATION ADOPTED BY CHARLES COUNTY,
9 INCLUDING MERIT SYSTEM OR OTHER PERSONNEL REGULATIONS, THE TERMS OF
10 THE AGREEMENT SHALL PREVAIL UNLESS OTHERWISE PROHIBITED BY LAW.

11
12 **§ 197-43 PROCEDURES PERTAINING TO COLLECTIVE BARGAINING IMPASSE –**
13 **ARBITRATION**

14
15 (A) IF THE EXCLUSIVE REPRESENTATIVE AND THE COUNTY COMMISSIONERS OF
16 CHARLES COUNTY HAVE NOT REACHED AN AGREEMENT ON OR BEFORE APRIL 1,
17 OR ANY LATER DATE DETERMINED BY MUTUAL AGREEMENT OF THE PARTIES,
18 ANY PARTY MAY DECLARE A BARGAINING IMPASSE.

19 (1) THE PARTY DECLARING A BARGAINING IMPASSE PURSUANT TO SUBSECTION A
20 OF THIS SECTION SHALL REQUEST A LIST OF ARBITRATORS TO BE PROVIDED TO
21 THE PARTIES BY THE FEDERAL MEDIATION AND CONCILIATION SERVICE,
22 AMERICAN ARBITRATION ASSOCIATION, OR SIMILAR SERVICE; AND
23 (2) WITHIN THREE (3) BUSINESS DAYS AFTER THE PARTIES' RECEIPT OF THE LIST
24 PROVIDED UNDER SUBSECTION A(1) OF THIS SECTION, THE PARTIES SHALL
25 SELECT AN ARBITRATOR BY ALTERNATIVE STRIKING OF NAMES FROM THE LIST.

26
27 (B) ON OR BEFORE APRIL 15, OR ANY LATER DATE DETERMINED BY MUTUAL
28 AGREEMENT OF THE PARTIES, THE PARTIES SHALL SUBMIT TO THE ARBITRATOR:
29 (1) A JOINT MEMORANDUM LISTING ALL ITEMS TO WHICH THE PARTIES
30 PREVIOUSLY AGREED; AND
31 (2) A SEPARATE PROPOSED MEMORANDUM OF EACH PARTY'S FINAL OFFER
32 PRESENTED IN NEGOTIATIONS ON ALL ITEMS TO WHICH THE PARTIES
33 PREVIOUSLY DID NOT AGREE.

34
35 (C) ON OR BEFORE APRIL 30, OR ANY LATER DATE DETERMINED BY MUTUAL
36 AGREEMENT OF THE PARTIES, THE ARBITRATOR SHALL HOLD A CLOSED
37 HEARING ON THE PARTIES' PROPOSALS AT A TIME, DATE, AND PLACE WITHIN
38 CHARLES COUNTY SELECTED BY THE ARBITRATOR.

39
40 (D) AT A HEARING, EACH PARTY MAY SUBMIT EVIDENCE AND MAKE ORAL AND
41 WRITTEN ARGUMENTS IN SUPPORT OF THE PARTY'S LAST FINAL OFFER.

42
43 (E) THE ARBITRATOR MAY:
44 (1) GIVE NOTICE AND HOLD HEARINGS IN ACCORDANCE WITH THE MARYLAND
45 ADMINISTRATIVE PROCEDURE ACT;
46 (2) ADMINISTER OATHS AND TAKE TESTIMONY AND OTHER EVIDENCE; AND
47 (3) ISSUE SUBPOENAS.

