



THE MARYLAND-NATIONAL CAPITAL
Park and Planning Commission

COMMISSION MEETING

December 17, 2025

10:00 a.m. – 12:00 p.m.

**Prince George's
Parks and Recreation Administration**
Auditorium

6600 Kenilworth Avenue
Riverdale, Maryland 20737

and via teleconference

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MARYLAND-NATIONAL CAPITAL PARK AND PLANNING COMMISSION

Wednesday, December 17, 2025

10:00 am to 12:00 noon

Prince George's County Department of Parks and Recreation Administration Auditorium

(V) Vote (LD) Late Delivery (H) Handout (D) Discussion Only

1. **Approval of Consent Agenda (10:00 a.m.)** (V)
 - a) Approval of December 17, 2025 Commission Meeting Agenda Page 1
 - b) Resolution 25-26 Approval of the West Hyattsville-Queens Chapel Sector Plan and Sectional Map Amendment (Lester) Page 3
 - c) Resolution 25-27 Timberlawn Historic Site: An Amendment to the Master Plan for Historic Preservation (Bolliger) Page 11
 - d) Resolution 25-28 Collington Stream Valley Park Easements (Sun) Page 17
2. **Approval of Commission Minutes (10:05 a.m.)**
 - a) Open Session – November 19, 2025 (V) Page 31
3. **General Announcements (10:05 a.m.)**
 - a) Festival of Lights and Winter Garden Walk in Prince George's and Montgomery Counties
 - b) One-Commission Holiday Event – Silver Spring Civic Center (December 19, 2025)
 - c) Diversity Council Openings for 2026
 - d) Christmas Day Holiday (December 25, 2025)
 - e) New Years Day Holiday (January 1, 2026)
 - f) Upcoming Martin Luther King, Jr. Holiday (January 19, 2026)
4. **Committee and Board Reports (10:10 a.m.)**
 - a) Employees' Retirement System Board of Trustees Regular Meeting Minutes from November x, 2025 (for Information Only) Page 39
5. **Action and Presentation Items (10:10 a.m.)**
 - a) Discussion with Maryland Department of Labor FAMLII Office on the Time to Care Act (Vaughn) Page 43
 - b) Resolution 25-29 Approval of the FY27 Proposed Operating and Capital Budgets (Charles) (V) (LD)
 - c) Recommendation for Appointment of New Investment Managers for the Employees' Retirement System (Harris) (V) Page 69
6. **Officers' Reports (11:00 a.m.)**
 - Executive Director's Report Page 71
 - a) Quarterly MFD Purchasing Statistics Report (for information only) Page 85
 - b) Quarterly Budget Transfers Report (for information only)
 - Secretary-Treasurer's Report
 - No report scheduled*
 - General Counsel
 - c) Litigation and Administrative Hearings Report (for information only) Page 87




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December 17, 2025

MEMORANDUM

TO: The Maryland-National Capital Park and Planning Commission

VIA: Lakisha Hull, AICP, LEED AP BD+C, Planning Director, Prince George's County Planning Department 
 James A. Hunt, MPA, Deputy Planning Director of Operations, Prince George's County Planning Department 
 Sarah Benton, AICP, Planning Supervisor, Long-Range Planning Section, Community Planning Division 
 SB

FROM: Thomas Lester, Planner IV, Master Plans and Studies Section, Community Planning Division TEL

SUBJECT: **The Maryland-National Capital Park and Planning Commission Resolution M-NCPPC No. 2025-26 to certify the 2025 *Approved West Hyattsville-Queens Chapel Sector Plan and SMA***

Attached for your review and approval is the draft Full Commission Resolution M-NCPPC No. 2025-26 to certify the 2025 *Approved West Hyattsville-Queens Chapel Sector Plan and Sectional Map Amendment (SMA)*; a draft Certificate of Adoption and Approval; and a copy of the 2025 *Approved West Hyattsville-Queens Chapel Sector Plan and SMA*. Until final publication, the approved plan and SMA consist of the preliminary plan and proposed SMA; the Prince George's County Planning Board Resolution of Adoption PGCPB No. 2025-72 and 2025-73 dated September 11, 2025; and the Prince George's County Council Resolution CR-137-2025 and CR-138-2025 dated November 10, 2025.

RECOMMENDATION

Staff recommend the Full Commission approve Resolution M-NCPPC No. 2025-26, and the Certificate of Adoption and Approval.

Attachments:

1. Full Commission Resolution M-NCPPC No. 2025-26
2. Draft Certificate of Adoption and Approval

Electronic Enclosures:

3. [2025 *Approved West Hyattsville-Queens Chapel Sector Plan and SMA*](#)
4. [Prince George's County Planning Board Resolution of Adoption No. 2025-72](#)
5. [Prince George's County Planning Board Resolution of Endorsement No. 2025-73](#)
6. [Prince George's County Resolution CR-137-2025](#)
7. [Prince George's County Resolution CR-138-2025](#)

Signature: *Thomas Lester*

Email: thomas.lester@ppd.mncppc.org

Signature: *James R. Hunt*

Email: james.hunt@ppd.mncppc.org

Signature: 

Sarah Benton (Dec 8, 2025 09:53:06 EST)

Email: Sarah.Benton@ppd.mncppc.org

Signature: 

Lakisha Hull (Dec 8, 2025 11:19:04 EST)

Email: lakisha.hull@ppd.mncppc.org











WHQC Sector Plan Full Commission Certification Memo

Final Audit Report

2025-12-08


Created:	2025-12-08
By:	Tamika Henderson (tamika.henderson@ppd.mncppc.org)
Status:	Signed
Transaction ID:	CBJCHBCAABAASU_-oj9EZL0XMaJO2XZS5qKkOOxtFFSX

"WHQC Sector Plan Full Commission Certification Memo" History

-  Document created by Tamika Henderson (tamika.henderson@ppd.mncppc.org)
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Signature Date: 2025-12-08 - 3:15:02 PM GMT - Time Source: server- IP address: 198.178.23.105

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 Document e-signed by Lakisha Hull (lakisha.hull@ppd.mncppc.org)

Signature Date: 2025-12-08 - 4:19:04 PM GMT - Time Source: server- IP address: 198.178.23.105

 Agreement completed.

2025-12-08 - 4:19:04 PM GMT



THE MARYLAND-NATIONAL CAPITAL PARK AND PLANNING COMMISSION

6611 Kenilworth Avenue • Riverdale, Maryland 20737

M-NCPPC No. 2025-26

RESOLUTION

WHEREAS, The Maryland-National Capital Park and Planning Commission, by virtue of the Land Use Code of the Annotated Code of Maryland, is authorized and empowered, from time to time, to make and adopt, amend, extend, and add to the Prince George's County Approved General Plan ("Plan 2035") for physical development of the Maryland-Washington Regional District; and

WHEREAS, the Prince George's County Planning Board of The Maryland-National Capital Park and Planning Commission, held a duly advertised joint public hearing with the Prince George's County Council, sitting as the District Council for the portion of the Maryland-Washington Regional District lying within Prince George's County, on July 1, 2025, to consider the *Preliminary West Hyattsville-Queens Chapel Sector Plan and Endorsed Section Map Amendment (SMA)*; and

WHEREAS, the plan is a replacement for the 2006 *Approved Transit District Development Plan for the West Hyattsville Transit District Overlay Zone* in its entirety, and the 1989 *Approved Master Plan for Langley Park-College Park-Greenbelt* for the portion of Planning Area 65 (Langley Park and Vicinity) within this Sector, and the 1994 *Approved Master Plan for Planning Area 68* and the 2004 *Approved Sector Plan for the Prince George's County Gateway Arts District* for the portion of Planning Area 68 (Hyattsville-Riverdale-Mount Rainier-Brentwood) within this Sector; and

WHEREAS, the plan amends the 2014 *Plan Prince George's 2035 Approved General Plan*, 2009 *Approved Countywide Master Plan of Transportation*, 2014 *Formula 2040: Functional Master Plan for Parks, Recreation and Open Space*, and 2017 *Approved Resource Conservation Plan: A Countywide Functional Master Plan*, for portions of Planning Areas 65 (Langley Park and Vicinity) and 68 (Hyattsville-Riverdale-Mount Rainier-Brentwood) within the plan boundaries; and

WHEREAS, the Sectional Map Amendment amends portions of the Prince George's County Zoning Map for portions of Planning Areas 65 and 68 within the West Hyattsville-Queens Chapel Sector Plan Area; and

WHEREAS, the Prince George's County Planning Board on September 11, 2025, after due deliberation and consideration of the public hearing testimony, adopted the sector plan with revisions, as described in the Prince George's County Planning Board Resolution PGCPB No. 2025-072, and endorsed the Sectional Map Amendment with revisions, as described in the Prince George's County Planning Board Resolution PGCPB No. 2025-073, and transmitted both to the District Council on September 30, 2025; and

WHEREAS, the Prince George's County Council, convened as the Committee of the Whole, held a work session on October 14, 2025, to consider hearing testimony and the Planning Board Resolutions; and

WHEREAS, on October 14, 2025, the District Council voted favorably to direct staff to prepare Council Resolutions CR-137-2025 and CR-138-2025 with proposed revisions; and

WHEREAS, the Prince George's County Planning Board reviewed the draft District Council Resolutions CR-137-2025 and CR-138-2025 on October 23, 2025, and transmitted comments on District Council's proposed revisions on October 28, 2025; and

WHEREAS, upon consideration of the testimony received through the hearing process, and comment from the Planning Board, the District Council on November 10, 2025, adopted CR-137-2025 approving the West Hyattsville-Queens Chapel Sector Plan and CR-138-2025 approving the West Hyattsville-Queens Chapel Sectional Map Amendment;

NOW, THEREFORE, BE IT RESOLVED, that the aforementioned recitals are hereby incorporated into this Resolution by reference; and

BE IT FURTHER RESOLVED, that The Maryland-National Capital Park and Planning Commission does hereby adopt said *Approved West Hyattsville-Queens Chapel Sector Plan* as an amendment to the General Plan for physical development of the Maryland-Washington Regional District within Prince George's County as approved by the Prince George's County District Council in the attached Resolution CR-137-2025; and

BE IT FURTHER RESOLVED, that The Maryland-National Capital Park and Planning Commission does hereby certify the *Endorsed West Hyattsville-Queens Chapel Sectional Map Amendment* as an amendment to the Zoning Map of the Maryland-Washington Regional District within Prince George's County, as approved by the Prince George's County District Council in the attached Resolution CR-138-2025; and

BE IT FURTHER RESOLVED, that copies of said plan and sectional map amendment shall be certified by The Maryland-National Capital Park and Planning Commission and filed with the Clerk of the Circuit Court of Prince George's County, as required by law; and

BE IT FURTHER RESOLVED, that The Maryland-National Capital Park and Planning Commission does hereby certify the *Approved West Hyattsville-Queens Chapel Sector Plan and Sectional Map Amendment*.

* * * * *

CERTIFICATION

This is to certify that the foregoing is a true and correct copy of Resolution No. 2025-26 adopted by The Maryland-National Capital Park and Planning Commission on the motion of Commissioner X, seconded by Commissioner X, with Commissioners X, X, X, and X and Commissioner X being absent, at its regularly held meeting on December 17, 2025, in Riverdale, Maryland, and via video conference, and broadcast by the Prince George's County Planning County Department.

APPROVED AS TO LEGAL SUFFICIENCY

by David Warner
Office of the General Counsel
November 26, 2025

William Spencer
Acting Executive Director

CERTIFICATE OF ADOPTION AND APPROVAL

This 2025 *Approved West Hyattsville-Queens Chapel Sector Plan and Sectional Map Amendment* supersedes and replaces the 2006 *Approved Transit District Development Plan for the West Hyattsville Transit District Overlay Zone* in its entirety and the 1989 *Approved Master Plan for Langley Park-College Park-Greenbelt* for the portion of Planning Area 65 (Langley Park and Vicinity) within this Sector, and the 1994 *Approved Master Plan for Planning Area 68* and the 2004 *Approved Sector Plan for the Prince George's County Gateway Arts District* for the portion of Planning Area 68 (Hyattsville-Riverdale-Mount Rainier-Brentwood) within this Sector. This plan amends portions the 2014 *Plan Prince George's 2035 Approved General Plan*, the 2009 *Approved Countywide Master Plan of Transportation*, the 2014 *Formula 2040: Functional Master Plan for Parks, Recreation and Open Space*, and the 2017 *Approved Resource Conservation Plan: A Countywide Functional Master Plan* for portions of Planning Areas 65 (Langley Park and Vicinity) and 68 (Hyattsville-Riverdale-Mount Rainier-Brentwood) within the plan boundaries. The Prince George's County Planning Board of The Maryland-National Capital Park and Planning Commission adopted the sector plan and endorsed the Sectional Map Amendment by PGCPB Resolutions No. 2025-072 and No. 2025-073, respectively, on September 11, 2025. The Prince George's County Council approved the sector plan and Sectional Map Amendment by Resolutions No. CR-137-2025 and CR-138-2025, respectively, on November 10, 2025, after a duly advertised joint public hearing held on July 1, 2025.

THE MARYLAND-NATIONAL CAPITAL PARK AND PLANNING COMMISSION

Darryl Barnes,
Chairman

Artie L. Harris, Jr.,
Vice Chair

Gavin Cohen,
Secretary-Treasurer

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Montgomery Planning

**TIMBERLAWN HISTORIC SITE: AN AMENDMENT TO THE MASTER PLAN
FOR HISTORIC PRESERVATION**



Description

Approve the Resolution of Adoption for the Timberlawn Historic Site.

MASTER PLAN INFORMATION

Resolution

Timberlawn Historic Site: An Amendment to the
Master Plan for Historic Preservation

Lead Planner

Serena Bolliger

Staff Contact

Serena.Bolliger@montgomeryplanning.org

301-495-1329

Date

December 17, 2025

Planning Division

Historic Preservation Division

MCPB NO. 25-129

M-NCPPC NO. 25-27

RESOLUTION

WHEREAS, The Maryland-National Capital Park and Planning Commission, by virtue of the Land Use Article of the Annotated Code of Maryland, is authorized and empowered, from time to time, to make and adopt, amend, extend and add to *Thrive Montgomery 2050* (2022); and

WHEREAS, the Montgomery County Planning Board of The Maryland-National Capital Park and Planning Commission, pursuant to procedures set forth in the Montgomery County Code, Chapter 33A, held a duly advertised public hearing on May 22, 2025, on the Public Hearing Draft for *Timberlawn Historic Site: An Amendment to the Master Plan for Historic Preservation*, being also an amendment to the *Master Plan for Historic Preservation in Montgomery County, Maryland* (1979), as amended; *North Bethesda/Garrett Park Master Plan* (1992), as amended; and *Thrive Montgomery 2050* (2022), as amended.

WHEREAS, the Montgomery County Planning Board, after said public hearing and due deliberation and consideration, on May 22, 2025, approved the Planning Board Draft Plan for *Timberlawn Historic Site: An Amendment to the Master Plan for Historic Preservation*, recommended that the Montgomery County Council sitting as the District Council for that portion of the Maryland-Washington Regional District lying situate within Montgomery County designate Timberlawn as a Master Plan Historic Site, and on July 22, 2025, forwarded said recommendation to the Montgomery County Executive for recommendations and analysis; and

WHEREAS, the Montgomery County Executive offered no comments thereon; and

WHEREAS, the Montgomery County District Council held a public hearing on October 21, 2025, wherein testimony was received concerning the Planning Board Draft of *Timberlawn Historic Site: An Amendment to the Master Plan for Historic Preservation*; and

WHEREAS, the District Council, on November 4, 2025, approved the Planning Board Draft Plan for *Timberlawn Historic Site: An Amendment to the Master Plan for Historic Preservation* by District Council Resolution No. 20-973.

Approved As To Legal Sufficiency
/s/ Matthew T. Mills 11/21/2025
Office of the General Counsel

BE IT FURTHER RESOLVED, that copies of said Amendment must be certified by The Maryland-National Capital Park and Planning Commission and filed with the Clerk of the Circuit Court for both Montgomery and Prince George's Counties, as required by law.

This is to certify that the foregoing is a true and correct copy of Resolution No. 25-129 adopted by the Montgomery County Planning Board of The Maryland-National Capital Park and Planning Commission on the motion of Commissioner Pedoeem, seconded by Vice Chair Linden, with a vote of 3-0; Chair Harris, Vice Chair and Commissioner Pedoeem voting in favor of the motion, Commissioner Bartley and Hedrick being necessarily absent at its regular meeting held on Thursday, December 4, 2025 in Wheaton, Maryland and via video conference.

Artie L. Harris, Chair
Montgomery County Planning Board

This is to certify that the foregoing is a true and correct copy of Resolution No.XXX, adopted by The Maryland-National Capital Park and Planning Commission on motion of Commissioner _____, seconded by Commissioner_____, with Commissioners _____, _____, _____, _____, _____, voting in favor of the motion, at its meeting held on Wednesday, Month Day, Year, in Location, Maryland.

