

CITY COUNCIL

CHRISTINE M. JOHNSON
At-Large

ADRIAN G. SIMMONS
First Ward

JAMES KOLE
First Ward

KYLA CLARK
Second Ward

JEFFREY W. MILLS
Second Ward

Council meets second and fourth
Mondays of each month.



MAYOR AND CITY COUNCIL OF LAUREL

8103 Sandy Spring Road
Laurel, Maryland 20707-2502

KEITH R. SYDNOR
Mayor

CHRISTIAN L. PULLEY, CPM
City Administrator

JOANNE HALL BARR
Deputy City Administrator

STEPHANIE P. ANDERSON
City Solicitor

SARA A. GREEN, CPM, CMC
City Clerk

(301) 725-5300

www.cityoflaurel.org

**SIXTEENTH REGULAR MEETING
MAYOR AND CITY COUNCIL OF LAUREL
MONDAY, SEPTEMBER 9, 2024
6:00 PM
VIRTUAL MEETING
MINUTES**

The meeting convened virtually via Zoom at approximately 6:00 pm with Council President James Kole presiding. Councilwoman Kyla Clark, Councilman Jeffrey W. Mills, Councilman Adrian G. Simmons, and Mayor Keith R. Sydnor were present. There were zero (0) members of the public in attendance.

The following staff members were also present: Christian L. Pulley, CPM, City Administrator, Joanne Hall Barr, Deputy City Administrator, Sara A. Green, CPM, CMC, City Clerk, Bill Bailey, Director, Department of Parks and Recreation, James Cornwell-Shiel, Director, Department of Information Technology, Chief Russell Hamill, LPD, S. Michele Saylor, Director, Department of Budget and Personnel Services, Danny Selby, Director, Department of the Fire Marshal and Permit Services, Chrissy Cornwell, Director, Department of Community Resources and Emergency Management, Monta L. Burrough, Acting Director, Department of Economic and Community Development, Tommy Helms, Assistant Director, Department of Public Works and Stephanie P. Anderson, City Solicitor.

Councilwoman Johnson entered the meeting at approximately 6:07 pm.

The Mayor and City Councilmembers provided their reports regarding events and happenings since the last meeting and made announcements regarding upcoming meetings and events.

Agenda Item No. 4 was Mayoral Appointments of the following:

- Jimmy Rogers Tree Board 09/09/2024-09/09/2026
- Oscar De La Puente Historic District Commission 09/09/2024-09/09/2027

Councilman Mills made a motion to approve the appointments. Councilman Simmons seconded the motion. Roll call continued with Councilwoman Clark abstaining from the vote for the appointment of Jimmy Rogers to the Tree Board and voted in favor of the appointment of Oscar De La Puente to the

Historic District Commission. Councilwoman Johnson and President Kole voted "Yes" to both appointments. Both appointments were confirmed in the affirmative.

Next, President Kole opened the General Public Hearing at approximately 6:21 pm. There was no one signed up to speak. The General Public Hearing was closed at 6:21 pm.

Agenda Item No. 6 was the Introduction and First Public Hearing on Ordinance No. 2029- An Ordinance Amending the General Operating Budget and Capital Improvement Program of the Mayor and City Council of Laurel, Maryland, for Fiscal Year July 1, 2024 through June 30, 2025 and to Provide an Effective Date. President Kole read the title into the record for the first reading. Budget and Personnel Services Director S. Michele Saylor presented the proposed ordinance for the first FY2025 budget amendment. Director Saylor requested that the Mayor and City Council suspend the rules and approve the ordinance so that the Virginia Manor Court bid that was further down on the agenda could be approved that evening. President Kole opened the Public Hearing on the item at approximately 6:24 pm. There was no one signed up to speak on the item. The Public Hearing was closed at 6:24 pm. Councilwoman Johnson made a motion to suspend the rules to forego the second public hearing on the ordinance. Councilman Mills seconded the motion that was carried on a roll call vote of all Councilmembers present. President Kole asked for a motion to approve Ordinance No. 2029. Councilwoman Clark made a motion to approve Ordinance No. 2029 as presented. Councilman Simmons seconded the motion that was carried on a roll call vote of all Councilmembers present. Mayor Sydnor concurred with the vote.

Next, Agenda Item No. 7 was a Bid Recommendation for Fourth and Fifth Street Roadway Improvements. Department of Public Works Assistant Director Tommy Helms presented the bid recommending that the Mayor and City Council award it to E&R Services, Inc. from Lanham, Maryland in the amount of \$210,000.00. Councilwoman Clark made a motion to approve the bid recommendation as presented. Councilwoman Johnson seconded the motion that was carried on a roll call vote of all Councilmembers present.

Agenda Item No. 8 was the Bid Recommendation for Compton Avenue Alleyway Improvements. Department of Public Works Assistant Director Tommy Helms presented the bid recommending that it to be awarded to SFMA, LLC., from Gaithersburg, Maryland in the amount of \$80,000.00. Councilwoman Clark made a motion to approve the bid as presented. The motion was seconded by Councilwoman Johnson and carried on a roll call vote of all Councilmembers present.

Agenda Item No. 9 was for the Bid Recommendation for Virginia Manor Court right-of-way improvements. Assistant Director Tommy Helms, Department of Public Works presented the bid recommending it be awarded to E&R Services, Inc. of Lanham, Maryland in the amount of \$131,000.00. Councilwoman Johnson made a motion to approve the bid recommendation as presented. The motion was seconded by Councilman Simmons and carried on a roll call vote of all Councilmembers present.

The next agenda item was a Purchase Requisition for Rehrig Vision Service Verification Hardware/Software. Sustainability Manager Michele Blair presented the request and recommended approval of the purchase in the amount of \$113,700.00. Councilman Mills made a motion to approve the purchase as presented. Councilman Simmons seconded the motion that was carried on a roll call vote by all Councilmembers present.

