

# **Charles County Commissioners 2024**

## **Preliminary Legislative Package**



**County Commissioners of  
Charles County, Maryland**

The Hon. Reuben B. Collins, II, President  
The Hon. Ralph Patterson, Vice President  
The Hon. Buddy "BJ" Bowling  
The Hon. Thomasina Coates  
The Hon. Amanda M. Stewart, M.Ed.

## County Commissioners' 2024 Preliminary Legislative Proposals

1. A proposal to adopt legislation to legalize golf carts and low speed vehicles on Cobb Island.  
Proposed by: Faye Hilton, Vice President  
Cobb Island Citizen Association pg. 5
2. A proposal to change to Maryland Law 14-402 on behalf of the Adult Guardianship Review Board to change the Board's membership composition requirement for a psychiatrist.  
Proposed by: Linda Stansbury, Chairperson  
Adult Guardianship Review Board pg.15
3. A proposal to adopt legislation that would prohibit an unlicensed establishment from allowing the consumption of alcohol on their premises.  
Proposed by: Charles County Sheriff's Office pg.17
4. A proposal to adopt legislation to prohibit operating unregistered motor vehicles, such as all-terrain vehicles, from being operated on a highway.  
Proposed by: Charles County Sheriff's Office pg.20
5. A proposal to impose an accommodation tax on all short-term rentals (e.g., AirBnB, VRBO).  
Proposed by: Charles County Department of Recreation, Parks, and Tourism pg.23
6. A proposal to impose air conditioning requirements for residential rental properties.  
Proposed by: Carlos Childs pg.76
7. A proposal to commission a lead testing study to direct the Maryland Department of Health to offer J.C. Parks Elementary and Matthew Henson Middle school's students, faculty, and their families free blood lead testing and lead test at school.  
Proposed by: Carlos Childs pg.78
8. A proposal to change the minimum age requirement to run for Charles County School Board from 21 years old to 18 years old.  
Proposed by: Carlos Childs pg.79

9. A proposal to amend the municipality incorporation process.  
Proposed by: Carlos Childs pg.80
10. A proposal to allow Maryland educators to use any accrued personal leave or leave without pay to provide a public service to any local government and/or non-profit organization for compensation or volunteer capacity.  
Proposed by: Derrick Terry pg.81
11. A proposal to allow Maryland educators to accrue compensatory time (max of 90 hours per academic year) for performing educational work duties and/or responsibilities outside of contractual working hours.  
Proposed by: Derrick Terry pg.81
12. A proposal to provide 100% to 75% reimbursement to Maryland educators for graduate school or educator renewal courses in exchange for remaining in school system for specified number of academic years (i.e., 4 years after all courses are completed)  
Proposed by: Derrick Terry pg.81
13. A proposal to require certain training be completed by those individuals appointed or elected to the governing body of a common ownership community.  
Proposed by: Ayana Moore & Eileen Lynch-Britt on behalf of Charles County HOA & Civic Association Alliance pg.85

# Cobb Island Citizens Association

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PO Box 268 13201 Main Ave Cobb Island, MD 20625 | (240) 416 - 1750 | filtoncicavp@gmail.com

**August 18, 2023**

Board of Charles County Commissioners and Office of the County Attorney

c/o Office of the County Attorney

2023 Legislative Request

200 Baltimore Street

La Plata, Md 20646

Dear Board of Charles County Commissioners and Office of the County Attorney,

I am writing on behalf of the Cobb Island Citizens Association to request your assistance in legalizing golf carts on Cobb Island.

In July 2021, Cobb Island Citizens voted unanimously to legalize golf carts. This is the second time we are presenting this and have made one adjustment to the previous bill request submitted. We have removed the “low speed vehicle” from the wording as they are already legal to drive.

1. Legalization requires a valid driver license, and this requirement will exclude 11- to 16-year-olds from operating golf carts. Unlicensed drivers operating golf carts causes safety risks to both the golf cart occupants, pedestrians, vehicles, and other golf carts.
2. Licensed drivers must drive to the far right of the road. This requirement is common sense golf cart etiquette.
3. Golf carts may not be operated between dusk and dawn.

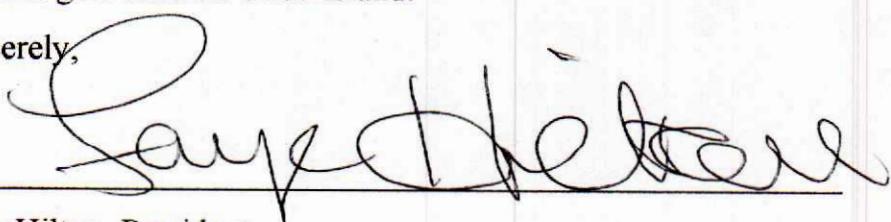
Golf carts are practical and fun. There are over fifty in use on the island. The citizens of Cobb Island, along with the Cobb Island Citizens Association request legislation for safety issues and the ability to report abusers. We feel the island will be a safer place to live and operate golf carts if this legislation is passed.

The bill previously passed the Commissioners and the House but did not pass the Senate. I was not given a reason for the bill not passing although one of the items discussed was that the previous request also mentioned “low speed vehicles” which are already legal to drive on Cobb Island. Golf Cart and Low Speed Vehicles are two very different items.

The Cobb Island Citizens Association and residents of Cobb Island support the legalization of golf carts. The island is small community of residents who enjoy driving their golf carts to and from island events, the market, restaurants, church, and the post office. They are enjoyable and offer an environmental and economic savings compared to vehicles. As the President of Cobb Island Citizens Association, and a long-term island resident, I ask for your undivided support of legalizing golf carts on Cobb Island because this legalization provides safety mechanisms and makes our island a safer place to live.

On behalf of the Cobb Island Citizens Association board, and the island residents, I ask that you please present this bill for a vote and vote in favor of passing the bill to legalize golf carts on Cobb Island.

Sincerely,



Faye Hilton, President

Cobb Island Citizens Association

(240) 416 - 1750 | [filtoncicavp@gmail.com](mailto:filtoncicavp@gmail.com)

# SENATE BILL 374

R4, R5

3lr1978

CF 3lr1975

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By: Charles County Senators

Introduced and read first time: February 1, 2023

Assigned to: Judicial Proceedings

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## A BILL ENTITLED

1 AN ACT concerning

2 **Motor Vehicle Registration – Exceptions for Golf Carts and Low Speed Vehicles**  
3 **– Cobb Island**

4 FOR the purpose of establishing exceptions to motor vehicle registration requirements for  
5 golf carts and low speed vehicles on Cobb Island in Charles County, subject to certain  
6 requirements; and generally relating to exceptions to motor vehicle registration  
7 requirements for golf carts and low speed vehicles on Cobb Island.

8 BY repealing and reenacting, without amendments,

9 Article – Transportation

10 Section 11–130.1 and 13–402(a)(1)

11 Annotated Code of Maryland

12 (2020 Replacement Volume and 2022 Supplement)

13 BY repealing and reenacting, with amendments,

14 Article – Transportation

15 Section 13–402(c)

16 Annotated Code of Maryland

17 (2020 Replacement Volume and 2022 Supplement)

18 BY adding to

19 Article – Transportation

20 Section 21–104.7 and 21–104.8

21 Annotated Code of Maryland

22 (2020 Replacement Volume and 2022 Supplement)

23 **SECTION 1. BE IT ENACTED BY THE GENERAL ASSEMBLY OF MARYLAND,**

24 That the Laws of Maryland read as follows:

25 **Article – Transportation**

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EXPLANATION: CAPITALS INDICATE MATTER ADDED TO EXISTING LAW.

[Brackets] indicate matter deleted from existing law.



1 11-130.1.

2 "Low speed vehicle" means a four-wheeled motor vehicle that has a maximum speed  
3 capability that exceeds 20 miles per hour but is less than 25 miles per hour.

4 13-402.

5 (a) (1) Except as otherwise provided in this section or elsewhere in the  
6 Maryland Vehicle Law, each motor vehicle, trailer, semitrailer, and pole trailer driven on  
7 a highway shall be registered under this subtitle.

8 (c) Registration under this subtitle is not required for:

9 (1) A vehicle that is driven on a highway:

10 (i) In conformity with the provisions of this title relating to  
11 manufacturers, transporters, dealers, secured parties, owners or operators of special mobile  
12 equipment, or nonresidents; or

13 (ii) Under a temporary registration card issued by the  
14 Administration;

15 (2) A vehicle owned and used by the United States, unless an authorized  
16 officer or employee of the United States requests registration of the vehicle;

17 (3) A farm tractor or any farm equipment;

18 (4) A vehicle the front or rear wheels of which are lifted from the highway;

19 (5) A towed vehicle that is attached to the towing vehicle by a tow bar and  
20 for which no driver is necessary;

21 (6) A vehicle owned by and in the possession of a licensed dealer for purpose  
22 of sale;

23 (7) A vehicle owned by a new resident of this State during the first 60 days  
24 of residency provided the vehicle displays valid registration issued by the jurisdiction of the  
25 resident's former domicile;

26 (8) New vehicles being operated as part of a shuttle, as defined in § 13-626  
27 of this title, while following a registered vehicle displaying a shuttle permit issued by the  
28 Administration;

29 (9) A vehicle operated in connection with maritime commerce exclusively  
30 within any terminal owned or leased by the Maryland Port Administration;

(10) A snowmobile that is operated on highways and roadways as prescribed by § 25-102(a)(14) of this article;

(12) A golf cart that is operated on a highway in accordance with § 21-104.2, § 21-104.3, § 21-104.4, [or] § 21-104.6, OR **§ 21-104.7** of this article;

(13) A golf cart that is operated on an Allegany County highway as allowed by the county under § 25-102(a)(16) of this article:

10 (14) A vehicle owned by an accredited consular or diplomatic officer of a  
11 foreign government and operated for official or personal purposes when the vehicle displays  
12 a valid diplomatic license plate issued by the United States government: [or]

(15) A personal delivery device that is operated on a roadway, sidewalk, shoulder, or crosswalk in accordance with § 21-104.5 of this article; OR

15 (16) A LOW SPEED VEHICLE THAT IS OPERATED ON A HIGHWAY IN  
16 ACCORDANCE WITH § 21-104.8 OF THIS ARTICLE

17 21=104 7

18 A PERSON WHO OPERATES A GOLF CART ON A HIGHWAY ON COBB ISLAND,  
19 CHARLES COUNTY, WITHOUT REGISTRATION AS AUTHORIZED UNDER §  
20 13-402(C)(12) OF THIS ARTICLE:

21 (1) MAY OPERATE THE GOLF CART ONLY:

22 (I) ON A HIGHWAY ON WHICH THE MAXIMUM POSTED SPEED  
23 LIMIT DOES NOT EXCEED 30 MILES PER HOUR:

### 24 (III) BETWEEN DAWN AND DUSK: AND

27 (2) SHALL KEEP THE GOLF CART AS FAR TO THE RIGHT OF THE  
28 ROADWAY AS FEASIBLE; AND

39 (3) SHALL POSSESS A VALID DRIVER'S LICENSE

30 31 104 8

1       A PERSON WHO OPERATES A LOW SPEED VEHICLE ON A HIGHWAY ON COBB  
2 ISLAND, CHARLES COUNTY, WITHOUT REGISTRATION AS AUTHORIZED UNDER §  
3 13-402(c)(16) OF THIS ARTICLE:

4           **(1)    MAY OPERATE THE LOW SPEED VEHICLE ONLY:**

5              **(I)    ON A HIGHWAY ON WHICH THE MAXIMUM POSTED SPEED**  
6 **LIMIT DOES NOT EXCEED 30 MILES PER HOUR;**

7              **(II)   BETWEEN DAWN AND DUSK; AND**

8              **(III)   IF THE LOW SPEED VEHICLE IS EQUIPPED WITH LIGHTING**  
9 **DEVICES AS REQUIRED BY THE ADMINISTRATION;**

10           **(2)    SHALL KEEP THE LOW SPEED VEHICLE AS FAR TO THE RIGHT OF**  
11 **THE ROADWAY AS FEASIBLE; AND**

12           **(3)    SHALL POSSESS A VALID DRIVER'S LICENSE.**

13           SECTION 2. AND BE IT FURTHER ENACTED, That this Act shall take effect July  
14 1, 2023.

# SENATE BILL 76

R4, R5

2lr1067

(PRE-FILED)

By: Senator Ellis

Requested: October 29, 2021

Introduced and read first time: January 12, 2022

Assigned to: Judicial Proceedings

## A BILL ENTITLED

1 AN ACT concerning

2 **Motor Vehicle Registration – Exceptions for Golf Carts and Low Speed Vehicles**  
3 **– Cobb Island**

4 FOR the purpose of establishing exceptions to motor vehicle registration requirements for  
5 golf carts and low speed vehicles on Cobb Island in Charles County, subject to certain  
6 requirements; and generally relating to exceptions to motor vehicle registration  
7 requirements for golf carts and low speed vehicles on Cobb Island.

8 BY repealing and reenacting, without amendments,

9 Article – Transportation  
10 Section 11-130.1 and 13-402(a)(1)  
11 Annotated Code of Maryland  
12 (2020 Replacement Volume and 2021 Supplement)

13 BY repealing and reenacting, with amendments,

14 Article – Transportation  
15 Section 13-402(c)  
16 Annotated Code of Maryland  
17 (2020 Replacement Volume and 2021 Supplement)

18 BY adding to

19 Article – Transportation  
20 Section 21-104.5 and 21-104.6  
21 Annotated Code of Maryland  
22 (2020 Replacement Volume and 2021 Supplement)

23 SECTION 1. BE IT ENACTED BY THE GENERAL ASSEMBLY OF MARYLAND,  
24 That the Laws of Maryland read as follows:

### Article – Transportation

EXPLANATION: CAPITALS INDICATE MATTER ADDED TO EXISTING LAW.  
[Brackets] indicate matter deleted from existing law.



# SENATE BILL 76

R4, R5

2lr1067

(PRE-FILED)

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By: Senator Ellis

Requested: October 29, 2021

Introduced and read first time: January 12, 2022

Assigned to: Judicial Proceedings

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Committee Report: Favorable

Senate action: Adopted

Read second time: February 3, 2022

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## CHAPTER \_\_\_\_\_

1 AN ACT concerning

2 **Motor Vehicle Registration – Exceptions for Golf Carts and Low Speed Vehicles**  
3 **– Cobb Island**

4 FOR the purpose of establishing exceptions to motor vehicle registration requirements for  
5 golf carts and low speed vehicles on Cobb Island in Charles County, subject to certain  
6 requirements; and generally relating to exceptions to motor vehicle registration  
7 requirements for golf carts and low speed vehicles on Cobb Island.