William Spencer
Acting Executive Director

Resolution No.: 20-973
Introduced: September 16, 2025
Adopted: November 4, 2025

**COUNTY COUNCIL FOR MONTGOMERY COUNTY, MARYLAND
SITTING AS THE DISTRICT COUNCIL FOR THAT PORTION
OF THE MARYLAND-WASHINGTON REGIONAL DISTRICT
WITHIN MONTGOMERY COUNTY, MARYLAND**

Lead Sponsor: County Council

SUBJECT: Approval of the Planning Board Draft Amendment for the Timberlawn Historic Site: An Amendment to the Master Plan for Historic Preservation

1. On May 22, 2025, the Montgomery County Planning Board approved an amendment to the Master Plan for Historic Preservation for Timberlawn.
2. On July 22, 2025, the Montgomery County Planning Board transmitted to the Council the Planning Board Draft Amendment for the Timberlawn Historic Site: An Amendment to the Master Plan for Historic Preservation. (hereafter referred to as the Amendment).
3. The Planning Board recommended amendment to the Master Plan for Historic Preservation would designate Timberlawn (#30-11) located at 5700 Sugarbush Lane, Rockville, Maryland 20852 as an historic site.
4. On October 21, 2025, the County Council held a public hearing on the Planning Board Draft Amendment and referred the Amendment to the Planning, Housing, and Parks (PHP) Committee for review and recommendation.
5. On October 27, 2025, the PHP Committee held a worksession to evaluate the Amendment and Planning Board recommendation.
6. On November 4, 2025, the Council reviewed the Amendment and the PHP Committee's recommendation.

Action

The County Council for Montgomery County, Maryland, sitting as the District Council for that portion of the Maryland-Washington Regional District in Montgomery County, Maryland, approves the following resolution:

The Planning Board Draft Amendment for the Timberlawn Historic Site: An Amendment to the Master Plan for Historic Preservation #30-11 is approved.

This is a correct copy of Council action.



Sara R. Tenenbaum
Clerk of the Council



THE MARYLAND-NATIONAL CAPITAL PARK AND PLANNING COMMISSION

Department of Parks and Recreation

6600 Kenilworth Avenue Riverdale, Maryland 20737

MEMORANDUM

DATE: November 24, 2025

TO: The Maryland-National Capital Park and Planning, Full Commission

FROM: Paul J. Sun, Land Acquisition Specialist II *PJS*
Park Planning and Environmental Stewardship
Department of Parks and Recreation

SUBJECT: **PGCPB Resolution No. 2025-105 (M-NCPPC No. 25-28)**

Attached, please find the above referenced PGCPB Resolution regarding the granting of a perpetual easements on Commission owned property (Collington Branch Stream Valley Park) to Prince George's County, Maryland.

The Commission agrees to grant this easement to Prince George's County for the installation of a public storm drainage facility to facilitate the Leeland Road widening.

We request that this Prince George's County Planning Board Resolution be scheduled for adoption at the December 17, 2025, Full Commission Meeting.

Thank you for your attention to this matter.

Attachment:

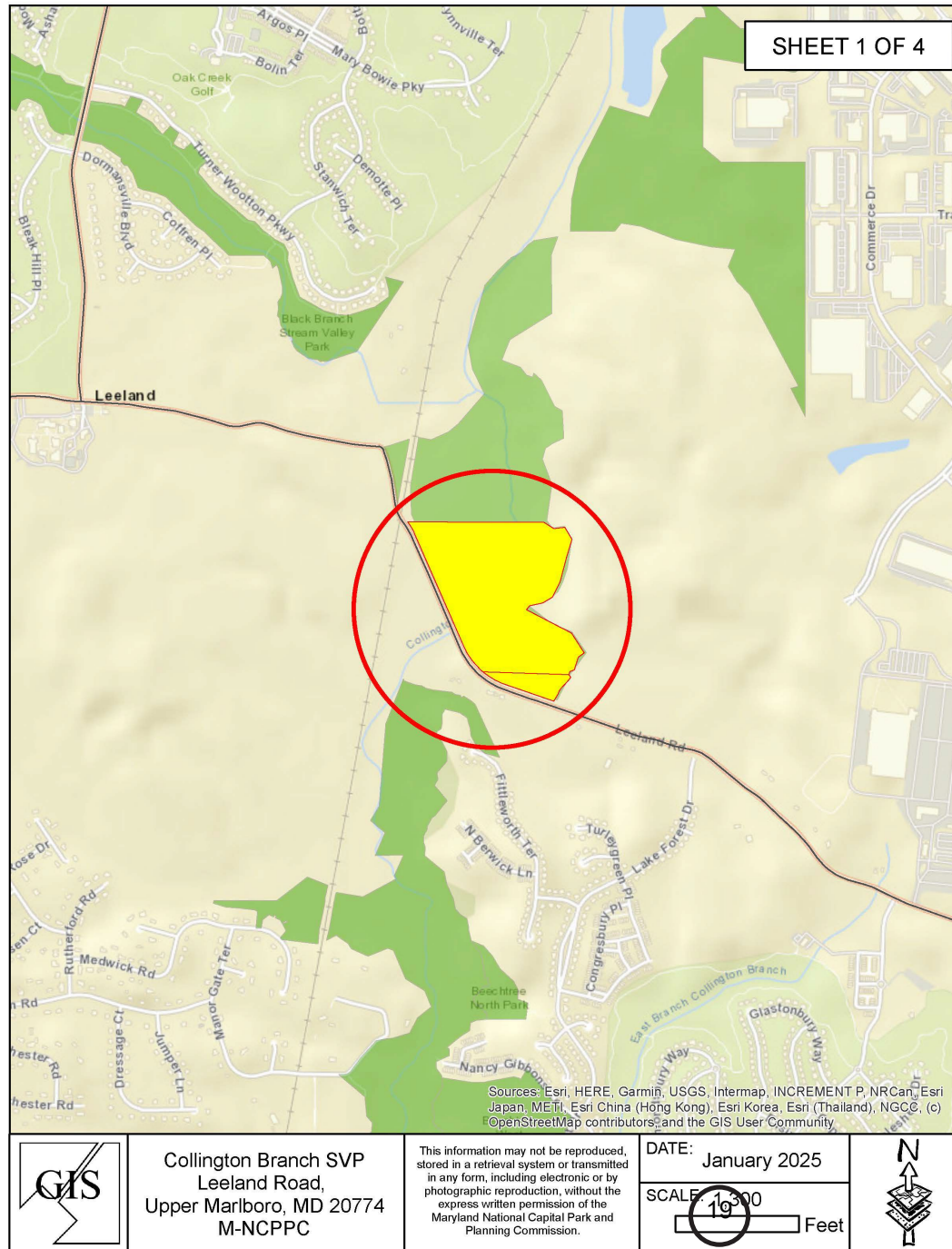
- M-NCPPC Resolution No. 25-28 (PGCPB Resolution 2025-105)

Prince George's County Planning Board:

October 30, 2025

AGENDA

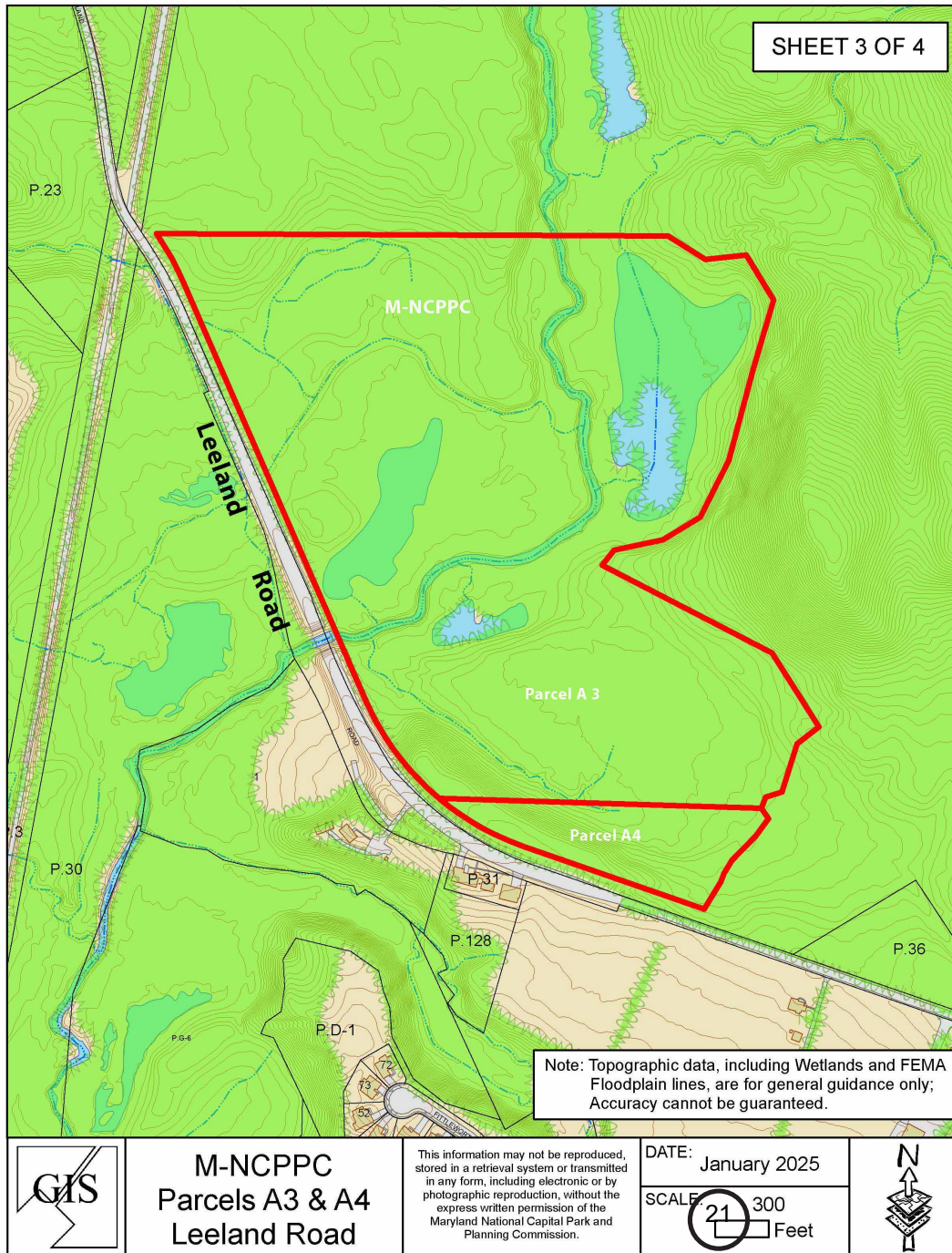
Collington Branch Stream Valley Park:
Storm Drain Easements



Collington Branch Stream Valley Park

Property of the Maryland-National Capital Park and Planning Commission

Tax Map 77 Grid: B 4
Parcels: A3 & A4
Vicinity Map



Collington Branch Stream Valley Park

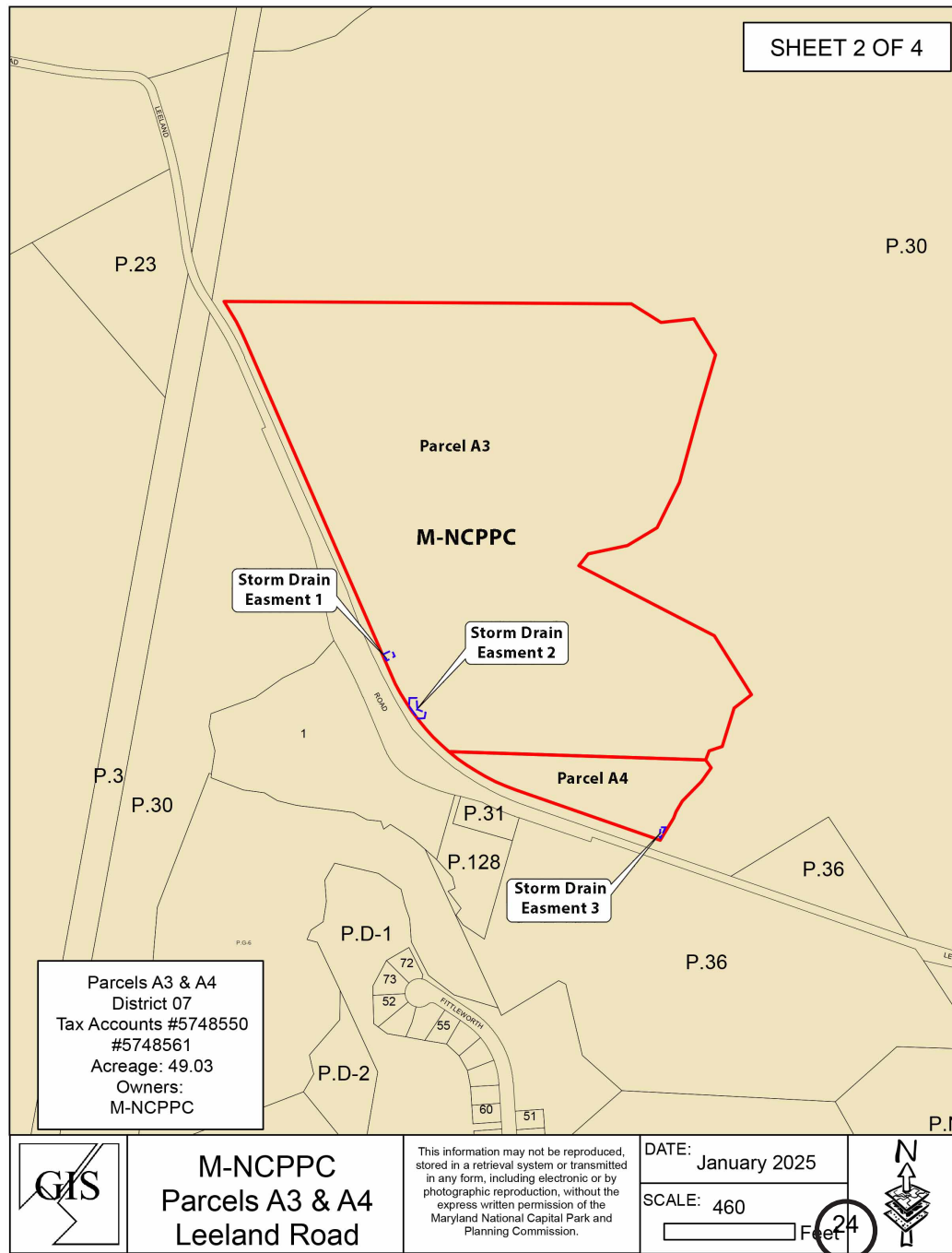
Property of the Maryland-National Capital Park and Planning Commission

A portion of the dedicated land included 43 ± acres of land along Leeland Road

Collington Branch Stream Valley Park

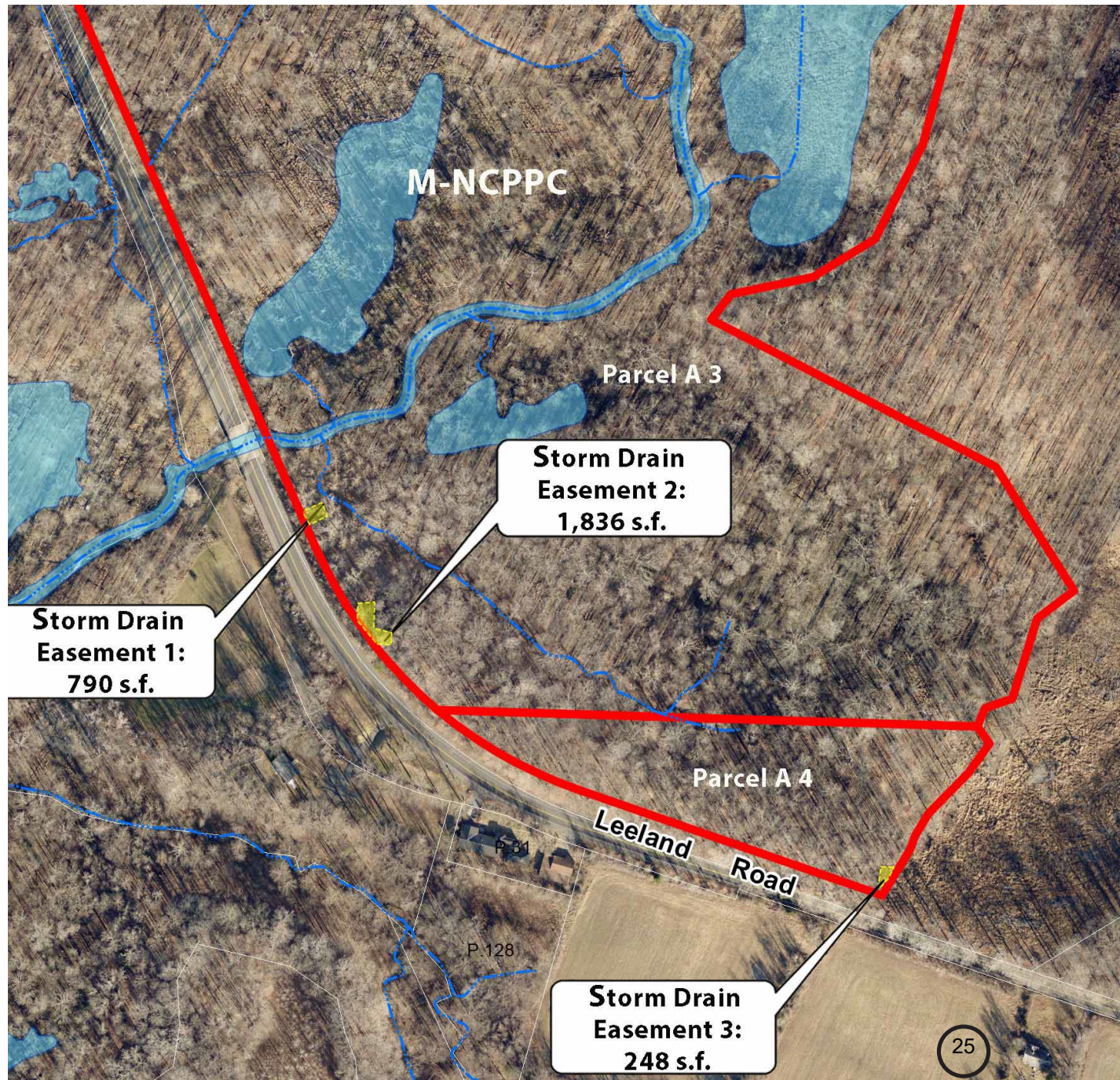
Property of the Maryland-
National Capital Park and
Planning Commission

As part of the Leeland Road
improvements three Storm Drain
easements are required.