Agenda Item No. 11 was a Subaward Agreement for a Hazard Mitigation Grant to replace back-up generators with high efficiency state-of-the art gas-powered generators at five (5) critical City facilities including:

- Joseph R. Robison Laurel Municipal Center
- Barkman-Kaiser Public Safety Complex
- Fairall Foundry Public Works Complex
- Parks and Recreation Maintenance Facility
- Laurel Armory Anderson and Murphy Community Center

Chrissy Cornwell, Director, Department of Community Resources and Emergency Management presented the item noting that the request was for approval of the City's 10% cost share of the FEMA grant for Phase I of the project in the amount of \$25,831.50. Councilwoman Clark made a motion to approve the request as presented. Councilman Mills seconded the motion that was carried on a roll call vote of all Councilmembers present.

The final agenda item was the appointment of Monta Burrough, Director, Department of Economic and Community Development. Mayor Sydnor gave a brief summary of Monta Burrough's resume. Mayor Sydnor mentioned that he and Councilmembers had received comments from the public and one written statement submitted to the Mayor and City Council (Attached hereto as Exhibit A) objecting to Mr. Burrough's appointment and then read aloud some of the previous evaluations Mr. Burrough received as a Planner and Deputy Director with the City. Mayor Sydnor asked the Council to confirm the appointment. Councilman Mills made a motion to approve the appointment. Councilwoman Johnson seconded the motion. Councilwoman Clark voted "Yes". Councilman Simmons abstained, and Council President Kole abstained as well. The appointment was approved. Mr. Burrough thanked the Mayor and Council.

There being no further business the meeting was adjourned at approximately 6:55 pm.

Approved:


Sara A. Green, CPM, CMC
City Clerk

September 23, 2024

Mayor and City Council Voting Record

September 9, 2024 6:00 pm

Virtual Meeting

Call to Order: 6:00pm

Meeting Ended: 6:55pm

Members of the Public: 0

Staff Attendance:

Christian L Pulley Joanne Barr Ana Navarro Bill Bailey Chrissy Cornwell

James Cornwell-Shiel Tim Miller Monta Burrough, Acting Director, ECD Chief Russell Hamill

S. Michele Saylor Danny Selby Natalie Williams Stephanie Anderson Mark Plazinski

Roll Call

Councilwoman Clark Councilwoman Johnson Councilman Mills

Councilman Simmons President Kole Mayor Sydnor

Agenda Item No. 4- Mayoral Appointments

• Jimmy Rogers Tree Board 09/09/2024-09/09/2026

• Oscar De La Puente Historic District Commission 09/09/2024-09/09/2027

J. Rogers - "Abstain"
Oscar De La Puente - "Yes"
 Councilwoman Clark Councilwoman Johnson Councilman Mills

2nd Councilman Simmons President Kole

Agenda Item No. 5- General Public Hearing

Open: 6:21pm Closed: 6:21pm

Speakers: zero speakers signed up

Agenda Item No. 6- Ordinance No. 2029- An Ordinance Amending the General Operating Budget and Capital Improvement Program of the Mayor and City Council of Laurel, Maryland, for Fiscal Year July 1, 2024 through June 30, 2025 and to Provide an Effective Date

Public Hearing Open: 6:24 Closed: 6:24

Speakers: zero

Motion to Suspend the Rules

yes Councilwoman Clark 1st Councilwoman Johnson 2nd Councilman Mills

yes Councilman Simmons yes President Kole

Motion to Approve Ordinance No. 2029- FY2025 Budget Amendment

1st Councilwoman Clark yes Councilwoman Johnson yes Councilman Mills
2nd Councilman Simmons yes President Kole yes Mayor Sydnor

Agenda Item No. 7- Bid Recommendation- Fourth and Fifth Street Roadway Improvements- Department of Public Works

1st Councilwoman Clark 2nd Councilwoman Johnson yes Councilman Mills
yes Councilman Simmons yes President Kole

Agenda Item No. 8- Bid Recommendation- Compton Avenue Alley Improvements- Department of Public Works

1st Councilwoman Clark 2nd Councilwoman Johnson yes Councilman Mills

yes Councilman Simmons yes President Kole

Agenda Item No. 9- Bid Recommendation- Virginia Manor Court Street Improvements- Department of Public Works

yes Councilwoman Clark 1st Councilwoman Johnson yes Councilman Mills

2nd Councilman Simmons yes President Kole

Agenda Item No. 10- Purchase Requisition- Rehrig Vision Service Verification Hardware/Software- Environmental Programs

yes Councilwoman Clark yes Councilwoman Johnson 1st Councilman Mills
2nd Councilman Simmons yes President Kole

Agenda Item No. 11- Bid Recommendation- Back-up Generator Replacement Project Phase I- Department of Community Resources and Emergency Management

1st Councilwoman Clark yes Councilwoman Johnson 2nd Councilman Mills
yes Councilman Simmons yes President Kole

Agenda Item No. 12- Appointment of Monta Burrough, Director, Department of Economic and Community Development

yes Councilwoman Clark

and Councilwoman Johnson

1st Councilman Mills

~~absaind~~ Councilman Simmons abstain President Kole

-

City of Laurel



**PROCLAMATION
2024-35**

WHEREAS: National Preparedness Month is an observance each September to raise awareness about the importance of preparing for disasters and emergencies that could happen at any time; and

WHEREAS: "National Preparedness Month" creates an important opportunity for every resident of the City of Laurel, Maryland to prepare their homes, businesses, and communities for any type of emergency including natural disasters; and

WHEREAS: the 2024 theme will focus on empowering Asian American, Native Hawaiian and Pacific Islander communities to act today to prepare for future risks and disasters; and

WHEREAS: investing in the preparedness of ourselves, our families, businesses, and communities can reduce fatalities and economic devastation in our communities and in our nation; and

WHEREAS: emergency preparedness is the responsibility of every resident of the City of Laurel, Maryland, and all residents are urged to make preparedness a priority and work together, as a team, to ensure that individuals, families, and communities are prepared for disasters and emergencies of any type

NOW, THEREFORE, I, KEITH R. SYDNOR, MAYOR OF THE CITY OF LAUREL DO HEREBY PROCLAIM SEPTEMBER AS

NATIONAL PREPAREDNESS MONTH

in the City of Laurel and encourage all residents and business to develop their own emergency preparedness plan and work together toward creating a more prepared community.

