



THE MARYLAND-NATIONAL CAPITAL PARK AND PLANNING COMMISSION

6611 Kenilworth Avenue • Riverdale, Maryland 20737

Commission Meeting
Open Session Minutes
September 24, 2025

The Maryland-National Capital Park and Planning Commission met in a hybrid format in-person at the Prince George's Parks and Recreation Administration Building in Riverdale, MD, and via videoconference. The meeting was broadcast by the Department of Parks and Recreation, Prince George's County.

PRESENT

Prince George's County Commissioners

Darryl Barnes, Chairman
Manuel Geraldo (arrived 11:10 a.m.)
A. Shuanise Washington

Montgomery County Commissioners

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

NOT PRESENT

Chairman Barnes called the meeting to order at 11:06 a.m.

Item 1. APPROVAL OF CONSENT AGENDA

- a) Approval of the September 24, 2025, Commission meeting Agenda
- b) Resolution #25-17 Montgomery County Master Plan of Highways and Transitways – 2025 Technical Update (Aldrich)

ACTION: Motion of Vice Chair Harris to approve the September 24, 2025, consent agenda
Seconded by Commissioner Washington
7 approved the item
1 absent (Geraldo)

Item 2. APPROVAL OF MINUTES

- a) Approval of Commission Minutes – Open Session
Regular Meeting: July 16, 2025

ACTION: Motion of Commissioner Washington to approve the July 16, 2025, minutes
Seconded by Vice Chair Harris
6 approved the item
1 abstained (Linden)
1 absent (Geraldo)

Item 3. GENERAL ANNOUNCEMENTS

- a) Hispanic Heritage Month (September 15-October 15)

Item 4. COMMITTEE/BOARD REPORTS

- a) Employees' Retirement System Board of Trustees Regular Meeting Minutes from July 8, 2025 (for Information Only)

Item 5.

ACTION/PRESENTATION ITEMS

a) Resolution 25-18 Updated and Amended M-NCPPC Investment Policy (Lawrence)

Deputy Secretary-Treasurer Lawrence requested that the Commission adopt amendments to the agency's investment policy, which will align the policy with State of Maryland guidelines and industry best practices. The changes were drafted by Finance Department staff in consultation with PFM Asset Management, the M-NCPPC's investment advisor.

Major Policy changes include:

- An expanded statement on who the policy applies to;
- An expanded list of approved investment types, mirroring that of the State of Maryland; and
- Establishing performance and reporting expectations.

ACTION: Motion of Commissioner Washington to adopt Resolution 25-18
Seconded by Commissioner Hedrick
8 approved the item

b) Resolution 25-19 FY26 Cost of Living Adjustment for Non-Represented Merit and Term Employees (Spencer)

Acting Executive Director Spencer requested Commissioner support to proceed with the FY26 Non-represented Merit and Term Contract employee wage increases. Details include:

- 3.5% Annual Merit increase, effective July 1, 2025, linked to the employee's respective anniversary date;
- 1.25% Cost of Living Adjustment (COLA) effective the pay period beginning September 28, 2025;
- 1.20% COLA, effective the first pay period in February 2026;
- 0.5% lump sum payment for Merit employees who are at top-of-grade.

ACTION: Motion of Commissioner Washington to adopt Resolution 25-19
Seconded by Commissioner Geraldo
8 approved the item

c) Approval of FY27 CAS Cost Allocation (Charles)

Corporate Budget Director Bacote-Charles requested Commission support to approve the cost allocation for each county to fund programs and services provided by the bi-county departments of the M-NCPPC. The figures were provided using an analysis reflecting both timecard data and cost drivers for DHRM and Finance between the two counties over the past three years. Drivers included payments issued, procurement activity, personnel actions processed, recruitment applications processed, etc. There were no changes in the methodology used to calculate the adjustment.

This year, Ms. Charles recommended a shift of \$36,000 from Prince George's to Montgomery for FY27, reflecting a minimal shift of less than 1% of funding for the bi-county departments.

Commissioner Pedoeem asked if the allocations were shared with and approved by Department Heads. Ms. Charles confirmed they were and said department heads had the opportunity to provide feedback before it came to the Commission.

ACTION: Motion of Commissioner Washington to approve the cost allocation
Seconded by Commissioner Geraldo
8 approved the item

Item 6.

OFFICERS' REPORTS

Executive Director's Report

- a) MFD Quarterly Purchasing Statistics (For information only)
- b) Quarterly Budget Transfers Report (For information only)

Secretary-Treasurer's Report

- c) 115 Trust/OPEB Annual Report (For information only)

General Counsel's Report

- d) Litigation and Administrative Hearings Report (For information only)

Chairman Barnes adjourned the meeting at 11:20 a.m.



James F. Adams, Senior Technical Writer



William Spencer, Acting Executive Director