Collington Branch Stream Valley Park

Property of the Maryland-National Capital Park and Planning Commission



Another requirement of PPS 4-20032 is the realignment and widening of Leeland Road.

Storm Drain Easements at Collington Branch SVP

Prince George's County (Department of Permitting Services (DPIE) has requested three easements across our Parkland:

- Easement '1' – 790 square feet, or 0.018 acres
- Easement '2' – 1,836 square feet or 0.042 acres
- Easement '3' – 248 square feet or 0.006 acres

These easements are required for the construction, maintenance, repair and inspecting the storm drainage outfall of the Leeland Road improvements.

There are no cost considerations for the granting of these easements.

Collington Branch Stream Valley Park

Property of the Maryland-National Capital Park and Planning Commission

Another requirement of PPS 4-20032 is the realignment and widening of Leeland Road.

STAFF RECOMMENDATION

Approval
(Stanton/Pettiford/Ewing/Sun)

(Subject to final approval by The Full Commission)

Collington Branch Stream Valley Park

Property of the Maryland-
National Capital Park and
Planning Commission



PGCPB No. 2025-105

M-NCPPC No. 25-28

RESOLUTION

WHEREAS, The Maryland-National Capital Park and Planning Commission (“**Commission**”) is authorized under the Annotated Code of Maryland, Land Use § 17-205 to transfer any land held by it and deemed by the Commission not to be needed for park purposes or other authorized purposes; and

WHEREAS, the Commission owns Collington Branch Stream Valley Park, including 49.03± acres of land along Leeland Road more particularly described by a No Consideration Deed of Dedication recorded August 9, 2023 , among the Land Records of Prince George’s County, Maryland, in Liber 49053 at Folio 483, and further identified as Tax Map 77, Grid B4, Plat 6 Parcels A3 & A4, Tax Accounts #075748550 and #07-5748561; and

WHEREAS, Prince George’s County, Maryland (“**County**”) has requested that the Commission convey to the County three (3) perpetual easements (790 ± square feet or 0.018 acre; 1,836 ± square feet or 0.042 acre; and 248 ± square feet or 0.006 acre) over such land for installation and construction by the County or its assignee NCBP Property LLC of a public storm drainage outfall facility within each such easement, and for subsequent ingress and egress to the facilities by the County for functional maintenance, repair, reconstruction and operation of the facilities; and

WHEREAS, the County has agreed to maintain such public storm drainage facilities; and

WHEREAS, for the benefit of the public, the Commission intends to grant to the County such 0.018 acre, 0.042 acre, and 0.006 acre perpetual easements as requested by the County.

NOW, THEREFORE BE IT RESOLVED, that the Planning Board hereby approves the conveyance of the above-referenced easement, contingent on approval by the full Commission.

BE IT FURTHER RESOLVED, that, in connection with the transaction contemplated herein, the Acting Executive Director is authorized to execute and deliver, on behalf of the Commission, any and all such certificates, documents, and/or instruments, and to do or cause to be done, any and all such acts, as the Acting Executive Director deems necessary or appropriate to make effective or to implement the intended purposes of the foregoing resolution, without limitation, and the taking of such actions shall be deemed conclusively to be authorized hereby.

* * * * *



This is to certify that the foregoing is a true and correct copy of the action taken by the Prince George's County Planning Board of The Maryland-National Capital Park and Planning Commission on the motion of Commissioner Washington, seconded by Commissioner Geraldo, with Commissioners Barnes, Washington and Geraldo voting in favor of the motion, during open session, at its regular meeting on Thursday, October 30, 2025, in Largo, Maryland.

Adopted by the Prince George's County Planning Board this 30th day of October, 2025.

APPROVED AS TO LEGAL SUFFICIENCY

Kristen O. Mansueti
M-NCPPC Legal Department

Date 10/30/25

Darryl Barnes
Chair

By: Jessica Jones
Planning Board Administrator

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THE MARYLAND-NATIONAL CAPITAL PARK AND PLANNING COMMISSION

6611 Kenilworth Avenue • Riverdale, Maryland 20737

Commission Special Meeting
Open Session Minutes
November 15, 2025

The Maryland-National Capital Park and Planning Commission met at the Wheaton Headquarters Building in Wheaton, Maryland, and via videoconference. The meeting was broadcast by the Montgomery County Planning Department.

PRESENT

Prince George's County Commissioners

Darryl Barnes, Chairman

Manuel Geraldo

Billy Okoye

Montgomery County Commissioners

Artie Harris, Vice-Chair

Shawn Bartley (departed 11:35)

James Hedrick (joined 10:13)

Josh Linden (joined 10:24)

Mitra Pedoeem

NOT PRESENT

Chairman Barnes called the meeting to order at 10:04 a.m.

Item 1. APPROVAL OF THE CONSENT AGENDA

- a) Approval of the November 19, 2025, Commission Meeting Agenda
- b) Resolution 25-22 Muirkirk Park Storm Drain Easement
- c) Resolution 25-23 Patuxent River Park Stormwater Management Easement
- d) Resolution 25-24 Nalley Road Park Disposal

Chairman Barnes amended today's meeting agenda to have Item 6 appear before Item 5 and added Item 7a. Legislative Update.

ACTION: Motion of Commissioner Geraldo to approve Consent agenda, including amendments to today's meeting agenda.

Seconded by Harris

6 approved the item

Hedrick and Linden absent for the vote

Item 2. APPROVAL OF COMMISSION MINUTES

- a) Open Session – October 15, 2025

ACTION: Motion of Commissioner Geraldo to approve the October 15, 2025 minutes

Seconded by Pedoeem

6 approved the item

Hedrick and Linden absent for the vote

- b) Open Session – November 6, 2025

ACTION: Motion of Commissioner Geraldo to approve the November 6, 2025 minutes

Seconded by Pedoeem

5 approved the item

Hedrick and Linden absent for the vote

Okoye abstained

- Item 3. GENERAL ANNOUNCEMENTS
- a) Thanksgiving and Employee Appreciation Holidays November 27-28
 - b) National American Indian Heritage Month (Maryland Native American Heritage Day Nov 28)
 - c) Festival of Lights and Winter Garden Walk in Prince George's and Montgomery Counties
 - d) Upcoming One-Commission Holiday Event
- Item 4. COMMITTEE and BOARD REPORTS
- a) Employees' Retirement System Board of Trustees Regular Meeting Minutes from October 7, 2025 (for Information Only)

Pursuant to the Maryland General Provisions Article of the Annotated Code of Maryland, section 3-305(b)(9) a closed session is proposed to conduct collective bargaining negotiations or consider matters that relate to the negotiations.

Item 6. CLOSED SESSION (Taken out of order)

ACTION: Motion of Commissioner Geraldo to enter closed session
Seconded by Vice Chair Harris
6 approved the items
Hedrick and Linden absent for the vote

Commissioners entered Closed session at 10:12 a.m. Open session resumed at 10:57 a.m. Chair Barnes said during closed session, Commissioners approved past Closed Session minutes. In the absence of the Acting Executive Director, the Commission received a briefing from the Corporate Budget Director on Collective Bargaining with the Municipal and County Government Employees' Organization. The Commission also received a briefing from the General Counsel on a litigation matter. Commissioners provided input and direction on both matters.

Open Session resumed at 10:57 a.m.

Item 5. ACTION/PRESENTATION ITEMS

- a) Resolution 25-20 FY27 Annual Employees' Retirement System (ERS) Employer Contribution (Harris/Cheiron)

ERS Executive Director Harris requested Commissioners' support in approving the recommendation for a contribution to the ERS in the amount of \$41,130,838 for FY2027. She introduced Patrick Nelson and Jana Bowers from actuarial consultants Cheiron, who presented data from the packet regarding the actuarial valuation process which informed the recommended employer contribution for the agency's pension program.

The report covered:

- Historical review and Analysis of Material Risks
- June 30, 2025 Actuarial Valuation Results
- Projections
- Statistical Appendices

Vice Chair Harris thanked Mr. Nelson for his presentation and Ms. Harris for the ERS's ongoing management of the Commission's pension plans.

ACTION: Motion of Commissioner Geraldo to approve Resolution 25-20
Seconded by Commissioner Harris
8 approved the item

- b) Resolution 25-21 FY27 115 Trust / OPEB Employer Contribution for the Employees' Retirement System Group Health Insurance (Bolton/Cohen)

Secretary-Treasurer Cohen requested Commissioners' support on approving the actuarial valuation report and setting of the employer contribution for the M-NCPPC's retiree group health insurance plan (115 Trust) of \$5.25M. Mr. Cohen introduced Mr. Tom Vicente and Ms. Rebecca Trager of actuarial consultants Bolton Partners LLC, who presented information included in the packet on the recommendation to fund the Section 115 Trust Fund.

Mr. Vicente summarized the report, containing information on the members of the 115 Trust board, the background and history of the fund, and actuarial projections for future benefits for the agency's qualified retirees.

Commissioner Geraldo asked if a potential elimination of Affordable Care Act (ACA) supplemental credits will impact our health programs. Ms. Trager said the programs could indirectly be affected, with a higher participation in the plan due to people opting not to use the non-subsidized ACA exchange but remaining with M-NCPPC insurance plans.

Secretary-Treasurer Cohen thanked Commissioner Geraldo and other members of the Board of Trustees, along with the Employees' Retirement System Board for managing the agency's retirement system.

ACTION: Motion of Commissioner Geraldo to approve the report and Resolution 25-21
Seconded by Commissioner Pedoeem
7 approved the item
Bartley absent for the vote

- c) Resolution 25-25 FY26 Anniversary Increments for Seasonal/Intermittent Employees (King)

Classification and Compensation Chief Boni King presented the resolution, describing proposed wage increases for Seasonal/Intermittent Employees, which resolves an administrative error to award anniversary pay to those employees per Administrative Practice 2-16 and Administrative Procedures 00-02. She asked for Commissioners' support on the resolution.

ACTION: Motion of Commissioner Geraldo to approve Resolution 25-25
Seconded by Commissioner Pedoeem
7 approved the item
Bartley absent for the vote

- d) FY26 Budget Transfer for Negotiated Adjustments (Bacote-Charles)

Corporate Budget Director requested Commission approval to transfer \$7,063,265 from respective budgeted non-departmental holding accounts to departments' Administration, Parks, and Recreation funds as described in the packet memo.

ACTION: Motion of Commissioner Harris to approve the transfer
Seconded by Commissioner Geraldo
7 approved the item
Bartley absent for the vote

e) M-NCPPC Centennial Celebration Preparation (Branda)

Ms. Branda, Ms. Jones and Ms. Black, from the agency's Centennial Committee, provided a brief overview to Commissioners on plans to celebrate the agency's centennial, coming in 2027. Plans included a variety of branding, activities and events to be rolled out over the course of 2026 and 2027

Vice-Chair Harris thanked the committee members for their planning and work and looks forward to seeing future plans roll out.

Item 7.

OFFICERS' REPORTS

Executive Director's Report

No report Scheduled

Secretary-Treasurer's Report

No report Scheduled

General Counsel's Report

a) Litigation and Administrative Hearings Report (For information only)

b) Legislative Update

General Counsel Borden provided Commissioners with an update on legislative bills that were submitted and pending from last year and upcoming bills to be submitted in the current legislative session which may impact M-NCPPC operations in one or both counties. She provided highlights.

Old bills:

MC 4-26 Maximum Speed Limits. Provides authority to reduce a maximum speed limit per M-NCPPC Plans. M-NCPPC Legal supports. The Office of the General Counsel will check with the sponsor to ensure there are no major amendments.

MC 10-26 Crosswalk Monitoring Systems Authorization. Would allow MC to implement automatic crosswalk monitoring systems. M-NCPPC Legal Department supports.

New bills:

PG 101-26 Vendor Registration Bill. Requires M-NCPPC and WSSC to accept as registered vendors any entity registered with Montgomery or Prince George's Counties. The Office of the General Counsel is concerned that this legislation may be problematic, since different jurisdictions and agencies have different vendor registration systems. The Office of the General Counsel has put together comments in conjunction with Procurement staff as informational items for the upcoming local bill hearing. She recommends the agency refrains from an official position until after discussion with the bill's sponsor. Ms. Borden requested Commissioners' support to transmit comments on the legislation.

ACTION: Motion of Commissioner Geraldo to have the General Counsel forward comments to legislators on PG 101-26.
Seconded by Commissioner Pedoeem
7 approved the item
Bartley absent for the vote

PG/MC 105-26 Public Ethics and Financial Disclosure Statements. Adds the Prince George's County Office of Ethics and Accountability to receive copies of the financial disclosure statements from the Prince George's County Commissioners. Ms. Borden said she will get more information on the bill, since this information is already transmitted to the Prince George's County's Chief Administrative Officer.

Chairman Barnes adjourned the meeting at 11:56 a.m.



James F. Adams, Senior Technical Writer



William Spencer, Acting Executive Director



THE MARYLAND-NATIONAL CAPITAL PARK AND PLANNING COMMISSION

6611 Kenilworth Avenue • Riverdale, Maryland 20737

WRITTEN STATEMENT FOR CLOSING A MEETING
UNDER THE OPEN MEETINGS ACT

Date: 11/19/2025 Time: 10:12 am
Location: Via Videoconference

Motion to close meeting made by Harris. Seconded by Geraldo.

Members voting in favor: Bartley, Barnes, Geraldo, Harris, Okoye, and Pedoeem

Opposed: N/A Abstaining: N/A Absent: Hedrick, Linden (arrived late)

STATUTORY AUTHORITY TO CLOSE SESSION, General Provisions Article, §3-305(b)
(check all that apply):

- ☐ (1) To discuss the appointment, employment, assignment, promotion, discipline, demotion, compensation, removal, resignation, or performance evaluation of appointees, employees, or officials over whom this public body has jurisdiction; or any other personnel matter that affects one or more specific individuals;
- ☐ (2) To protect the privacy or reputation of individuals concerning a matter not related to public business;
- ☐ (3) To consider the acquisition of real property for a public purpose and matters directly related thereto;
- ☐ (4) To consider a matter that concerns the proposal for a business or industrial organization to locate, expand, or remain in the State;
- ☐ (5) To consider the investment of public funds;
- ☐ (6) To consider the marketing of public securities;
- ☒ (7) To consult with counsel to obtain legal advice on a legal matter;
- ☐ (8) To consult with staff, consultants, or other individuals about pending or potential litigation;
- ☒ (9) To conduct collective bargaining negotiations or consider matters that relate to the negotiations;
- ☐ (10) To discuss public security, if the public body determines that public discussion would constitute a risk to the public or to public security, including: (i) the deployment of fire and police services and staff; and (ii) the development and implementation of emergency plans;
- ☐ (11) To prepare, administer, or grade a scholastic, licensing, or qualifying examination;
- ☐ (12) To conduct or discuss an investigative proceeding on actual or possible criminal conduct;
- ☐ (13) To comply with a specific constitutional, statutory, or judicially imposed requirement that prevents public disclosures about a particular proceeding or matter;
- ☐ (14) Before a contract is awarded or bids are opened, to discuss a matter directly related to a negotiating strategy or the contents of a bid or proposal, if public discussion or disclosure would adversely impact the ability of the public body to participate in the competitive bidding or proposal process.
- ☐ (15) To discuss cybersecurity, if the public body determines that public discussion would constitute a risk to: (i) security assessments or deployments relating to information resources technology; (ii) network security information, such as information that is related to passwords, personal ID numbers, access codes, encryption, security devices, or vulnerability assessments or that a governmental entity collects or maintains to prevent, detect, or investigate criminal activity; or (iii) deployments or implementation of security personnel, critical infrastructure, or security devices.

FOR EACH CITATION CHECKED ABOVE, THE REASONS FOR CLOSING AND TOPICS TO BE DISCUSSED:

Pursuant to the Maryland General Provisions Article of the Annotated Code of Maryland, section 3-305(b)(7) and (9) a closed session is proposed to consult with counsel to obtain legal advice on a legal matter; and conduct collective bargaining negotiations or consider matters that relate to the negotiations.

Topics to be discussed:

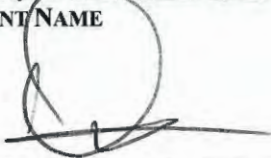
In the absence of the Acting Executive Director, the Corporate Budget Director will brief Commissioners on an item which may affect collective bargaining negotiations and arbitration with the Municipal and County Government Employees' Organization Collective Bargaining Unit.

The General Counsel will brief Commissioners on a proposed litigation matter.

This statement is made by:

Darryl Barnes, Chairman, Presiding Officer.

PRINT NAME



11/26/25

SIGNATURE & DATE

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EMPLOYEES' RETIREMENT SYSTEM
The Maryland-National Capital Park and Planning Commission

BOARD OF TRUSTEES MEETING MINUTES

Tuesday, November 4, 2025; 10:00 a.m.