**Keith R. Sydnor
Mayor**

City of Laurel



**PROCLAMATION
2024-36**

WHEREAS, September is National Childhood Cancer Awareness Month and patients, families, researchers and charities across the Country will rally to bring awareness and raise funds for childhood cancer research, treatment, as well as patient and survivor support; and

WHEREAS, each year in the United States, an estimated 15,780 children between the ages of 0-19 are diagnosed with cancer; and

WHEREAS, two out of three childhood cancer patients will have long lasting chronic conditions from treatment; and

WHEREAS, the Mayor and City Council of Laurel encourage all citizens to help observe this month with appropriate programs and activities that raise awareness and support efforts to find a cure for childhood cancer;

NOW, THEREFORE, I, KEITH R. SYDNOR, MAYOR OF THE CITY OF LAUREL, DO HEREBY PROCLAIM SEPTEMBER AS

CHILDHOOD CANCER AWARENESS MONTH

in the City of Laurel and call upon all citizens to join me in supporting children and their families who are battling cancer.

A handwritten signature in black ink, reading "Keith R. Sydnor".

**Keith R. Sydnor
Mayor**

City of Laurel



**PROCLAMATION
2024-37**

WHEREAS, on September 11, 2001, the American people endured the worst terrorist attack on United States soil in the nation's history with courage and bravery; and

WHEREAS, in response to this tragedy, Americans across the country came together in a remarkable spirit of devotion and unity and carried out countless acts of kindness; and

WHEREAS, September 11th is a day to honor the memory of those who were lost and those who united in response to the tragedy, including first responders, military and volunteers; and

WHEREAS, this year marks the 23rd anniversary of the horrific attacks that killed nearly 3,000 people, the single largest loss of life resulting from a foreign attack on American soil;

WHEREAS, we wish to honor and pay tribute to all who were affected by this tragic event;

NOW, THEREFORE, I, KEITH R. SYDNOR, MAYOR OF THE CITY OF LAUREL, DO HEREBY PROCLAIM SEPTEMBER 11, 2024, AS

PATRIOTS DAY/NATIONAL DAY OF SERVICE AND REMEMBRANCE

in the City of Laurel and encourage all citizens to join in this recognition and observe a moment of silence in remembrance and honor of the many individuals who perished that day, as well as honoring the First Responders who bravely responded during that event in American history.

A handwritten signature in black ink, appearing to read "Keith R. Sydnor".

**Keith R. Sydnor
Mayor**

City of Laurel



**PROCLAMATION
2024-38**

WHEREAS: Hispanic Heritage Month is a time to honor and celebrate the many ways Hispanic Americans contribute to the success of our country; and

WHEREAS: Laurel's and Maryland's growing Hispanic population is strong and vibrant and a key part of the fabric of our City and State. They have had a profound and positive influence on our community through their strong commitment to family, faith, hard work, and service; and

WHEREAS: Hispanic Heritage Month was created to showcase and highlight Hispanic contributions throughout our nation and as a reminder that Hispanics have been part of the history of this nation since the beginning; and

WHEREAS: Hispanics of all generations and recent immigrants continue to make many contributions to this nation, State, County, and the City of Laurel.

NOW, THEREFORE, I, KEITH R. SYDNOR, MAYOR OF THE CITY OF LAUREL, DO HEREBY PROCLAIM SEPTEMBER 15 – OCTOBER 15, 2024, AS

Hispanic Heritage Month

in the City of Laurel and encourage all citizens to observe and commemorate this month.

A handwritten signature in black ink that reads "Keith R. Sydnor". The signature is fluid and cursive.

**Keith R. Sydnor
Mayor**

City of Laurel



**PROCLAMATION
2024-39**

WHEREAS: National Stepfamily Day is enhanced by our strong commitment to support the stepfamilies of our nation in their mission to raise their children, create strong family structures to support the individual members of the family, instill in them a sense of responsibility to all extended family members; and

WHEREAS: Approximately half of all Americans are currently involved in some form of stepfamily relationship, and it is the vision of Christy Tusing-Borgeld, creator of National Stepfamily Day, and the Stepfamily Foundation, that all stepfamilies in the United States be accepted, supported and successful; and

WHEREAS: Blended families are now more common than ever and deserve a day to be celebrated and recognized; and

WHEREAS: National Stepfamily Day is a day to celebrate the many invaluable contributions stepfamilies have made to enriching the lives and life experience of the children and parents of America and to strengthening the fabric of American families and society

***NOW, THEREFORE, I, KEITH R. SYDNOR, MAYOR OF THE CITY OF LAUREL DO
HEREBY PROCLAIM SEPTEMBER 16, 2024, AS***

NATIONAL STEPFAMILY DAY

In the City of Laurel and encourage all residents to acknowledge that families come in all shapes and sizes and to celebrate the success stories of blended families.

A handwritten signature in black ink that reads "Keith R. Sydnor".