8 BY repealing and reenacting, without amendments,

9 Article – Transportation  
10 Section 11-130.1 and 13-402(a)(1)  
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14 Article – Transportation  
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16 Annotated Code of Maryland  
17 (2020 Replacement Volume and 2021 Supplement)

18 BY adding to

19 Article – Transportation  
20 Section 21-104.5 and 21-104.6  
21 Annotated Code of Maryland

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**EXPLANATION: CAPITALS INDICATE MATTER ADDED TO EXISTING LAW.**

[Brackets] indicate matter deleted from existing law.

Underlining indicates amendments to bill.

~~Strike-out~~ indicates matter stricken from the bill by amendment or deleted from the law by amendment.



1 (2020 Replacement Volume and 2021 Supplement)

2 SECTION 1. BE IT ENACTED BY THE GENERAL ASSEMBLY OF MARYLAND,  
3 That the Laws of Maryland read as follows:

4 **Article – Transportation**

5 11-130.1.

6 “Low speed vehicle” means a four-wheeled motor vehicle that has a maximum speed  
7 capability that exceeds 20 miles per hour but is less than 25 miles per hour.

8 13-402.

9 (a) (1) Except as otherwise provided in this section or elsewhere in the  
10 Maryland Vehicle Law, each motor vehicle, trailer, semitrailer, and pole trailer driven on  
11 a highway shall be registered under this subtitle.

12 (c) Registration under this subtitle is not required for:

13 (1) A vehicle that is driven on a highway:

14 (i) In conformity with the provisions of this title relating to  
15 manufacturers, transporters, dealers, secured parties, owners or operators of special mobile  
16 equipment, or nonresidents; or

17 (ii) Under a temporary registration card issued by the  
18 Administration;

19 (2) A vehicle owned and used by the United States, unless an authorized  
20 officer or employee of the United States requests registration of the vehicle;

21 (3) A farm tractor or any farm equipment;

22 (4) A vehicle the front or rear wheels of which are lifted from the highway;

23 (5) A towed vehicle that is attached to the towing vehicle by a tow bar and  
24 for which no driver is necessary;

25 (6) A vehicle owned by and in the possession of a licensed dealer for purpose  
26 of sale;

27 (7) A vehicle owned by a new resident of this State during the first 60 days  
28 of residency provided the vehicle displays valid registration issued by the jurisdiction of the  
29 resident's former domicile;

(8) New vehicles being operated as part of a shuttle, as defined in § 13-626 of this title, while following a registered vehicle displaying a shuttle permit issued by the Administration;

(9) A vehicle operated in connection with maritime commerce exclusively within any terminal owned or leased by the Maryland Port Administration;

6 (10) A snowmobile that is operated on highways and roadways as prescribed  
7 by § 25-102(a)(14) of this article;

(11) A golf cart that is operated on a highway on Smith Island, provided that the golf cart is equipped with lighting devices as required by the Administration if it is operated on a highway between dusk and dawn;

(12) A golf cart that is operated on a highway in accordance with §§ 21-104.2 through 21-104.4] § 21-104.2, § 21-104.3, § 21-104.4, OR § 21-104.5 of this article;

(13) A golf cart that is operated on an Allegany County highway as allowed by the county under § 25-102(a)(16) of this article; [or]

16 (14) A vehicle owned by an accredited consular or diplomatic officer of a  
17 foreign government and operated for official or personal purposes when the vehicle displays  
18 a valid diplomatic license plate issued by the United States government; OR

19 (15) A LOW SPEED VEHICLE THAT IS OPERATED ON A HIGHWAY IN  
20 ACCORDANCE WITH § 21-104.6 OF THIS ARTICLE.

21 21-104.5.

22 A PERSON WHO OPERATES A GOLF CART ON A HIGHWAY ON COBB ISLAND,  
23 CHARLES COUNTY, WITHOUT REGISTRATION AS AUTHORIZED UNDER §  
24 13-402(C)(12) OF THIS ARTICLE:

25 (1) MAY OPERATE THE GOLF CART ONLY:

(I) ON A HIGHWAY ON WHICH THE MAXIMUM POSTED SPEED  
LIMIT DOES NOT EXCEED 30 MILES PER HOUR;

28 (II) BETWEEN DAWN AND DUSK; AND

1                   **(2) SHALL KEEP THE GOLF CART AS FAR TO THE RIGHT OF THE**  
2 **ROADWAY AS FEASIBLE; AND**

3                   **(3) SHALL POSSESS A VALID DRIVER'S LICENSE.**

4 **21-104.6.**

5                   **A PERSON WHO OPERATES A LOW SPEED VEHICLE ON A HIGHWAY ON COBB**  
6 **ISLAND, CHARLES COUNTY, WITHOUT REGISTRATION AS AUTHORIZED UNDER §**  
7 **13-402(C)(15) OF THIS ARTICLE:**

8                   **(1) MAY OPERATE THE LOW SPEED VEHICLE ONLY:**

9                   **(I) ON A HIGHWAY ON WHICH THE MAXIMUM POSTED SPEED**  
10 **LIMIT DOES NOT EXCEED 30 MILES PER HOUR;**

11                   **(II) BETWEEN DAWN AND DUSK; AND**

12                   **(III) IF THE LOW SPEED VEHICLE IS EQUIPPED WITH LIGHTING**  
13 **DEVICES AS REQUIRED BY THE ADMINISTRATION;**

14                   **(2) SHALL KEEP THE LOW SPEED VEHICLE AS FAR TO THE RIGHT OF**  
15 **THE ROADWAY AS FEASIBLE; AND**

16                   **(3) SHALL POSSESS A VALID DRIVER'S LICENSE.**

17                   **SECTION 2. AND BE IT FURTHER ENACTED, That this Act shall take effect July**  
18 **1, 2022.**

Approved:

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Governor.

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President of the Senate.

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Speaker of the House of Delegates.



## ADULT GUARDIANSHIP REVIEW BOARD

August 7, 2023

Charles County Board of Commissioners  
200 Baltimore Avenue  
La Plata, MD 20646

Dear Charles County Commissioners:

The Adult Public Guardianship Review Board (Board) would like to propose a legislative change to the Maryland Family Law Code Article, Title 14 Section 14-402(a)(2)(ii), concerning the Board's membership composition requirement for a psychiatrist.

Currently, the statute requires that the Board composition include 11 members and for all counties other than St. Mary's and Washington Counties, one member must be a licensed psychiatrist. Maryland Family Law Code Article, Title 14 Section 14-402(a)(2)(ii).

(2) Of the 11 members:

- (i) 1 shall be a professional representative of a local department;
- (ii) 1. in counties other than St. Mary's County or Washington County:
  - A. 1 shall be a physician's assistant, nurse practitioner, or physician who is not a psychiatrist; and
  - B. 1 shall be a psychiatrist; and
- 2. in St. Mary's County and Washington County:
  - A. 1 shall be a physician's assistant, nurse practitioner, or physician who is not a psychiatrist; and
  - B. 1 shall be a psychiatrist or psychologist;

Therefore, Charles County is required to have a psychiatrist as a member on its Board. Due to the scarcity of licensed psychiatrists in southern Maryland, it has been very difficult to find a psychiatrist in Charles County willing to serve on the Board. St. Mary's County has also been challenged by the lack of psychiatrists in the area and petitioned the Maryland General Assembly for an exception to the statute that permits either a psychiatrist or a psychologist to serve on their Board. Additionally, the Board understands that the Charles County Health Department is also impacted by the limited number of psychiatrists in the area.

**Thus, the Board is requesting that the statute membership requirement be changed to indicate that in Charles County, the member can be a licensed psychiatrist, or a physician's assistant or nurse practitioner in the field of psychiatry.**

**Proposed change:**

3. in Charles County:
  - A. 1 shall be a physician's assistant, nurse practitioner, or physician who is not a psychiatrist; and
  - B. 1 shall be a psychiatrist or a **physician's assistant or nurse practitioner in the field of psychiatry.**

The Board is submitting this proposed legislative change for Commissioner approval and inclusion in the Charles County's legislative proposal packet that will be introduced during the 2024 Session of the Maryland General Assembly.

Please contact Linda Stansbury if you have any questions or comments via email at [lms100850@aol.com](mailto:lms100850@aol.com) or by telephone at 301-943-6713.

Sincerely,

Linda Stansbury  
Chair  
Adult Guardianship Review Board



**Charles County Sheriff's Office**  
**Legislative Proposal**  
*Legislative Session 2024*

**ALCOHOLIC BEVERAGES: UNLICENSED ESTABLISHMENTS**

**Issue:** Currently Maryland law prohibits an unlicensed establishment from allowing the consumption of alcohol on their premises. This regulation only applies to unlicensed establishments that offers or provides live entertainment. There is no law to prohibit a commercial type business from encouraging and allowing its customers to bring and consume alcohol within the establishment. This practice allows these establishments or venues to avoid obtaining alcohol related licenses and permits. The Sheriff's Office is frequently called to these locations for complaints of illegal drug activity, disorderly conduct, other alcohol related offenses and other crimes.

**Proposal:** Amend Alcohol Beverages § 18-2501(a) to prohibit an unlicensed establishment in Charles County from allowing consumption on its premises by deleting "that offers or provides live entertainment." See suggested bill draft.

**BILL DRAFT - Alcoholic Beverages §18-2501**

AN ACT concerning

**Charles County – Selling, serving, keeping, or allowing consumption of alcoholic beverages**

FOR the purpose of prohibiting in Charles County the selling, serving, keeping, or allowing of alcoholic beverages by unlicensed establishments.

BY amending

Article – Alcoholic Beverages  
Section 18-2501  
Annotated Code of Maryland  
(2216 Replacement Volume and 2022 Supplement)

SECTION I. BE IT ENACTED BY THE GENERAL ASSEMBLY OF MARYLAND, that the Laws of Maryland read as follows:

**Article- Alcoholic Beverages**

18-2501

(a) Except as provided in subsection (b) of this section, an unlicensed establishment ~~that offers or provides live entertainment~~ may not, at a location under the control or possession of the establishment, sell, serve, keep, or allow to be consumed:

- (1) alcoholic beverages;
- (2) setups; or
- (3) other component parts of mixed alcoholic drinks.

(b) As long as ~~live entertainment is not offered or provided~~ ALCOHOLIC BEVERAGES ARE NOT OFFERED, SOLD, SERVED, KEPT, OR ALLOWED TO BE CONSUMED more than 8 days in a calendar month, the following are exempted from the prohibitions in subsection (a) of this section:

- (1) the room of a registered guest in a hotel or motel;
- (2) property owned by a volunteer fire company;
- (3) property owned and operated by a community or homeowners association composed only of property owners in a single subdivision; or

(4) property owned by a religious institution.

(c) A person that violates this section is guilty of a misdemeanor and on conviction is subject to imprisonment not exceeding 2 years or a fine not exceeding \$10,000 or both.

SECTION 2. AND BE IT FURTHER ENACTED, That this Act shall take effect October 1, 2024.



**Charles County Sheriff's Office**  
**Legislative Proposal**  
*Legislative Session 2024*

**OFF-ROAD VEHICLES ON PUBLIC HIGHWAYS**

**Issue:** Maryland law prohibits operating unregistered motor vehicles, such as all-terrain vehicles, from being operated on a highway and on private or public property without permission. Despite that law, the Sheriff's Office continues to receive complaints of individuals operating off-road vehicles on our public roads in reckless and dangerous manners, or operating off-road vehicles. Individuals are also trespassing on private and public property and causing damages. These individuals often elude or attempt to elude police. If they are stopped and identified, their vehicle may be towed from the scene but they are able to recover it fairly easily and continue their behavior.

For calendar year 2023 (through August 14), the Sheriff's Office has recorded **444** events relating to the operation of off-road vehicles.

**Proposal:** Enable the County Commissioners to create regulations allowing for the impoundment of off-road vehicles used in violation of Maryland law. §25-201.1(b) allows a county to "regulate the operation of off-the-road motorcycles, require them to be registered, and impose a registration fee for them." Amend §25-102.1 by adding a new subsection as described in the attached draft.

**BILL DRAFT - Transportation §25-102.1**

AN ACT concerning

**Off-Highway Recreational Vehicles -Charles County - Regulation**

FOR the purpose of authorizing the Commissioners of Charles County to regulate the use off-road vehicles in Charles County and prescribe penalties for violations.

BY adding to

Article - Transportation  
Section 25-102.1  
Annotated Code of Maryland  
(2021 Replacement Volume and 2022Supplement)

SECTION I. BE IT ENACTED BY THE GENERAL ASSEMBLY OF MARYLAND,  
that the Laws of Maryland read as follows:

**Article- Transportation**

25-102.1

(c)

(1) THIS SECTION ONLY APPLIES IN CHARLES COUNTY.

(2) “OFF-HIGHWAY RECREATIONAL VEHICLE” HAS THE MEANING PROVIDED IN §11-140.1 OF THIS TITLE.

(2) THE COUNTY COMMISSIONERS MAY REGULATE THE OPERATION OF OFF-HIGHWAY RECREATIONAL VEHICLES. THE REGULATIONS MAY INCLUDE:

(i) REGISTRATION REQUIREMENTS;

(ii) AGE RESTRICTIONS; AND

(iii) IMPOUNDMENT OF VEHICLES USED IN VIOLATION OF TITLE 21, SUBTITLE 900, OF THIS ARTICLE, §6-404 OF THE CRIMINAL LAW ARTICLE, OR §6-405 OF THE CRIMINAL LAW ARTICLE.

(3) ANY IMPOUNDMENT AUTHORIZED BY THE COUNTY COMMISSIONERS SHALL INCLUDE PROVISIONS FOR THE RELEASE OF VEHICLES, RESTRICTIONS ON CONTINUED IMPOUNDMENT, DEFENSES TO CONTINUED IMPOUNDMENT, AND

MAY INCLUDE THE IMPOSITION OF A CIVIL FINE AND, FOR REPEAT VIOLATIONS,  
FORFEITURE OF THE VEHICLE.

SECTION 2. AND BE IT FURTHER ENACTED, That this Act shall take effect  
October 1, 2024.

## ACCOMMODATION TAX

### Comment

RPT is proposing that Charles County impose an accommodation tax on all short-term rentals (e.g., AirBnB, VRBO) taking place in the County like hotels and motels are currently required to do. This will allow the county to collect tax from property owner's that are renting their homes and generating income. The tax collected has two primary purposes: 1) reinvest in the County's tourism efforts to market the county's amenities and attract new visitors to the County and 2) address the challenges that come with short term rentals to include improve compliance and reduce noise/party issues. Please see attached for a 2021 assessment that provides more than adequate background data, proposed compliance system and cost. Additionally attached is the St. Mary's resolution (please be advised that the language in section III was removed prior to the resolution adoption in 2021). RPT is proposing that Charles County create a Parkland Dedication Ordinance to require property developers pay a fee to be used instead of dedicating land (i.e., "fee-in-lieu"), or a combination of dedication or construction of recreational facilities. For example, if a \$2,000 exaction is imposed (fee in lieu and/or impact fee), there are multiple options for absorbing the cost without impacting current residents: 1) homeowners pay more (a \$200,000 home is priced at \$202,000, 2) homeowners get less space (instead of 2,000 sq ft, they get 1,980 sq ft (at \$100 per sq ft), or 3) cost is passed back to the land seller who receives a lower price for the land (long term; market forces). New development generates a need for additional park amenities. This will ensure the park system grows along with the community and the people responsible for creating that need bear the cost of providing the new amenities.