6611 Kenilworth Avenue - Merit Board Conference Room,

Riverdale, MD 20737

(Hybrid Meeting via Microsoft Teams)

The Maryland-National Capital Park and Planning Commission ("Commission") Employees' Retirement System ("ERS") Board of Trustees ("Board") met in-person and via TEAMS on Tuesday, November 4, 2025. The meeting was called to order at 10:00 a.m. by CHAIRMAN BARNES.

Board Members Present

Darryl Barnes, Chairman, Prince George's County Planning Board, Prince George's County Commissioner
James Hedrick, Vice Chair, Board of Trustees, Montgomery County Commissioner
Gavin Cohen, M-NCPPC Secretary-Treasurer, Ex-Officio
William Spencer, M-NCPPC Acting Executive Director, Ex-Officio
Pamela F. Gogol, Montgomery County Public Member
Sheila Morgan-Johnson, Prince George's County Public Member
Theodore J. Russell III, Prince George's County Open Trustee
Elaine A. Stookey, Bi-County Open Trustee
Lisa Blackwell-Brown, MCGEO Represented Trustee
Sgt. Anton White, FOP Represented Trustee

Board Members Absent

Caroline McCarthy, Montgomery County Open Trustee

ERS Staff Present

Jaclyn F. Harris, Executive Director
Leslie Harmon, Deputy Executive Director
Alicia C. Stanford, Administrative Specialist

Presenters

Cheiron - Patrick Nelson, FSA, CERA, EA, MAAA, Consulting Actuary
Cheiron - Janet Cranna, FSA, FCA, EA, MAAA, Principal Consulting Actuary
Cheiron – Jana Bowers, FSA, EA, MAAA, Associate Actuary
Meketa Investment Group, Inc. – Aaron Lally, CFA, CAIA, CIPM
Meketa Investment Group, Inc. – Mary Mustard, CFA
Meketa Investment Group, Inc. – Gloria Hazard, CFA

ITEM 1. APPROVAL OF NOVEMBER 4, 2025 CONSENT AGENDA

ACTION: MS. GOGOL made a motion, seconded by MR. WHITE to Approve the Consent Agenda for November 4, 2025. The motion PASSED. (10-0). (Motion #25-33).

ITEM 2. CONSULTANT/MANAGER PRESENTATIONS

ITEM 2.A. CHEIRON

Cheiron presented an educational review on the actuarial valuation process, historical trends, and the identification and assessment of risk to the Plan. They reported that as of June 30, 2025, the Actuarial Value of Assets (AVA) for the ERS increased by 5.33% to total \$1,239,510,702. The Actuarial Value of Assets (AVA) returned 7.93% from June 30, 2024 to June 30, 2025, compared to the actuarial assumed return rate of 6.70%. Plan experience for the fiscal year resulted in a total actuarial liability loss of \$14.6 million and the ERS actuarial liability increased by 4.14% to \$1,405,789,832. As of June 30, 2025, the funded ratio (based on the actuarial value of assets) equaled 88.17%, slightly up from 87.18% in 2024. The source of the actuarial loss can be primarily attributed to salary increases and the retiree COLA being greater than expected. Cheiron recommended an Actuarially Determined Contribution (ADC) of \$41,130,838 (17.37% of covered payroll) which is payable July 1, 2026 for fiscal year 2027.

Mr. Nelson informed the Board that, as of 2025, the ERS Plan has a support ratio of 0.8 compared to 200 public sector pension plans, indicating that the ERS Plan is less mature than peer plans. He also noted that the Plan's assumed rate of return is more conservative than most. Additionally, he reported that the Market Value of Assets (MVA) funded ratio stands at 88.72%, which is higher than most public sector pension plans.

Mr. Nelson then reviewed historical inflation trends, citing a compounded average of 4.6% from 2020 to 2025 and a CPI of 2.7% for the fiscal year ending June 30, 2025. Mr. Russell questioned whether the potential insolvency of Social Security within eight years would impact inflation, to which Ms. Cranna responded that it should not. Mr. Russell noted that changes to Social Security could have a significant impact on the Plan and should be monitored to ensure the health of the ERS.

Mr. Nelson discussed how inflation affects assumptions, noting that three-quarters of pension plans have an automatic COLA. He stated that inflation affects assumptions regarding wage increases, payroll growth, and expense growth. He further noted that the inflation assumption is scheduled for review during the next experience study, which will take place in early 2026.

Finally, Mr. Cohen observed that contributions have doubled from \$20 million to \$40 million over the past decade and asked if they are expected to rise by \$7 million annually. Mr. Nelson replied that they are not.

Vice Chair Hedrick logged off the meeting at 10:50 a.m.

Mr. White asked about the impact of unemployment. Ms. Cranna responded that vacancies are starting to be filled following retirements and resignations related to COVID. Mr. Spencer noted that approximately 70% of Commission positions are currently filled. Ms. Morgan-Johnson questioned why refunds had risen by 6%. Mr. Nelson explained that refund percentages vary depending on when members submit applications. Ms. Bowers reviewed employer contributions by Plan and the reconciliation process, emphasizing that changes were driven by higher-than-expected payroll increases. Ms. Morgan-Johnson requested that Cheiron provide a yearly contribution chart along with detailed explanations for the source of the changes to liability.

ACTION: MR. RUSSELL made a motion, seconded by MR. SPENCER to approve an Actuarially Determined Contribution of \$41,130,838 (17.37% of payroll) payable July 1, 2026 for fiscal year 2027. The motion PASSED (9-0). (Motion # 25-34)

ITEM 2.B. MEKETA INVESTMENT GROUP

Mr. Lally briefly summarized the ERS's performance for the month ending September 30, 2025. Plan assets stood at approximately \$1.3 billion and slightly outperformed for the month relative to the Target Policy Index. The asset

exposure is currently outside the policy limits due to the ongoing rebalancing of assets to align with the updated policy targets that took effect on June 1, 2025. The portfolio was adjusted to meet these targets in October.

Ms. Hazard gave a summary of recent fund transfers resulting from the asset allocation study conducted earlier in 2025. As part of the changes, the ERS terminated investments in Public Real Assets, Capital Guardian International Equity, SSgA Real Assets Strategy, and BlackRock Minimum Volatility Equity strategy. New allocations were made to index funds, U.S. TIPS and the MSCI ACWI ex USA index.

ITEM 3. COMMITTEE REPORTS/RECOMMENDATIONS

ITEM 3.A. Administration and Personnel Oversight Committee

Mr. Cohen shared that Staff presented a recommendation to the Personnel Committee to reallocate funds from the recently vacated IT Systems Manager position to a new role, a Communication & Digital Specialist. The position is intended to strengthen the ERS's digital engagement, support transparency, facilitate internal and external communications that meet ADA standards, and lead efforts to advance the member self-service portal, MemberDirect.

ACTION: MS. GOGOL made a motion, seconded by MR. WHITE to Approve a new Communication & Digital Specialist job position. The motion PASSED. (9-0). (Motion #25-35).

ITEM 3.B. Audit Committee

Mr. Cohen shared brief details of auditor, SB & Company's, presentation to the Audit Committee on their independent audit of the June 30, 2025 financial statements for the ERS. He noted that SB & Company plan to issue an unmodified opinion on the ERS financial statements. Lastly, Mr. Cohen informed the Board that the Audit Services agreement with SB & Company is set to expire on May 4, 2026 and the Committee and Staff plan to collaboratively work with the Commission to issue a joint RFP for Audit Services.

ITEM 4. EXECUTIVE DIRECTOR'S REPORT

Ms. Harris reported that the State of Maryland received settlement distributions of \$18.2 million from the Royal Bank of Scotland and \$20 million from Wells Fargo. The funds stem from legal cases involving violations of Maryland laws related to the creation, pooling, and sale of residential mortgage-backed securities to public investors in the state. The ERS received a total claim amount of \$991,581 for losses related to Wells Fargo and Royal Bank of Scotland RMBS. Ms. Harris also updated the Board on the Organizational Assessment RFP, noting that nine proposals were submitted. An evaluation committee—comprising members of the Personnel Committee and staff—will review, score, and assess the submissions. Finally, Ms. Harris informed the Board that staff are working with B.F. Saul to renew the existing \$5 million cyber insurance policy, which is set to take effect on December 1, 2025.

ITEM 5. CLOSED SESSION

At 11:49 a.m., MR. WHITE made a motion, seconded by MR. RUSSELL to go into closed session under the authority of the General Provisions Article of the Annotated Code of Maryland Section 3-305(b)(5) to consider matters directly concerning the actual investment of public funds under the authority of this Board. The motion PASSED (9-0). (Motion #25-36).

Board of Trustees in Closed Session Chairman Barnes, Theodore Russell III, Elaine Stookey, Gavin Cohen, Pamela Gogol, Sheila Morgan-Johnson, Lisa Blackwell-Brown, Anton White, and William Spencer.

ACTION: MR. WHITE made a motion, seconded by MR. SPENCER to Ratify the Action taken in the Closed Session. The motion PASSED. (9-0). (Motion #25-38).

The Board meeting of November 4, 2025 adjourned at 12:01 p.m.

Respectfully,

Alicia C. Stanford

Alicia C. Stanford
Administrative Specialist

Jaclyn Harris

Jaclyn F. Harris
Executive Director

Meet Your FAMLI

Maryland's Family and Medical
Leave Insurance

December 17, 2025



Agenda

01 What is FAMLI?

02 How does FAMLI work?

03 What can you do now?

What is FAMLI?

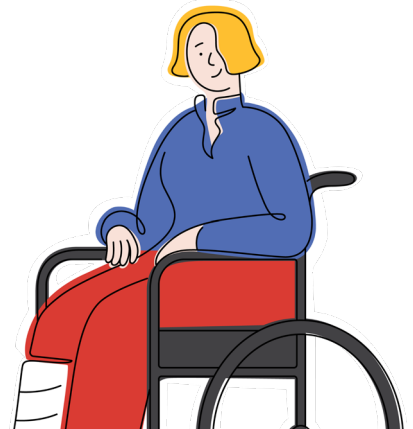


What is FAMLI?

Starting in 2028, the Maryland Family and Medical Leave Insurance (FAMLI) system will ensure employees are able to:

- **take time away from work;**
- **receive job protection;**
- **and earn up to \$1,000 a week**

for up to 12 weeks continuously or on an intermittent basis.



Life events covered by FAMLI



Welcoming a child



The employee's own serious health condition

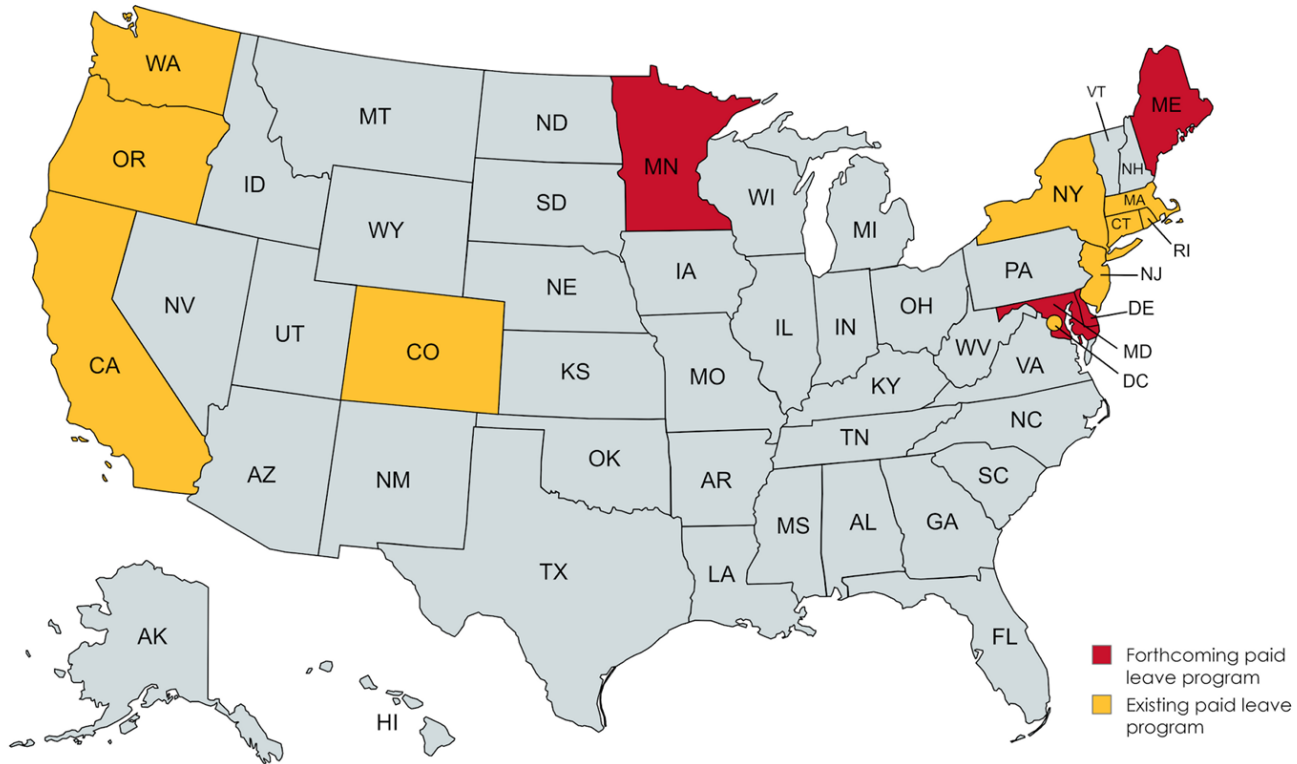


Caring for a family member with a serious health condition



Preparing for a family member's deployment

The bigger FAMLI portrait



Benefits for employers



Greater cost predictability



Higher workforce attachment



A more even playing field for small business



Boosted morale, reduced turnover and increased productivity



Details about Maryland's FAMLI



Key milestones

Regulations published



Fall 2025

State Plan contribution
period begins



January 2027

Benefits begin



January 2028

Declaration of Intent
process opens

Fall 2026

First report and payment
sent to the State

April 2027

FAMLI is familiar...

FMLA and FAMLI
Qualifying events are the same
Leave can be taken consecutively or intermittently
Health benefit continuation

FMLA	FAMLI
Job protection	Job protection (limited exceptions)
12 week annual limit	12 week annual limit (with one exception)

...and different

FMLA	FAMLI
Federal law	State law
Unpaid (and unfunded)	Paid (and funded)
Eligibility is position based	Eligibility is employee based
Limited definition of “family member”	Expanded definition of “family member”
Employer processes request	State processes claim (unless participating in a private plan)

What employers will participate?

All employers — regardless of payroll size — will be required to provide their employees paid family and medical leave insurance.

There are no exemptions.



Small employer discount



Employers with fewer than **15 employees** are exempt from paying their share of contributions.



For the first year, employer size will be determined on a quarterly basis.



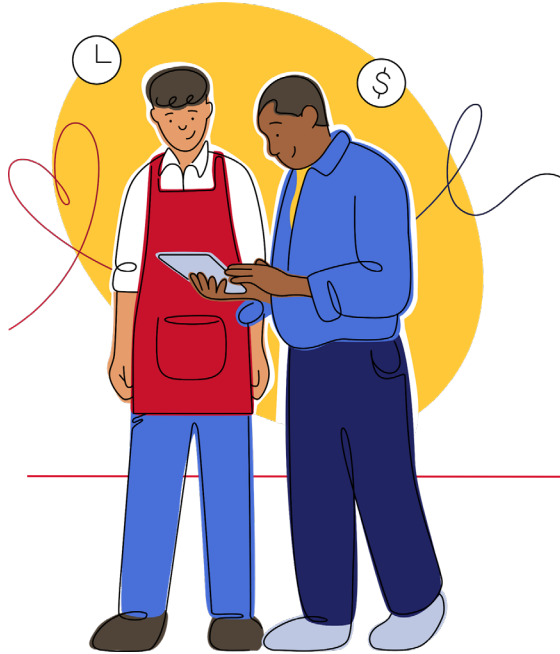
After the first year, determinations will be made on an annual basis.

Which employees will contribute?

All employees localized in Maryland



Which employees will be eligible for benefits?

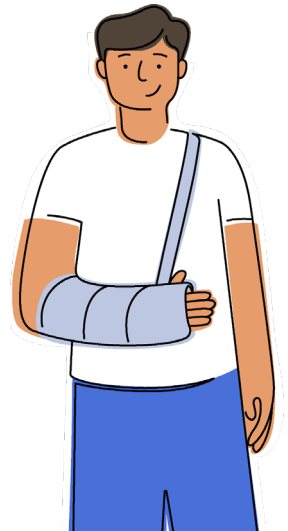


Anyone who works **at least 680 hours** in a position based in Maryland over the previous four reported calendar quarters will be eligible for benefits.

How does FAMLI interact with employer provided time off?

Employers can not require workers to use employer provided time off before or while using paid family and medical leave.

However, an employer and worker can agree to use employer provided time off to “top off” the FAMLI benefit.



What if I already offer parental leave?

Some employers provide leave specifically designed to cover a FAMILI qualifying event, such as parental leave. The Division is referring to that leave as **Alternative FAMILI Purpose Leave (AFPL)**.

If you offer AFPL, you can require your employees to take AFPL concurrently with FAMILI leave.



Are there notification requirements?

