

**Regular Meeting of County Commissioners**  
**Tuesday September 23, 2025**

The regularly scheduled meeting of the County Commissioners was convened in hybrid format (in person and virtual) at 1:02 p.m. with the following people in attendance:

Reuben B. Collins II, Esq., President, County Commissioner  
Ralph Patterson, II, M.A., Vice President, County Commissioner  
Gilbert O. Bowling, III, County Commissioner  
Thomasina O. Coates, M.S., County Commissioner  
Amanda M. Stewart, Ed.D., County Commissioner  
Deborah Hall, Acting County Administrator  
Wes Adams, County Attorney  
John Adelodun, Assistant Clerk to the Commissioners

*\*Ralph Patterson, II, M.A., Vice President, County Commissioner, was absent and joined session later this day as noted.*

**Call to Order/Pledge**

Commissioner Collins called the meeting to order and began with the Pledge of Allegiance.

**Roll Call**

A roll call was taken. Commissioners Bowling, Coates, Stewart and Collins were present in person.

*\*Commissioner Patterson was absent.*

**Commissioner Comments**

Commissioner Collins took a moment of silence to remember Vince Hungerford, who passed away on Wednesday, September 10th.

Commissioner Stewart provided comments on the first Veteran Service dog memorial kickoff- first in the United States held at the at the Maryland Veteran Memorial Museum American; she also invited residents to the Town Hall Meeting for District Three (3) being held at the Waldorf Senior and Recreational Center on Wednesday at 6:00 p.m.

**Approval of the Minutes of September 16, 2025**

A motion was made by Commissioner Bowling, seconded by Commissioner Stewart and passed, with Commissioners Bowling, Coates, Stewart and Collins, voting in favor to approve the minutes of September 16, 2025. *\*Commissioner Patterson was not present for the vote*

**Announcement**

Next Scheduled Session(s): September 30-October 1, 2025.

**Approval Items**

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

There were no budget approval items.

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**Amendment to the Ethics Commission Rules of Procedures- Define Role of Alternate**  
(Mr. Wes Adams, County Attorney, Office of the County Attorney for Charles County)

A motion was made Commissioner Coates, seconded by Commissioner Bowling and passed, with Commissioners Bowling, Coates, Stewart and Collins, voting in favor to approve changes to the role of an Alternate member on the Ethics Commission. *\*Commissioner Patterson was not present for the vote.*

**Affordable Housing PILOT Notice of Funding Availability (NOFA)**

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

The Commissioners directed staff to bring this back with more data. .

**Briefing: Affordable Housing Workgroup Report**

Mr. Joel Binkley, Planning Supervisor, Preservation and Long-Range Planning, Mr. Charles Rice, Planning Director, Ms. Cathy Thompson, Deputy Director, Department of Planning and Growth Management, the report contains strategy recommendations, quantifies needs in the short and long term, and includes an Implementation Framework and Milestones.

The Commissioners directed staff to get conduct additional public engagement.

*\*At about 2:19 p.m. Commissioner Coates left session*

*\*At about 2:24 p.m. Commissioner Coates rejoined session virtually*

**Briefing and Request for Approval: FY2025 General Fund Review-Fourth Quarter**

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, reviewed the FY2025 General fund review. The year end estimate for FY2025 with an adjusted budget that includes forty-three, point two (\$43.2) million-dollar fund balance use. Due to favorable revenues and expenditure savings, the budget use will not be needed. The estimated year end gain is still subject to audit adjustments, so figures could still change. They continued with a more in-depth review of revenues, property taxes, expenditures, and fund balance. Proposed changes to the Committed to Fund Balance were discussed for Capital Improvement Projects (CIP) Pay Go; Rental Licensing Program; Wrongful Conviction Reserve; Charles County Sherri's Office (CCSO) – Equipment/Capital Carryover and Collaborative Community Improvement Project.

*\*At 2:41, Commissioner Patterson joined session virtually*

*\*At about 3:04 p.m. Commissioner Coates left session*

A motion was made by Commissioner Stewart, seconded by Commissioner Bowling and passed, with Commissioners Bowling, Stewart, Patterson and Collins present, voting in favor to approve the FY2025 fund balance reserves as presented. *\*Commissioner Coates was not present for the vote.*

**Briefing and Request for Approval: Update on American Rescue Plan Act (ARPA)**

Mr. Jacob Dyer, Director, and Ms. Kelli Scherer, Budget Analyst II, Department of Fiscal & Administrative Services provided an update on the American Rescue Plan Act (ARPA) funds covering in each category the total obligations, total expenditures and unobligated balance. Ms. Scherer also reviewed changes to the rules related to the use and reporting of these funds and the recommendation for a change of use for some of these funds.

