



Commission Meeting  
Open Session Minutes  
December 18, 2024

The Maryland-National Capital Park and Planning Commission met in a hybrid format, from the Wheaton Headquarters Building Auditorium in Wheaton, Maryland and virtually via videoconference. The meeting was broadcast by the Montgomery Planning Department.

PRESENT

Montgomery County Commissioners

Artie Harris, Chair  
Shawn Bartley  
James Hedrick  
Josh Linden  
Mitra Pedoeem

Prince George's County Commissioners

Dorothy Bailey  
William Doerner  
Manuel Geraldo

NOT PRESENT

Peter A. Shapiro, Vice Chair  
A. Shuanise Washington

Chair Harris called the meeting to order at 10:03 a.m.

ITEM 1

AGENDA

Chair Harris moved item 1b to section 5 and announced that the General Counsel indicated she would not need to have a legislative update this month. General Counsel Borden would also speak briefly to follow up on an item from the November meeting.

- a) Approval of December 18, 2024 Commission Meeting Agenda

ACTION: Motion of Commissioner Geraldo to approve the amended Agenda  
Seconded by Commissioner Bailey  
8 approved the items

ITEM 2

APPROVAL OF MINUTES

- a) Approval of Commission Minutes – Open Session  
Regular Meeting: 11/20/24

ACTION: Motion of Commissioner Geraldo to approve the 11/20/24 minutes  
Seconded by Commissioner Hedrick  
8 approved the item

ITEM 3

GENERAL ANNOUNCEMENTS

- a) National Human Rights Month  
b) National Drunk and Drugged Driving Prevention Month  
c) Global AIDS Awareness Month  
d) Ongoing Winter Festival Of Lights and Winter Garden Walk through in Prince George's and Montgomery Counties

- e) Christmas Day (Dec 25) and New Years Day (Jan 1) Holidays. M-NCPPC Offices Closed
- f) Diversity Council Openings for 2025-2026 (Chair Harris noted all positions have been filled)

ITEM 4 COMMITTEE/BOARD REPORTS

- a) Employees' Retirement System Board of Trustees Regular Meeting Minutes from November 5, 2024 (for information only)

ITEM 5 ACTION/PRESENTATION ITEMS

- a) Resolution 24-26 Employment and Employees Referral Bonuses (Allen)

Corporate HR Director Allen requested Commissioners' support of modifications to the current hiring and referral bonus program as reflected in the packet, noting these changes were discussed and supported by department heads. The modifications reduce the number of pay range bands for hiring bonuses from five to three; and reduce the maximum bonus cap to \$7,500 from \$10,000, with the exception of Park Police positions, which would remain at \$10,000.

The maximum referral bonus for employees who recommend hired candidates will also be reduced from \$1000 to \$500.

Mr. Allen said he will return in June 2025 to report on the program.

Commissioners asked to have statistics on the use of the program to accompany the follow up in June.

ACTION: Motion of Commissioner Geraldo to approve Resolution 24-26  
Seconded by Commissioner Hedrick  
8 approved the item

- b) Resolution 24-27 Approval of the Fiscal Year 2026 M-NCPPC Operating and Capital Budgets (Charles)

Corporate Budget Director Charles presented the proposed budget resolution, approved by each county by the respective planning boards. She provided a summary of the memo and resolution, submitted as a late delivery item.

Commissioner Pedeem asked for a breakout how much of the expected increase in property tax revenue is due to new housing versus higher assessments. Ms. Charles said she would contact the appropriate county personnel to try to get that information.

Commissioner Pedeem asked to identify the driving force behind the 18% increase in personnel costs. Ms. Charles said the primary driver of that cost was increased benefits costs.

ACTION: Motion of Commissioner Geraldo to approve Resolution 24-27  
Seconded by Commissioner Bailey  
8 approved the item

- c) (Item 1b renumbered) Proposed changes to MSRR Chapter 1400 Provisions on Personal Leave (Harvin/Beckham) (taken out of order)

Corporate Policy Chief Michael Beckham requested the Commission support changes to the

Merit System Rules and Regulations Chapter 1400 on the accrual of Personal Leave for new unrepresented Merit employees. These changes will reflect those negotiated in the last contract approved with the Municipal and County Government Employees Organization (MCGEO) collective bargaining union. He reviewed changes that were included in the packet.

ACTION: Motion of Commissioner Geraldo to approve proposed changes to MSRR Chapter 1400  
Seconded by Commissioner Pedoeem  
8 approved the item

## ITEM 6

### OFFICERS' REPORTS

#### Executive Director's Report

- a) MFD Quarterly Purchasing Statistics. (For Information Only)
- b) Quarterly Budget Transfers (For Information Only)
- c) Annual CAS Report (Spencer/Dupree)

Acting Executive Director Spencer presented a video highlighting statistics from the Annual Central Administrative Services Report, included in the packet. Chair Harris thanked Mr. Spencer and all the CAS staff for their hard work supporting the M-NCPPC over both counties. Commissioner Bailey agreed, saying the presentation was informative and well done.

Commissioner Geraldo asked if there are any preparations being made for extra applicants from the Federal workforce who may be searching for new employment with the new incoming administration. Mr. Spencer said the department is in the process of creating a strategic plan to address the possibility, including a review of employment competitiveness, retention policies, outreach efforts, and meeting with departments on hiring needs.

#### Secretary-Treasurer's Report

No report scheduled

#### General Counsel's Report

- d) Litigation Report (For information only)
- e) Legislative Update (Baucum-Colbert) (item cancelled)

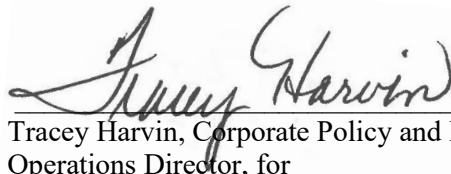
General Counsel Borden spoke briefly following up on an item from the November Commission meeting regarding conflicts of interest disclosures in M-NCPPC bond sales. She noted while there are no disclosure restrictions on those who purchase an M-NCPPC bond, the agency's professional services agreements with our bond consultants and bond lawyers require them to comply with conflict of interest provisions and is part of our standard contract with any vendor. Commissioner Doerner thanked Ms. Borden for the follow-up.

Commissioner Doerner asked in the context of land use litigation in the General Counsel's Litigation Report, to indicate to our legislators the outstanding record of land use cases won by our attorneys. Ms. Borden said the Legal Department has won at least 98-99% of our land use cases and agreed it would be helpful to legislators who may not have the staff with the training on land use to rely on them as subject matter experts to help influence appropriate decisions regarding development issues that might risk potential litigation. Commissioner Doerner praised the agency's legal staff attached to the Planning offices who give terrific advice and guidance.

Chair Harris adjourned the meeting at 10:52 am.

A handwritten signature in black ink, appearing to read 'J. Adams', written over a horizontal line.

James Adams, Senior Technical Writer

A handwritten signature in black ink, appearing to read 'Tracey Harvin', written over a horizontal line.

Tracey Harvin, Corporate Policy and Management  
Operations Director, for  
William Spencer, Acting Executive Director