<https://online.encodeplus.com/regs/princegeorgescounty-md/doc-viewer.aspx?secid=1048#secid-1048>

WER0029 FILE325

Subject: Administrative Procedure - To Establish Regulations to Provide for the Orderly, Systematic, and Thorough Administration of the Accommodation Tax.

Page 1 of 3

## RESOLUTION

### TO ESTABLISH REGULATIONS TO PROVIDE FOR THE ORDERLY, SYSTEMATIC AND THOROUGH ADMINISTRATION OF THE ACCOMMODATION TAX

**WHEREAS**, Maryland Annotated Code, Local Government § 20-400 *et seq.* authorizes the Commissioners of St. Mary's County to impose an accommodation tax; and

**WHEREAS**, by Ordinance 1986-14, the Commissioners of St. Mary's County imposed an accommodation tax pursuant to Chapter 267-20 *et seq.* of the Code of St. Mary's County; and

**WHEREAS**, Local Government § 20-412 and Code of St. Mary's County § 267-22.2.A authorizes the Commissioners of St. Mary's County to establish regulations to provide for the orderly, systematic, and thorough administration of the accommodation tax; and

**WHEREAS**, Local Government § 20-406 and Code of St. Mary's County § 267-22.1.B require hotels to collect the accommodation tax; and

**WHEREAS**, the Commissioners of St. Mary's County find that it is in the best interest of the health, safety, and welfare of the citizens of St. Mary's County to establish regulations to provide for the orderly, systematic, and thorough administration of the accommodation tax,

**NOW, THEREFORE, BE IT RESOLVED**, by Commissioners of St. Mary's County that:

#### SECTION I. DEFINITIONS.

1. A "booking service" means a reservation and/or payment service provided by a person or entity that facilitates a hotel rental transaction between a host and a prospective guest for which the person or entity collects fees or taxes in connection with the reservation or facilitates payment services between the host and guest.
2. A "host" means a legal owner of a residential dwelling unit who provides or offers to provide all or part of a residential dwelling unit as a hotel.
3. A "hosting platform" means a person or entity that facilitates a hotel rental by providing booking services through which a host may lawfully provide a residential dwelling unit as a hotel.

Subject: **Administrative Procedure - To Establish Regulations to Provide for the Orderly, Systematic, and Thorough Administration of the Accommodation Tax.**

LIBER 0029 PAGE 326

Page 2 of 3

4. A "hotel" means an establishment, including an apartment, cottage, hostelry, inn, motel, rooming house, or tourist home, that offers sleeping accommodation for compensation to any transient.

## **SECTION II. COLLECTION & REMITTANCE.**

5. All hosting platforms shall collect St. Mary's County accommodation taxes at the rate defined by § 267-21 of the St. Mary's County Code, as amended.
6. All hosting platforms shall remit all St. Mary's County accommodation taxes, including but not limited to those collected by the host, to St. Mary's County Finance Department on or before the 21st day of each and every month for the preceding month.

## **SECTION III. REPORTING.**

7. By January 1, 2022 and every year thereafter, all hosting platforms shall provide to the St. Mary's County Department of Economic Development a complete list of all owners of hotel properties listed on their hosting platform located in St. Mary's County and the mailing address for each owner.

**SECTION III.** This Resolution shall be effective upon the date of its adoption.

**AND BE IT FURTHER RESOLVED**, by the Commissioners of St. Mary's County, that this Resolution shall be effective upon the date written below.

Those voting Aye: 5

Those voting Nay: 0

Those Abstaining: 0

Date of Adoption: October 5, 2021

Effective Date: October 19, 2021

REC'D 029 FLM 327

Subject: Administrative Procedure - To Establish Regulations to Provide for the Orderly, Systematic, and Thorough Administration of the Accommodation Tax.

Page 3 of 3

ATTEST:

Rebecca B. Bridgett  
Rebecca B. Bridgett  
County Administrator

Approved as to form and legal sufficiency:

D. Weiskopf  
David A. Weiskopf  
County Attorney

COMMISSIONERS OF ST. MARY'S COUNTY

James R. Guy  
James R. Guy, Commissioner President

Eric Colvin  
Eric Colvin, Commissioner

Michael L. Hewitt  
Michael L. Hewitt, Commissioner

Todd B. Morgan  
Todd B. Morgan, Commissioner

John E. O'Connor  
John E. O'Connor, Commissioner

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## DOCUMENT VALIDATION

LR - Government  
Instrument 0.00  
Agency Name:  
commissioners of st.  
marys county  
Instrument List: Other  
Describe Other:  
resolutions  
Ref: mm/county comm/  
liber 29 folio 325

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Total: 0.00  
10/07/2021 02:57  
CC18-JuH  
#15500837 CC0704 - St  
Mary's  
County/CC07.04.02 -  
Register 02

---

Circuit Court for St. Mary's County  
PO Box 676  
41605 Courthouse Drive  
Leonardtown, MD 20650  
(301) 475-7844

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# Host Compliance

Charles County

Bruce McCaskill  
March 2021

Cost-effective solutions to Charles County's short-term rental registration, compliance monitoring, fraud, audit and enforcement challenges

# Agenda Today

1

Introductions

2

Charles County and the Market Context

3

The Granicus Host Compliance Solution

4

Discussion and Next Steps

# Granicus Overview



## 4,500+ Government Agencies

have chosen Granicus to modernize their online services, web presence, and communications strategies.



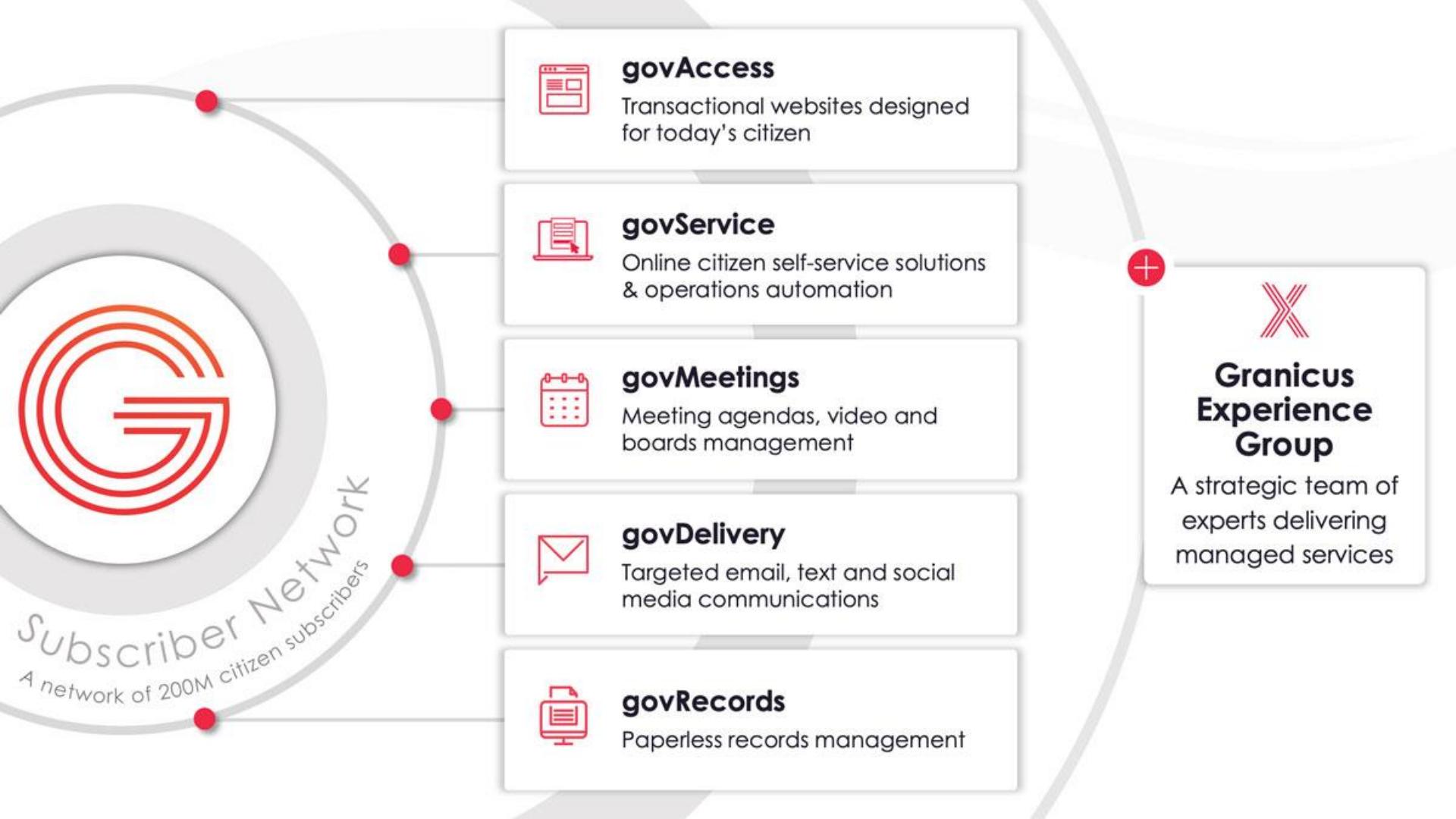
## Seamless Digital Solutions

that help government: improve the customer experience, simplify/automate workflows, and enable strategic community development



## Short-Term Rental Software & Services

Compliance and Monitoring Software  
Proprietary and Updated Data  
Consulting and Advising Services



**In Maryland we are currently partnering with 5 local agencies to address their STR related challenges**

- Prince George's County MD
- Montgomery County, MD
- Dorchester County MD
- Talbot County MD
- Annapolis, MD

# In the broader Mid Atlantic we are already serving 28 forward-thinking local government agencies

- Penn Forest, PA
- Vernon Township, NJ
- Shelter Island, NY
- Jewett, NY
- North Elba, NY
- Fallsburg, NY
- Paradise, PA
- Jersey City NJ
- Franklin County NY
- Fulton County NY
- Bradley Beach NJ
- Asbury Park NJ
- Dutchess County NY
- Prince George's County MD
- Montgomery County, MD
- Ventnor City NJ
- Dorchester County MD
- Ulster County NY
- Seneca County NY
- Clinton, NY
- Talbot County MD
- Bucks County PA
- Lake George, NY
- Lewes, DE
- Annapolis, MD
- East Stroudsburg, PA
- Atlantic City, NJ
- Mount Joy, PA

**On average our 360 clients** rate Granicus Host Compliance 9.5 out of 10\* and highly recommend us to other local governments



*"Our use of the Host Compliance product has effectively assisted our City's enforcement department in streamlining the process of identifying property owners who were not compliant with our City's regulations regarding short term rentals."*

**ROOST**

*"It's very important we are proactive in this area. It really is not fair when some people are paying the tax and others do not. [Before Host Compliance] a critical tool was inadvertently left out of the tool-box!"*

# Our clients in Suburban Communities similar to Charles County love how our solutions fit their specific needs



*"The software has proven to be a much more valuable tool for our City in identifying short term rentals. The analysts do a great job in scouring various websites to pinpoint the owners of properties that are hosting these prohibited rentals!"*



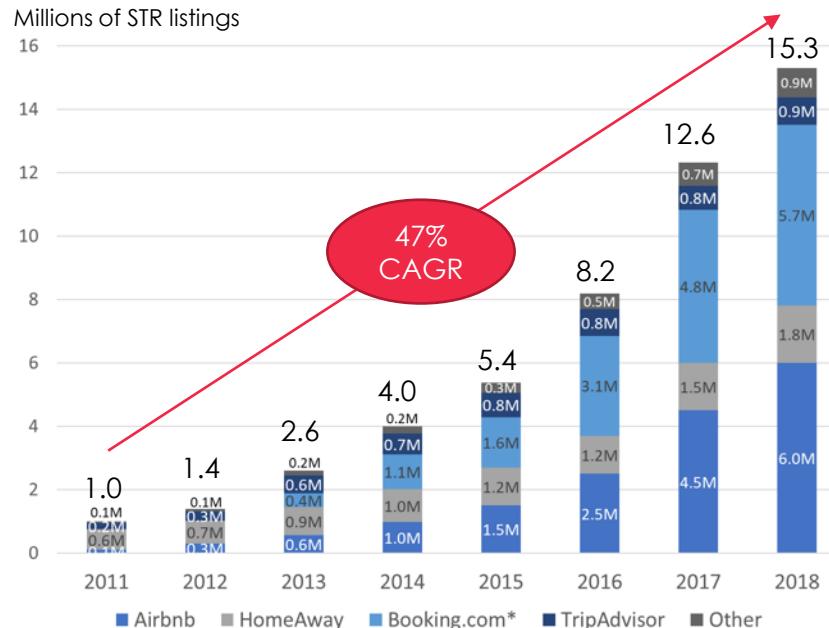
*"This product has allowed us information we have not been able to gather previously to ensure compliance. I highly recommend this company to assist you. We have been very satisfied with their services!"*

# What are Charles County's most important goals as it relates to short-term rentals?

1. Reduce noise, parking, traffic and trash-problems
2. Eliminate party houses
3. Reduce STR's impact on neighborhood character
4. Ensure building safety
5. Improve County's responsiveness to neighbor complaints
6. Stem STR's negative impact on affordable housing availability
7. Improve permit and tax compliance to increase tax revenue
8. Ensure a level playing field between law abiding traditional lodging providers and illegal short-term rentals
9. Reduce tension between short-term rental property owners and their neighbors
10. Send a clear message to citizens that the County takes the STR problems seriously
11. Other?

