

***Citizens Committee for the Enhancement of Communities Surrounding
Baltimore/Washington International Thurgood Marshall Airport***

**Meeting Minutes
January 8th, 2025**

COMMITTEE	PRESENT	ABSENT	REPRESENTING
Adam Hertz	X		
Kevin Plessner	X		Linthicum-Shipley Improvement Association
Howard Johnson	X		Greater Elkridge Community Association
Andy Werner	X		Glen Burnie Improvement Association
Rodney Jones	X		Severn Improvement Association
Ron Looper	X		Elmhurst Improvement Association
Marjorie Deschenes		X	Provinces Civic Association
Jason Morgan	X		
Mary DesChamps	X		Carriage Pines at Lake Village HOA
Debra Daniels	X		
STAFF SUPPORT			
Bruce Rineer	X		MAA, OECS, Noise Section
Karen Harrell	X		MAA, OECS, Noise Section
Brittany Janowski	X		MDOT, Office of the Attorney General
Darline Terrell-Tyson		X	MAA, OECS, Noise Section
Royce Bassarab	X		MAA, OECS, Noise Section

Discussion

1. The 2nd Quarter Fiscal Year 2025 meeting was held on January 8th, 2025 virtually via Microsoft Teams. Mr. Adam Hertz, Chair, called the meeting to order at 6:03 p.m.
2. Mr. Hertz performed roll call and welcomed all attendees, including new member Debra Daniels, nominated by Delegate Rogers.
3. The Committee reviewed the previous meeting minutes from the FY2025 1st Quarter meeting held on September 18th, 2024. A motion was made by Mr. Ron Looper and seconded by Mr. Kevin Plessner to accept the September 18th, 2024 meeting minutes. The motion passed by a vote of 9-0.
4. Administrator's Report

Mr. Bruce Rineer provided the Committee an update on the Fiscal Year 2025 budget.

5. Certificate of Status Review for Submissions

MAA confirmed that the applicants under consideration at this meeting maintain current Certificates of Status with the Maryland Department of Assessments and Taxation.

6. Grant Applications

Grant Application 25-03 (The Enclave at Arundel Preserve Homeowners Association, Clubhouse parking lot sinkhole repair) was introduced for discussion.

Mr. Looper moved to approve at the lower amount. Mr. Andy Werner seconded. The Committee noted the application included three bids, including one for an estimate for diagnosis only. Ms. Mirna Adams, representing the HOA, clarified the nature of the multiple bids, and noted that the HOA understands the community will be responsible for any repair costs beyond any potential grant amount. Mr. Chaim Starkey added further clarifications about the project. The Committee voted 9-0 in favor of the motion to approve the application.

Grant Application 25-04 (Rockburn Commons Community Association, Inc, milling and repaving parking areas) was introduced for discussion. Mr. Howard Johnson moved to approve at the lower amount, seconded by Mr. Rodney Jones. The Committee discussed the details of the two scopes of work. Ms. Debbie Rubbico, president of the HOA, provided some notes on the need for the project. The Committee voted 9-0 in favor of the motion to approve the application.

Grant Application 25-05 (Elvaton Towne Condominium Regime II, sidewalks and concrete repair) was introduced for discussion. Mr. Looper moved to approve at the lower amount, seconded by Ms. Mary DesChamps. The Committee discussed the details of the two scopes of work and commended the level of detail provided in the application. The Committee voted 9-0 in favor of the motion to approve the application.

7. New Business

The Committee discussed 2025 meeting dates and determined meeting dates to be March 19th, June 11th, September 17th, and December 10th, 2025. Mr. Rineer noted that applications are due 30 days in advance of meeting dates.

The Committee discussed the practice of contractors providing bids with pricing good through a certain date and noted that communities may be subject to additional costs due to the timing of the Committee recommendation and subsequent processing. The Committee noted that past award recipients have not returned to the Committee requesting additional funding. No action was taken.

8. Old Business

Mr. Hertz noted that multiple vacancies on the Committee are in the process of being filled, with two additional vacancies remaining and some terms expiring. Mr. Hertz noted he has reached out to the appointing delegates. Mr. Hertz also reminded the Committee about the ethics agreement, due in April.

9. Open Discussion

The next meeting date will be March 19th, 2025.

10. Mr. Werner motioned to adjourn, seconded by Mr. Plessner. All voted in favor and the meeting adjourned at 6:45 p.m.