



**Tuesday, May 20, 2025**

**\*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](http://www.CharlesCountyMD.gov). Residents without internet service can listen to the meeting at 301-645-0500.

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

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

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

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

**Commissioners' Comments**

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**Approval of the Minutes**

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- **Approval of Minutes of May 13, 2025**

**Announcement(s)**

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- **Next Scheduled Session(s): June 10-11, 2025**

**Approval Items**

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- **Budget Amendment(s) and Budget Transfer(s):**  
(Mr. Jacob Dyer, Acting Director, Department of Fiscal and Administrative)
- **Board of Education FY2025 Inter-Category Budget Change Request**  
(Mr. Jacob Dyer, Acting Director, and Ms. Samantha Chiriaco, Chief of Budget, Department of Fiscal and Administrative Services; Ms. Sherri Fischer-Davis, Budget Manager, and Ms. Karen Acton, Chief Financial Officer)

[BOARD-ACTION-ITEM-Budget Q4 Expense Movement 5.13.25.pdf](#)  
[BOARD-ACTION-ITEM-Budget Q4 Increase 5.13.25.pdf](#)

- **Request for Post-Event Funding: Charles County Commission for Women Legislative Breakfast**

(Ms. Kaprece James, Chair, Ms. LaKenya Walter, Vice Chair, Ms. Kenberly Stephens, Commissioner Specialist/ Staff Liaison, Commission for Women)

[CCCFW Documents.pdf](#)  
[CP.CC.01.005 Community Support Policy 2024.01.26.pdf](#)

## **Briefings-Morning**

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- **Briefing and Request to Introduce and Schedule a Public Hearing: Proposed Bill 2025-(05) Industrial Development Authority**

(Ms. Danielle Mitchell, Assistant Deputy County Attorney, Office of the County Attorney for Charles County; Mr. Jacob Dyer, Acting Director, Department of Fiscal and Administrative Services; and Ms. Michelle Frye, Deputy Director, Department of Economic Development)

[Charles County - Revenue Authority Presentation 012324.pdf](#)  
[Industrial Development Authority Legislation.pdf](#)

- **FY2026 Budget Work Session: Recap of Proposed FY2026 General Fund and All Budgets-Review of Commissioner Proposed Changes**

(Mr. Jacob Dyer, Acting Director, Ms. Samantha Chiriaco, Chief of Budget, and Ms. TaTanya Bowman, Assistant Chief of Budget, Department of Fiscal and Administrative Services)

[0A FY2026 General Fund Commissioner Changes Recap.pdf](#)  
[0B FY2026 CIP Commissioner Changes Recap.pdf](#)  
[1 FY2026 Adopted General Fund Summary and Fund Balance.pdf](#)  
[2 FY2026 Adopted New Positions.pdf](#)  
[3 FY2026 to FY2030 Approved Capital Improvement Program.pdf](#)  
[4 FY2026 Enterprise Fund Summary.pdf](#)  
[5 FY2026 SR Summary by Fund.pdf](#)  
[6 FY2026 Adopted Vehicle & Equipment List.pdf](#)  
[7 FY2026 Adopted Fees and Charges.pdf](#)  
[8 FY2026 Tax Differential.pdf](#)

- **Briefing: College of Southern Maryland State of the College**

(Dr. Yolanda Wilson, President, Ms. Judy Mills, DFS Vice President, and Members of the Board of Trustees, College of Southern Maryland)

[CSM State of the College Charles.pdf](#)

- **[CSM State of College Video Link](#)**

- **Final Recap and Adoption: FY2026 General Fund Operating Budgets and Fiscal Year 2026-2030 Capital Improvement Projects**

(Mr. Jacob Dyer, Acting Director, Ms. Samantha Chiriaco, and Ms. TaTanya Bowman, Assistant Chief of Budget, Department of Fiscal and Administrative Services)