# The global short-term rental market has grown 1,530% since 2011 and continues to grow at a breakneck pace

The # of short-term rental listings has grown 15x since 2011



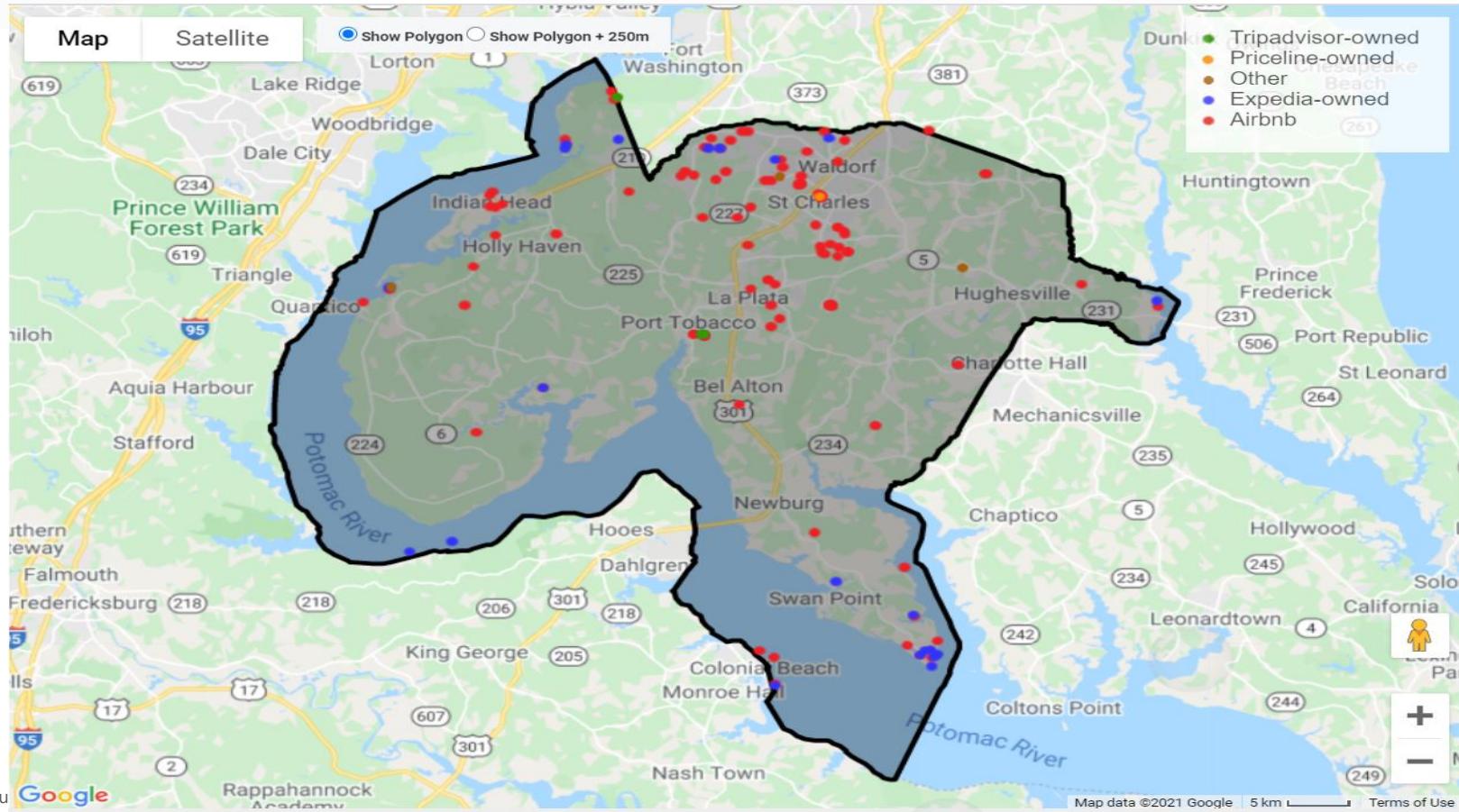
Market is fragmenting



125+ other web platforms

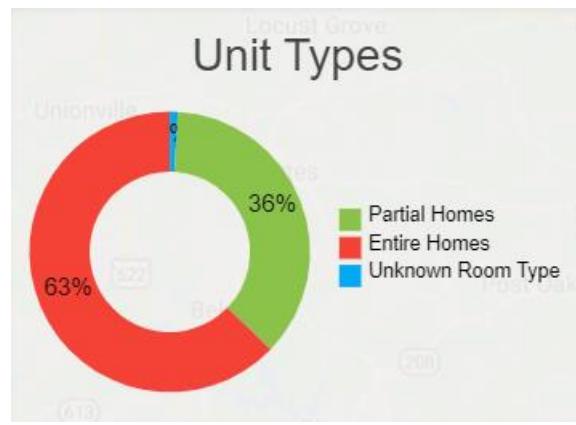
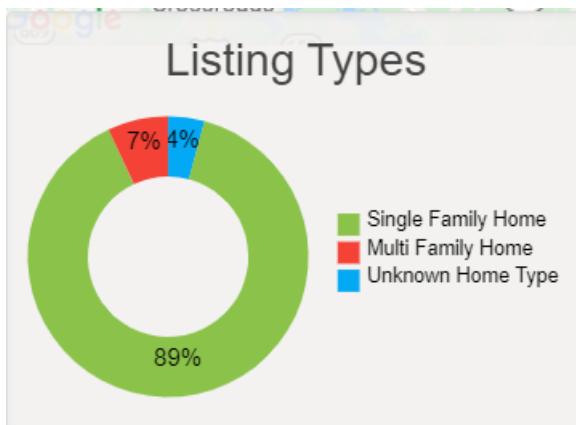
Sources: Airbnb, Expedia, TripAdvisor, Booking.com and Tripping.com

...and in Charles County we have identified 215 listings, representing 123 unique rental units\*

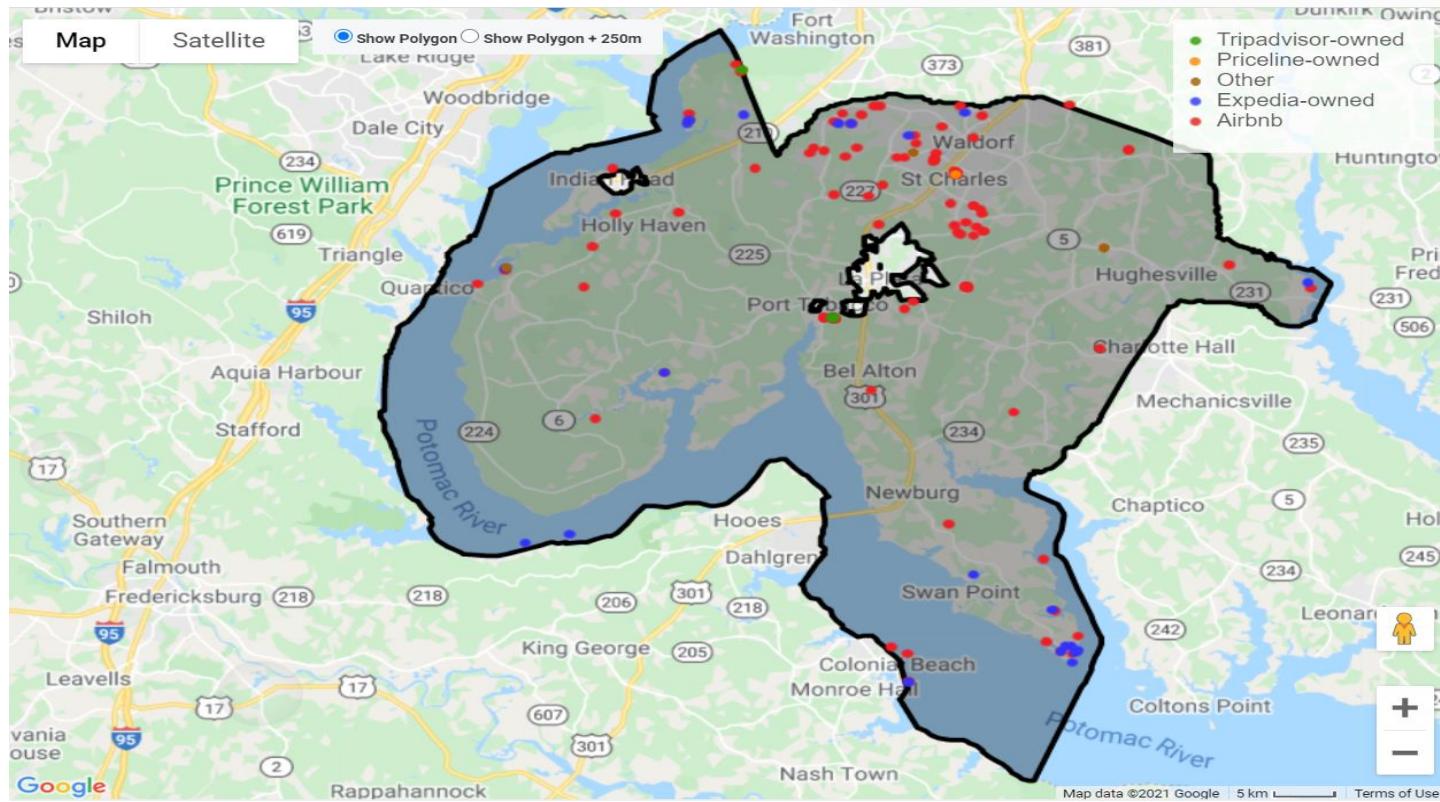


# Charles County Data Details

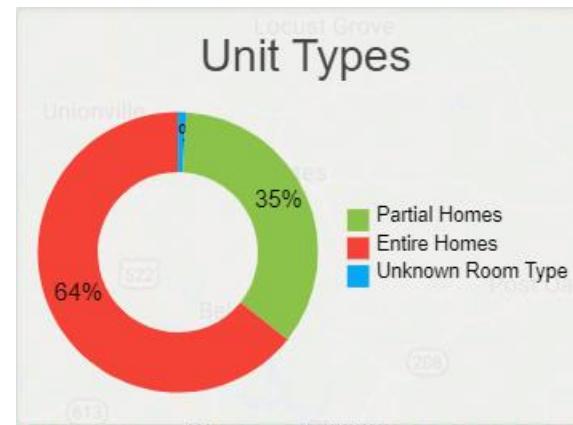
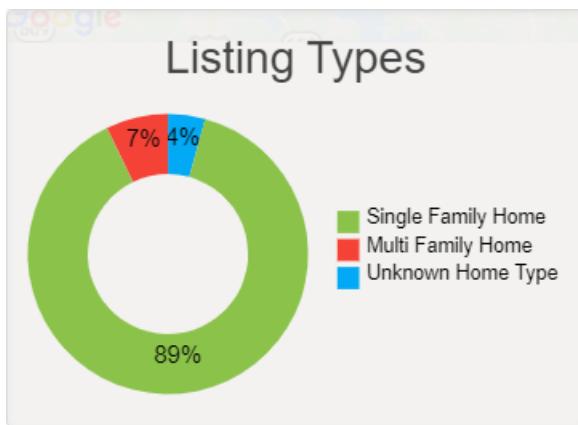
## Total County



...and in the unincorporated areas of Charles County we have identified 210 listings, representing 115 unique rental units\*

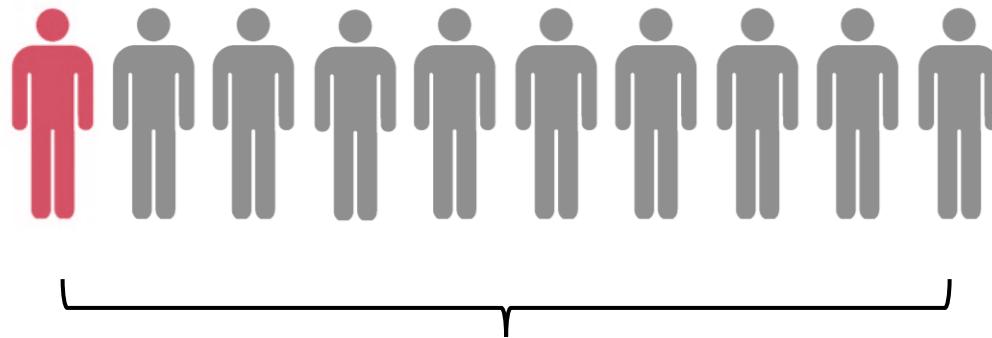


# Charles County Data Details



**Without proper enforcement**, only a fraction of short-term rentals will get registered and pay their fair share of taxes

In General Less Than 10% Of STR Owners Voluntarily  
Get Registered And Pay All Of Their Taxes



Large potential for increasing  
permit/license/registration fee income and tax  
revenues

# Manual compliance monitoring and enforcement is ineffective and expensive

- Rental property listings are spread across 100s of different websites
- Manually monitoring 100s of properties is practically impossible as listings are constantly added, changed or removed
- Address data is hidden from listings making it time-consuming or impossible to locate the exact properties and identify owners
- It is practically impossible to collect taxes as there is no easy way to find out how often the properties are rented and for how much
- The vacation rental platforms refuse to provide the detailed data necessary for enforcing local Ordinances
- Manual compliance monitoring and complaint-based enforcement often leads to claims of selective enforcement

**Accelerate progress irrespective** of where Charles County is in the process of adopting and implementing effective short-term rental regulations

## Pre-Ordinance

- Detailed local market data
- Online Ordinance Assistant tool
- Free webinars
- Guide To Effectively Regulating Short-term Rentals On The Local Government Level
- APA Short Term Rental Online Course
- Peer Introductions
- Free draft review
- Consulting and facilitation

## Post-Ordinance

- Mobile-Enabled Online Permitting / Registration
- Address Identification
- Compliance Monitoring
- Rental Activity Monitoring
- Tax Collection
- Tax Audit Automation
- 24/7 Hotline

# The Granicus Host Compliance solution can address all Charles County's short-term rental related challenges



## Mobile-Enabled Registration and Tax Collection:

Mobile/web forms and back-end systems for streamlining registration and tax collection processes and capturing required documentation, signatures and payments electronically



## Address Identification:

Automated monitoring of 50+ STR websites and online dashboard with complete address information and screenshots of all identifiable STRs in Charles County's jurisdiction



## Compliance Monitoring:

Ongoing monitoring of STRs for zoning and permit compliance coupled with systematic outreach to illegal short-term rental operators (using Charles County's form letters)



## Rental Activity Monitoring and Tax Calculation Support:

Ongoing monitoring of Charles County's STR listings for signs of rental activity. Enables data-informed tax compliance monitoring and other enforcement practices that require knowledge of STR activity level



## Dedicated Hotline:

24/7 staffed telephone hotline and online platform for neighbors to report non-emergency STR problems, submit evidence and initiate automatic follow-up activities

**To accommodate any budget** and ensure a high ROI for our clients, our services are priced based on the number of STRs that needs to be monitored (Total County)

<b>Cost per STR Listing/Rental Unit</b>	
	Mobile-Enabled Registration/Tax Collection
	TBD Per Year
	Address Identification
	\$45.00 Per Year
	Compliance Monitoring
	\$22.50 Per Year
	Rental Activity Monitoring
	\$30.00 Per Year
	24/7 Dedicated Hotline
	\$12.00 Per Year

*Note: the pricing reflected is direct, list pricing in USD. The exact scope can be adjusted to meet Charles County's exact monitoring needs in terms of geography, listing sites, listing types and other variables.*

# Affordable modular pricing tailored to Charles County's needs (Total County)

	Mobile-Enabled Registration/Tax Collection	\$5,000 Per Year
	Address Identification	\$9,675 Per Year
	Compliance Monitoring	\$2,768 Per Year
	Rental Activity Monitoring	\$3,690 Per Year
	24/7 Dedicated Hotline	\$1,476 Per Year

Note: the pricing reflected is direct, list pricing in USD. The exact scope can be adjusted to meet Charles County's exact monitoring needs in terms of geography, listing sites, listing types and other variables.