1
2 (F) ONCE THE PARTIES HAVE SUBMITTED THEIR POSITIONS INTO THE RECORD,
3 EACH PARTY SHALL HAVE AN OPPORTUNITY TO REVISE ITS FINAL POSITION
4 BEFORE THE RECORD IS CLOSED AND THE MATTER IS SUBMITTED TO THE
5 ARBITRATOR FOR A DETERMINATION.
6

7 (G) ON OR BEFORE MAY 15, OR ANY LATER DATE DETERMINED BY MUTUAL
8 AGREEMENT OF THE PARTIES, THE ARBITRATOR SHALL ISSUE A REPORT:

9 (1) SELECTING THE FINAL OFFER SUBMITTED BY THE PARTIES THAT THE
10 ARBITRATOR DETERMINES TO BE MORE REASONABLE WHEN VIEWED AS A
11 WHOLE; AND

12 (2) STATING THE REASONS THAT THE ARBITRATOR FOUND THE FINAL OFFER TO
13 BE MORE REASONABLE.
14

15 H. IN DETERMINING WHICH FINAL OFFER IS MORE REASONABLE UNDER
16 SUBSECTION G OF THIS SECTION, THE ARBITRATOR MAY CONSIDER ONLY:

17 (1) PAST COLLECTIVE BARGAINING AGREEMENTS BETWEEN THE PARTIES
18 INCLUDING THE BARGAINING HISTORY THAT LED TO THE COLLECTIVE
19 BARGAINING AGREEMENT AND THE PRE-COLLECTIVE-BARGAINING HISTORY OF
20 EMPLOYEE WAGES, HOURS, BENEFITS, AND OTHER WORKING CONDITIONS;

21 (2) A COMPARISON OF WAGES, HOURS, BENEFITS, AND OTHER CONDITIONS OF
22 EMPLOYMENT OF COVERED EMPLOYEES IN OTHER JURISDICTIONS IN THE STATE
23 AND IN THE BALTIMORE/WASHINGTON REGION, INCLUDING VIRGINIA COUNTIES
24 AND MUNICIPALITIES;

25 (3) A COMPARISON OF WAGES, HOURS, BENEFITS, AND OTHER CONDITIONS OF
26 EMPLOYMENT OF EMPLOYEES WORKING FOR CHARLES COUNTY;

27 (4) THE COSTS OF THE RESPECTIVE PROPOSALS OF THE PARTIES;

28 (5) THE CONDITION OF THE GENERAL OPERATING FUND OF CHARLES COUNTY,
29 THE ABILITY OF CHARLES COUNTY TO FINANCE ANY ECONOMIC ADJUSTMENTS
30 REQUIRED UNDER THE PROPOSED COLLECTIVE BARGAINING AGREEMENT, AND
31 THE POTENTIAL IMPACT OF THE PARTIES' FINAL OFFERS ON THE BOND
32 RATING OF CHARLES COUNTY;

33 (6) THE ANNUAL INCREASE OR DECREASE IN CONSUMER PRICES FOR GOODS AND
34 SERVICES AS REFLECTED IN THE MOST RECENT CONSUMER PRICE INDEX FOR
35 THE WASHINGTON-ARLINGTON-ALEXANDRIA, DC-VA-MD-WV METROPOLITAN
36 STATISTICAL AREA PUBLISHED BY THE FEDERAL BUREAU OF LABOR STATISTICS;

37 (7) THE ANNUAL INCREASE OR DECREASE IN THE COST OF LIVING IN CHARLES
38 COUNTY;

39 (8) RECRUITMENT AND RETENTION DATA FOR COVERED EMPLOYEES;

40 (9) THE INTEREST AND WELFARE OF THE PUBLIC AND THE EMPLOYEES IN THE
41 BARGAINING UNIT; AND

42 (10) STIPULATIONS OF THE PARTIES REGARDING ANY OF THE ITEMS UNDER THIS
43 SECTION.
44

45 (I) THE ARBITRATOR MAY NOT:

46 (1) RECEIVE OR CONSIDER THE HISTORY OF COLLECTIVE BARGAINING RELATED
47 TO THE IMMEDIATE DISPUTE, INCLUDING ANY OFFERS OF SETTLEMENT NOT

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1 CONTAINED IN THE FINAL OFFER SUBMITTED TO THE ARBITRATOR, UNLESS THE
2 PARTIES MUTUALLY AGREE OTHERWISE;

3 (2) COMBINE FINAL OFFERS OR ALTER THE FINAL OFFER THAT THE ARBITRATOR
4 SELECTS, UNLESS THE PARTIES MUTUALLY AGREE OTHERWISE; OR

5 (3) SELECT AN OFFER IN WHICH THE CONDITIONS OF EMPLOYMENT OR THE
6 COMPENSATION, SALARIES, FEES, OR WAGES TO BE PAID ARE UNREASONABLE.