**Keith R. Sydnor
Mayor**

City of Laurel



**PROCLAMATION
2024-40**

WHEREAS: The Honorable Craig A. Moe served the City of Laurel as an elected official for over thirty-five (35) years, first as a Councilman from 1988-2002 and then as the City of Laurel's Mayor from 2002-2023, and

WHEREAS: The vision of the longest serving Mayor in City of Laurel history, to provide a multiservice center that would bring the City, local organizations, and other Federal, State and County governments together to provide a central location of services and resources to residents has come to life and is ready to begin providing crucial services to those in need, and

WHEREAS: The building at 204 Fort Meade Road Laurel, Maryland, is situated at the intersection of Prince George's, Howard and Anne Arundel Counties, accessible by public transportation, is conveniently located close to a variety of communities and will provide access to several resources aimed at increasing independence and decreasing need, and

WHEREAS: The Craig A. Moe Laurel Multiservice Center's mission is to promote stability and self-sufficiency amongst vulnerable populations through the provision of human services. Such efforts aim to promote hope for the future, equity of service, and strengthening of community throughout the Greater City of Laurel area, and

WHEREAS: Together in Partnerships with local organizations the Craig A. Moe Laurel Multiservice Center will provide a food pantry, 19 transitional housing units, drop-in day sheltering, seasonal overnight sheltering, mental health services, workforce assistance programs, basic medical services, educational training and substance abuse counseling, and

WHEREAS: Through the hard work of former Mayor Moe, all City Departments and staff, Community Partners, residents, volunteers, and contractors, the City is proud to officially open the doors of such a physically beautiful facility knowing that the compassion and kindness that will take place within the walls of the building will be even more beautiful, and

WHEREAS: In honor of former Mayor Craig A. Moe's lifelong service to the community of Laurel, for the immeasurable, indisputable, everlasting mark he has left all over the City of Laurel, and for his dedicated hard work on behalf of the City of Laurel residents and businesses, the City of Laurel is excited and grateful to cut the ribbon at the Craig A. Moe Laurel Multiservice Center today, and

NOW, THEREFORE, I, KEITH R. SYDNOR, MAYOR OF THE CITY OF LAUREL do hereby proclaim September 10, 2024 as the official grand opening of the

Craig A. Moe Laurel Multiservice Center

in the City of Laurel and encourage all residents to tour the new facility and see the wonderful services it has to offer

A handwritten signature in black ink that reads "Keith R. Sydnor".

**Keith R. Sydnor
Mayor**

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**SIXTEENTH MEETING OF THE
MAYOR AND CITY COUNCIL OF LAUREL
MONDAY, SEPTEMBER 9, 2024**

6:00 PM

AGENDA

VIRTUAL MEETING

Watch the meeting on Laurel TV streaming live in your web browser at <https://laurelvtv.org/watch-live> or locally Laurel TV can be found on Comcast Channel 996 (HD), 71 (SD) or Verizon FiOS Channel 12.

Contact the Clerk for Zoom information at clerk@laurel.md.us no later than 2:00 pm the day of the meeting.

1. Call to Order - James Kole, President

2. Roll Call - Sara A. Green, CPM, CMC, Clerk

3. Report of the Mayor and City Council

4. Appointments

- Jimmy Rogers Tree Board 09/09/2024-09/09/2026
- Oscar De La Puente Historic District Commission 09/09/2024-09/09/2027

5. General Public Hearing

6. Ordinance No. 2029- An Ordinance Amending the General Operating Budget and Capital Improvement Program of the Mayor and City Council of Laurel, Maryland, for Fiscal Year July 1, 2024 through June 30, 2025 and to Provide an Effective Date

7. Bid Recommendation- Fourth and Fifth Street Roadway Improvements- Department of Public Works

8. Bid Recommendation- Compton Avenue Alley Improvements- Department of Public Works
9. Bid Recommendation- Virginia Manor Court Street Improvements- Department of Public Works
10. Purchase Requisition- Rehrig Vision Service Verification Hardware/Software- Environmental Programs
11. Bid Recommendation- Back-up Generator Replacement Project Phase I- Department of Community Resources and Emergency Management
12. Appointment of Monta Burrough, Director, Department of Economic and Community Development
13. Adjournment



CITY OF LAUREL OFFICE OF THE MAYOR

8103 Sandy Spring Road, Laurel, MD 20707
Phone: 301-725-5300 ext. 2125 • Fax: 301-725-6831

Item 4.

Keith R. Sydnor
Mayor

August 14, 2024

MEMORANDUM

TO: James Kole, Council President
Laurel City Councilmembers
FROM: Keith R. Sydnor, Mayor *KRS*
SUBJ: Mayoral Appointment

I plan to make the following appointments at the September 9, 2024, Mayor and City Council meeting.

APPOINTMENTS

Jimmy Rogers	Tree Board	09/09/24 – 09/09/26
Oscar De La Puente	Historic District Commission	09/09/24 – 09/09/27

I look forward to your confirmation of these appointments.

ec: Sara A. Green, CPM, CMC, City Clerk



CITY OF LAUREL, MARYLAND

ORDINANCE NO. 2029
September 6, 2024

AN ORDINANCE AMENDING THE GENERAL OPERATING BUDGET AND CAPITAL IMPROVEMENT PROGRAM OF THE MAYOR AND CITY COUNCIL OF LAUREL, MARYLAND, FOR THE FISCAL YEAR JULY 1, 2024 THROUGH JUNE 30, 2025 AND TO PROVIDE AN EFFECTIVE DATE

Sponsored by the City Council President at the request of the Administration.

WHEREAS, the FY2025 General Operating Budget and Capital Improvement Program (CIP) was adopted on May 28, 2024 through Ordinance No. 2026, and

WHEREAS, there are savings realized in certain CIP projects which are proposed to be allocated to other projects, and

WHEREAS, the Mayor and City Council of Laurel, Maryland are required to amend the FY2025 General Operating Budget and CIP to reflect these changes.