**To accommodate any budget** and ensure a high ROI for our clients, our services are priced based on the number of STRs that needs to be monitored

Cost per STR Listing/Rental Unit	
 Mobile-Enabled Registration/Tax Collection	TBD Per Year
 Address Identification	\$45.00 Per Year
 Compliance Monitoring	\$22.50 Per Year
 Rental Activity Monitoring	\$30.00 Per Year
 24/7 Dedicated Hotline	\$12.00 Per Year

*Note: the pricing reflected is direct, list pricing in USD. The exact scope can be adjusted to meet Charles County's exact monitoring needs in terms of geography, listing sites, listing types and other variables.*

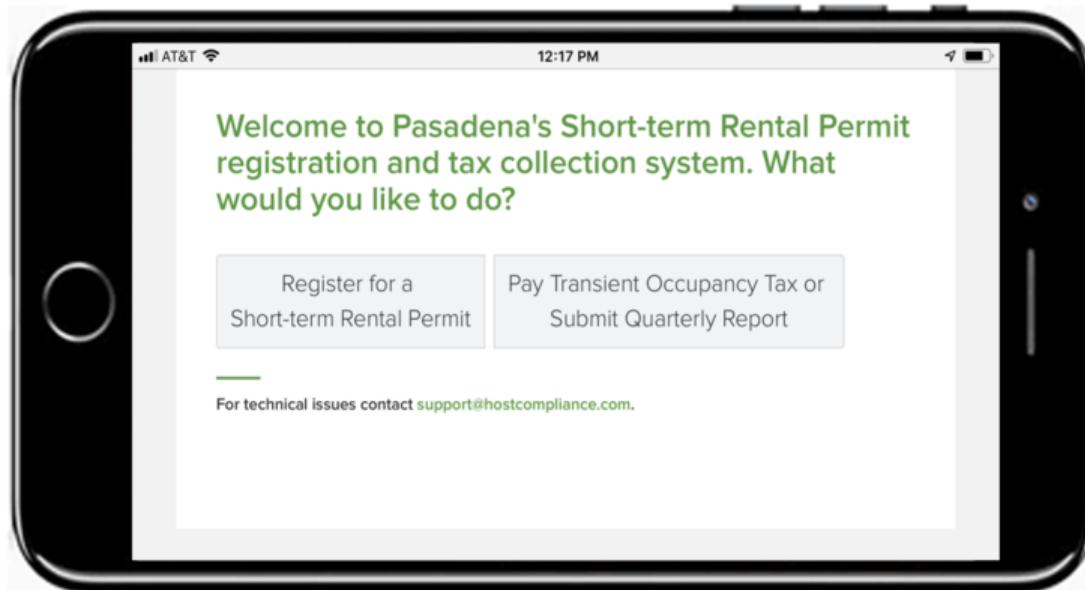
# Affordable modular pricing tailored to Charles County's needs

	Mobile-Enabled Registration/Tax Collection	\$5,000 Per Year
	Address Identification	\$9,450 Per Year
	Compliance Monitoring	\$2,588 Per Year
	Rental Activity Monitoring	\$3,450 Per Year
	24/7 Dedicated Hotline	\$1,380 Per Year

Note: the pricing reflected is direct, list pricing in USD. The exact scope can be adjusted to meet Charles County's exact monitoring needs in terms of geography, listing sites, listing types and other variables.

# Mobile-Enabled Registration/Tax Collection

Simplify Charles County's registration/permitting/tax collection process and significantly reduce the administrative costs on the back-end



# Mobile-Enabled Registration/Tax Collection

Make it as easy to register, submit documentation and pay for your STR license/permit/taxes as it is to make a purchase from Amazon.com



We customize the online workflow to meet Charles County's specific Ordinance requirements



The user-experience is designed to delight citizens, reduce errors and guide applicants through the process



We let hosts pay their registration fees and taxes whichever way they prefer



We collect supporting documentation and electronic signatures to ensure compliance with all laws

# Address Identification

Technology and processes make it possible to easily monitor Charles County's STR market and find the addresses and owners of all identifiable STRs



## Scan

We scan the world's 50+ largest STR websites for all listings in Charles County



## Extract

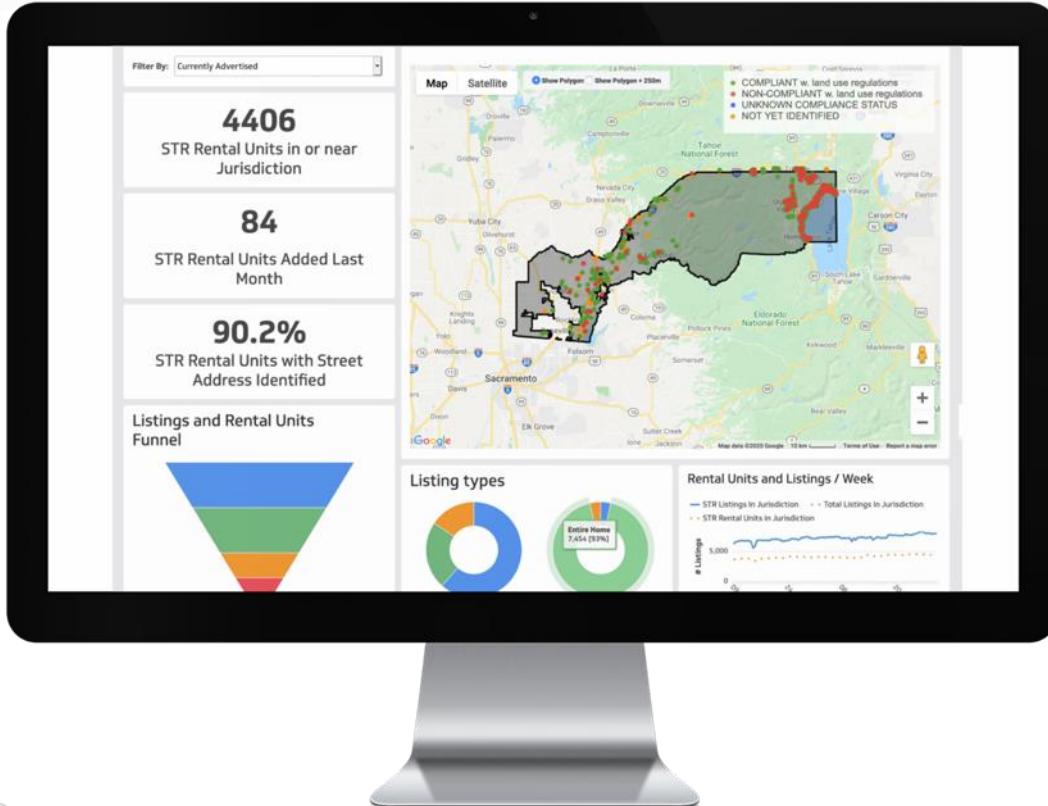
We geocode each listing and extract as much information as possible to allow our AI models to narrow down the list of possible address/owner matches



## Combine

We combine AI and human analysts to identify the exact addresses and owner information for each identifiable STR

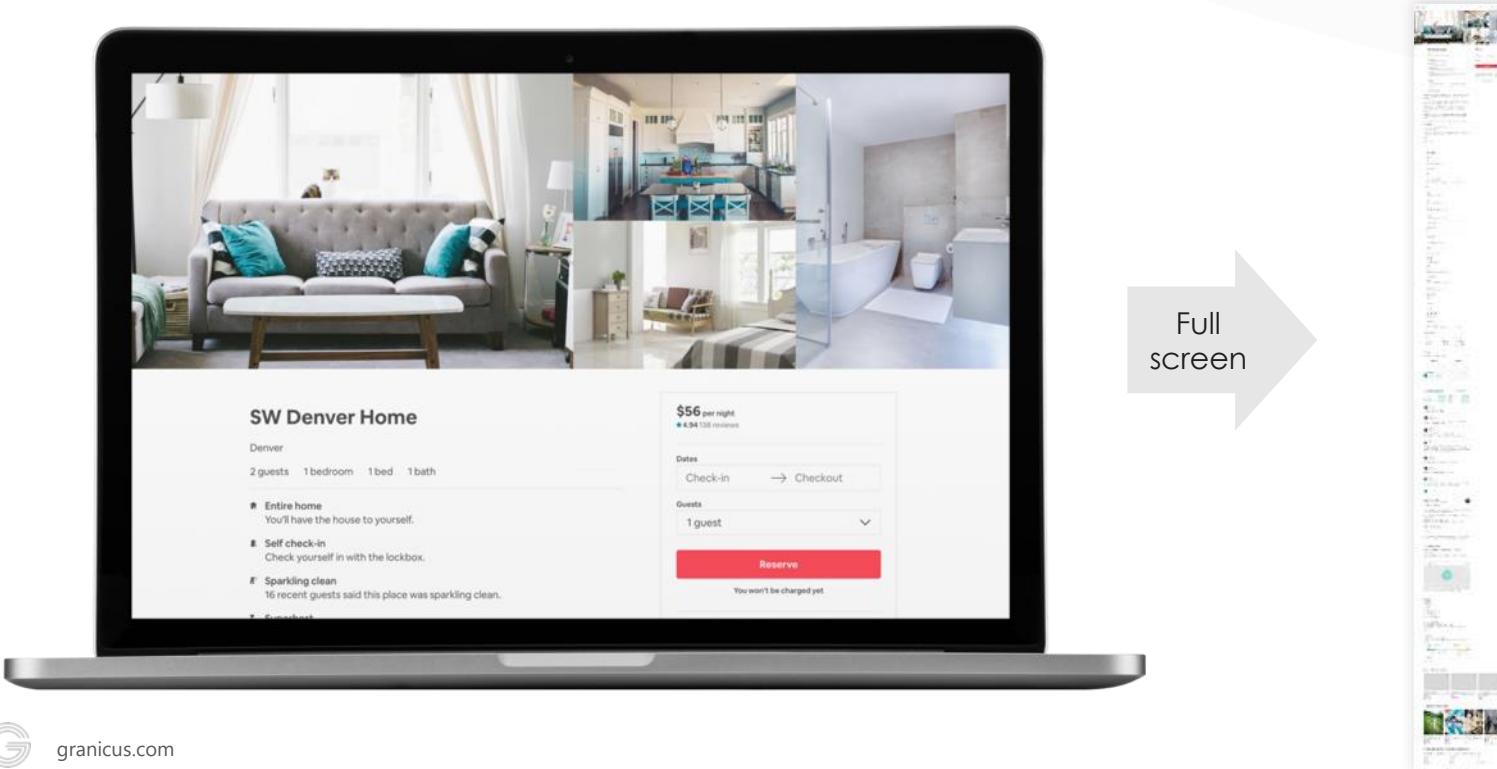
# Address Identification



Granicus Host Compliance provides real-time dashboards that makes it easy for staff and elected officials to understand the current state of Charles County's short-term rental market

# Address Identification

While scanning each STR platform every 3 days, Granicus Host Compliance captures listing status, metadata and full-screen screenshots which are time-stamped and made available to our clients in real time



# Address Identification

The data and screenshots we collect are made available to authorized city personnel in an easy to use online dashboard and records management system

Host Compliance

Address Search - Search for address

160 Dennes

Active  Identified 

160 Dennes, San Francisco, CA 94103, US

Registration / Permit Number

Revenue

Documented, Last 12 Months \$1,000

Estimated, Last 12 Months \$5,000

Timeline of Activity

View the series of events and documentation pertaining to this property

2 Documented Stays: March, 2017

2 Documented Stays: January, 2017

First Warning Received: Sent December 30th, 2016

First Warning: Sent October 16th, 2016

1 Documented Stay: September, 2016

Listing rm321579566,r26883 Identified: August 1st, 2016

Listing rm321579566,r26883 First Checked: April 22nd, 2016

1 Documented Stay: January, 2016

Listing rm321579566,r26883 First Activity: August 5th, 2016

**Address Details**

Address: 160 Dennes

Latitude, Longitude: 37.7749, -122.4219

Minimum Stay (# of Nights): 2

Max Sleeping Capacity (# of People): 8

Number of Reviews: 28

Last Verified Stay: Mar 2017

**Listing Screenshot History**

View Latest Listing Screenshots

March (1) April (4) May (1)

**Main (First) Details**

Address: 160 Dennes

Description: House number visible in listing photo and full name matched on records.

Owner Name Match

Phone Number: 

Owner Name: 

**Identified Details**

Address: 160 Dennes

Latitude, Longitude: 37.7749, -122.4219

Minimum Stay (# of Nights): 2

Max Sleeping Capacity (# of People): 8

Number of Reviews: 28

Last Verified Stay: Mar 2017

**Information Provided on Listing**

Contact Name: 

Latitude, Longitude: 

Minimum Stay (# of Nights): 2

Max Sleeping Capacity (# of People): 8

Number of Reviews: 28

Last Verified Stay: Mar 2017

**Listing Details**

Listing URL: 

Listing Status: Active 

Host Compliance Listing ID: 

Listing Title: Mountain Hideaway with Modern Conveniences, Pet-Friendly

Listing Info Last Captured: May 05, 2017

Screenshot Last Captured: May 04, 2017

Price: \$200/night

**Information Provided on Listing**

Contact Name: 

Latitude, Longitude: 

Minimum Stay (# of Nights): 2

Max Sleeping Capacity (# of People): 8

Number of Reviews: 28

Last Verified Stay: Mar 2017

**Listing Screenshot History**

View Latest Listing Screenshots

March (1) April (4) May (1)

## Address Identification

Our system supports all Charles County's enforcement efforts with evidence of every address match and signed declarations, affidavits and expert testimony whenever needed

## Example of Searchable Evidence

 **Matched Details**

**Analyst** **IXMJ**

**Explanation**  
The exterior shown in the listing photo has all of the identical features to the one shown on the assessor website. The property is hosted by [REDACTED] and [REDACTED], which matches the two owners listed by the assessor.

**Listing Photos** **Matching 3rd Party Sources**

=

Same exterior.