An employer will need to provide notice to employees:

- one pay period before payroll deductions begin,
- starting July 2027 (six months before benefits begin),
- when the employee is hired,
- once a year,
- when the employee requests leave using related terms such as “paid family and medical leave,” “parental leave,” “family leave,” or otherwise indicates they want to take leave under FAMLI, and
- when the employer knows the employee is taking leave for a qualifying reason

What happens when an employee files a claim?

Employee files
claim and
MD Labor
alerts employer

Deadline for
employer response.
MD Labor processing
complete application

Employee
receives a
response to
claim

5 days or less

10 days or less

Total time: 15 days or less

The State Plan

After registration, employers will be automatically enrolled into **the State Plan**, which will provide a seamless way to comply.

The State will:

- collect contributions;
- process applications; and
- issue benefits.

Private plans

- An employer could seek approval for a **commercial** or **self-insured** plan.
- Commercial and self-insured plans must offer benefits and protections that are the same as or better than the State Plan. Commercial plans must also comply with the insurance code.
- The Department can set reasonable fees for employers seeking private coverage options. Employers can avoid the fee by participating in the State Plan.
- Employers with private plans will be required to submit quarterly wage and hour reports and claims data.

Employer responsibilities

Category	State Plan	Private plans
Register with the State	✓	✓
File Quarterly Wage and Hour Reports	✓	✓
Notify workers	✓	✓
Provide job protection	✓	✓
Remit quarterly contributions	✓	
File Declaration of Intent		✓
Purchase private plan or self-insure		✓
File application and pay fee		✓
Submit quarterly claims data		✓

What can you do now?



What can you do now?



Sign up to receive emails from the FAMLI team by visiting [**paidleave.maryland.gov**](https://paidleave.maryland.gov).



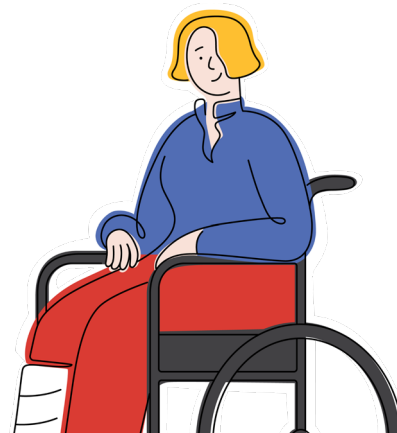
Begin including FAMLI contributions in future budget planning.



Start thinking about how your existing benefits may interact with FAMLI.



After registration, all employers will automatically be enrolled in the State Plan. You can think about whether you'd like to explore private plans.



Stay up to date

paid.leave@maryland.gov
paidleave.maryland.gov

**We hope you join us in making
FAMLI a success in Maryland!**



Q&A



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MEMORANDUM



EMPLOYEES' RETIREMENT SYSTEM
 Maryland-National Capital Park and Planning Commission
 6611 Kenilworth Avenue, Suite 100
 Riverdale, Maryland 20737

(301) 454-1415 - Telephone
 (301) 454-1413 - Facsimile
<http://ers.mncppc.org>
ersboard@mncppc.org

To: Maryland-National Capital Park & Planning Commission Date: December 5, 2025

Via: Darryl Barnes *Darryl Barnes*
 Chairman, Board of Trustees

From: Jaclyn F. Harris *Jaclyn Harris*
 Executive Director

Subject: Recommendation for Appointment of New Investment Managers for the Employees' Retirement System

RECOMMENDATION

On behalf of the Board of Trustees of the Maryland-National Capital Park and Planning Commission Employees' Retirement System (ERS), I recommend appointing TA Realty Core Property Fund and Clarion Alternative Sectors Fund as new investment managers for the ERS.

BACKGROUND

In accordance with the Trust Agreement between the Board of Trustees and the Commission dated July 26, 1972, and last amended September 16, 2009, the Commission approves the appointment of new investment managers to the ERS, upon recommendation from the Board of Trustees.

During its meeting on December 2, 2025, the Board of Trustees authorized investments of \$37.5 million in the TA Realty Core Property Fund and \$12.5 million in the Clarion Alternative Sectors Fund to further diversify the investment portfolio's allocation in real estate and infrastructure.

TA REALTY CORE PROPERTY FUND

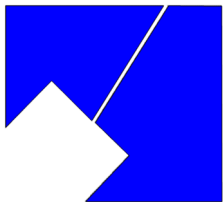
TA Realty Core Property Fund, established in 2018, is an open-end fund currently managing \$8.15 billion in gross assets and serving 270 investors. The investment strategy targets property types and markets that can achieve exceptional long-term cash flow growth. Its primary focus is on industrial, multifamily, and grocery-anchored retail properties within major U.S. metropolitan areas. TA Realty stands out for its consistent performance results that surpass the comparative benchmark, and its targeted investments in data centers. This allocation demonstrates a strategic priority for sectors with higher growth and resilience, while maintaining minimal exposure to office assets due to prevailing market conditions.

CLARION ALTERNATIVE SECTORS FUND

Clarion Partners manages \$57 billion in assets across industrial and housing platforms and has a history of investing in alternative sectors since 2006. The Clarion Alternative Sectors Fund, managed by an experienced investment team, is a new open-end fund designed to capitalize on demographic

trends driving specific opportunities within the real estate sector. The fund targets investments in senior housing—including independent and assisted living—industrial outdoor storage, and build-to-rent communities.

The investment strategy emphasizes favorable entry points in a re-priced market cycle, acquiring properties at discounts to replacement costs and avoiding legacy assets. Clarion’s opportunistic approach complements the TA Core Realty Property Fund, further enhancing both the diversity and return potential of the ERS investment portfolio.



Maryland-National Capital Park & Planning Commission
 Corporate Policy & Management Operations Division
 Supplier Diversity Program

6611 Kenilworth Avenue • Riverdale, Maryland 20737 • Phone: 301-454-1752

December 8, 2025

To: Commissioners

Via: William Spencer, Acting Executive Director
 Tracey Harvin, Corporate Policy & Management Operations Director

From: Lawrence Taylor, Supplier Diversity & Inclusion Chief

Subject: MFD Purchasing Statistics — First Quarter FY26

The Commission's procurement policy (Practice 4-10, Purchasing) includes a robust anti-discrimination component designed to ensure equitable access to contracting opportunities for minority-, women-, and disabled-owned businesses ("MFDs"). This commitment is actively reinforced through collaboration between the Office of the Executive Director, the Corporate Purchasing Division, and the Office of Supplier Diversity.

To advance this mission, the Commission continues to implement MFD subcontracting goals aligned with its procurement objectives and increase the availability and utility of qualified MFD vendors. Likewise, the Commission also remains dedicated to fostering economic growth in the bi-county region by broadening the participation of local, small businesses in its procurement opportunities.

The State of Maryland Disparity Study is delayed, and we are awaiting updates from the State regarding its completion.

During the First Quarter of FY26, the Commission's use of MFDs and local, small businesses were as follows:

- Attachment A indicates that through the First Quarter of FY26, the Commission procured \$51,182,970 in goods, professional services, construction, and miscellaneous services and \$16,131,740 was spent with MFD-owned firms.
- Attachment B indicates that in the First Quarter of FY26, 31.5% of the Commission's spend was with MFD-owned firms.

- Attachment C represents the MFD participation by type of procurement. The MFD participation for construction through the First Quarter of FY26 was 48.6%. Attachment C also indicates that the largest consumers of goods and services in the Commission are Montgomery Parks and the Prince George's County Department of Parks and Recreation. The MFD cumulative utilization numbers for these Departments through the First Quarter of FY26 are 42.1% and 26.2% respectively.
- Attachment D presents the FY26 activity for the Purchase Card program totaling \$3,568,340 of which 2.2% was spent with MFD firms. The amount of procurement card activity represents 7% of the Commission's total procurement dollars.
- Attachment E portrays the historic MFD participation rates and the total procurement from FY91 to First Quarter FY26.
- Attachments F & G show MFD participation in procurements at various bid levels to determine if MFD vendors are successful in obtaining opportunities in procurements that require informal bidding and formal bidding. Based on the analysis, MFD vendors are participating, at an overall rate of 12.6% in informal (under \$30,000) and 37.2% in formal (over \$30,000) procurements. For transactions under \$10k, MFD participation is 10.9%. For transactions over \$10k but under \$30k, MFD participation is 35.7%. MFD vendors are participating at an overall rate of 36% in transactions over \$250,000.
- Attachment H presents the total amount of procurements and the number of vendors by location. Of the \$51,182,970 in total procurement, \$34,950,354 was procured from Maryland vendors. Of the \$34,950,354 expended in Maryland, \$18,691,556, or 36.6% was spent with businesses in Montgomery and Prince George's Counties.
- Attachment I compares the utilization of MFD vendors by the Commission with the availability of MFD vendors. The results show under-utilization in the following categories: African American, Asian, Native American, and Females. The amount and percentage of procurement from MFD vendors is broken out by categories as defined by the Commission's Anti-Discrimination Policy. The availability percentages are taken from the most recent State of Maryland disparity study dated June 25, 2018.
- Attachments J and K show the number and dollar amount of waivers of the procurement policy by department and by reason for waiver.

For further information on the MFD report, please contact the Office of Executive Director at (301) 454-1752.

Attachments A - H

THE MARYLAND-NATIONAL CAPITAL PARK AND PLANNING COMMISSION
MFD PROCUREMENT STATISTICS
FY 2026
FOR THREE MONTHS ENDED SEPTEMBER 30, 2025

Attachment A

	<u>Procurement</u>	<u>Waivers</u>		<u>Procurement</u>	
	<u>Total \$</u>	<u>Total \$</u>	<u>Total #</u>	<u>MFD \$</u>	<u>%</u>
<u>Prince George's County</u>					
Commissioners' Office	\$ 61,756	\$ -	-	\$ -	0.0%
Planning Department	1,987,023	-	-	235,851	11.9%
Parks and Recreation Department	26,326,829	1,092,903	5	6,891,631	26.2%
Total	28,375,608	1,092,903	5	7,127,482	25.1%
<u>Montgomery County</u>					
Commissioners' Office	1,252	-	-	-	0.0%
Planning Department	961,618	411,156	1	13,629	1.4%
Parks Department	21,058,821	151,950	2	8,873,895	42.1%
Total	22,021,691	563,106	3	8,887,524	40.4%
<u>Central Administrative Services</u>					
Dept. of Human Resources and Mgt.	321,237	20,000	1	56,639	17.6%
Finance Department	20,203	73	1	-	0.0%
Legal Department	14,520	-	-	-	0.0%
Merit Board	-	-	-	-	0.0%
Office of Chief Information Officer	418,196	212,326	2	60,095	14.4%
Office of Inspector General	11,515	-	-	-	0.0%
Total	785,671	232,399	4	116,734	14.9%
Grand Total	\$ 51,182,970	\$ 1,888,408	12	\$ 16,131,740	31.5%

Note: The "Waivers" columns report the amount and number of purchases approved to be exempt from the competitive procurement process, including sole source procurements.

Prepared by Supplier Diversity Program Manager, Corporate Policy & Management Operations Division
October 24, 2025

THE MARYLAND-NATIONAL CAPITAL PARK AND PLANNING COMMISSION
MFD PROCUREMENT STATISTICS
FY 2026
MFD STATISTICS - CUMULATIVE AND ACTIVITY BY QUARTER

Attachment B

CUMULATIVE BY QUARTER

	SEPTEMBER	DECEMBER	MARCH	JUNE
<u>Prince George's County</u>				
Commissioners' Office	0.0%			
Planning Department	11.9%			
Parks and Recreation Department	26.2%			
Total	25.1%			
<u>Montgomery County</u>				
Commissioners' Office	0.0%			
Planning Department	1.4%			
Parks Department	42.1%			
Total	40.4%			
<u>Central Administrative Services</u>				
Dept. of Human Resources and Mgt.	17.6%			
Finance Department	0.0%			
Legal Department	0.0%			
Merit Board	0.0%			
Office of Chief Information Officer	14.4%			
Office of Inspector General	0.0%			
Total	14.9%			
Grand Total	31.5%			

ACTIVITY BY QUARTER

	FIRST QUARTER	SECOND QUARTER	THIRD QUARTER	FOURTH QUARTER	TOTAL
<u>Prince George's County</u>					
Commissioners' Office	0.0%				0.0%
Planning Department	11.9%				11.9%
Parks and Recreation Department	26.2%				26.2%
Total	25.1%				25.1%
<u>Montgomery County</u>					
Commissioners' Office	0.0%				0.0%
Planning Department	1.4%				1.4%
Parks Department	42.1%				42.1%
Total	40.4%				40.4%
<u>Central Administrative Services</u>					
Dept. of Human Resources and Mgt.	17.6%				17.6%
Finance Department	0.0%				0.0%
Legal Department	0.0%				0.0%
Merit Board	0.0%				0.0%
Office of Chief Information Officer	14.4%				14.4%
Office of Inspector General	0.0%				0.0%
Total	14.9%				14.9%
Grand Total	31.5%				31.5%

THE MARYLAND-NATIONAL CAPITAL PARK AND PLANNING COMMISSION
MFD PROCUREMENT STATISTICS
BY MAJOR PROCUREMENT CATEGORY

FY 2026
FOR THREE MONTHS ENDED SEPTEMBER 30, 2025

ATTACHMENT C

	Grand Total	Montgomery Planning	Montgomery Parks	Pr. Geo. Parks & Recreation	Pr. Geo. Planning	Dept. of Human Resources	Finance Dept.	Legal Dept.	Office of Chief Information
Goods:									
Total \$	\$ 11,976,650	\$ 525,982	\$ 2,120,550	\$ 8,940,936	\$ 236,684	\$ 71,233	\$ 19,090	\$ 1,518	\$ 60,657
MFD \$	\$ 679,454	\$ 50	\$ 87,121	\$ 561,360	\$ 0	\$ 30,923	\$ 0	\$ 0	\$ 0
Percentage	5.7%	0.0%	4.1%	6.3%	0.0%	43.4%	0.0%	0.0%	0.0%
Miscellaneous Services:									
Total \$	\$ 7,652,273	\$ 271,283	\$ 2,549,458	\$ 3,958,623	\$ 504,980	\$ 96,378	\$ 73	\$ 1,375	\$ 270,103
MFD \$	\$ 1,031,968	\$ 13,579	\$ 333,200	\$ 503,173	\$ 116,921	\$ 5,000	\$ 0	\$ 0	\$ 60,095
Percentage	13.5%	5.0%	13.1%	12.7%	23.2%	5.2%	0.0%	0.0%	22.2%
Professional Services:									
Total \$	\$ 5,064,322	\$ 164,353	\$ 1,346,772	\$ 2,082,875	\$ 1,245,359	\$ 124,860	\$ 1,040	\$ 11,627	\$ 87,436
MFD \$	\$ 1,585,704	\$ 0	\$ 520,490	\$ 939,284	\$ 118,930	\$ 7,000	\$ 0	\$ 0	\$ 0
Percentage	31.3%	0.0%	38.6%	45.1%	9.5%	5.6%	0.0%	0.0%	0.0%
Construction:									
Total \$	\$ 26,415,202	\$ 0	\$ 15,042,041	\$ 11,344,395	\$ 0	\$ 28,766	\$ 0	\$ 0	\$ 0
MFD \$	\$ 12,834,614	\$ 0	\$ 7,933,084	\$ 4,887,814	\$ 0	\$ 13,716	\$ 0	\$ 0	\$ 0
Percentage	48.6%	0.0%	52.7%	43.1%	0.0%	47.7%	0.0%	0.0%	0.0%
SUBTOTAL									
Total \$	\$ 51,108,447	\$ 961,618	\$ 21,058,821	\$ 26,326,829	\$ 1,987,023	\$ 321,237	\$ 20,203	\$ 14,520	\$ 418,196
MFD \$	\$ 16,131,740	\$ 13,629	\$ 8,873,895	\$ 6,891,631	\$ 235,851	\$ 56,639	\$ 0	\$ 0	\$ 60,095
Percentage	31.6%	1.4%	42.1%	26.2%	11.9%	17.6%	0.0%	0.0%	14.4%
Pr. Geo. Commissioners' Office									
Total \$	\$ 61,756								
MFD \$	\$ 0								
Percentage	0.0%								
Mont. Commissioners' Office									
Total \$	\$ 1,252								
MFD \$	\$ 0								
Percentage	0.0%								
Merit Board									
Total \$	\$ 0								
MFD \$	\$ 0								
Percentage	0.0%								
Office of Inspector General									
Total \$	\$ 11,515								
MFD \$	\$ 0								
Percentage	0.0%								
GRAND TOTAL \$	\$ 51,182,970								
MFD\$	\$ 16,131,740								
Percentage	31.5%								

THE MARYLAND-NATIONAL CAPITAL PARK AND PLANNING COMMISSION
MFD PROCUREMENT STATISTICS
Comparison of MFD % for Total Procurement and Purchase Card Procurement
FY 2026
FOR THREE MONTHS ENDED SEPTEMBER 30, 2025