7
8 (J) THE ARBITRATOR SHALL SUBMIT THE REPORT ISSUED UNDER SUBSECTION G
9 OF THIS SECTION TO THE COUNTY COMMISSIONERS AND THE EXCLUSIVE
10 REPRESENTATIVE.

11
12 (K) THE DECISION OF THE ARBITRATOR IS NOT BINDING ON THE COUNTY
13 COMMISSIONERS AND THE EXCLUSIVE REPRESENTATIVE.

14
15 (L) THE COUNTY COMMISSIONERS SHALL ACCEPT OR REJECT THE DECISION OF
16 THE ARBITRATOR WITHIN 60 DAYS OF SUBMISSION OF THE REPORT TO THE
17 PARTIES.

18
19 (M) THE PARTIES SHALL SHARE THE COSTS OF THE SERVICES OF THE
20 ARBITRATOR EQUALLY.

21
22 (N) COSTS INCURRED BY A PARTY TO PREPARE, APPEAR, OR SECURE
23 REPRESENTATION, EXPERT WITNESSES, OR EVIDENCE OF ANY KIND SHALL BE
24 BORNE EXCLUSIVELY BY THAT PARTY.

25
26 (O) NOTHING IN THIS SECTION SHALL BE CONSTRUED TO PROHIBIT THE PARTIES
27 FROM REACHING A VOLUNTARY SETTLEMENT ON ANY UNRESOLVED ISSUES AT
28 ANY TIME BEFORE OR AFTER THE ISSUANCE OF THE RECOMMENDATIONS BY THE
29 ARBITRATOR.

30
31 (P) IF A COLLECTIVE BARGAINING AGREEMENT EXPIRES AFTER THE EXCLUSIVE
32 REPRESENTATIVE HAS GIVEN NOTICE OF ITS DESIRE TO ENTER INTO
33 COLLECTIVE BARGAINING FOR A SUCCESSOR COLLECTIVE BARGAINING
34 AGREEMENT, THE TERMS AND CONDITIONS OF THE PRIOR COLLECTIVE
35 BARGAINING AGREEMENT SHALL REMAIN IN EFFECT UNTIL THE EARLIER OF:
36 (1) THE PARTIES REACHING A NEW AGREEMENT; OR
37 (2) ONE HUNDRED EIGHTY DAYS FROM THE DATE THE PARTY OR PARTIES REJECT
38 THE ARBITRATOR'S RECOMMENDATIONS.

39
40 (Q) IF THE PARTIES FAIL TO REACH A NEW AGREEMENT WITHIN THE ONE
41 HUNDRED EIGHTY DAY TIME PERIOD UNDER SUBSECTION XX OF THIS SECTION,
42 THE TERMS AND CONDITIONS OF THE PRIOR COLLECTIVE BARGAINING
43 AGREEMENT SHALL CEASE TO BE EFFECTIVE.

44
45 (R) ANY PROVISION IN A COLLECTIVE BARGAINING AGREEMENT PROVIDING FOR
46 A COST OF LIVING ADJUSTMENT OR A MERIT OR STEP INCREASE DURING THE
47 TERM OF THE AGREEMENT SHALL NOT REMAIN IN EFFECT AFTER THE

1 EXPIRATION OF THE COLLECTIVE BARGAINING AGREEMENT.

2
3 (S) THIS SECTION DOES NOT AUTHORIZE A COVERED EMPLOYEE TO ENGAGE IN A
4 STRIKE AS DEFINED IN § 3-303 OF THE STATE PERSONNEL AND PENSIONS
5 ARTICLE.