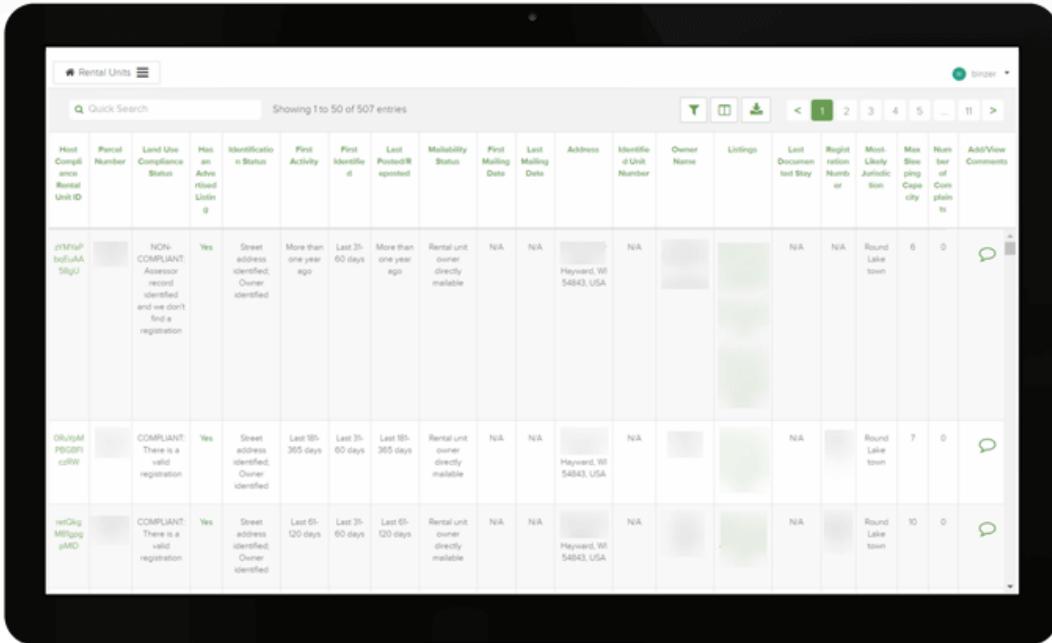
=

and [REDACTED] mentioned as hosts, they are owners of property.

## Example of Legal Declaration

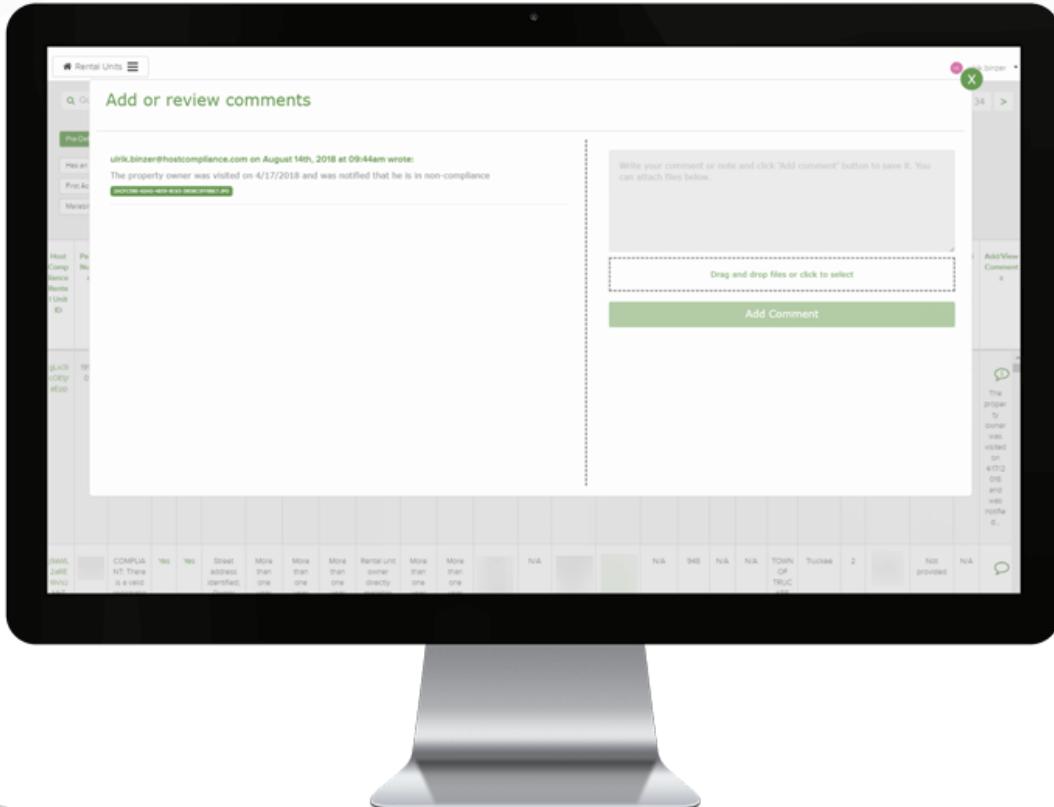
CITY OF IMPERIAL BEACH-ADMINISTRATIVE CITATION APPEAL	
In the Appeal Of Citation Number [REDACTED]	
[REDACTED]	
Appellant,	<b>Code Enforcement Case</b> [REDACTED]
vs.	<b>DECLARATION OF ULRIK BINZER</b>
CITY OF IMPERIAL BEACH,	<b>[IMAGED FILE]</b>
Respondent.	Hearing Officer: May 30, 2018 Hearing Date: 10:00 a.m. Hearing Time: Mayor's Office 825 Imperial Beach Blvd. Imperial Beach, CA 91932
I, Ulrik Binzer, declare as follows:	
<p>1. I am the Chief Executive Officer of Host Compliance, LLC. I have personal knowledge of all the matters stated herein and, if called as a witness, I could competently testify thereto.</p> <p>2. Host Compliance, LLC ("Host Compliance") is a California Limited Liability Company that was formed on October 15, 2015 with its principal place of business located at 735 Market Street, Floor 4, San Francisco, CA 94920. I have worked for Host Compliance since its inception.</p> <p>3. As the, CEO, my duties at Host Compliance include managing all aspect of the Company's operations. I am also the Founder and CEO of Host Compliance. I previously served</p>	

# Address Identification



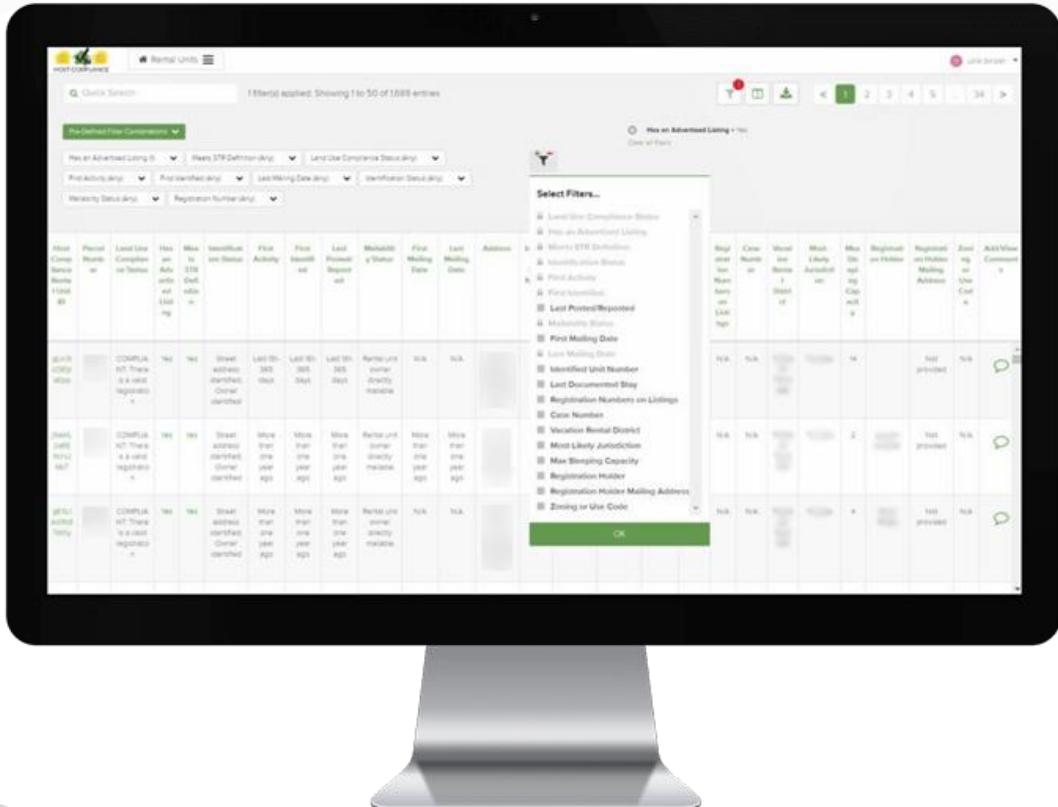
All data is made available in detailed data reports that can be customized to Charles County's exact needs and easily downloaded into Excel/CSV format

# Address Identification



Granicus Host Compliance makes it easy to track the status of individual rentals and create case notes as needed

# Address Identification



Check Search 1 filter(s) applied. Showing 1 to 50 of 1,000 entries

Pre-Defined Filter Combinations

Has an Advertised Listing (1) Years 379 Definition (Avg) Land Use Compliance Status (Avg)

First Activity (Avg) Last Post/Report (Avg) Last Mailing Date (Avg) Last Post/Report (Avg)

Marketing Status (Avg) Registration Number (Avg)

Address

Select Filters...

- Has an Advertised Listing
- Land Use Compliance Status
- Marketing Status
- First Activity
- Last Post/Report
- Last Mailing Date
- Last Mailing Date
- Last Mailing Date
- Max Capacity
- Min Capacity
- Max Occupancy
- Min Occupancy
- Registration Holder
- Registration Holder Mailing Address
- Zoning or Use Code

Muni	Service Name	Phone Number	Land Use	Address	First Activity	Last Modified	Last Post/Report	First Mailing Date	Last Mailing Date	Actions
00000000000000000000000000000000	COMPLIA	Yes	Yes	Street address identified, Owner identified	Last 365 days	Last 365 days	Last 365 days	Never used directly	Never used directly	<a href="#">OK</a>
00000000000000000000000000000000	COMPLIA	Yes	Yes	Street address identified, Owner identified	More than one year ago	More than one year ago	More than one year ago	Never used directly	Never used directly	<a href="#">OK</a>
00000000000000000000000000000000	COMPLIA	Yes	Yes	Street address identified, Owner identified	More than one year ago	More than one year ago	More than one year ago	Never used directly	Never used directly	<a href="#">OK</a>

All our data can be easily filtered, sorted and grouped in real-time

# Compliance Monitoring

Put Charles County's compliance monitoring and outreach efforts on auto-pilot by automating the mailing of notices to non-compliant short-term rental operators



# Compliance Monitoring

Automate the entire mailing and follow-up process and track the status and outcome of each letter in real-time

## Permit Compliance Mailing Sequence



customer.success=nashville-tn

Showing 1 to 50 of 7,674 entries

No filters have been applied.

Letter ID	Letter	Mailing Date	Recipient Status	USPS Delivery Status	Parcel Number	Unit Number	Recipient Name	Recipient Address	Property Address	Has an Advertised Listing	Meets STR Definition	Land Use Compliance Status	Estimated Tax Basis	Returned	Letter was sent to correct recipient	Property is now in compliance	Rental Unit Record(s)	Registration Type	Report issue	Add/Move w/ Comments
58691	First Warning - No STR or Tax	2019-06-04	Delivered	Delivered	1500700 1100	N/A	[REDACTED]	[REDACTED]	[REDACTED]	No	Yes	COMPLIANT: No longer advertised	estimated_revenue_upper_bound	No	Yes	Yes	Rental Unit Record	N/A	Report issue	 Tim, Below is basically the process you'll need to follow...
58690	First Warning - No STR or Tax	2019-06-04	Delivered	Delivered	1490001 8800	N/A	[REDACTED]	[REDACTED]	[REDACTED]	No	Yes	COMPLIANT: No longer advertised	estimated_revenue_upper_bound	No	Yes	Yes	Rental Unit Record	N/A	Report issue	
58689	First Warning - No STR or Tax	2019-06-04	Delivered	Delivered	1481501 3500	N/A	[REDACTED]	[REDACTED]	[REDACTED]	No	Yes	COMPLIANT: No longer advertised	estimated_revenue_upper_bound	No	Yes	Yes	Rental Unit Record	N/A	Report issue	

# Compliance Monitoring

Stay in control but save time by having us send your enforcement letters with the click of a button

The image shows a screenshot of a compliance monitoring software interface. On the left, there is a detailed view of a rental unit record for '10 Fern Ave, Nashville, TN 37207, USA'. The record includes a photo of a modern kitchen, listing information (Airbnb - 24645873, VRBO - 3212066972757468), and a section for 'Matched Details'. On the right, a 'Select Letter Template' dialog box is open, showing four letter templates: 'First Warning - No STR or Tax', 'First Warning - No STR Permit', 'First Warning - No Tax Reg', and 'Airbnb Letter'. A large red arrow points from the 'SEND A LETTER' button in the top right of the dialog box to the 'SEND A LETTER' button in the top right of the main interface.

Rental Unit Record  
10 Fern Ave, Nashville, TN 37207, USA

Listing(s) Information  
Airbnb - 24645873 VRBO - 3212066972757468

Listing(s) Information  
Airbnb - 24645873 VRBO - 3212066972757468

Identified Address  
Identified Unit Number  
Identified Latitude  
Parcel Number  
Owner Name  
Owner Address

Matched Details

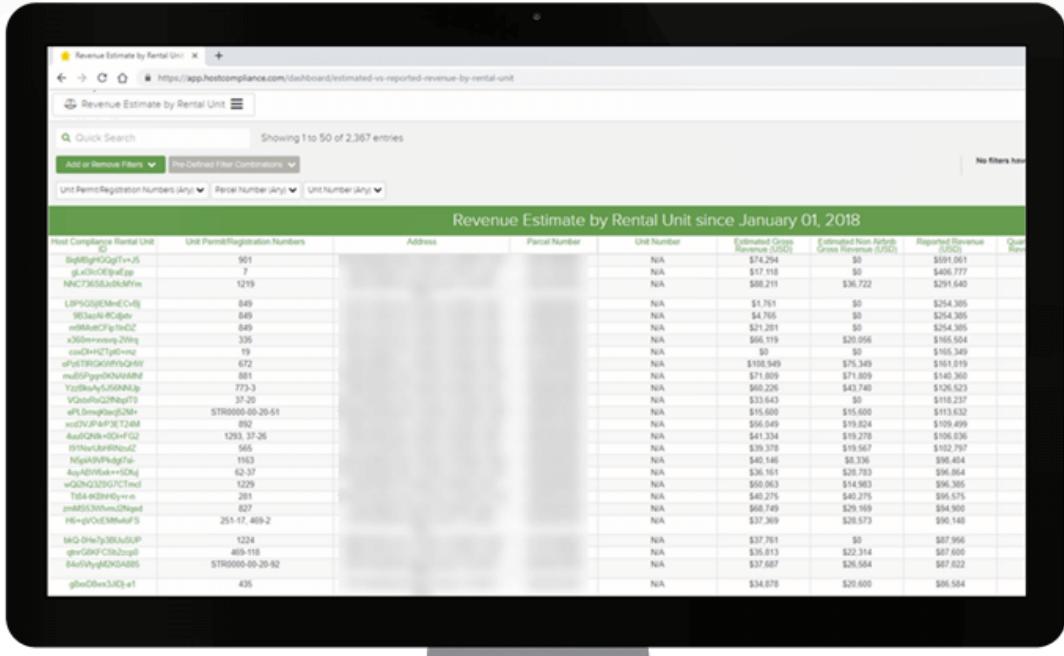
Analyst: OZ4P  
Explanation: The property was successfully identified after finding a picture of the short term rental permit on the listing then validating the address on the Nashville short term rental permit site, then pulling the parcel up on the tax assessor site thus getting all other information.