NOW, THEREFORE, BE IT ENACTED AND ORDAINED, by the Mayor and City Council of Laurel, Maryland that the General Operating Budget and CIP for the Fiscal Year July 1, 2024 through June 30, 2025 is hereby amended.

GENERAL OPERATING BUDGET

<u>REVENUES</u>	FY2025 ADOPTED
<u>REVENUE SUB-CATEGORY</u>	
4010 - R/E TAX REVENUE	\$27,384,119
4030 - PERSONAL PROP TAX	1,385,868
4040 - PERSONAL PROP-INT/PENTALTY	40,000
4050 - LOCAL TAXES	4,650,000
4060 - OTHER LOCAL TAXES	2,047,576
4110 - LICENSES	734,850
4130 - PERMITS	505,445
4210 - FEDERAL GRANTS	162,980
4230 - STATE GRANTS	737,825
4250 - COUNTY GRANTS	286,642
4310 - GENERAL GOV'T SERVICE CH	169,797
4340 - SANITATION SERVICE CHGS	176,000
4350 - SERVICE CHARGE-HEALTH	10,000
4370 - FACILITY RENTALS	163,890
4411 - SWIMMING POOL FEES	124,510
4413 - RECREATION PROGRAM FEES	82,500
4415 - P&R ACTIVITY FEES	89,800
4417 - P&R CONCESSION FEES	22,000
4430 - SENIOR PROGRAM FEES	15,300
4620 - POLICE FINES	2,780,600
4630 - CODE ENFORCEMENT FINES	3,250
4710 - INVESTMENT INTEREST	117,000

4720 - RENTAL INCOME	18,963
4730 - CONTRIBUTIONS/DONATIONS	600
4740 - SALE OF PROPERTY	14,500
4750 - MISC REFUNDS AND REBATES	86,780
4761 - POLICE ACCT RECEIPTS	45,000
4790 - OTHER MISC REVENUES	453,203
4840 - FUND TRANSFER	988,247

TOTAL REVENUE	\$43,297,245
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EXPENDITURES
DEPARTMENT

FY2025
ADOPTED

201 - CITY COUNCIL	\$122,513
205 - CLERK TO THE COUNCIL	243,333
210 - MAYOR	649,079
215 - CITY ADMINISTRATOR	679,268
220 - ELECTIONS	17,445
225 - BUDGET & PERSONNEL SVCS	1,230,403
235 - COMMUNICATIONS	701,304
240 - ECONOMIC & COMMUNITY DEV	1,032,943
244 - SUSTAINABILITY PROGRAMS	62,532
250 - INFORMATION TECHNOLOGY	2,860,863
270 - COMMUNITY PROMOTION	158,787
280 - GROUNDS MAINTENANCE	945,518
281 - JOSEPH R. ROBISON - LAUREL MUNICIPAL CENTER	177,616
284 - PUBLIC WORKS FACILITY	128,126
285 - ROBERT J. DIPIETRO COMMUNITY CENTER	168,869
286 - ARMORY COMMUNITY CENTER	104,561
287 - LAUREL MUSEUM	13,000
288 - GUDE LAKEHOUSE	31,000
289 - MAIN ST. POOL MAINTENANC	82,670
290 - LPD FACILITY	312,121
291 - GREENVIEW DR REC COMPLEX	47,180
292 - P&R MAINTENANCE FACILITY	47,750
293 - GUDE HOUSE	73,841
294 - CRAIG A. MOE LAUREL MULTISERVICE CENTER MAINT.	262,371
301 - POLICE	13,069,424
320 - FIRE MARSHAL & PERMIT SV	861,358
325 - OFFICE OF EMERGENCY MGT	728,452
326 - CRAIG A. MOE LAUREL MULTISERVICE CENTER PROGRAMS	463,417
401 - PUBLIC WORKS ADMIN	691,207
410 - AUTOMOTIVE MAINTENANCE	1,180,819
415 - WASTE COLLECTION	1,196,135
420 - RECYCLING	353,009
425 - HIGHWAYS & STREETS MAINT	1,272,735
430 - SNOW REMOVAL	198,155
435 - STREET LIGHTING	268,970
440 - ENGINEERING&TECH SERVICES	253,898
445 - TRAFFIC ENGINEERING	156,637
450 - TREE MANAGEMENT	99,781

Underlining indicates new language added.

~~Strikethroughs indicate language deleted.~~

* * * Asterisks indicate intervening language and section unchanged.

501 - PARKS & RECREATION ADMIN	877,205
505 - RECREATION	525,256
510 - MAIN ST POOL PROGRAMS	287,053
515 - ROBERT J. DIPIETRO COMMUNITY CENTER	328,708
520 - GREENVIEW DR PROGRAMS	129,133
525 - ARMORY COMMUNITY CTR PROG	214,021
530 - YOUTH SERVICES BUREAU	256,996
535 - GUDE LAKEHOUSE PROGRAMS	25,598
550 - SENIOR SERVICES	275,021
650 - PRINCIPAL	1,895,527
651 - INTEREST	93,227
652 - RETIREMENT	2,369,530
654 - PROPERTY INSURANCE	526,251
655 - BONDING INSURANCE	27,000
656 - EMPLOYEE INSURANCE	4,018,467
657 - MISC FINANCIAL USES	0
658 - SPECIAL TAXING DISTRICT	300,000
659 - AMERICAN RESCUE PLAN PROG	0
810 - EMPLOYEE TRAINING	194,591
820 - EMPLOYEE TUITION	6,571

TOTAL EXPENDITURES \$43,297,245

	ADOPTED ORD2026	CHANGE	AMENDED ORD
<u>CAPITAL IMPROVEMENT PROGRAM</u>			
TOTAL FUNDING - OTHER PROJECTS	\$29,924,486		\$29,924,486
EMERGENCY REPAIRS	71,300	(45,000)	26,300
VIRGINIA MANOR CT	122,000	45,000	167,000
TOTAL AMENDED FUNDING	\$30,117,786	\$0	\$30,117,786

AND, BE IT FURTHER ENACTED AND ORDAINED, that this Ordinance shall take effect on the date of its passage.

