

Regular Meeting of County Commissioners
Tuesday, March 26, 2019

The regularly scheduled meeting of the County Commissioners was convened at 9:04 a.m. with the following persons in attendance:

Reuben B. Collins II, Esq., President, County Commissioner
Gilbert O. Bowling, III, County Commissioner
Amanda M. Stewart, M.Ed., County Commissioner
Mark Belton, County Administrator
Danielle Mitchell, Acting County Attorney
Carol A. DeSoto, Acting Clerk to the Commissioners

** Bobby Rucci, Vice President, County Commissioner and Thomasina O. Coates, M.S., County Commissioner, absent*

Open Session

Commissioner Collins called the meeting to order and led the pledge of allegiance

Proclamation 2019-10 National Arab American Heritage Month

The Commissioners proclaimed April 2019 as National Arab American Heritage Month.

Recognition: Eagle Watch Volunteers and Eagle Naming Contest Winner

The Commissioners recognized Ms. Leslie Davies-Hilliard for being the Eagle Naming Contest Winner, as well as the Southern Maryland Audubon Society and the Port Tobacco River Conservancy for their volunteer efforts to answer questions and assist with the live Eagle Cam.

Recognition: New Employees; Employees Years for Service for March 2019

The Commissioners recognized new employees and those employees celebrating milestone years of service in the month of March 2019.

Commissioners' Comments

Commissioner Collins explained that Commissioner Coates was absent due to illness and that Commissioner Rucci was absent for a planned vacation.

Approval of the Minutes of March 15 and March 19, 2019

Approval of the March 15, 2019 minutes will be rescheduled for April 2, 2019 since Commissioner Stewart was absent from the March 15, 2019 meeting.

A motion was made by Commissioner Bowling, seconded by Commissioner Stewart and passed, with Commissioners Bowling, Stewart, and Collins voting in favor to approve the minutes of March 19, 2019 with the addition of the specific recommended changes to the bylaws of the Charles County Commission for Women suggested by Commissioner Stewart. **Commissioners Rucci and Coates were not present for the vote.*

Notice of Tentative Agenda of April 2, 2019

Ms. Carol DeSoto, Acting Clerk, announced the tentative agenda for April 2, 2019.

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Approval Items

FY2019 Budget Transfer Request #6590 Chemicals

Mr. Jake Dyer, Chief of Budget, Department of Fiscal and Administrative Services, explained that this budget transfer request would move funds for sludge disposal, due to heavy rainfall at the beginning of fiscal 2019, to cover the additional need for Eco Tabs, Ferric, and Bioxide chemicals.

A motion was made by Commissioner Stewart, seconded by Commissioner Bowling and passed, with Commissioners Stewart, Bowling, and Collins voting in favor to approve FY2019 Budget Transfer Request #6590 Chemicals for two hundred thousand dollars (\$200,000.00). **Commissioners Rucci and Coates were not present for the vote.*

FY2019 Budget Transfer Request #6611 Pump Station

Mr. Jake Dyer, Chief of Budget, Department of Fiscal and Administrative Services, explained that this budget transfer request would move funds from project #7117 Mattawoman Wastewater Treatment Plant Effluent Pump Station Forcemain to cover change orders for project #7063 Influent/Effluent Pump Stations Evaluation (Closed Loop Project).

A motion was made by Commissioner Bowling, seconded by Commissioner Stewart and passed, with Commissioners Bowling, Stewart, and Collins voting in favor to approve FY2019 Budget Transfer Request #6611 Pump Station for seven hundred and thirty-two thousand ten dollars (\$732,010.00). **Commissioners Rucci and Coates were not present for the vote.*

Letter of Support for US-301/MD-5 Bypass Funding

A motion was made by Commissioner Stewart, seconded by Commissioner Bowling and passed, with Commissioners Stewart, Bowling, and Collins voting in favor to approve the Letter of Support for US-301/MD-5 Bypass Funding. **Commissioners Rucci and Coates were not present for the vote.*

Letters of Support - Maryland Veterans Museum Electronic Sign on 301

Mr. Larry Abell, Maryland Veterans Museum Board Member, explained that there was no request for additional local funding since funding would come from private donations.