A motion was made by Commissioner Bowling, seconded by Commissioner Stewart and passed, with Commissioners Bowling, Stewart, Patterson and Collins present, voting in favor to approve extending the 9/30/25 expiration date of the Tri-County Council for Southern Maryland's ARPA Food Insecurity Agreement through December 31, 2025. This extension will enable the Tri-County Council to spend the remaining funds to support the community with food assistance during the Thanksgiving and Christmas holiday seasons. *\*Commissioner Coates was not present for the vote*

*\*Break 3:19 p.m. – 3:26 p.m.*

**Roll Call**

A roll call was taken. Commissioners Bowling, Stewart, Patterson and Collins were present in person.

*\*Commissioner Coates was absent.*

**Work Session: 2026 Preliminary State Legislative Proposal**

Ms. Danielle Mitchell, Acting Deputy County Administrator, Office of the County Administrator for Charles County, reviewed the process for considering which proposals would be included in the Charles County Legislative Proposal Package for 2026.

- A proposal to amend the Alcohol and Cannabis Article( §18-1803) for the Board of License Commissioners to add requirement for payment of taxes.

**Proposed by: Charles County Board of License Commissioners**

The Commissioners present reached a consensus to include this proposal.

- A proposal to amend the Maryland Homeowners Association Act.

**Proposed by: Gloria Sawyers**

The Commissioners present reached a consensus to include this proposal.

- A proposal for special elections to fill vacancies for certain elected offices.

**Proposed by: Carlos Childs**

The Commissioners present reached a consensus to bring back this proposal.

- A proposal concerning predatory activities related to veteran claims.

**Proposed by: Mike Moses**

The Commissioners present reached a consensus to include this proposal.

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- A proposal concerning youth programming.  
**Proposed by: Korderrius Richmond**

The Commissioners present reached a consensus not to include this proposal.

- A proposal to implement attendance requirements for the Board of Commissioners.  
**Proposed by: Joseph Mank**

The Commissioners present reached a consensus to bring back this proposal.

- A proposal to increase the higher education scholarship for the student member of the Board of Education.  
**Proposed by: Charles County Board of Education**

The Commissioners present reached a consensus to include this proposal.

- A proposal to include vehicle dealers, rental and lease companies as owners subject to automated speed and traffic control enforcement.  
**Proposed by: Charles County Sheriff's Office**

The Commissioners present reached a consensus to include this proposal.

- A proposal to require proof of identification in connection with certain crimes.  
**Proposed by: Charles County Sheriff's Office**

The Commissioners present reached a consensus to include this proposal.

- A proposal to implement a plastic bag fee.  
**Proposed by: Derrick Terry**

The Commissioners present reached a consensus not to include this proposal.

- A proposal to prohibit certain organizations from receiving grant funds from the Charles County Charitable Trust.  
**Proposed by: Derrick Terry**

The Commissioners present reached a consensus not to include this proposal.

- A proposal to amend the Ethics Code to require certain information be provided by the Ethics Commission.  
**Proposed by: Derrick Terry**

The Commissioners present reached a consensus not to include this proposal.

- A proposal to require training for common ownership community board members.  
**Proposed by: Christopher Bullock**

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The Commissioners present reached a consensus to include this proposal.

- A proposal to require candidates for common ownership community boards certify certain assessment and violation information.  
**Proposed by: Christopher Bullock**

The Commissioners present reached a consensus to include this proposal.

- A proposal to create an Office of Community Relations to assist with issues related to common ownership communities.  
**Proposed by: Christopher Bullock**
- A proposal to expand agritourism to include breweries.  
**Proposed by: Commissioner Coates**

The Commissioners directed Ms. Mitchell to bring this back with more information.

*\*At about 4:38 p.m. Commissioner Coates rejoined session virtually*

- A proposal to provide housing relief for seniors through mandated rent stabilization.  
**Proposed by: Commissioner Collins**

The majority of the Commissioners present, Commissioners Coates, Patterson, and Collins were in favor to include this proposal. Commissioners Stewart and Bowling were not in favor.

- A proposal for state funding to support Waldorf redevelopment to include improving walkability of the Waldorf Urban Redevelopment Corridor (WURC).  
**Proposed by: Commissioner Collins**

The Commissioners present reached a consensus to include this proposal.