PASSED this _____ day of _____, 2024.

 Underlining indicates new language added.
 Strikethroughs indicate language deleted.
 * * * Asterisks indicate intervening language and section unchanged.

ATTEST:

SARA A. GREEN, CPM, CMC
City Clerk

JAMES KOLE
President of the City Council

APPROVED this _____ day of _____, 2024.

KEITH R. SYDNOR
Mayor

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* * * Asterisks indicate intervening language and section unchanged.



MAYOR AND CITY COUNCIL OF LAUREL
DEPARTMENT OF PUBLIC WORKS

305-307 First Street • Laurel, Maryland 20707 (301) 725-0088

<http://www.cityoflaurel.org> • email – dpw@laurel.md.us Fax (301) 498-5266

August 5, 2024

MEMORANDUM

To: Mayor Keith R. Sydnor
 Council President James Kole
 Laurel City Councilmembers

Thru: Joanne Hall Barr, Deputy City Administrator *JHB*

From: Tim Miller, Director of Public Works

Subject: Bid Recommendation - 4th and 5th Street Improvements

The Department of Public Works is requesting approval for Construction Project LA 24-004, 4th and 5th Street Improvements.

Project Scope

This project includes the milling and overlay, repair of concrete sidewalk, pedestrian ramps, concrete curbing, and striping and roadway signage of 4th Street from Main Street to Montgomery Street and 5th Street from Main Street to Gorman Avenue in the City of Laurel, Maryland.

Bid Results

At a sealed bid opening at 10:00 AM, on July 31, 2024, the City received a total of six (6) bids for this project. The bids received ranging from lowest to highest are as follows as were read aloud:

1. E & R Services	\$191,269.25
2. Ross Contracting	\$226,274.00
3. Espina Paving, Inc.	\$237,865.25
4. American Asphalt Paving Co.	\$241,868.75
5. ECM Corp.	\$281,105.00
6. Vino Construction, LLC	\$373,786.59

Funding

Funding for this project is provided in the Adopted FY2025 CIP, 4th Street Improvement Project and 5th Street Improvement Project.

Recommendation

It is recommended that the contract for this project be awarded to E & R Services, Inc. a Minority Business Enterprise (MBE), Disadvantaged Business Enterprise (DBE), and Small Business Enterprise (SBE), from Lanham, MD, 20706, for their bid of \$191,269.25, with an additional contingency of \$18,730.75, for a total of \$210,000.00. E & R Services, Inc. has previously completed projects for the city.

Should you have any questions or desire further information, please contact Timothy Miller, Director at 301-725-0088, extension 3206.

Financial Review:



S. Michele Saylor, Director
Department of Budget and Personnel Services

8/16/2024
Date

cc: Christian L. Pulley, CPM, City Administrator



**MAYOR AND CITY COUNCIL OF LAUREL
DEPARTMENT OF PUBLIC WORKS**

305-307 First Street • Laurel, Maryland 20707 (301) 725-0088

<http://www.cityoflaurel.org> • email – dpw@laurel.md.us Fax (301) 498-5266

August 6, 2024

MEMORANDUM

To: Mayor Keith R. Sydnor
Council President James Kole
Laurel City Councilmembers

Thru: Joanne Hall Barr, Deputy City Administrator *JHB*

From: Tim Miller, Director of Public Works

Subject: Bid Recommendation - Compton Alley

The Department of Public Works is requesting approval for Construction Project LA 25-001, Compton Alley Street Improvements.

Project Scope

This project includes the construction of new concrete aprons, sidewalks, curbing and 8" and 12" thick reinforced concrete alley, 10' wide, with a portion being of stamped concrete. The work will take place between Compton Avenue and Talbott Avenue, running in the rear of 600-608 4th Street in the City of Laurel, Maryland.

Bid Results

At a sealed bid opening at 10:00 AM, on August 1, 2024, the City received a total of six (6) bids for this project. The bids received ranging from lowest to highest are as follows as were read aloud:

- | | |
|-----------------------------|--------------|
| 1. SFMS, LLC | \$72,550.75 |
| 2. E & R Services, Inc. | \$77,717.00 |
| 3. Olney Masonry Corp. | \$92,445.00 |
| 4. Espina Paving, Inc. | \$116,696.25 |
| 5. INL Construction, LLC | \$149,084.00 |
| 6. Patton Construction, Co. | \$175,878.00 |

Funding

Funding for this project is provided for in the Adopted FY2025 CIP, Compton Alley Improvement Project.

Recommendation

It is recommended that the contract for this project be awarded to SFMA, LLC a Minority Business Enterprise (MBE), Disadvantaged Business Enterprise (DBE), and Small Business Enterprise (SBE), from Beechcraft Avenue, Gaithersburg, Maryland., for their bid of \$72,550.75, with an additional contingency of \$7,449.25, for a total of \$80,000.00. SFMS, LLC. has previously completed projects for the City.

Should you have any questions or desire further information, please contact Timothy Miller, Director at 301-725-0088, extension 3206.