6
7 **§ 197-44 STRIKES AND LOCK OUTS PROHIBITED**
8

9 (A) CONSISTENT WITH § 11-601 OF THE LOCAL GOVERNMENT ARTICLE OF THE
10 MARYLAND CODE, AN EMPLOYEE OR EXCLUSIVE REPRESENTATIVE MAY NOT
11 ENGAGE IN, INITIATE, SPONSOR, SUPPORT, OR DIRECT A STRIKE. IF AN EMPLOYEE
12 OR EXCLUSIVE REPRESENTATIVE VIOLATES THIS SECTION, THE COUNTY
13 MAY, AS THE COUNTY CONSIDERS NECESSARY IN THE PUBLIC INTEREST, IMPOSE
14 DISCIPLINARY ACTION, INCLUDING REMOVAL FROM COUNTY SERVICE, OF
15 EMPLOYEES ENGAGED IN THE ILLEGAL CONDUCT; TERMINATE AN EXCLUSIVE
16 REPRESENTATIVE'S DUES DEDUCTION PRIVILEGE; OR, AFTER NOTICE AND AN
17 EVIDENTIARY HEARING AND UPON A FINDING OF WILLFUL VIOLATION OF THIS
18 SECTION, REVOKE AN EMPLOYEE ORGANIZATION'S CERTIFICATION OF
19 EXCLUSIVE REPRESENTATION AND DISQUALIFY AN EXCLUSIVE
20 REPRESENTATIVE FROM PARTICIPATION IN REPRESENTATION ELECTIONS FOR A
21 PERIOD UP TO ONE YEAR. EMPLOYEES DISCIPLINED PURSUANT TO THIS SECTION
22 SHALL BE AFFORDED ALL RIGHTS AND PROCEDURES UNDER CHAPTER 197,
23 ARTICLE II OF THE CODE.

24
25 (B) THE COUNTY MAY NOT ENGAGE IN, INITIATE, OR DIRECT A LOCKOUT OF
26 COVERED EMPLOYEES.

27 * * * * *

28
29 **SECTION 2. IN THE EVENT THAT NO LABOR ORGANIZATION IS**
30 **CERTIFIED AS THE EXCLUSIVE REPRESENTATIVE OF EMPLOYEES IN THE**
31 **BARGAINING UNIT SET FORTH IN SECTION 197-39 BY JUNE 30, 2028, THIS ACT**
32 **SHALL BE AUTOMATICALLY REPEALED.**

33
34 **SECTION 3. AND BE IT FURTHER ENACTED, THAT THIS ACT SHALL**
35 **TAKE EFFECT FORTY-FIVE (45) DAYS FROM THE DATE IT IS ADOPTED.**

36
37 ADOPTED this ____ day of _____, 2026.
38

39 COUNTY COMMISSIONERS
40 CHARLES COUNTY, MARYLAND
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Reuben B. Collins, II, Esq. President

Ralph E. Patterson, II, M.A., Vice President

Gilbert O. Bowling, III

Thomasina O. Coates, M.S.

Amanda M. Stewart, Ed.D.

ATTEST:

Carol DeSoto, CAP, OM, Clerk

Amendment to Charles County Collective Bargaining Bill

Page 1, line 31: After “full-time” insert “and part-time”

Page 2, lines 6-8: Delete “full-time reduced hour employees; (4) part-time employees; (5)”

Page 2, lines 8-12: Renumber

Page 3, lines 18-21: Delete

Page 3, lines 29-31: Delete

Page 3, lines 33-34: Delete

Page 3, line 28: After “promotions;” insert “and”

Page 3, lines 22-32: Renumber

Page 3, after line 45: Insert:

(C)

(1) The Employer shall provide to the exclusive representative, on request, information from a public employer relevant to the administration and negotiation of an agreement or the proper performance of the employee organization's duties as the public employees' representative.

(2) Information requested under this paragraph shall be made available as soon as practicable, but not later than 30 days after the employer receives the request.