Attachment D

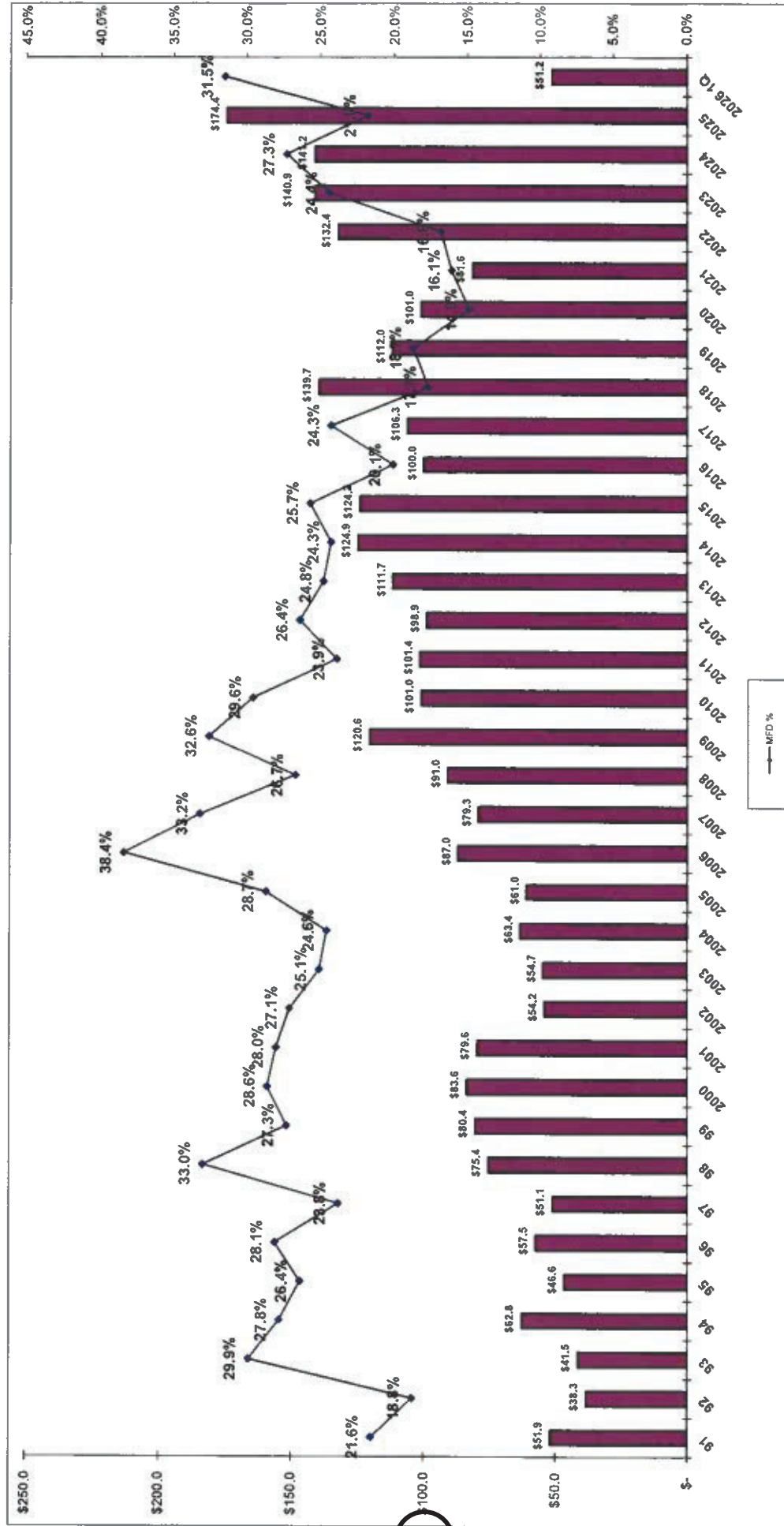
	Total Procurement		Purchase Card Procurement	
	Total \$	MFD %	Total \$	MFD %
<u>Prince George's County</u>				
Commissioners' Office	\$ 61,756	0.0%	\$ 31,671	0.0%
Planning Department	1,987,023	11.9%	33,696	0.0%
Parks and Recreation Department	26,326,829	26.2%	2,049,905	1.3%
Total	28,375,608	25.1%	2,115,272	1.3%
<u>Montgomery County</u>				
Commissioners' Office	1,252	0.0%	1,252	0.0%
Planning Department	961,618	1.4%	35,465	0.0%
Parks Department	21,058,821	42.1%	1,355,525	3.8%
Total	22,021,691	40.4%	1,392,242	3.7%
<u>Central Administrative Services</u>				
Dept. of Human Resources and Mgt.	321,237	17.6%	14,948	0.6%
Finance Department	20,203	0.0%	19,090	0.0%
Legal Department	14,520	0.0%	1,799	0.0%
Merit Board	-	0.0%	-	0.0%
Office of Chief Information Officer	418,196	14.4%	11,515	0.0%
Office of Inspector General	11,515	0.0%	13,474	0.0%
Total	785,671	14.9%	60,826	0.2%
Grand Total	\$ 51,182,970	31.5%	\$ 3,568,340	2.2%

Percentage of Purchase Card Procurement to Total Procurement 7.0%

THE MARYLAND-NATIONAL CAPITAL PARK AND PLANNING COMMISSION

MFD PROCUREMENT RESULTS and TOTAL PROCUREMENT (millions)

Attachment E

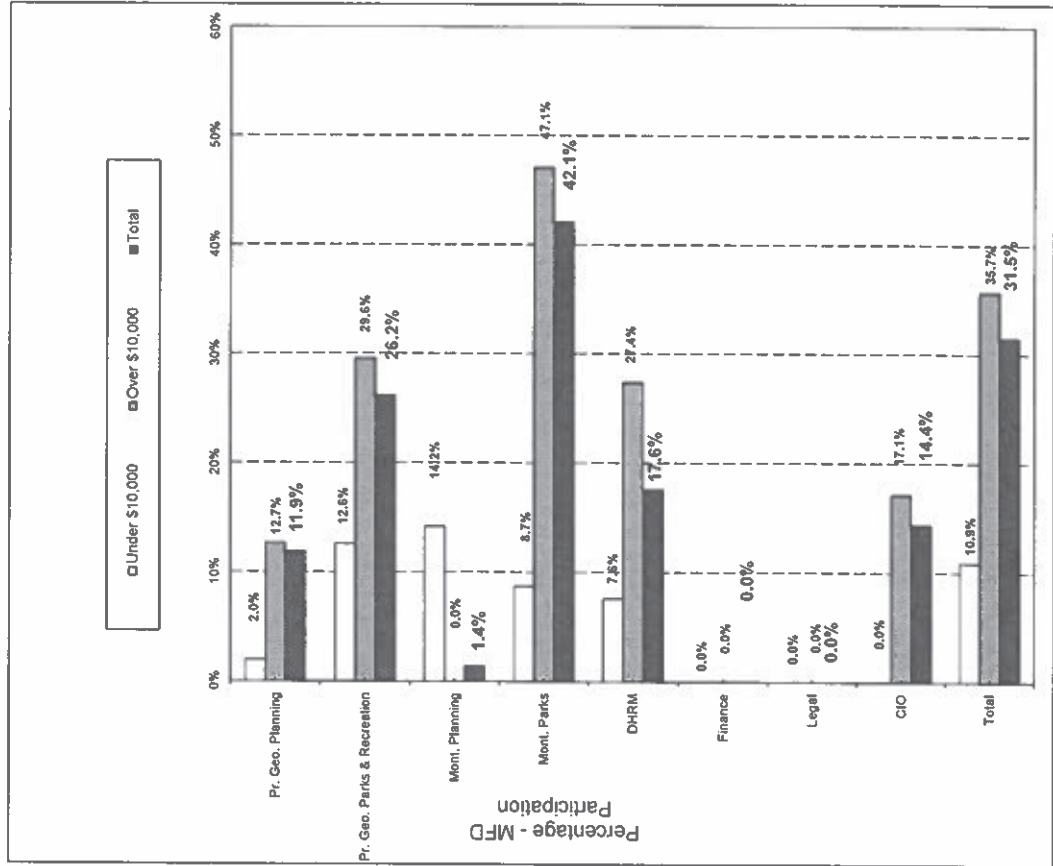


	FY 2017	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024 4Q	FY 2025	FY 2026 1Q
TOTAL PROCUREMENT \$ (MIL.)	\$106.3	\$139.7	\$112.0	\$101.0	\$81.6	\$132.4	\$140.9	\$141.2	\$174.4	\$51.2
MFD %	24.3%	17.7%	18.7%	14.9%	16.1%	16.8%	24.4%	27.3%	21.8%	31.5%

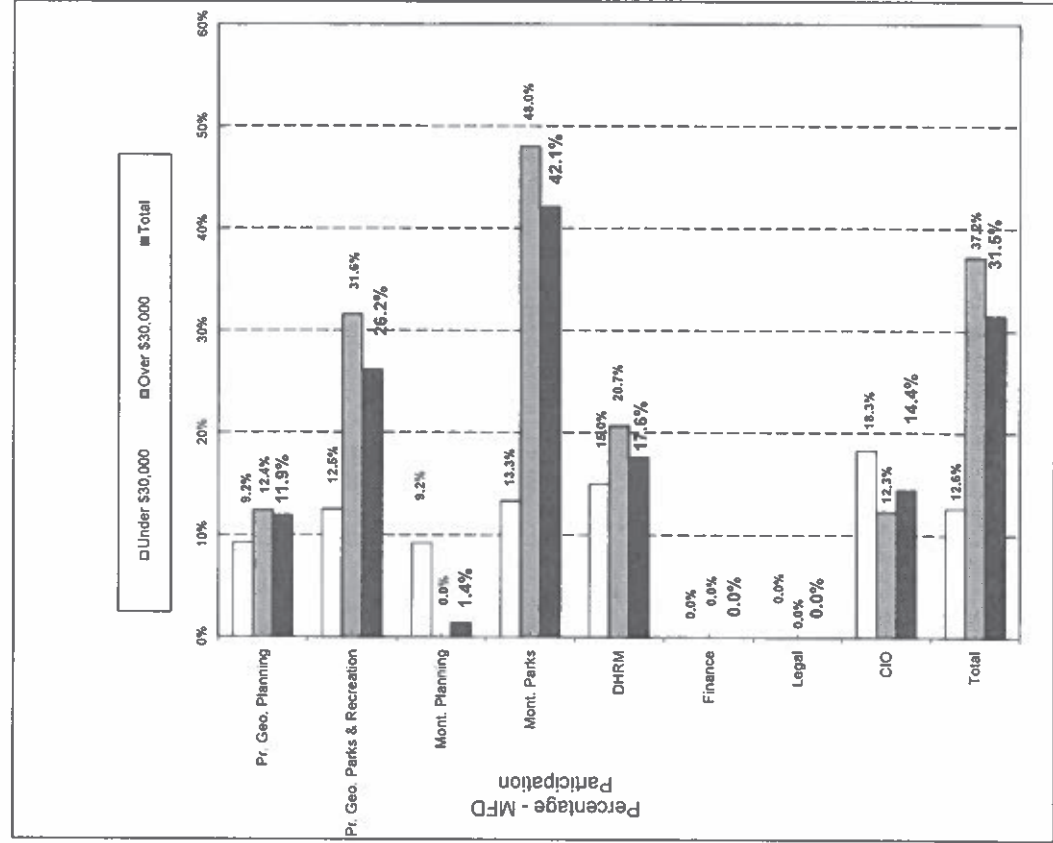
Prepared by Supplier Diversity Program Manager, Corporate Policy & Management Operations Division
October 24, 2025

The Maryland-National Capital Park and Planning Commission
MFD Procurement Statistics - Transactions Under/Over \$10,000 & \$30,000 plus Total %
FY 2026 1Q

Under/Over \$10,000

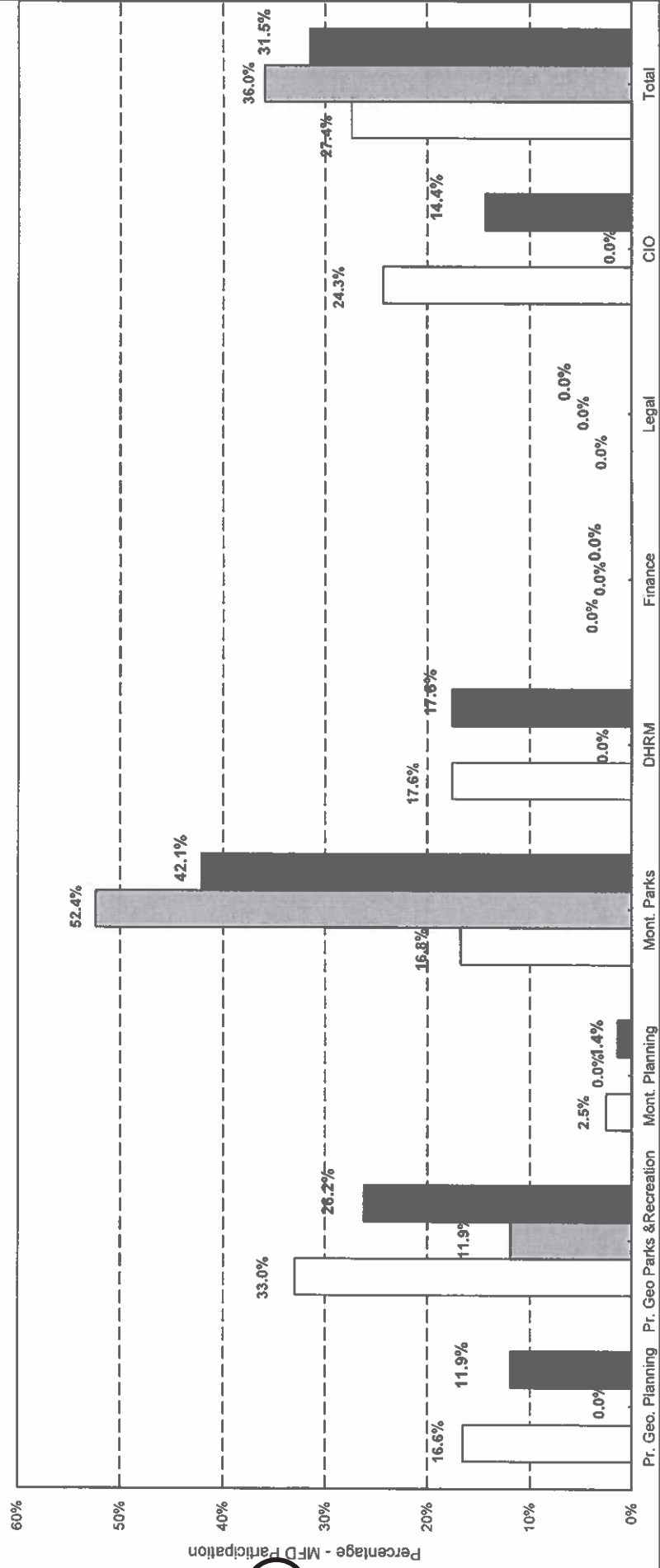


Under/Over \$30,000



Attachment G

The Maryland-National Capital Park and Planning Commission
MFD Procurement Statistics - Transactions Under /Over \$250,000 and Total %
FY 2026 1Q



THE MARYLAND-NATIONAL CAPITAL PARK AND PLANNING COMMISSION
Amount of Procurement and Number of Vendors by Location
FY 2026
FOR THREE MONTHS ENDED SEPTEMBER 30, 2025

Attachment H

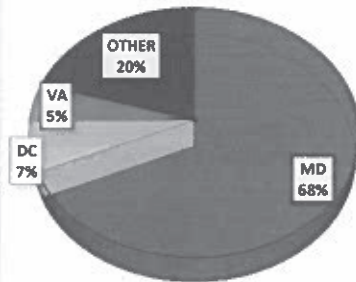
ALL VENDORS

Location	Procurement		Number of Vendors	
	Amount	%	Number	%
Montgomery County	\$ 4,539,372	8.9%	162	17.1%
Prince George's County	14,152,184	27.7%	242	25.6%
Subtotal	18,691,556	36.6%	404	42.7%
Maryland - other locations	16,258,798	31.7%	168	17.7%
Total Maryland	34,950,354	68.3%	572	60.4%
District of Columbia	3,362,343	6.6%	38	4.0%
Virginia	2,461,851	4.8%	74	7.8%
Other Locations	10,408,422	20.3%	264	27.8%
Total	\$ 51,182,970	100.0%	948	100.0%

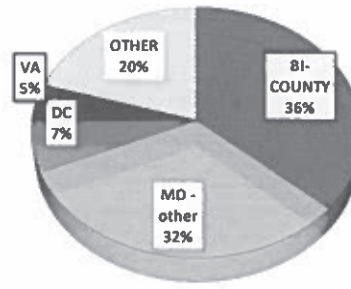
MFD Vendors

Location	Procurement		Number of Vendors	
	Amount	%	Number	%
Montgomery County	\$ 919,707	5.7%	30	20.8%
Prince George's County	9,919,722	61.5%	46	32.1%
Subtotal	10,839,429	67.2%	76	52.9%
Maryland - other locations	2,617,836	16.2%	32	22.2%
Total Maryland	13,457,265	83.4%	108	75.1%
District of Columbia	1,568,133	9.7%	10	6.9%
Virginia	420,539	2.6%	12	8.3%
Other Locations	685,803	4.3%	14	9.7%
Total	\$ 16,131,740	100.0%	144	100.0%

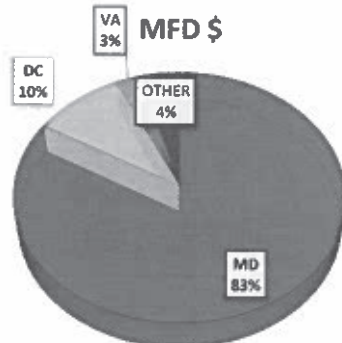
PROCUREMENT \$



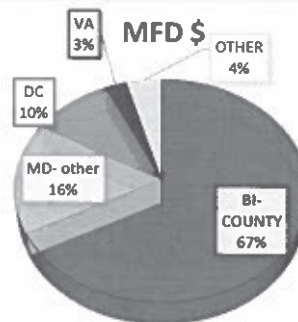
PROCUREMENT \$



MFD \$



MFD \$



Prepared by Supplier Diversity Program Manager, Corporate Policy & Management Operations Division
October 24, 2025

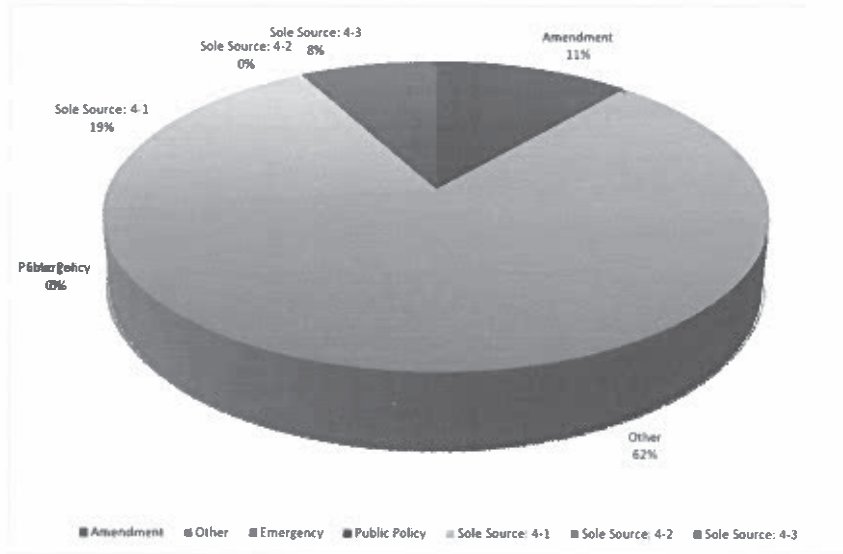
Note: The number of vendors excludes purchase card vendors.