A motion was made by Commissioner Bowling, seconded by Commissioner Stewart and passed, with Commissioners Bowling, Stewart, and Collins voting in favor to approve the Letter of Support for the Maryland Veterans Museum Electronic Sign on 301 with the addition of the language of the funding source coming from private donations. **Commissioners Rucci and Coates were not present for the vote.*

Request to Change Public Hearing Date

The Commissioners agreed to change the Public Hearing on the Town Center South Development Rights and Responsibilities Agreement Amendment #4 from Tuesday, April 2 to Tuesday, April 16 at 6:00 p.m. to allow staff adequate time to provide public notice.

Update: 2019 Maryland General Assembly Legislative Session

Ms. Danielle Mitchell, Acting County Attorney, presented updates on the County's legislative priorities for the 2019 Maryland General Assembly Legislative Session. She explained that the first four (4) Bills were requested by the Board of License Commissioners and are scheduled for a hearing

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before the Education, Health, and Environmental Affairs Committee on March 28 at 1 p.m. Representatives from the Board of License Commissioners are being scheduled to participate.

1. House Bill 389 Charles County-Alcoholic Beverages- Resort Complex License

2. House Bill 388 Charles County-Alcoholic Beverages- View of Licensed Premises

3. House Bill 438 Charles County- Alcoholic Beverages- Golf Course Privilege

4. House Bill 400 Charles County- Alcoholic Beverages-Exemption from Off-Sale License Quota

5. Senate Bill 634 Electric Cooperatives-Powers- Conducting or Communications Facilities

Ms. Mitchell informed the Commissioners that this bill passed the Senate, and a hearing was held in the House. It is anticipated it will receive final approval.

6. Senate Bill 973 Tri-County Council for Southern Maryland – Membership and Funding

Ms. Mitchell explained that this Bill was not crossed filed and no amendments were added.

7. Senate Bill 845 Southern Maryland Rapid Transit Project- Requirements and Funding

Ms. Mitchell explained that this Bill was not crossed filed and no hearing was held on the House side. She mentioned that it was not hopeful it will pass since Senator Ellis' amendments failed as well. Ms. Mitchell was directed to find out why and find out if this will be a line item in the budget.

8. Senate Bill 1030/House Bill 1413 Kirwan Blueprint Education Bill

Ms. Mitchell informed the Commissioners that she will continue to track these bills.

9. Senate Bill 280/House Bill 166 Fight for fifteen (15) - Minimum Wage Increase

Ms. Mitchell informed the Commissioners that this Bill has been passed, and it's waiting on the Governor's signature.

Budget Work Session: General Fund Revenue Outlook

Ms. Jenifer Ellin, Director and Mr. Jacob Dyer, Chief of Budget, Department of Fiscal and Administrative Services provide the revenue forecast for the County being four hundred million, six hundred and forty-six thousand dollars (\$417,646,000.000). She noted that this was due to: Charles County being one of the fastest growing Counties in Maryland; Growth in property assessments in the Waldorf area due to housing activity; Tax Year 2017 Tax Returns processed for Charles County exceeded the State average; Adjusting Recordation & Transfer Tax Revenues to the six year average; Other Taxes includes increase in Highway User Tax Revenues due to State forecast; Interest Income increase due to County receiving more favorable interest rates on investments; Reduction in Cable TV Transfer to the General Fund. And that the use of Fund Balance is limited to one-time expenditures and this amount is to be determined.

Staff will inform the Commissioners on how Charles County compares with the other Counties at the next meeting.

*Break 9:53 a.m. – 10:07 a.m.

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Budget Work Session: General Fund Capital Improvement Program (CIP)

Ms. Jenifer Ellin, Director and Mr. Jacob Dyer, Chief of Budget, Department of Fiscal and Administrative Services explained that the FY2020-FY2024 Capital Improvement Program (CIP) has a total requested funding of five hundred and eleven million dollars (\$511,000,000.00) and outlined the financial policy as it applies to General Fund Obligations; the Planning tool for the Capital Budget; and Revenue Assumption. One hundred and thirty-two point four (\$132.4) million dollars is needed for the FY20-FY24 Proposed Funded Projects and a funding surplus of one point nine (\$1.9) million dollars is available to fund the remaining projects in the FY20-FY24 projects.

Ms. Ellin and Mr. Dyer continued to review the proposed funded projects of the Board of Education, College of Southern Maryland, General Government, Parks, Transportation and Contingency and explained the funding sources of these projects. They explained that the remaining document outlined projects that were not funded at this time.