Page 4, line 4: Delete “single county wide”

Page 4, lines 6-11: Delete from “Unless otherwise agreed” to “excluded in Section 197-35.B.” and replace with:

There shall be two bargaining units. All eligible employees shall be assigned to one of the two following units, except employees in the emergency medical services division of the Department of Emergency Services covered by Chapter 197, Article IV and those employees excluded in section 197-35.B

(1) *SERVICE, LABOR, AND TRADES (SLT) UNIT*: This unit is composed of all eligible classes that are associated with service/maintenance and skilled crafts. This means job classes in which workers perform duties that result in or contribute to the comfort and convenience of the general public or that contribute to the upkeep and care of buildings, facilities, or grounds of public property. Workers in this group may operate specialized machinery or heavy equipment. These job classes may also require special manual skill and a thorough and comprehensive knowledge of the processes involved in the work that is acquired through on-the-job training and experience or through apprenticeship or other formal training programs.

(2) *Office, professional, and technical (OPT) unit*: This unit is composed of all eligible classes associated with office, professional, paraprofessional, and

technical functions.

- (A) *Office*: Job classes in which workers are responsible for internal and external communication, recording, and retrieval of data and/or information, and other paperwork required in an office.
- (B) *Professional*: Job classes that require special and theoretical knowledge that is usually acquired through college training or through work experience and other training that provides comparable knowledge.
- (C) *Paraprofessional*: Job classes in which workers perform, in a supportive role, some of the duties of a professional or technician. These duties usually require less formal training and/or experience than is normally required for professional or technical status.
- (D) *Technical*: Job classes that require a combination of basic scientific or technical knowledge and manual skill that can be obtained through specialized post-secondary school education or through equivalent on-the-job training.

Page 5, line 13: After “a list of” insert “seven (7)”

Page 6, lines 30-35: Delete from “The employer may challenge” to “receipt of such notice: (1)”

Page 6, line 37: Delete “(2)”

Page 6, line 45: Delete “Section XX” and replace with “Subsection (F)”

Page 7, lines 30-31: Delete from “at least 51%” to “bargaining unit vote” and replace with “a majority of valid votes cast in the election are”

Page 9, lines 8-9: Delete “at least one, but no more than five”

Page 10, line 17: After “a list” insert “of nine (9)”

Page 11, line 5: After “shall issue a” insert “final and binding decision and”

Page 12, line 5: After “submit the” insert “final decision and”

Page 12, line 7: After “representative.” insert “The final offer selected by the arbitrator shall be implemented and shall be final and binding on the parties.

Page 12, lines 9-14: Delete

Page 12, lines 32-35: Delete “the earlier of: (1)” and “; or (2) one hundred eighty days from the date the party or parties reject the arbitrator’s recommendations.”

Page 12, lines 37-45: Delete

Page 12, lines 16-47: Renumber

Page 13, line 23: After this line, insert:

§ 197-45 Unfair Labor Practices

A. The County, its agents or representatives, are prohibited from:

- (1) interfering, restraining or coercing employees in the exercise of the rights guaranteed by this article;
- (2) dominating, interfering or assisting in the formation, existence or administration of any labor organization, or contributing financial or other support to it; except that the county shall not be prohibited from permitting employees to negotiate or confer with it during working hours without loss of time or pay;
- (3) discriminating in regard to hire or tenure of employment or any term or condition of employment to encourage or discourage membership in any labor organization;
- (4) discharging or otherwise discriminating against an employee because he has signed or filed an affidavit, petition or complaint or given any information or testimony under this article;
- (5) refusing to bargain collectively in good faith with the exclusive representative as required in this article
- (6) refusing to participate in good faith in the mediation or arbitration procedures set forth in this article;
- (7) refusing or failing to comply with any provision of this article or any of the rules and regulations established pursuant thereto; or
- (8) refusing to provide relevant information needed by a labor organization for the proper performance of its duties as the employee's bargaining representative.