Attachment I

THE MARYLAND-NATIONAL CAPITAL PARK AND PLANNING COMMISSION
REASONS FOR WAIVERS
CUMULATIVE DOLLAR AMOUNT & NUMBER OF WAIVERS
FY 2026
FOR THREE MONTHS ENDED SEPTEMBER 30, 2025

Attachment J

REASON	NUMBER	AMOUNT	%
Emergency	0	\$ -	0.0%
Other	6	\$ 1,164,903	61.7%
Public Policy	0	\$ -	0.0%
Amendment	3	\$ 212,734	11.3%
Sole Source: 4-1	2	\$ 360,771	19.1%
Sole Source: 4-2	0	\$ -	0.0%
Sole Source: 4-3	1	\$ 150,000	7.9%
Total	12	\$ 1,888,408	100.00%



Waiver Reason Definitions:

Emergency:

Sudden and unforeseeable circumstance have arisen which actually or imminently threaten the continuance of an essential operation of the Commission or which threaten public health, welfare or safety such that there is not enough time to conduct the competitive bidding.

Required by Law or Grant:

Public law or the terms of a donation/grant require that the above noted vendor be chosen.

Amendment:

A contract is already in place and it is appropriate for the above noted vendor to provide additional services and/or goods not within the original scope of the contract because the interested service and/or goods are uniquely compatible with the Commission's existing systems and patently superior in quality and/or capability than what can be gained through an open bidding process.

Sole Source 4:

It has been determined that:

- #1: The vendor's knowledge and experience with the Commission's existing equipment and/or systems offer a greater advantage in quality and/or cost to the Commission than the cost savings possible through competitive bidding, or
- #2: The interested services or goods need to remain confidential to protect the Commission's security, court proceedings and/or contractual commitments, or
- #3: The services or goods have no comparable and the above noted vendor is the only distributor for the interested manufacturer or there is otherwise only one source available for the sought after services or goods, e.g. software maintenance, copyrighted materials, or otherwise legally protected goods or services.

THE MARYLAND-NATIONAL CAPITAL PARK AND PLANNING COMMISSION
TOTAL WAIVERS, MFD WAIVERS, AND SOLE SOURCE WAIVERS BY DEPARTMENT
PROCESSED FY 2026
FOR THE THREE MONTHS ENDED SEPTEMBER 30, 2025

Attachment K

	Total Waivers		MFD/Waivers		% of MFD		Sole Source 4-1		Sole Source 4-2		Sole Source 4-3		% Sole Source	
	\$	Number	\$	Number	%	Number	\$	Number	\$	Number	\$	Number	%	%
Prince George's County														
Commissioners' Office	-	0	\$ -	0	0.0%	-	\$ -	0	\$ -	0	\$ -	0	0.0%	0.0%
Planning Department	-	0	-	0	0.0%	-	-	0	-	0	-	0	0.0%	0.0%
Parks and Recreation Department	1,092,903	5	-	0	0.0%	-	358,821	1	-	0	-	0	32.8%	32.8%
Total	1,092,903	5	-	0	0.0%	-	358,821	1	-	0	-	0	32.8%	32.8%
Montgomery County														
Commissioners' Office	-	0	-	0	0.0%	-	-	0	-	0	-	0	0.0%	0.0%
Planning Department	411,156	1	-	0	0.0%	-	-	0	-	0	-	0	0.0%	0.0%
Parks Department	151,950	2	-	0	0.0%	-	1,950	1	-	0	150,000	1	100.0%	100.0%
Total	563,106	3	-	0	0.0%	-	1,950	1	-	0	150,000	1	27.0%	27.0%
Central Administrative Services														
Dept. of Human Resources and Mgt.	20,000	1	-	0	0.0%	-	-	0	-	0	-	0	0.0%	0.0%
Finance Department	73	1	-	0	0.0%	-	-	0	-	0	-	0	0.0%	0.0%
Legal Department	-	0	-	0	0.0%	-	-	0	-	0	-	0	#DIV/0!	#DIV/0!
COO/PIO	212,326	2	-	0	0.0%	-	-	0	-	0	-	0	0.0%	0.0%
Merit Board	-	0	-	0	0.0%	-	-	0	-	0	-	0	0.0%	0.0%
Total	232,399	4	-	0	0.0%	-	-	0	-	0	-	0	0.0%	0.0%
Grand Total	\$ 1,888,408	12	\$ -	0	0.0%	-	\$ 360,771	2	\$ -	0	\$ 150,000	1	27.0%	27.0%

Purpose of Summary of Waiver Report:

- (1) To monitor the amount, number, reasons for waivers in order to ensure the Commission is encouraging and maintaining good community, public, vendor, and interdepartmental relations.
 To ensure fair and equitable treatment of all persons who deal in purchasing matters; to promote economy in Commission purchasing; and to ensure that minority owned firms receive a fair share of Commission awards (source: Practice 4-10); and
- (2) To comply with the Prince George's Planning Board directive of January 29, 1991 to report waiver activity to the Department Heads and the Planning Boards on a quarterly basis.

Sole Source: 4

It has been determined that:

- 4-1: The vendor's knowledge and experience with the Commission's existing equipment and/or systems offer a greater advantage in quality and/or cost to the Commission than the cost savings possible through competitive bidding, or
- 4-2: The interested services or goods need to remain confidential to protect the Commission's security, court proceedings and/or contractual commitments, or
- 4-3: The services or goods have no comparable and the above noted vendor is the only distributor for the interested manufacturer or there is otherwise only one source available for the sought after services or goods, e.g. software maintenance, copyrighted materials, or otherwise legally protected goods or services.

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THE MARYLAND-NATIONAL CAPITAL PARK AND PLANNING COMMISSION

6611 Kenilworth Avenue • Riverdale, Maryland 20737

To: The Commission
From: Terri-Bacote-Charles, Corporate Budget Director
Date: December 9, 2025
Subject: Budget Transfer Report – Q2 2026

BACKGROUND

Commission *Practice 3-60, Budget Adjustments (Amendments and Transfers)* requires the Corporate Budget Office to provide a summary of all approved operating budget and capital project budget transfers and amendments to the Commission on a quarterly basis.

REPORT (For Information Only-No Action Required)

The attached report provides summary details for the Operating budget transfer approved in FY 2026 through second quarter.

I would be happy to respond to any questions relating to this report's content.

Attachment

Operating Budget Adjustment Log

BA #	Date	Transfer From					Transfer To					Description	Approval
		Fund	Fund Name	Department	Division	Amount	Fund #	Fund Name	Department	Division	Amount		
	9/25/2025	MC General Fund	Undesignated Reserves	MCDOT	Transportation	100,000	201	MC Admin	Planning	Transportation	100,000	County Council approved (10/28) a supplemental appropriation to support the Planning Department's amended work program for the Clarksburg to Montgomery Village Corridor Transporation Study	MCPB
	11/19/2025	101	Admin	Non-Departmental		973,533	101	Admin	Various Departmental Accounts		973,533	Transfer \$7,063,365 from Non-Departmental salary marker holding accounts to various Department budgets based on approved negotiated agreements	Full Commission
		102	Park			2,210,173	102	Park			2,210,173		
		103	Recreation			957,324	103	Recreation			957,324		
		201	Admin			766,366	201	Admin			766,366		
		202	Park			2,155,869	202	Park			2,155,869		



Reply to:

Debra S. Borden, General Counsel
Office of the General Counsel
6611 Kenilworth Avenue, Suite 200-201
Riverdale, Maryland 20737
Phone: 301-454-1670 • Fax: 301-454-1674

December 3, 2025

MEMORANDUM

TO: The Maryland-National Capital Park and Planning Commission

FROM: Debra S. Borden
General Counsel

RE: Litigation & Administrative Proceedings Report for November 2025 – FY 2026

Please find the attached Litigation & Administrative Proceedings Report we have prepared for your meeting scheduled for Wednesday, December 17, 2025. As mentioned in my prior memoranda, we have expanded the types of case matters that are included in this report, and we continue to refine this document. Please feel free to reach out with suggestions as we continue to work to improve this Report, provide more useful information, and enhance the formatting and presentation of the report. As always, please do not hesitate to call me in advance if you would like me to provide a substantive briefing on any of the cases reported.

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Index of Reported Cases Sorted by Jurisdiction	Page 07
Litigation & Administrative Proceedings Report Ordered by Jurisdiction.....	Page 08

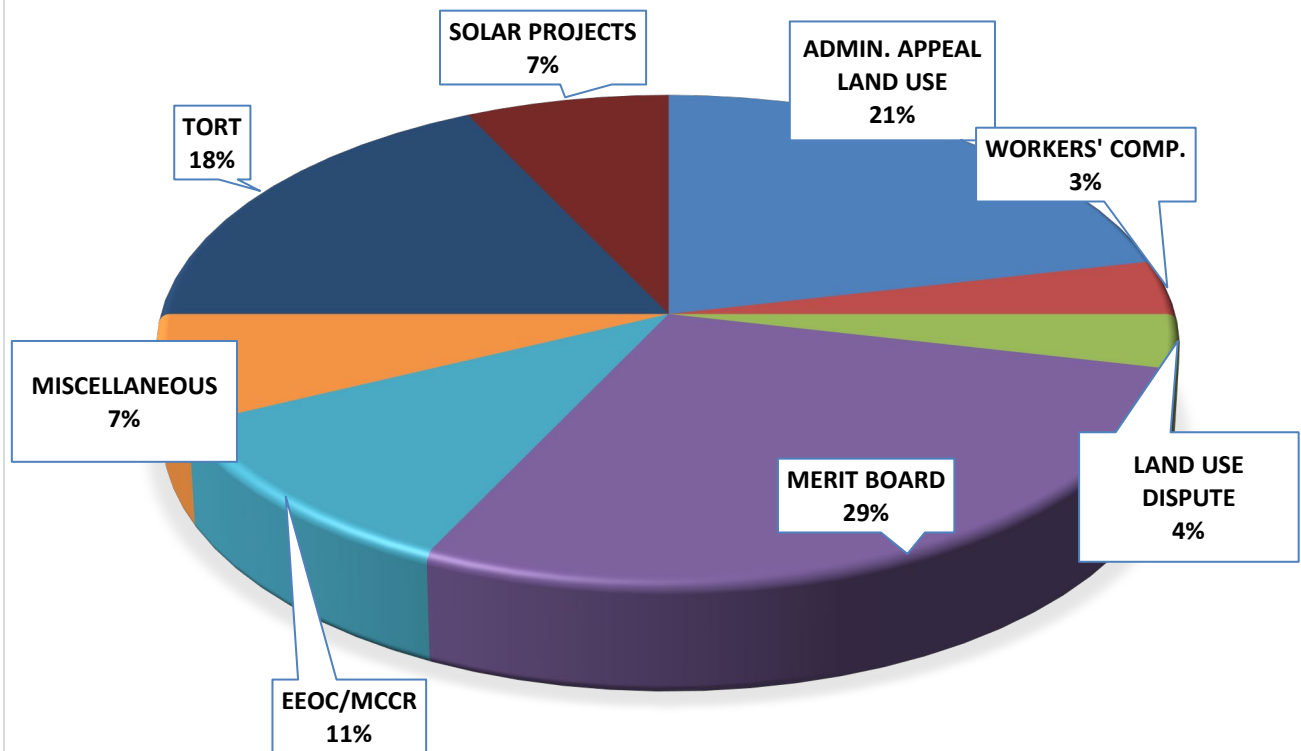
November 2025 – FY 2026
Composition of Pending Litigation & Administrative
Proceedings

(Sorted by Subject Matter and Forum)

	STATE TRIAL COURT	APPELLATE COURT OF MARYLAND	SUPREME COURT OF MARYLAND	FEDERAL TRIAL COURT	FEDERAL APPEALS COURT	OFFICE OF ADMIN. HEARINGS	WORKERS COMP. COMM.	MD PUBLIC SERVICE COMM.	EEOC & MCCR	MERIT BOARD	TOTALS
ADMIN APPEAL: LAND USE	5	1									6
ADMIN APPEAL: OTHER											
CIVIL ENFORCEMENT											
CONTRACT DISPUTE											
DEBT COLLECTION											
EMPLOYMENT									3	8	11
FOREST CONSERVATION											
LAND USE DISPUTE	1										1
MISCELLANEOUS				1							1
PROPERTY DISPUTE											
POLICE TRIAL BOARD											
SOLAR PROJECTS								2			2
TORT CLAIMS	5										5
WORKERS' COMPENSATION	1						25				26
PER FORUM TOTALS	12	1		1			25	2	3	8	52

OVERVIEW OF PENDING LITIGATION & ADMINISTRATIVE PROCEEDINGS

(EXCLUDING WORKERS' COMPENSATION HEARINGS
BEFORE THE WORKERS' COMPENSATION COMMISSION)



November 2025 – FY 2026

Litigation & Administrative Proceedings Activity Summary

COUNT FOR MONTH				COUNT FOR FISCAL YEAR 2026			
	Pending October 2025	New Cases	Resolved Cases	Pending Fiscal Year 2025	New Cases FY2026 To Date	Resolved Cases FY2026 To Date	Pending Current Month
Admin Appeal: Land Use (AALU)	6			2	4		6
Admin Appeal: Other (AAO)	0			0			0
Civil Enforcement (CE)	0			0			0
Contract Disputes (CD)	0			0			0
Debt Collection (D)	0			0			0
EEOC/MCCR (EEOC)	3	1	1	N/A*	2	1	3
Employment Cases (E)	0			0			0
Forest Conservation (F)	0			N/A*			0
Land Use Disputes (LD)	1			0	1		1
Merit Board (MB)	9		1	N/A*	2	3	8
Miscellaneous (M)	2		1	1	1	1	1
Police Trial Boards	0			N/A*			0
Property Disputes (PD)	0			0			0
Solar Projects	2			N/A*	2		2
Tort Claims (T)	5			4	1		5
Workers' Compensation (WC)	36		10	0**		15	26
TOTALS	64	1	13	7*	12	7	52

*These matters were not tracked until FY26.

**In prior fiscal years, OGC only tracked WC appeals and not matters before the WC Commission.

INDEX OF YTD NEW CASES **(7/1/2025 TO 6/30/2026)**

A. <u>New Trial Court Cases</u>	<u>Unit</u>	<u>Subject Matter</u>	<u>Month</u>
In the Matter of Harvey Blonder, et al.	PG	AALU	June
Bratburd v. Commission	MC	Misc.	July
Martinez v. Commission, et al.	PG	Tort	July
Commission v. Jeffrey Shirazi	MC	LD	July
In the Matter of Rosemary B. Whelan	BCity	WC	Aug.
In the Matter of Tamara Brown, et al.	PG	AALU	Sept.
In the Matter of Kamita Gray, et al.	PG	AALU	Sept.
In the Matter of The Homeowners Association of the Ridings at Upper Marlboro	PG	AALU	Oct.
B. <u>New Appellate Court Cases</u>	<u>Unit</u>	<u>Subject Matter</u>	<u>Month</u>
C. <u>New OAH Matters</u> (excluding Police MPAA Hearings)	<u>Unit</u>	<u>Subject Matter</u>	<u>Month</u>
D. <u>New PSC Matters</u>	<u>Unit</u>	<u>Subject Matter</u>	<u>Month</u>

**INDEX OF YTD RESOLVED CASES
(7/1/2025 TO 6/30/2026)**

A. <u>Trial Court Cases Resolved</u>	<u>Unit</u>	<u>Subject Matter</u>	<u>Month</u>
Bratburd v. Commission	MC	Misc.	Oct.
B. <u>Appellate Court Cases Resolved</u>	<u>Unit</u>	<u>Subject Matter</u>	<u>Month</u>
C. <u>OAH Matters Resolved</u>	<u>Unit</u>	<u>Subject Matter</u>	<u>Month</u>
D. <u>PSC Matters Resolved</u>	<u>Unit</u>	<u>Subject Matter</u>	<u>Month</u>

	Disposition of FY26 Closed Cases Sorted by Department	
CLIENT	PRINCIPAL CAUSE OF ACTION IN DISPUTE	DISPOSITION
Employees Retirement System		
Finance Department		
Department of Human Resources & Management		
Montgomery County Department of Parks		
Montgomery County Park Police		
Montgomery County Planning Board		
Bratburd v. Commission	Former employee challenged designation of reason for separation to Maryland Police Training Commission.	10/30/2025. Court granted writ of mandamus in part and denied in part.
Prince George's County Department of Parks and Recreation		
Prince George's County Planning Board		
Prince George's Park Police		
Office of Internal Audit		

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MARYLAND OFFICE OF ADMINISTRATIVE HEARINGS

No Pending Matters

MARYLAND PUBLIC SERVICE COMMISSION

Chaberton Solar Ramiere

Case No. 9733 (SP)

Lead Counsel: Mills
Other Counsel:

Abstract: Application filed by Chaberton Solar Ramiere LLC ("Chaberton"), to the Maryland Public Service Commission ("PSC") for a Certificate of Public Convenience and Necessity ("CPCN") to construct a 3.0-megawatt ("MW") solar photovoltaic ("PV") facility in Montgomery County, Maryland.