SEND A LETTER

SELECT LETTER TEMPLATE

First Warning - No STR or Tax  
First Warning - No STR Permit  
First Warning - No Tax Reg  
Airbnb Letter

# Rental Activity Monitoring



Easily identify tax fraud and occupancy/rental frequency violations by monitoring Charles County's STR listings for signs of rental activity

# Rental Activity Audit Automation

Automate the selection of audit candidates and the issuance of audit notifications to maximize the impact of Charles County's audit efforts

Tax under-reporting mailing sequence



# Rental Activity Audit Automation

Streamline the audit process by requesting all backup info through simple, interactive online forms

Short-term Rental Revenue Validation Form

Please report each listing advertising your short-term rental.

Listing Website:  Listing Webpage:

Listing Website:  Listing Webpage:  [+Add another](#)

[Back](#)

Please enter the taxable receipts for the listing on Airbnb at <https://www.airbnb.com/rooms/1838274> (Listing 1 / 2).

Access your Airbnb history at [https://www.airbnb.com/my\\_reservations?all=1&print=1&target=\\_blank](https://www.airbnb.com/my_reservations?all=1&print=1&target=_blank)

Taxable receipts INCLUDE, but are not limited to, nightly rents, weekly rents, standard cleaning fees, pet fees, internet charges, late check-out fees, extra person fees, and resort fees. Taxable receipts EXCLUDE refundable deposits and any additional items included in a special package rate, such as ski passes, or other recreational activity or additional service subject to CA sales tax.

2015

**Calendar Quarter 1 2015**  
(January 01 - March 31) Please enter the taxable receipts for Quarter 1 / 2015  
\$xxx,xxx

**Calendar Quarter 2 2015**  
(April 01 - June 30) Please enter the taxable receipts for Quarter 2 / 2015  
\$xxx,xxx

**Calendar Quarter 3 2015**  
(July 01 - September 30) Please enter the taxable receipts for Quarter 3 / 2015  
\$xxx,xxx

**Calendar Quarter 4 2015** Please enter the taxable receipts for Quarter 4 / 2015

# 24/7 STR Hotline

Make it easy for neighbors to report, substantiate and resolve non-emergency STR related incidents in real-time



## Report

Concerned neighbor calls 24/7 short-term rental hotline or reports incident online

## Proof

Complainant provides info on alleged incident and is asked to submit photos, videos or other proof of the alleged violation

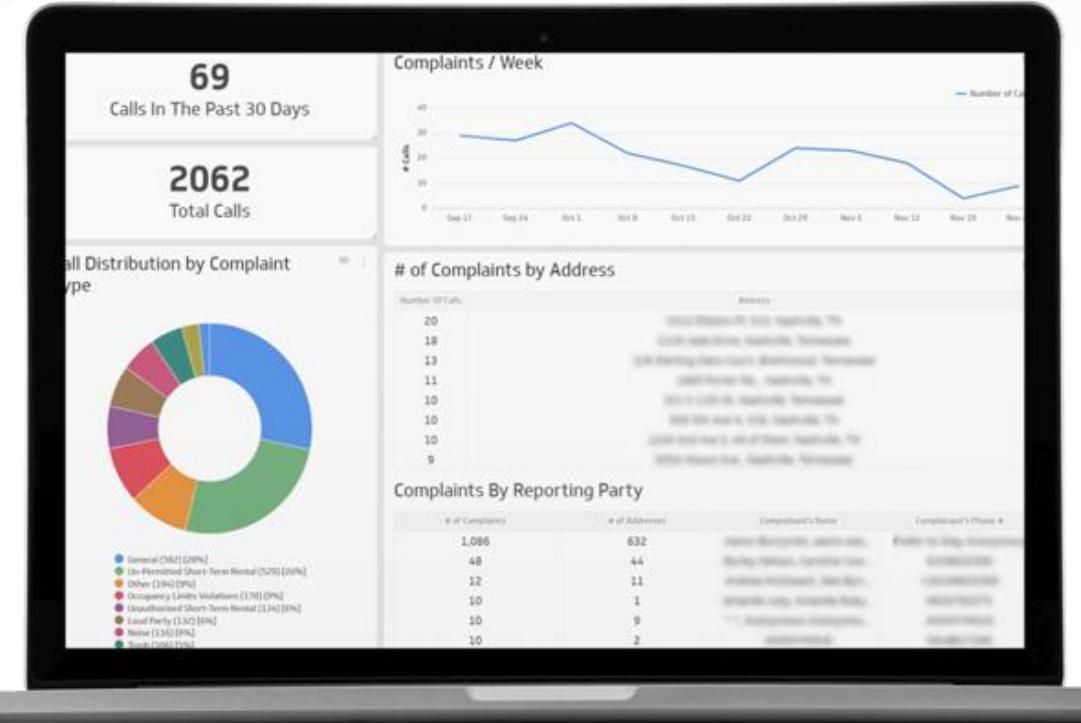
## Resolution

If property is registered, Granicus Host Compliance immediately calls host/emergency contact to seek resolution

## Complete

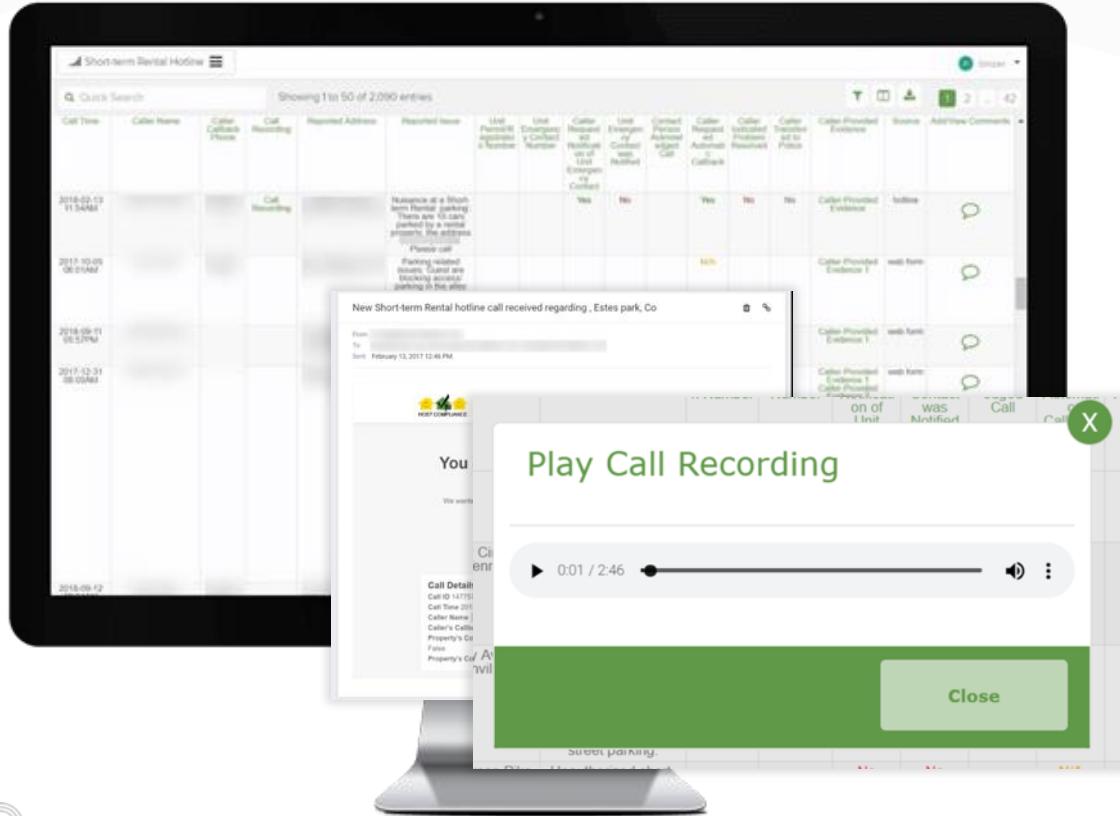
Problem solved or escalated – complaints saved in database so serial offenders can be held accountable

# 24/7 STR Hotline



Get detailed reports and dashboards to track all short-term rental related complaints in real-time and over time

# 24/7 STR Hotline



Get detailed reports and dashboards to track all short-term rental related complaints in real-time and over time

# Benefits to using the Host Compliance solution

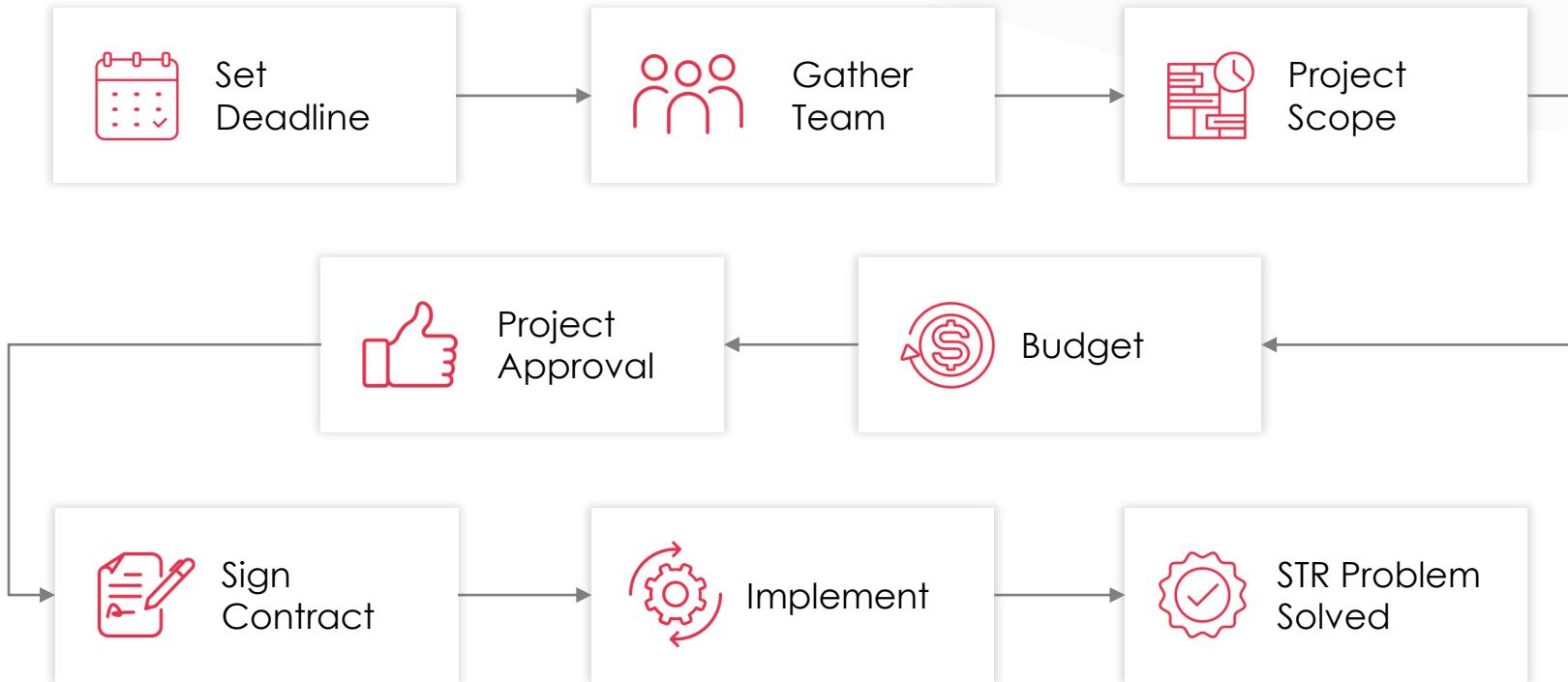
- Ensures fair, continuous and consistent compliance monitoring and enforcement
- Frees up valuable staff time that can be focused on higher-value added activities
- Minimizes noise, parking and trash violations
- Minimizes the impact on local law and code enforcement agencies as complaints are first handled by our 24/7 hotline and routed to the appropriate property owner before further enforcement actions are triggered
- Maximizes Charles County's tax and permit fee collections
- REVENUE POSITIVE – in most cases, the additional registration fees alone pays for the Granicus Host Compliance solution several times over
- Requires NO up-front investment or complicated IT integration



FEEDBACK

**Feedback**

# Working backwards to a solution to address Charles County's STR challenges



# Next Steps

- Send you this presentation and meeting summary
- Schedule all team meeting?
- Set timeline to decide on best solution for Charles County's needs
- Confirm timing of possible rollout (needed to secure Charles County's place in the queue)

# Contact Info

Please feel free to contact us anytime if you have any questions about short-term rental regulation and how to best address the associated monitoring and enforcement challenges.