B. Employees, labor organizations, their agents or representatives are prohibited from:

- (1) interfering with, restraining or coercing employees in the exercise of the rights guaranteed by this article;
- (2) causing or attempting to cause the County to discriminate against an employee in violation of this article;
- (3) refusing to bargain collectively in good faith with the County if they have been designated in accordance with the provisions of this subtitle as the exclusive representative of employees in an appropriate unit;
- (4) refusing to participate in good faith in the mediation or arbitration procedures set forth in this article;
- (5) refusing or failing to comply with any provision of this subtitle or any of the rules and regulations established pursuant thereto.

C. Procedure concerning unfair labor practices:

- (1) In the event that a claim is made that an unfair labor practice has been committed by either the County or a County employee or an employee organization, no later than six (6) months thereafter the complaining party shall transmit to the other party a complaint setting forth a detailed statement of the alleged unfair labor practice.
- (2) The parties shall select a neutral third party arbitrator to adjudicate the unfair labor practice complaint within five days of the transmission of the complaint, using the procedures set out in Section 197-39.F.
- (3) The party complained of shall have the right to file an answer to the complaint within ten (10) days after service thereof. The arbitrator shall hold a hearing on the complaint at

a designated time and place.

(4) If upon the preponderance of the testimony taken the arbitrator shall be of the opinion that any person or entity named in the complaint has engaged in or is engaging in an unfair labor practice, then the arbitrator shall state their findings of fact and shall issue and cause to be served on such person an order requiring that they cease and desist from such unfair labor practices and to take such affirmative remedial action, including reinstatement with or without back pay, as will effectuate the policies of this subtitle. The arbitrator shall have broad discretion to take and order remedial actions when it finds that a party has committed an unfair labor practice, including the restoration of any right, pay, status, or benefit lost by an employee or group of employees. Such order may further require such person to make reports from time to time showing the extent to which he has complied with the order. The arbitrator may require, in situations where county conduct has destroyed a reasonable opportunity for a fair and free election, that a fair and free election be held.

(5) If the preponderance of evidence has not shown that the person or entity named in the complaint has engaged in or is engaging in any such unfair labor practice, then the arbitrator shall state its findings of facts and shall issue an order dismissing the complaint.

(6) The findings of the arbitrator shall be conclusive and binding upon the parties.

(7) A party may file petition for relief, in whole or in part, from the arbitrator's order with the clerk of the Circuit Court for Charles County within thirty (30) days after the issuance of such order. The court in deciding such petition shall review the arbitrator's decision or order for whether not supported by substantial evidence. No objection that has not been urged before the agency or any of its agents shall be considered by the court unless the failure or neglect to urge such objection shall be excused because of extraordinary circumstances.

(8) The complaining party shall have the power to petition the Circuit Court for Charles County for enforcement of the agency's order and for appropriate temporary relief or restraining order. However, such a petition shall not reopen the propriety of the agency's decision and order if an appeal for judicial review was not timely filed.

Page 13, lines 26-29: Delete

Page 13, line 31: Delete "3" and replace with "2"

Working for Our Employees: **CHARLES COUNTY GOVERNMENT**



Presented By : Deborah E. Hall, CPA
Acting County Administrator

Jacob Dyer, Director
Fiscal & Administrative Services

June 24, 2026

OUR COMMITMENT TO EMPLOYEES:

THE PAY

Financial Compensation
& Other Benefits



THE PEOPLE

Current Employees
& Retirees



THE PLACES

Acquisitions, Leases,
& Renovations



THE PAY

CLASSIFICATION & COMPENSATION IMPLEMENTATION

- 5.5% salary scale increases in FY2027
 - 1.5% July 1, 2026
 - 2.0% January 1, 2027
 - 2.0% April 1, 2027

MERIT INCREASES & COST-OF-LIVING ADJUSTMENTS (COLAS)

- Merit increases have been approved FY2024 - FY2027
- COLAs have been approved as follows:
 - 3.5% in FY2023
 - 2.0% in FY2024
 - 3.5% in FY2025
 - 1.0% in FY2026