Status: Proposed Order granting authority to construct solar photovoltaic generating facility in Montgomery County, Maryland.

Docket:

04/18/2024	Chaberton Solar Ramiere LLC - Application for a Certificate of Public Convenience and Necessity
04/22/2024	Notice of Procedural Dates. Case No. 9733 (ML 309138)
05/16/2024	M-NCPSC's Petition to Intervene
05/29/2024	Notice of Completeness Determination. Case No. 9733
05/31/2024	Notice of Pre-Hearing Conference.
06/25/2024	Notice of Procedural Schedule
07/10/2024	Notice of First Public Comment Hearing.
09/27/2024	Notice of Amended Procedural Schedule.
01/09/2025	Notice of Second Public Comment Hearing
02/14/2025	Notice of Amended Procedural Schedule.
03/04/2025	Notice of Second Public Comment Hearing
03/21/2025	Notice of Amended Procedural Schedule
03/26/2025	Chaberton Solar Ramiere LLC - Motion for Extension of Time to Render a Decision on the Application.
05/02/2025	Notice of Third Public Comment Hearing.
05/15/2025	M-NCPSC submitted comments
07/09/2025	Evidentiary Hearing Cancelled
07/23/2025	Evidentiary Hearing Rescheduled for Oct. 2025
10/03/2025	Evidentiary Hearing held. Revised Notice of Recommendation on Completeness.
10/16/2025	Chaberton Solar Ramiere, LLC's supplemental settlement status update
10/20/2025	Montgomery County, Maryland letter in lieu of brief
10/23/2025	Montgomery Countryside Alliance for the Intervenors post hearing brief
10/23/2025	Chaberton Solar Ramiere, LLC's initial brief
10/23/2024	Office of Staff Counsel – initial brief

10/24/2025	Commission's letter in lieu of reply brief
11/06/2025	Office of Staff Counsel reply brief
11/20/2025	Public Utility Law Judge – Proposed Order

Chaberton Solar Sugarloaf

Case No. 9726 (SP)

Lead Counsel: Mills
Other Counsel:

Abstract: Chaberton Solar Sugarloaf I LLC filed an Application to the PS for a CPCN to Construct a 4.0 MW Solar Photovoltaic Generating Facility in Montgomery County, Maryland.

Status: Proposed Order granting authority to construct solar photovoltaic generating facility in Montgomery County, Maryland.

Docket:

03/05/2024	Application for a Certificate of Public Convenience and Necessity to Construct
04/18/2024	The Maryland-National Capital Park and Planning Commission - Petition to Intervene and Entry of Appearance.
04/24/2024	Notice of Pre-Hearing Conference.
05/08/2024	Notice of Procedural Schedule.
06/04/2024	Notice of Initial Public Hearing
07/02/2024	Notice of Second Public Comment Hearing
09/23/2024	Notice of Amended Procedural Schedule.
01/07/2025	Notice of Second Public Comment Hearing
01/24/2025	The Maryland-National Capital Park and Planning Commission - Notice of Recommendation on Completeness
02/13/2025	Notice of Amendment to Procedural Schedule
03/11/2025	Grant of Extension of Time to Render a Decision on the Application.
05/20/2025	Post-Hearing Brief submitted by Chaberton Solar Sugarloaf I LLC
05/20/2025	M-NCPPC submits Letter in lieu of Brief
05/20/2025	Brief of Staff of the PSC
07/17/2025	Notice to extend deadline for a decision until Feb 17, 2026
07/24/2025	Chaberton's Response to Request for Modification
11/12/2025	Public Utility Law Judge – Proposed Order

DISTRICT COURT OF MARYLAND FOR MONTGOMERY COUNTY

No Pending Matters

DISTRICT COURT OF MARYLAND FOR PRINCE GEORGE'S COUNTY

Prince George's County, Maryland v. Gantt, et. al.

Case No. D-05-CV-25-018668 (Tort)

Lead Counsel: Thornton
Other Counsel:

Abstract: Suit filed by Prince George's County to recover worker's compensation benefits paid to a County employee as a result of injuries sustained in a rear-end motor vehicle accident allegedly caused by a Commission employee operating a Commission vehicle.

Status: Case settled. Dismissal to be filed.
Docket:

03/31/2025	Complaint filed
06/25/2025	Notice of Intent to Defend filed
09/02/2025	Joint Motion to Stay Case
09/04/2025	Order – Motion to Stay Granted

CIRCUIT COURT FOR BALTIMORE CITY, MARYLAND

In the Matter of Rosemary B. Whelan

Case No. C-24-CV-25-007132 (WC)

Lead Counsel: Ticer
Other Counsel:

Abstract: Petition for Judicial Review from decision of the Workers' Compensation Commission. Former employee is appealing a decision by the workers' compensation commission that denied her additional vocational rehabilitation benefits.

Status: Case settled. Petition to be withdrawn.

Docket:

08/12/2025	Petition filed
08/15/2025	Notice to Administrative Agency Issued

CIRCUIT COURT FOR MONTGOMERY COUNTY, MARYLAND

Commission v. Jeffrey Shirazi

Case No. C-15-CV-25-003490 (LD)

Lead Counsel: Johnson
Other Counsel: Rupert

Abstract: Commission filed a Complaint for Permanent Injunctive Relief to prevent Defendant from encroaching on Commission property.

Status: Trial set for Dec. 18.

Docket:

07/2/2025	Complaint filed
07/22/2025	Defendant served
09/11/2025	Request for Order of Default
09/16/2025	Answer to Complaint
10/17/2025	Order of Court. Motion for Default denied.
11/24/2025	Notice of Hearing.
12/18/2025	Trial set.

CIRCUIT COURT FOR PRINCE GEORGE'S COUNTY, MARYLAND

Doe v. Commission, et. al.

Case No. C-16-CV-25-003042 (Tort)

Lead Counsel: Thornton
Other Counsel: Rupert

Abstract: Suit to recover for injuries and damages involving allegations of sexual assault of a minor by a former Commission employee.

Status: In discovery.

Docket:

05/30/2025	Complaint filed
06/02/2025	Commission served
06/24/2025	Commission's Answer to Complaint and Request for Jury Trial filed
06/24/2025	Defendant Prince George's County's Motion to Dismiss
06/26/2025	Consent Motion to Extend Deadline to Respond to Defendant Prince George's County's Motion to Dismiss
06/27/2025	Order of Court Granting Consent Motion
06/30/2025	Scheduling Order
07/08/2025	Affidavit of Service of Complaint
07/15/2025	Plaintiff's Memorandum in Opposition to Defendant Prince George's County's Motion to Dismiss

08/16/2025	Order of Court. Motion to Dismiss denied.
05/12/2026	Settlement Conference
07/13/2026	Trial

Ferguson v. Gantt, et. al.
Case No. C-16-CV-25-002097 (Tort)

Lead Counsel: Thornton
Other Counsel:

Abstract: Companion case to Prince George's County v. Gantt (above). Suit for personal injuries sustained in a rear-end motor vehicle accident allegedly caused by a Commission employee operating a Commission vehicle.

Status: Case settled. Dismissal to be filed.

Docket:

04/19/2025	Complaint filed
06/09/2025	Defendant Gantt served
06/25/2025	Defendants' Answer to Complaint and Request for Jury Trial filed
06/30/2025	Plaintiff's Expert Witness Designation
07/02/2025	Scheduling Order

G.W., et al. v. Commission, et al.
Case No. C-16-CV-25-002723 (Tort)

Lead Counsel: Thornton
Other Counsel: Rupert

Abstract: Suit to recover for injuries and damages allegedly stemming from sexual assault of minor by a former Commission employee.

Status: Case stayed.

Docket:

05/19/2025	Complaint filed
06/20/2025	Commission served
08/25/2025	Joint Motion to Stay Case
09/03/2025	Order of Court. Joint Motion to Stay Case Granted

In the Matter of Harvey Blonder, et al.
Case No. C-16-CV-25- 003504 (AALU)

Lead Counsel: Warner
Other Counsel:

Abstract: Petitioners seek Judicial Review of the Prince George's County Planning Board's Decision approving a preliminary subdivision plan.

Status: Hearing set.

Docket:

06/25/2025	Petition for Judicial Review
07/14/2025	Response to Petition for Judicial Review filed
07/15/2025	Response to Petition. Request to Participate filed by SO-Eastgate, LLC
09/19/2025	Citizen-Petitioners' Memorandum in support of Petition for Judicial Review
10/01/2025	Consent Motion to Postpone Oral Argument
10/15/2025	Memorandum filed by Prince George's County Planning Board
10/17/2025	Answering Memorandum
10/20/2025	Order of the Court Granting Motion to Postpone Oral Argument
10/21/2025	Hearing Notice
10/31/2025	Citizen-Petitioners' Reply Memorandum
01/22/2026	Hearing set

In the Matter of Tamara Brown, et al.
Case No. C-16-CV-25- 004951 (AALU)

Lead Counsel: Warner
Other Counsel: Tallerico

Abstract: Petitioners seek Judicial Review of the Prince George's County Planning Board's Decision approving a preliminary subdivision plan.

Status: Motion pending.

Docket:

09/05/2025	Petition for Judicial Review
09/11/2025	Response to Petition for Judicial Review filed
09/16/2025	Response to Petition. Request to Participate filed by D.R. Horton, Inc.
09/16/2025	Cross Petition for Judicial Review by D.R. Horton, Inc.
10/10/2025	Motion to Dismiss filed by D.R. Horton, Inc.
10/21/2025	Opposition to Motion to Dismiss and Request for Sanctions
10/24/2025	Motion to Remove Scheduled Administrative Appeal Hearing
10/28/2025	Judicial Request for Hearing on Motion to Dismiss
10/28/2025	Hearing Notice regarding Motion to Dismiss

11/03/2025	Order of Court granting Motion to reset Administrative Appeal Hearing
11/05/2025	D.R. Horton's Reply to Petitioners' Opposition to Motion to Dismiss
11/06/2025	Hearing Notice for Administrative Appeal
01/29/2026	Hearing on Motion to Dismiss
02/19/2026	Hearing on Administrative Appeal

In the Matter of Glenn Dale Citizens Association, Inc., et al.

Case No. C-16-CV-24-005361 (AALU)

Lead Counsel: Warner
Other Counsel:

Abstract: Petitioners seek Judicial Review of the Prince George's County Planning Board's Decision with regard to Preliminary Plan of Subdivision No. 4-22051.

Status: Decision of Planning Board Affirmed.

Docket:

11/07/2024	Petition for Judicial Review
11/27/2024	Response to Petition for Judicial Review filed
12/12/2024	Scheduling Order
12/19/2024	Glen Dale Holding Company LLC and WFC Flagship LLC Response to Petition for Judicial Review
01/31/2025	Joint Motion to Continue Oral Argument and Stipulation to Reset Briefing Schedule
02/04/2025	Order of Court granting Joint Motion
02/19/2025	Notice of Oral Argument
03/07/2025	Petitioner's Memorandum filed
05/28/2025	Order of Court that Respondents' Joint Motion to Strike Portions of Petitioners Brief, or in the Alternative, Motion to Dismiss, is denied.
06/03/2025	Joint Motion to Strike
06/06/2025	Hearing rescheduled
06/17/2025	Citizen-Petitioners' Opposition to Respondents' Second Joint Motion to Strike
07/01/2025	Order of Court – Joint Motion to Strike Denied
07/16/2025	Motion to Take Judicial Notice or in the Alternative, Motion to Supplement Record
07/17/2025	Appeal Argued. Taken Under Advisement.
08/12/2025	Order of Court granting Motion to Supplement Record and further ordered that the court shall receive as a supplement to the record exhibits constituting five resolutions of the planning board.
11/12/2025	Order of the Court affirming decision of the Prince George's County Planning Board for conditional approval of Preliminary Subdivision Plan (PSP) 4-22051.

In the Matter of The Homeowners Association of the Ridings at Upper Marlboro

Case No. C-16-CV-25-005702 (AALU)

Lead Counsel: Warner

Other Counsel:

Abstract: Petitioners seek Judicial Review of the Prince George's County Planning Board's Decision approving a preliminary plan of subdivision.

Status: Hearing scheduled.

Docket:

10/14/2025	Petition for Judicial Review
10/28/2025	Response to Petition for Judicial Review filed
11/06/2025	Response of Prosperity Senior Communities, LLD filed
11/12/2025	Notice of hearing
03/27/2026	Hearing set

In the Matter of Kamita Gray, et al.

Case No. C-16-CV-25- 004952 (AALU)

Lead Counsel: Warner

Other Counsel: Coleman

Abstract: Petitioners seek Judicial Review of the Prince George's County Planning Board's Decision approving a preliminary subdivision plan.

Status: Motions pending.

Docket:

09/03/2025	Petition for Judicial Review
09/11/2025	Response to Petition for Judicial Review filed
09/16/2025	D.R. Horton, Inc.'s Response to Petition and Intent to Participate
09/19/2025	Cross Petition for Judicial Review by D.R. Horton, Inc.
10/10/2025	Motion to Dismiss filed by D.R. Horton, Inc.
10/24/2025	Petitioner's Opposition to Motion to Dismiss
10/24/2025	Motion to Remove Scheduled Administrative Appeal Hearing
10/27/2025	Respondent's Response to Motion to Remove Scheduled Administrative Appeal Hearing
11/18/2025	Hearing Notice Issued
03/13/2026	Hearing on Administrative Appeal set

Martinez v. Commission, et al.
Case No. C-16-CV-25-002445 (Tort)

Lead Counsel: Thornton
Other Counsel:

Abstract: Suit to recover damages for alleged injuries sustained relating to a motor vehicle accident involving Commission vehicle.

Status: In discovery.

Docket:

05/06/2025	Complaint filed
07/24/2025	Commission served
08/22/2025	Commission's Answer to Complaint and Request for Jury Trial filed
08/26/2025	Scheduling Order issued
06/26/2026	Settlement Conference
08/25/2026	Trial set

APPELLATE COURT OF MARYLAND

In the Matter of Forest Grove Citizens Association, et al.
Case No. ACM-REG-2475-2024 (AALU)
(Originally filed under case C-15-CV-24-001622 in Montgomery County)

Lead Counsel: Mills
Other Counsel:

Abstract: Appeal of Decision by Circuit Court affirming the Montgomery County Planning Board's Decision in 9801 Georgia Avenue Plan no(s). 120230160, 820230130 and F20240040

Status: Appeal filed.

Docket:

02/26/2025	Appeal filed.
03/25/2025	Order to Proceed.
05/23/2025	Briefing Notice
07/02/2025	Appellant's Brief and Record Extract
07/25/2025	Commission's Brief filed
08/01/2025	Appellee Forest Glen Medical Center Brief filed
08/12/2025	Appellant's Motion for Extension of Time to file Reply Brief
08/14/2025	Joint Stipulation of Commission and Forest Glen Medical Center consenting to Motion for Extension of Time
08/21/2025	Reply Brief filed
08/29/2025	Order of Court – Motion for Extension Granted

U.S. DISTRICT COURT OF MARYLAND

No Pending Matters

U.S. DISTRICT COURT DISTRICT OF NEW JERSEY

In Re: Insulin Pricing Litigation

Case No. 2:25-cv-00389 (Misc.)

Lead Counsel: Ko
Other Counsel: Bansal, Rupert

Abstract: Affirmative litigation brought by the Commission against Pharmacy Benefits Managers and drug manufacturers alleging an illegal pricing and kickback scheme involving insulin and related drugs, harming the Commission in its capacity as a third-party payor of pharmacy benefits.

Status: Complaint filed. Waiver of service of summons and complaint executed.

Docket:

01/13/2025	Complaint filed
01/31/2025	Waiver of Service of summons and complaint executed by Commission
02/05/2025	Waiver of Service of summons and complaint executed by Commission
03/24/2025	Waiver of Service of summons and complaint executed by Commission
04/18/2025	Waiver of Service of summons and complaint executed by Commission
06/24/2025	Case Reassigned to Magistrate Judge Leda D. Wettre