Financial Review:



S. Michele Saylor, Director
Department of Budget and Personnel Services

Date

cc: Christian L. Pulley, CPM, City Administrator



MAYOR AND CITY COUNCIL OF LAUREL
DEPARTMENT OF PUBLIC WORKS

305-307 First Street • Laurel, Maryland 20707 (301) 725-0088

<http://www.cityoflaurel.org> • email – dpw@laurel.md.us Fax (301) 498-5266

August 6, 2024

MEMORANDUM

To: Mayor Keith Sydnor
 Council President James Kole
 Laurel City Councilmembers

Thru: Joanne Hall Barr, Deputy City Administrator *JAB*

From: Tim Miller, Director of Public Works

Subject: Bid Recommendations for Virginia Manor Court

The Department of Public Works is requesting approval for Construction Project LA 24-005, Virginia Manor Court Street Improvements.

Project Scope

This project includes the milling and overlay, placement of a Geotextile fabric, repair of concrete sidewalk, pedestrian ramps, concrete curbing, and striping for Virginia Manor Court in the City of Laurel, Maryland.

Bid Results

At a sealed bid opening at 10:00 AM, on July 31, 2024, the City received a total of six (6) bids for this project. The bids received ranging from lowest to highest are as follows as were read aloud:

1.	E & R Services	\$119,367.50
2.	SFMS, LLC	\$121,845.00
3.	American Asphalt Paving Co.	\$132,202.25
4.	Espina Paving, Inc.	\$145,585.00
5.	Ross Contracting, Inc.	\$151,045.00
6.	ECM Corp.	\$177,725.00

Funding

Funding for this project is provided in the Amended FY2025 CIP, Virginia Manor Court Street Improvement Project.

Recommendation

It is recommended that the contract for this project be awarded to E & R Services, Inc. a Minority Business Enterprise (MBE), Disadvantaged Business Enterprise (DBE), and Small Business Enterprise (SBE), from Lanham, MD, 20706, for their bid of \$119,367.50, with an additional contingency of \$11,632.50, for a total of \$131,000. E & R Services, Inc. has previously completed projects for the city.

Should you have any questions or desire further information, please contact Timothy Miller, Director at 301-725-0088, extension 3206.

Financial Review:

S. Michele Saylor
S. Michele Saylor, Director
Department of Budget and Personnel Services

8/21/2024
Date

cc: Christian L. Pulley, CPM, City Administrator



**MAYOR AND CITY COUNCIL OF LAUREL
OFFICE OF THE CITY ADMINISTRATOR
ENVIRONMENTAL PROGRAMS**

8103 Sandy Spring Road • Laurel, Maryland 20707 (301) 725-5300 extension 2203
www.cityoflaurel.org • email – GREENLIVING@LAUREL.MD.US Fax (301) 490-5068

August 19, 2024

MEMORANDUM

TO: Mayor Keith R. Sydnor
Council President James Kole
Laurel City Councilmembers

THRU: Joanne Hall Barr, Deputy City Administrator *JHB*

FROM: Michele Blair, Sustainability Manager *MB*

SUBJ: Purchase – Rehrig Vision Service Verification Hardware/Software

As part of the City's commitment to long-term sustainability, the Mayor and City Council passed Ordinance No. 2010, which established the organics composting program and defined compliance of collection and provided an effective date.

Education and Outreach as well as compliance is based on accurate reporting of collections and areas of compliance that need to be addressed. The Rehrig Vision Service Verification Hardware and Software is an addition to the existing Vision Inventory Software and will enable the City to gather data on city-wide collections, provide the collection crews with a means to safely and effectively report such issues, accurately manage the City's assets (trash/recycling and composting carts) and enable the Sustainability Division to provide focused educational information to residents.

Background:

The vendor for this purchase is Rehrig Pacific Company, under **Omina/US Communities contract pricing (Contract #00254)**. Rehrig Pacific is a sole source vendor for the vision-based service verification platform supporting the current inventory system used by the City – Vision Software. The hardware can be mounted on multiple vehicles to accommodate new vehicles or vehicles that are out of service as necessary.

Specifications:

One-time cost \$99,300.00

- a. Vision RFID Reader – quantity 8 units for all trash/recycling and composting vehicles. Verifies location and type of collection using the built-in RFID tags on the collection carts.
- b. Observation Panel Kit – quantity 8 for all trash/recycling and composting vehicles. Allows the driver to report issues and flags them for staff review.
- c. RFID Reader Camera – quantity 8 – allows for picture of the address and allows staff to customize outreach and education.

Bid Recommendation – Rehrig Vision Service Verification

August 16, 2024

Page 2 of 2

Software cost for 8 trucks -- \$14,400/year.

- a. Web-based collection data tracking, service verification reporting, live vehicle location, truck and route details in map center.

Funding:

Funding for this purchase is provided in the Adopted FY2025 CIP - Environmental Programs Project.

Recommendation:

It is recommended that the City approve one-time purchase of the Rehrig Vision Service Verification Hardware (\$99,300) and provide for one year of the software costs (\$14,400) for a total purchase of \$113,700.

Should you have any questions or desire further information, please contact Michele Blair at 301-725-5300 extension 2203.

Reviewed for funding:

Michele Saylor

S. Michele Saylor, Director
Department of Budget and Personnel Services

8/19/2024

Date



**MAYOR AND CITY COUNCIL OF LAUREL
DEPARTMENT OF COMMUNITY RESOURCES & EMERGENCY MANAGEMENT**

8103 Sandy Spring Road • Laurel, Maryland 20707 (301) 725-5300 x2232
<http://www.cityoflaurel.org> • ccornwell@laurel.md.us

August 15, 2024

MEMORANDUM

TO: Honorable Keith R. Sydnor
Mayor

Honorable James Kole
Council President

Laurel City Councilmembers

THRU: Joanne Barr *JAB*
Deputy City Administrator

FROM: Christina L. Cornwell, CPM, CEM *CLC*
Director/Emergency Manager

SUBJ: Subaward Agreement for Hazard Mitigation Grant

The Department of Community Resources and Emergency Management (CREM) is requesting approval of a subaward agreement between the City of Laurel and the Maryland Department of Emergency Management (MDEM) regarding a reimbursable hazard mitigation grant for emergency back-up generators.