ONE-TIME BONUS IN DECEMBER 2025

- Full-time employees received \$1000
- Part-time I employees received \$250



THE PAY

PROMOTIONAL PAY POLICY

- Implemented in January 2026 for employees who are competitively promoted to a higher graded full-time position
- Percentage increase is now equal to the grade growth percentage of the pay scale
- Salary negotiations are now allowed

LEAVE SELL BACK PROGRAM

- For FY2026, eligible employees may “sell back” up to 7 days, an increase from previous years
- Sell back can occur any time between October 1 – June 30

HOLIDAY PAY POLICY

- Implemented in 2024
- Provides compensation for certain employees who are required to work on a County-observed holiday



THE PEOPLE

COUNTY-OBSERVED HOLIDAY CLOSURES

- In January 2025, additional holidays were added:
 - Employee Appreciation Day
 - Eid al-Fitr
 - Easter Monday
 - Eid al-Adha
 - Wednesday before Thanksgiving

RECOGNITION, COMMUNICATION, & ACCESS

- Public Service Recognition Week
- Straight Scoop
- Site Visits



THE PEOPLE

RETIREE HEALTH INSURANCE

- Now offered to all full-time employees

PENSION

- Early retirement provision without penalty for non-public safety participants
- Full-time, non-public safety employees with prior Maryland Governmental Service may buy back up to 3 years of service

DEFERRED COMPENSATION

- Transition to a single vendor resulted in dramatically lower fees for participating employees



THE PLACES

PROPERTY ACQUISITIONS

- Recreation, Parks, & Tourism – Centennial Street Satellite
- Emergency Services – several sites for future EMS stations:
 - Pinefield
 - La Plata Armory
 - Sears Auto Center
- Public Works – Waldorf Warehouse

LEASED OFFICE SPACES

- Expanded lease in White Plains to provide office space for the Economic Development Department, the Planning & Growth Management Transit Division, and certain positions in Emergency Services

RENOVATIONS OF EXISTING SPACE

- Community Services – Port Tobacco Satellite
- Commissioners Meeting Room (Auditorium)





CONCLUSION

Our employees are our greatest asset!

Our organization cannot succeed if we do not help our employees to be successful. I have and will continue to invest our money, time, and resources to ensure that Charles County Government is a great place to work!

Charles County Government

200 Baltimore Street

La Plata, MD 20646

301-645-0550

www.CharlesCountyMD.gov



Equal Opportunity Employer

It is the policy of Charles County to provide equal employment opportunity to all persons regardless of race, color, sex, age, national origin, religious or political affiliation or opinion, disability, marital status, sexual orientation, genetic information, gender identity or expression, or any other status protected by law.

Collective Bargaining Proposed Bill

CCG Operating impact to support additional union

It is anticipated that an additional bargaining unit will increase the workload of Department of Human Resources, Fiscal & Administrative Services, County Attorney's Office and the County Administrator's Office, and other Department Directors to respond to additional union matters, such as inquiries on MOUs, grievances, performance management, labor negotiations and other labor matters. This fiscal note assumes additional positions are added in these areas to support the additional workload on these areas.

New Positions

Title	FTE	Salary	Fringe @30%	Annual Operating	Total
Deputy County Attorney	1.0	\$110,300	\$33,100	\$5,700	\$149,100
Senior Budget Analyst	1.0	76,800	23,000	5,700	105,500
HR Program Manager	1.0	76,800	23,000	5,700	105,500
Payroll Analyst	1.0	66,500	20,000	5,700	92,200
Administrative Associate	1.0	49,700	14,900	5,700	70,300
Subtotal	5.0	\$380,100	\$114,000	\$28,500	\$522,600

Operating Costs

Outside Counsel	\$50,000
Rent - If a physical location needs to be established.	57,300
Office Furniture/Accommodations	43,700
Subtotal	\$151,000

Total Fiscal Impact on Staff to Support Union

\$673,600

Potential Impact on Bond Rating:

Per guidance from the County's financial advisor, an additional union has the potential to further hinder the County's financial ability and could add additional financial pressure. Fitch Ratings especially has been focused on union agreements as this is included in their expenditure matrix within their bond rating scorecard. The addition of another union would definitely be viewed as a credit negative rather than positive to Fitch which could jeopardize the County's AAA bond rating with them.