- A proposal to commit state resources to the development of a ferry service connecting Indian Head to National Harbor and Alexandria, VA.  
**Proposed by: Commissioner Collins**

The Commissioners present reached a consensus to include this proposal.

- A proposal seeking state funding to create real-time crime centers.  
**Proposed by: Commissioner Collins**

The Commissioners present reached a consensus to include this proposal.

- A proposal seeking state funding to assist with the creation of a housing trust fund.  
**Proposed by: Commissioner Collins**

The Commissioners present reached a consensus to include this proposal.

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- A proposal to fund implementation of the Blue Zone Assessment, Readiness and Feasibility Assessment.  
**Proposed by: Commissioner Collins**

The Commissioners present reached a consensus to include this proposal.

- A proposal to enable Charles County to impose a fee on the real property tax assessments to be dedicated to funding recreational amenities.  
**Proposed by: Deborah Hall Acting County Administrator and Kelli Beavers, Director Recreation, Parks and Tourism**

The Commissioners present reached a consensus to include this proposal.

- A proposal to address critical educational infrastructure needs in Charles County that directly align with Maryland's Blueprint for Education (Kirwan Commission) and our county's economic development priorities.  
**Proposed by: Angelica Jackson**

The Commissioners present reached a consensus not to include this proposal.

*\*At about 5:01 p.m. Commissioner Stewart left session*

**Commissioners' New Business**

There was no new business discussed.

**Closed Session**

At 5:02 p.m., a motion was made by Commissioner Bowling, seconded by Commissioner Patterson, and passed with Commissioners Bowling, Coates, Patterson, and Collins present, voting in favor to move into Close Session where all or a portion of this session may be closed pursuant to Section 3-305 (b)(3)(7) of the General Provisions Article of the Annotated Code of Maryland to discuss one (1) Legal Matter, one (1) lease renewal and three (3) potential land acquisitions. The reason for moving into closed session is to keep legal advice, strategies, and negotiations confidential.

*\*Commissioner Stewart was not present for the vote.*

**Summary Closed Session Items**

At about 5:15 p.m., the Commissioners went into closed session.

**3-305(b)(7) Legal Matter**

Present: Commissioners Bowling, Coates, Patterson and Collins, Deborah Hall, Wes Adams, Danielle Mitchell, John Adelodun

Staff reviewed a potential contract.

The Commissioners present reached a consensus on this potential contract.

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**3-305(b)(7) Lease Renewal**

Present: Commissioners Bowling, Coates, Patterson and Collins, Deborah Hall, Wes Adams, Danielle Mitchell, John Adelodun

Staff reviewed the proposed contract for renewal.

The Commissioners present reached a consensus on this contract renewal. Official action will take place on September 30, 2025, agenda under Approval items.

**3-305(b)(3)(7) Potential Land Acquisitions**

Present: Commissioners Bowling, Coates, Patterson and Collins, Deborah Hall, Wes Adams, Danielle Mitchell, John Adelodun, Victoria Rickett, Sarah Guy, Michelle Lilly, Jeffry Clements

Staff reviewed the potential land acquisition.

The Commissioners present reached a consensus on this land acquisition. Official action will take place in open session on the September 30, 2025, agenda under Approval items.

**3-305(b)(3)(7) Potential Land Acquisitions**

Present: Commissioners Bowling, Coates, Patterson and Collins, Deborah Hall, Wes Adams, Danielle Mitchell, John Adelodun, Sarah Guy, Frances Sherman, Victoria Rickett

Staff reviewed the potential land acquisition.

The Commissioners present reached a consensus on this land acquisition. Official action will take place in open session on the September 30, 2025, agenda under Approval items.

*\*At about 5:29 p.m. Commissioner Coates left closed session*

**3-305(b)(3)(7) Potential Land Acquisitions**

Present: Commissioners Bowling, Patterson and Collins, Deborah Hall, Wes Adams Danielle Mitchell, John Adelodun, Sarah Guy, Victoria Rickett

Staff provided an overview of two (4) potential property acquisitions.

The Commissioners provided direction on the next steps.

At 6:07 p.m., a motion was made by Commissioner Patterson, seconded by Commissioner Bowling and passed, with Commissioners Bowling, Patterson and Collins voting in favor to adjourn.

*\*Commissioner Coates and Commissioner Stewart were not present for the vote*

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John Adelodun, Assistant Clerk to the Commissioners

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Reuben B. Collins, II, Esq., President