## Charles County Boards and Commissions Annual Update

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- **Briefing: Annual Update from the Sheriff's Office Retirement Plan (SORP) Committee**  
[CCPP & SORP BOCC 2024 Annual Report Presentation.pdf](#)
- **Briefing: Annual Update from the Charles County Pension Plan (CCPL) Committee**  
[CCPP & SORP BOCC 2024 Annual Report Presentation.pdf](#)
- **Briefing: Annual Update from the Other Post Employment Benefit Committee**  
[OPEB BOCC 2024 Annual Report Presentation.pdf](#)
- **Briefing: Annual Update from the Length of Service Award Program (LOSAP) Committee**  
[LOSAP Board BOCC 2024 Annual Report Presentation.pdf](#)
- **Briefing: Annual Update from the Historic Preservation Commission**  
[CY 2024 SUMMARY REPORT FOR THE CHARLES COUNTY COMMISSIONERS.pdf](#)  
[HPC Annual Report.pdf](#)

## [3:30 p.m.] Open Session (Hybrid- Virtual and Limited In Person - Government Building Conference Room, 200 Baltimore Street, La Plata, MD 20646)

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- **Roll Call**

## Briefings-Afternoon

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- **Joint Meeting with Charles County Public Schools on the 2025 School Allocation Cycle**  
(Ms. Melissa Hively, Planner II, and Ms. Heather Kelley, Planning Supervisor, Department of Planning and Growth Management; Mr. Steve Andritz, Director of Planning and Construction, and Mr. Michael Heim, Chief of Operations and Supporting Services, Charles County Public Schools)
  1. [CC 2025 Coversheet.pdf](#)
  2. [Summary and Analysis for Allocations for 2025 Cycle \(Attachment A\).pdf](#)
  3. [SY 2024-2025 Available Capacity \(Attachment B\).pdf](#)
  4. [Summary 1-2025 to 12-2025 Proposed Elementary, Middle, & High \(Attachment C\).pdf](#)
  5. [School Eligibility Waiting List 2025 \(Attachment D\).pdf](#)
  6. [SY 2023-2024 Available Capacity \(Attachment E\).pdf](#)  
[2025 School Allocation Cycle 2.pdf](#)

## Commissioners' New Business

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## [4:30 p.m.] Public Hearing -Hybrid In Person/Virtual - Government Building, 200 Baltimore Street, La Plata, MD 20646

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- **Roll Call**

- **Public Hearing: Community Development Block Grant (CDBG) Application to Purchase Materials for Transitional Homes**

(Ms. Barbara Farmer, Community Development Supervisor, and Ms. Rita Wood, Chief of Housing Authority, Department of Community Services)

**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 8:00 a.m. to 4:00 p.m. on May 20, 2025, to register to speak. Once registered, citizens will receive a virtual link to testify between 4:30 p.m. and 6:00 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 May 14, 2025, starting at 8:00 a.m. through May 20, 2025, 5:00 p.m.

**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 May 20, 2025.

**E-Comment:** <https://www.charlescountymd.gov/government/public-comments/public-hearing-comments/block-grant>

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

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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. Commissioners will not provide any response to public comments or engage in dialogue with speakers. This time is allocated only for listening to feedback, not for answering questions or responding to concerns that are raised.

- [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, May 20, 2025, 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**

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- **Public Hearing Proposed Bill 2025-04 Revisions to Recordation Tax**

(Mr. Wes Adams, County Attorney, Office of the County Attorney for Charles County, and Mr. Jacob Dyer, Acting Director, Department of Fiscal and Administrative Services)

**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, May 20, 2025, to register to speak. Once registered, individuals 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 Friday, May 2, 2025, starting at 8 a.m. through Tuesday, May 20, 2025, at 5 p.m.

**E-Comment:** use <https://www.charlescountymd.gov/government/public-comments/public-hearing-comments/revisions-to-recordation-tax-rate>

**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 Tuesday, May 20, 2025.

[Recordation Tax Legislation \(002\).pdf](#)

[Public Hearing Recordation Tax.pdf](#)

**[7:00 p.m.] Closed Session (Hybrid- Virtual and In Person - Government Building Conference Room, 200 Baltimore Street, La Plata, MD 20646)**

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

**Adjournment**

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**AGENDAS ARE TENTATIVE AND SUBJECT TO CHANGE WITHOUT NOTICE**

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