Impact on County Personnel Costs:

Unionized local government employees often see salary increases ranging from 12% to 18% more than their non-union counterparts. To support the new union and to successfully negotiate a collective bargaining agreement with this new union, County will potentially need to agree higher wages for their employees. This could increase the County's annual salary and fringe cost between \$12.8 million to \$19.2 million. If revenue growth is not able to support, the County would either be required to raise taxes or reduce County services.



Proposed Bill 2026-04

Collective Bargaining Legislation

Presenter

Martin L. Harris

Director

Department of Public Works

Charles County Government

June 24, 2026

Slide 1



Charles County

DPW 402
DEPARTMENT OF PUBLIC WORKS

Proposed Bill 2026-04

Position: NO POSITION

- I have NO POSITION on this bill.
- My purpose today is to share information so the Commissioners and the public understand what has occurred within the largest County agency in recent years and where we stand regarding:
 - Employee Engagement
 - Employee Support
 - Workplace Improvements
 - Safety



Listening & Creating a Voice (2022–2023)

October 3, 2022 – Began as Director

- Conducted a multi-month “Meet & Greet” tour.
- Listened to employees’ concerns and ideas.
- Identified need for a formal mechanism to elevate DPW-specific issues.

March 3, 2023 – Established DPW Employee Committee

- Employee-driven forum.
- Clear process to elevate concerns.
- First meeting: March 17, 2023.



Supporting Advancement & Equity

Addressing Identified Gaps:

- **Boot Allowance**
 - Increased and doubled funding.
- **County-Funded CDL Program (2024).**
 - County pays for CDL training.
 - 2-year commitment required.
 - Valid for employment in ANY County agency.
- **Enhanced special operations support.**
 - Increased the meal voucher amounts.
 - Increased *ON CALL* pay



Recognition, Identity & Culture

National Public Works Week:

- Proclamation 2023-49 established recognition.
- Annual Employee Appreciation Event created.

Breaking Down Silos:

- Quarterly DPW Collaboration meetings.
- Division spotlights and project presentations.

Unified Identity:

- Developed popular DPW logo.
- Created shared brand and agency-wide identity.



After-Hours Emergency Reform

Previous Practice:

- Employees called in overnight.
- Required to report to next shift OR use personal leave.
- Created safety and fairness concerns.

September 2024 Reform:

- Implemented a fully covered 9-hour rest period.
- No use of personal leave required.
- Prioritized employee health and safety.



Our Commitment to Employee Safety

- SAFETY is an ongoing and never ceasing priority for DPW. We are always seeking ways to improve.
- 96% of our employees rank our workplace as safe or very safe.
- 93% of our employees feel that the Department provides them with the right kind of equipment to safely perform their jobs.
- 91% of our employees feel that safety protocols are clearly communicated to all employees and that they have received adequate training on workplace safety procedures.

- *Source: Employee Safety Survey (October 2025)*



Slide 7



Dedicated Professionals Working...*for YOU!*

Our actions demonstrate that we are committed to:

- Listening to employees.
- Elevating concerns.
- Improving workplace conditions.
- Supporting health, safety, and advancement.



Proposed Bill 2026-04

- I have NO POSITION on this bill. I come from a Union household and recognize the historic importance of organized labor.
- This legislation gives workers the ability to organize in the future, and they may want to do so.
- **But no one should believe that the reason to mobilize then is because employees have not been heard, recognized, or their lives improved now.**
- They have been, and at DPW, we will continue to focus on our employees and their well-being.





Presented By:
Charles County Government
Department of Public Works

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