Bruce McCaskill

[bruce.mccaskill@granicus.com](mailto:bruce.mccaskill@granicus.com)

(415) 707-0568

**Unlike our competitors**, Granicus Host Compliance systematically captures data from 54 major short-term rental platforms every 3 days

Abritel	Expedia.com	Kozaza	Tripz
Agoda.com	Flat4Day	LoveHomeSwap	Vacasa
Airbnb.com	Flipkey.com	LuxuryRetreats.com	VacationCandy
AlugueTemporada	Great Rentals	MountainSkiTrips	VacationRentals.com
BedandBreakfast.com	HolidayLettings.com	Niumba.com	Villas.com
Belvilla	HomeAway.co.uk	Novasol	VRBO.com
Bookabach	HomeAway.com	Orbitz	WeNeedAVacation
Booking.com	HomeAway.com.au	OwnersDirect	Wimdu
Bungalo	HomeAway.de	PerfectPlaces	9flats.com
CanadaStays	HomeAway.es	Stayz.com.au	
Cofman	Homelidays.com	Toprural.es	
CyberRentals	HomeLike	travelmob.com	
Dobovo	HomeStay	TravelStaytion	
e-domizil	HouseTrip.com	Tripadvisor.com	
Evolve	HRS Holidays	TripBeat	

## Air Condition Legislative Proposal:

1. Require all multi-family residential rental property owners and single-family residential rental property owners to provide and maintain air conditioning service for rental housing units located in the county.
2. Each property owner of multi-family and single-family rental housing where cooling is under the control of the tenant, must provide an air conditioning system capable of maintaining a temperature of no more than 70 degrees Fahrenheit in each habitable space, including bathrooms, toilet rooms, and unit hallways at a minimum height of 5 feet above floor level.
3. Each property owner of multi-family and single-family rental housing where cooling is not under the control of the tenant must maintain a temperature of no more than 75 degrees Fahrenheit from May 1st to September 30th in each habitable space, including bathrooms, toilet rooms, and unit hallways at a minimum height of 5 feet above floor level.
4. Property owners shall be given 12 months following the passage of the legislation to make any maintenance upgrade to be in compliance with this legislation.

## Supporting information:

<https://www.marylandmatters.org/2023/07/31/commentary-renters-deserve-air-conditioning/>

- 2022
  - 3 heat advisories in MD
    - June 24
    - August 3
    - August 9
  - Heat Advisory criteria
    - The National Weather Service will issue a Heat Advisory when the heat index value is expected to reach 105 to 109 degrees Fahrenheit within the next 12 to 24 hours. A Heat Advisory may be issued for lower criteria if it is early in the season or during a multi-day heat wave.
  - Excessive Heat Warning criteria
    - The National Weather Service will issue an Excessive Heat Warning when the heat index value is expected to reach or exceed 110 degrees Fahrenheit within the next 12 to 24 hours. An Excessive Heat Warning may be issued for lower criteria if it is early in the season or during a multi-day heat wave.
  - Emergency Department Chief Complaints Regarding Heat-related Illnesses for May 17, 2022, to September 12, 2022 were around 200 complaints in Charles County
- 2023
  - Emergency Department and Urgent Care Complaints of Heat Related Illness
    - July 25 - July 31

- 503 in MD
- 12 in Charles County
- Age breakdown in MD
  - Ages 0-4 (15)
  - Ages 5-17 (50)
  - Ages 18-44 (183)
  - Ages 45-65 (114)
  - Ages 65+ (141)
- August 1 - August 7
  - 320 in MD
  - 10 in Charles County
  - Age breakdown in MD
    - Ages 0-4 (15)
    - Ages 5-17 (14)
    - Ages 18-44 (138)
    - Ages 45-64 (76)
    - Ages 65+ (77)

**Lead Testing Legislative proposal:**

1. Commission a lead testing study to direct the Maryland Department of Health to offer J. C. Parks Elementary and Matthew Henson Middle school's students, faculty, and their families residing in the same house as them, free blood lead testing and lead test school surfaces and soil.

**Supporting information:**

The Maryland Airport is located less than 1-mile from J. C. Parks Elementary and Matthew Henson Middle schools, in the Bryan's Road area. Many of the planes that frequent the airport are piston-engine planes, which the Environmental Protection Agency suggests "are the largest source of lead particles in the air", and use avgas fuel. The Federal Aviation Administration says, "[avgas] remains the only transportation fuel in the United State to contain lead". When the planes take off, land, and fly near the two schools fuel exhaust, containing many harmful chemicals including lead, are dropped on the schools. The Center for Disease Control stated people can be exposed to lead by breathing-in, ingesting, and coming in contact with lead dust. Lead particles can also stick to clothing and other surfaces to be brought home to students' and faculty's families.

Lead is a dangerous chemical for all people, especially children. The Mayo Clinic has stated "there is no safe blood level of lead". Lead poisoning in young children has been linked to cognitive, behavioral, and physical health issues. These issues include a lack of attention, learning difficulties, increased aggression, brain and kidney damage, and more.

This is not just a Charles County issue. In Santa Clara County, California, the county Board of Supervisors voted to ban the sale of leaded fuel at the Reid-Hillview and San Martin airports in August 2021, after a peer-reviewed study was released that linked the airports' use of leaded fuel to Flint, Michigan levels of lead exposure.

**Lowering the Age to Run for School Board in Charles County legislative proposal:**

1. Change the minimum age requirement to run for Charles County School Board from 21 years old to 18 years old.

**Supporting information:**

The minimum age to run for City and Town Council and Commissioner, within Charles County, is 18 years old. As well the majority of counties in the state allow 18 year olds to run for school board.

We entrust 18 year olds to pay taxes, join the military, take on hundreds of thousands of dollars in student debt, vote, etc. Our county also allows student members, who are under the age of 18, of the board to vote on multiple issues. An eighteen year old, if elected, would have an unique insight having recently graduated from Charles County Public Schools and having been directly affected by the board's policies. Candidates between the ages of 18 and 20 would still have to run, raise money, knock doors, gain support from voters, etc. in order to win a seat on the board.

**Municipality Incorporation Process legislative proposal:**

1. Require a petition for municipal incorporation be signed by 25% of registered voters within the area to be incorporated, who are registered to vote in county elections.
2. The petition shall include a detailed description of the proposed municipal boundaries, the name of the proposed municipality, and a copy of the proposed charter as a supplement to the petition.
3. Petitioners can only submit signatures that are within one year of the first signer.
4. Once the County Board of Election has verified the petition complies with the law's requirements, a ballot initiative for municipal incorporation shall be put on the upcoming general election ballot.
5. The ballot initiative shall only be submitted to the registered voters of the area proposed for incorporation.
6. If a majority of those voting on the initiative vote for the incorporation, the area proposed shall become an incorporated municipality under the charter posted during the ballot initiative.

## **Maryland Educators' Recruitment and Retention Proposal(s)**

As a former 18-year public school special educator, I firmly believe all educators are worth far more money than they are currently being paid. However, I understand that local/state tax dollars sometimes won't provide a suitable and fair pay formula considering the complexities of local government and community needs. In addition, I know that educators have for decades worked more hours with less resources and in most cases...after contract hours.

I am presenting this proposal as a constituent, former educator, and special education advocate as well as Maryland educators. I feel educators have been neglected for far too long and we are at a critical point in education where if we don't do something to quickly address the teacher shortage epidemic our youth will suffer in the long-run. In my honest opinion, every election year incumbents and/or candidates preach about how important educators are with promises of increased pay, reduced workload, smaller classes, better working environments, etc., etc.

Under the current MD BluePrint there is emphasis on college/career readiness, governance/accountability, early childhood education, student resources, and the teacher recruitment/retention (which includes increased pay). However, there is extraordinarily little that addresses the decades of FREE labor educators have been expected to perform, sometimes under much stress, with no compensation or ability to make up that time. In addition, educators aren't forwarded the special privileges allotted to some elected officials serving as a part-time educator and a part-time politician. There is a teacher shortage, yet some politicians are permitted to use personal leave (some with or without pay) while their students get a part-time educator/education. I don't believe the MD BluePrint is going to address the teacher recruitment/retention woes because of the high price tag local jurisdictions will have to absorb as well as the lack of a robust approach to true education reform.

Furthermore, educators work an average of 10 hours of free labor and the average gross pay is \$60,000 per year; many educators work as much as 20 hours per week while few work zero hours after contract hours. Below are estimated calculations to demonstrate how much additional money educators are denied while most hourly-contracted employees are not denied additional money.

*\$60,000 per year average salary (based of gross pay)*

*\$5,000 per month*

*\$2,500 per two weeks*

*\$250 per day based on 10 workdays per pay period*

*\$33 per hour based on 7.5 hours per day (which normally includes 2 additional hours per month for staff meeting and/or extra duty)*

**When you take into account an average of 10 hours per week (to include all 7 days of the week) an educator is not paid the following based on 9 weeks per academic quarter (4 quarters in academic year):**

\$33 per hour x 10 hours per week x 9 weeks = \$2,970 per quarter

\$2970 per quarter x 4 quarters = \$11,880 per academic year

**Based on these estimations, a school system with the following number of educators would have saved the following on free labor:**

*1,900 Charles County educators x \$11,880 per academic year = \$22,572,000*

*10,000 Prince Georges educators x \$11,880 per academic year = \$118,800,000*

*60,000 MD x \$11,880 per academic year = \$712,800,000*

**Hence, the reason for the following proposals to assist with Maryland educators' recruitment and retention efforts.**

**PROPOSAL 1:**

Maryland educators permitted to use any accrued personal leave or leave without pay to provide a public service to any local government and/or non-profit organization for compensation or volunteer capacity.

**Justification:**

Most, if not all school districts' teachers' contract agreements, prohibit educators from using accrued leave or leave without pay to work, gain additional income, or volunteer with government organizations, family service agencies, or 501(c)(3) non-profits during contract hours or in some cases at all.

Currently, several Maryland public school educators can use leave with or without pay to provide a public service to his or her constituents as an elected Maryland official. In some cases, elected officials can and/or serve(d) in another Maryland county if it is in the best interest of the respective school district accompanied by a written letter from a superintendent from the respective school district. Hence, Maryland elected officials have been granted permission to use accrued personal leave at the taxpayers' expense or take scheduled and/or unscheduled leaves of absences where most if not all other Maryland educators are strictly prohibited. Moreover, it is to the point that some MD school systems

won't permit an educator to tutor a student from the same school system outside of contract hours.

Why couldn't a health/science educator work as a subject matter expert with a health department or volunteer with a non-profit environmental group? Why couldn't a math teacher provide his or her expertise as statistical analyst assisting with the general population data to be used for planning and growth development in the school district? Why couldn't a special education teacher provide general/legal knowledge and/or serve as a subject matter expert in the County and/or State disabilities' office or provide much needed services within our juvenile detention centers and/or mental health facilities?

In the spirit of fairness and the uncertainty of Maryland educators' receiving equitable and higher pay, ongoing teacher shortages, and sinking morale, it is only reasonable that Maryland educators be able to volunteer or seek compensation from local governments and/or non-profits regardless of if they don't live in the school district they serve. This is a win-win for both because it is a positive means to absorb cost and/or resources as well as providing a service to any Maryland community and/or County. In addition, this could increase educator recruiting efforts and increase educator retention across the Maryland.

### **PROPOSAL 2:**

Allow Maryland educators to accrue compensatory time (max of 90 hours per academic year) for performing educational work duties and/or responsibilities outside of contractual working hours.

### **Justification:**

Educators perform such duties and/or responsibilities as grading assignments, lesson planning, substituting for other classes during their planning period, working on Individual Education Programs (IEPs) or general or special education-related duties and/or work without monetary or compensatory reward.

Instead, grant Maryland educators time earned for each hour (not to exceed 90 hours in an academic year or 5 hours per school week) to be used for mental and/or physical time-off to relieve the stress of work extra hours without pay or compensatory time.

### **PROPOSAL 3:**

100% to 75% reimbursement to Maryland educators for graduate school or educator renewal courses in exchange for remaining in school system for specified number of academic years (i.e., 4 years after all courses are completed)

**Justification:**

As a whole, Maryland educators are required to enroll in constant professional development courses in order to remain certified at the financial expense of their own vs. the school system(s). Corporations, the medical field, law enforcement, military, or most private/government sector areas fully or partially reimburse employee(s) for the required courses in exchange for specified year(s) of committed service. However, many MD school systems offer tuition reimbursement but it is not equitable statewide as to the percentage of reimbursement and it is often dependent upon grant money.

Respectfully submitted,

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# Homeowner Association and Civic Association Board Member Education Legislative Proposal

There are more than 7,000 common ownership communities in the state of Maryland, and this number is growing exponentially yearly. The board members of these entities are responsible for making vital decisions that tangibly affect their community members' lives. In order to be savvy decision-makers, board members need to be educated on a wide variety of topics related to community associations. In addition, board member education is critical for ensuring that associations are run efficiently and effectively. Properly onboarding new board members sets them and the community up for success. To that end, we propose the following legislative changes with the aforementioned goals in mind:

Within 90 days of being appointed or elected to the governing body of a common ownership community for the first time, members must complete training of the following topics:

- Maryland Homeowners Association Act
- Board Roles & Responsibilities
- Fiduciary Duty
- Responsible Governance Policies
- Legal Structures and Guidelines
- Reserves and Audits
- Meeting Procedures and Requirements
- Handling Disputes
- Insurance and Bonding
- Community Maintenance
- Records
- State and local resources for governing bodies

Additionally, each member of the governing body shall certify in writing that he or she has read the association's declaration of covenants, bylaws, articles of incorporation and any written rules and policies.

There are currently resources at the County's disposal that can be used to aid in the development and execution of the proposed training curriculum. The County currently facilitates a Citizens Academy. It is possible that training for governing body members could be an offshoot of this initiative, via online video instruction or virtual meetings. Additionally, The Montgomery County Commission on Common Ownership Communities provides online training that is currently openly available to anyone. Although this training is relevant to common ownership communities in Charles County, it is my suggestion that the County tailor and devise its own



curriculum for associations located within its boundaries. (A link to the Montgomery County Online Training:

<https://ex01.montgomerycountymd.gov/cas/login?service=https%3a%2f%2fex11.montgomerycountymd.gov%2fextranetportal%2f>

Upon satisfying the training requirement a certificate of completion will be issued, which is valid for the uninterrupted tenure of the director on the board. A director who does not timely satisfy the education requirements shall be suspended from the board until he or she complies with the requirement. The board reserves the right to temporarily fill the vacancy during the period of suspension. Any director who does not comply with this ordinance is potentially subjected to a fine of \$500.

The association shall retain each director's written certification or educational certificate for inspection by the members for 5 years after the director's election. The County will ensure compliance via random inspections.

We would also like to note that Montgomery County has a similar ordinance in place. Below is a brief overview:

*The Montgomery County Commission on Common Ownership Communities ("CCOC") provides a training program, "Community Governance Fundamentals", for common ownership community board members and residents. It is designed to promote more knowledgeable and responsible management of common ownership communities. Such self-governing residential communities include condominiums, cooperatives and homeowners' associations.*

*The CCOC developed this training to meet the requirements of Bill 45-14, which was passed by the County Council on February 3, 2015. The measure was signed into law by the County Executive on February 11, 2015, and took effect January 1, 2016.*

*It should be noted that failure to complete the training course will not disqualify a board member from continuing to serve. However, if a condominium, HOA or coop board member does not complete the mandatory education, the Commission may take legal action to enforce the training requirement. Also, a Commission dispute resolution panel that is reviewing a dispute between a homeowner and a community association may consider a board member's failure to complete the training in deciding the dispute.*

Respectfully Submitted By:

Ayana Moore & Eileen Lynch-Britt  
**Founding Members**  
**Charles County HOA & Civic Association Alliance**