

Prince George's County Commission on Common Ownership Communities (CCOC)

Monthly Meeting – February 25, 2026 – MEETING MINUTES

Commissioners Roll Call

In Attendance:

Commissioners:

LaShauna Tillmon – Secretary

Rachelle Spencer

Pat Fletcher

Chrisel Edwards-Green

Marvin Holmes

Robert Nicholson – Vice Chair

Karen Straughn

Danielle Gray

Ex-Officio Members:

Karen Straughn, Office of the Attorney General

Casey Wiggins, Office of the Law

Renee Palacios, Department of Permitting, Inspections and Enforcement (DPIE)

Staffers Present:

MaShawn Hall, Unit Chief – Common Ownership Communities Unit

Greg Amobi – Legal Support

Agency Representation:

Renee Palacios – Department of the Environment (DPIE)

Welcome and Introductions

- The meeting was called to order at **3:08 PM** by Secretary **LaShauna Tillmon**.
- Roll call was conducted by **MaShawn Hall**, confirming attendance of commissioners and staff.
- A quorum was established.

Adoption of Agenda

- The agenda was reviewed.
- Ms. Hall requested an amendment to remove the Department of the Environment presentation due to a medical emergency affecting the scheduled presenter.
- Motion to adopt the agenda with amendment by **Commissioner Fletcher**, seconded by

Commissioner Edwards-Green.

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- Motion carried unanimously.

Office of Community Relations (OCR) Report

Presented by MaShawn Hall

Ms. Hall welcomed attendees and provided several updates regarding the work of the Common Ownership Communities Unit.

Staff Announcement

- Ms. Hall announced the passing of longtime OCR staff member **Ynetta Butchee**.
- The Commission acknowledged Ms. Boucher's service and dedication to assisting residents, boards, and management companies across Prince George's County.
- The meeting was dedicated in her memory.

Community Registration Requirement

- Under **House Bill 360**, all common ownership communities must register with the County portal by **January 31st** annually.
- Approximately **650 communities have registered** to date.
- Community members were encouraged to verify registration with their boards or management companies.

CAI Conference Participation

- OCR staff will attend the **Community Associations Institute (CAI) Annual Conference**, scheduled for **February 27–28, 2026** at the **Walter E. Washington Convention Center in Washington, D.C.**
- The team will host an informational table and participate in a legislative update panel.

Administrative Hearing Program

- The CCOC administrative hearing program remains under development.
- A **pilot program is expected to begin in April 2026**, with **full implementation anticipated in June 2026**.

Community Concerns

- Residents were reminded that individual community concerns should be submitted directly to OCR via email or phone rather than discussed during the meeting to allow proper review and case tracking.
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Legislative Update

Discussion with Commissioner Marvin Holmes

Commissioner Holmes provided an overview of pending Maryland legislation impacting common ownership communities.

House Bill 955

- **HB955** concerns condominium and HOA election procedures and proposed revisions to previous legislation (**SB758**).
- A hearing was scheduled for **February 26, 2026 at 1:00 PM** in the **Economic Matters Committee**.

Legislative Process

Commissioner Holmes explained the process for legislation to become law:

- Committee hearing
- Subcommittee review and vote
- Full committee vote
- Vote of the House of Delegates
- Consideration by the Senate
- Governor's signature

Commissioner Holmes encouraged community members and stakeholders to submit written comments to legislators if they wish to provide feedback.

Additional Bills

Other legislation discussed included:

- **HB841** – related to annual meetings
- **HB853** – requiring licensing for community association managers

Approval of Minutes

- The **December 2025 meeting minutes** were reviewed.
- Motion to approve by **Commissioner Fletcher**, seconded by **Commissioner Nicholson**.
- Motion carried unanimously.

Unfinished Business

- No unfinished business was presented.

New Business

Due to the cancellation of the scheduled Department of the Environment presentation, **Both MaShawn Hall and Commissioner LaShauna Tillmon presented** on community governance. They provided an educational presentation titled:

“Understanding Community Governance: HOAs, Condominiums, and Cooperatives.”

Topics Covered

Role of the Office of Community Relations

- Serves as a bridge between county government and community residents.
- Provides education, training, and dispute resolution resources.

Types of Common Ownership Communities

- Homeowners Associations (HOAs)
- Condominiums
- Housing Cooperatives

Legal Framework

Commissioner Tillmon explained the hierarchy of governing authority:

1. Federal and State Law
2. Declaration / Covenants, Conditions and Restrictions (CC&Rs)
3. Bylaws
4. Rules and Regulations

She emphasized that state law supersedes governing documents where conflicts occur.

Board of Directors Responsibilities

- Fiduciary duty to the association
- Financial oversight (budgets, reserves, collections)
- Adoption and enforcement of rules
- Oversight of vendors and maintenance

Commissioner Tillmon also clarified that:

- Board members are **volunteer residents elected by the community**.
- Management companies serve in an **administrative and advisory role only**, implementing board direction.

Homeowner Responsibilities

- Follow governing documents and community rules
- Pay assessments on time
- Participate in meetings and elections
- Submit architectural approvals before property modifications
- Consider serving on committees or the board

Ms. Hall emphasized that education and participation are essential to maintaining strong and well-governed communities.

Public Comments

- No public comments were recorded.
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Adjournment

- With no further business, the meeting was adjourned at 5:02pm.
- The next CCOC monthly meeting is scheduled for **March 2026**.

DocuSigned by:

LaShauna Tillmon

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LaShauna Tillmon, Secretary

Date