The Commissioners requested that staff provide additional information on the following:

- Status of the Middle School Acquisition Project #5164 and why a new middle school was not included in the proposed plan.
- Stethem Educational Center Renovation Feasibility Study/discuss alternative school for Kindergarten thru Grade two (2) children.
- Full Day Kindergarten Projects- confirm that no more full day kindergarten projects are needed in the future
- Clubhouse Improvements - list of the improvements that are needed at the Capital Clubhouse - why improvements.
- Circuit Court Space Needs Analysis – why not on funded list.
- Federal Land Preservations Program (REPI Program); and add funds for match.
- Blue Carbs Stadium Seating Area Cover/Roofing Systems Renovations
- Waldorf Park Development - Are there any other grant funds out there that can support this or other park projects? Ms. Eileen Minnick, Director, Department of Recreation, Parks, and Tourism should provide her ideas on a park in Waldorf.
- La Plata Library
- La Plata Armory Retrofit and provide the Commissioners with a copy of the Armory Study/Environmental Study.
- Multi-Purpose Civic Study and provide the Commissioners with a copy of the Civic Study (State of Maryland Stadium Authority); review previous minutes on this project/study.
- Post Office Road Extension

Briefing: Citizen's Academy

Ms. Jennifer Harris, Chief, and Ms. Renesha Miles, Community Engagement Coordinator, Media Services, provided a briefing on the Citizen's Academy. The Citizen's Academy will provide an overview of County departments, programs, and services to Charles County residents; develop network of County ambassadors; and proactively engage the community. The first session for the academy is scheduled for May 2 to June 13, 2019.

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Update: Affordable Housing

Ms. Christina Pompa, Deputy Director, Department of Planning and Growth Management presented an update on the land availability for the development of affordable housing utilizing state tax credits. Staff analysis included options based on zoning and school allocation availability. Based on her research, Ms. Pompa believes that the County does have some areas available for workforce housing development.

Commissioner Collins stated that the next step would be to develop a comprehensive plan which includes all facets such as policy decisions and transportation.

**Break 11:26 a.m. – 11:40 a.m.*

Briefing: Broadband Services to Rural and Under-Served Areas

Mr. John Huggins, Jr. Co-Founder and President and COO, and Ms. Tamara Davis Brown, Co-Founder and CEO, Last Mile Broadband, along with Ms. Doris Cammack-Spencer, Executive Director, Southern Maryland Minority Chamber of Commerce Foundation, Inc., provided a briefing on bringing broadband services to rural and underserved areas. They shared broadband demand survey results from County residents, which delineated the areas that need it and evaluated willingness to pay for access. They proposed next steps such as identifying areas for pilot projects; conducting a cost analysis; and determining and applying for federal and state funding sources.

The Commissioners stressed that a multifaceted approach to solve this issue was being developed by the Broadband Task Force.

Briefing: Revised Planning Division Project Intake and Review Process

Mr. Steve Kaii-Ziegler, Director and Mr. Jason Groth, Director of Planning, Department of Planning and Growth Management briefed the Commissioners on a revised Planning Division Project application intake and review process. The process is designed to improve the efficiency of project review for a variety of applications, such as site development plans; conceptual and preliminary subdivision plans; and special exceptions, variances, and zoning text and map amendments. New requirements, which include a pre-submittal conference and reduced review timelines, are anticipated to reduce the process by 50 percent. The new process will be initiated on May 1, 2019. Mr. Kaii-Ziegler informed the Commissioners that he would be bringing back a planned companion program to discuss with the Commissioners.

Staff was asked to provide follow up from the community on how this process was working and to do this periodically.

Work Session: Review and Approval of Commissioners' Goals and Objectives

Since Commissioners Rucci and Coates were absent from session, the Commissioners have rescheduled this work session for April 2, 2019.

Ms. Carol DeSoto, Acting Clerk, announced the scheduled tour of Public Works that would take place after the Commissioners adjourned.

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At 12:32 p.m. a motion was made by Commissioner Bowling, seconded by Commissioner Stewart and passed, with Commissioners Bowling, Stewart, and Collins voting in favor to adjourn. *Commissioners Rucci and Coates were not present for the vote.

Department Tour: Department of Public Works, Mattawoman Treatment Center and Landfill Operations

Following their regular meeting, Commissioners toured the Mattawoman Wastewater Treatment Plant and Landfill Operations.



Carol A. DeSoto, Acting Clerk



Reuben B. Collins, II, Esq., President