Background:

The emergency back-up generator project will consist of replacing aging diesel-powered generators with high efficiency state-of-the-art natural gas-powered generators at five (5) critical facilities.

Joseph R. Robinson Laurel Municipal Center
8103 Sandy Spring Road
Laurel, MD 20707

Barkman-Kaiser Public Safety Complex (Police Department)
3811 Fifth Street
Laurel, MD 20707

Fairall Foundry Public Works Complex
305-307 1st Street
Laurel, MD 20707

Parks & Recreation Maintenance Facility
7705 Old Sandy Spring Road
Laurel, MD 20707

Laurel Armory Anderson & Murphy Community Center
422 Montgomery Street
Laurel, MD 20707



**MAYOR AND CITY COUNCIL OF LAUREL
DEPARTMENT OF COMMUNITY RESOURCES & EMERGENCY MANAGEMENT**

8103 Sandy Spring Road • Laurel, Maryland 20707 (301) 725-5300 x2232
http://www.cityoflaurel.org • ccornwell@laurel.md.us

This project will be completed in two (2) phases. Phase 1 will consist of an electrical assessment and coordination with Baltimore Gas and Electric on any required gas service upgrades. Phase 2 is slated for the construction and installation of the generators.

Funding:

Funding for this project has been approved in the FY2025 Capital Improvement Projects (CIP) – Hazard Mitigation Project. The Federal Emergency Management Agency (FEMA) has approved phase 1 of this project at \$245,399.25. This grant is a 90% Federal share and 10% non-Federal share. Therefore, the City's cost share for phase 1 of the project is \$25,831.50.


	Federal Share	Non- Federal Share	Total Share
Project Costs	\$232,483.50(90%)	\$25,831.50(10%)	\$258,315.00
Subrecipient Management Costs	\$12,915.75(100%)	\$0.00 (0 %)	\$12,915.75
Total	\$245,399.25	\$25,831.50	\$271,230.75

Recommendation:

It is recommended that the City Council and Mayor approve this subaward to proceed with phase 1 of the back-up generator project.

Should you have any questions, please contact Christina Cornwell at 301-725-5300 x2232 or ccornwell@laurel.md.us.

Reviewed for funding:


S. Michele Saylor, Director
Department of Budget and Personnel Services

8/19/2024
Date

cc: Christian L. Pulley, CPM
City Administrator

Michele Saylor
Director – Budget and Personnel Services

Bill Bailey
Director – Parks and Recreation

James Cornwell-Shiel
Director – Information Technology

Pat Haag
Risk Manager

Attachment



CITY OF LAUREL OFFICE OF THE MAYOR

Item 12.

Joseph R. Robison – Laurel Municipal Center
8103 Sandy Spring Road, Laurel, MD 20707-2502
Phone: 301-725-5300 ext. 2124 • Fax: 301-725-6831

August 28, 2024

MEMORANDUM

RECEIVED
AUG 28 2024
City of Laurel
Office of the Clerk

TO: James Kole, Council President
Laurel City Councilmembers
FROM: Mayor Keith R. Sydnor *KRS*
SUBJ: Appointment of Monta Burrough

I am pleased to appoint Monta Burrough as Director of the Department of Economic and Community Development. Mr. Burrough has served as the Deputy Director since 2022 and is currently Acting Director.

Mr. Burrough is professional and has a good understanding of his Department, the community of Laurel, and, most importantly, the City's policies, regulations, and processes to ensure residents and the business community are assisted in a timely manner. I believe Mr. Burrough is the best choice to be Laurel's next Director of the Department of Economic and Community Development.

Monta Burrough has over 20 years of customer service experience and over 10 years of leadership experience.

Mr. Burrough's appointment would be effective September 10, 2024. I look forward to your confirmation of this appointment at the September 9, 2024, meeting of the Mayor and City Council.

I am available to address any questions and comments you may have regarding this appointment and have attached his resume for your review.

Attachment

cc: Christian L. Pulley, CPM, City Administrator
Joanne Barr, Deputy City Administrator
Ana R. Navarro, MMC, Executive Assistant to the Mayor
Sara A. Green, CMC, CPM, Clerk to the Council
Michele Saylor, Director, Budget and Personnel Services
Melissa Klinger, Human Resources Officer

**Exhibit A- Mayor and City Council
Meeting Minutes of September 9, 2024**

September 5, 2013

Mayor Keith R. Sydnor
Council President James Kole
Council Member Christine Johnson
Council Member Adrian G. Simmons
Council Member Kyla Clark
Council Member Jeffrey Mills
Joseph R. Robison Laurel Municipal Center
8103 Sandy Spring Rd.
Laurel, MD 20707

RECEIVED
SEP 09 2024
City of Laurel
Office of the Clerk

Dear Mayor and City Council:

It has come to my attention Monta Burroughs is under consideration for the position of Director of the Department of Economic and Community Development. I do not think this would be good for the City of Laurel. I have had multiple interactions with Mr. Burroughs and observed him in meetings. He does not follow procedures, he has no understanding of the concept of the Historic District, and does not always show respect for citizens. Previous Directors worked hard to improve Main Street and Historic Laurel, for example. Our very own Main Street can be seen on television in an Angela Alsobrooks campaign ad. When his views are challenged, he takes it personally. He does not seem open to opinions that differ from his. That would reflect poorly on the city.

A suitable candidate would be outgoing, communicative, motivated, and appreciative of all areas of the city and what they have to offer current and future residents as well as existing and prospective businesses.

Sincerely,

A Concerned Citizen