

**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](http://www.cityoflaurel.org)

**SPECIAL WORK SESSION  
MAYOR AND CITY COUNCIL OF LAUREL  
MONDAY, JULY 22, 2024  
5:30 PM  
IN-PERSON MEETING  
MINUTES**

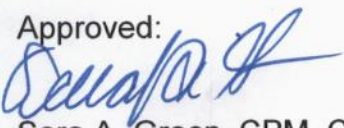
The special work session convened in the Council Chamber of the Joseph R. Robison Laurel Municipal Center at approximately 5:30 pm with Council President James Kole presiding. Councilwoman Christine M. Johnson, Councilman Jeffrey W. Mills, and Councilman Adrian G. Simmons were present. Mayor Sydnor and Councilwoman Kyla Clark were absent. There was one (1) member of the public in attendance. Mayor Sydnor entered the meeting at 5:32 pm.

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, Ana R. Navarro, MMC, Executive Assistant to the Mayor, James Cornwell-Shiel, Director, Department of Information Technology, Chief Russell E. Hamill, III, LPD, Tim Miller, Director, Department of Public Works, S. Michele Saylor, Director, Department of Budget and Personnel Services, Deputy Chief Mark Plazinski, Brooke Quillen, Senior Administrative Assistant, Department of Economic and Community Development and Stephanie P. Anderson, City Solicitor.

Agenda Item No. 2 was Ordinance No. 2028- 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, 2023 through June 30, 2024 and Providing an Effective Date. Ms. S. Michele Saylor, Director, Department of Budget and Personnel Services presented the proposed ordinance and provided details on the budget amendments. Councilwoman Kyla Clark entered the meeting at approximately 5:47 pm. The Council agreed to introduce and hold the first public hearing on the ordinance at the regular meeting scheduled that evening for 6:00 pm.

There being no further business the special work session was adjourned at approximately 5:53 pm.

Approved:

  
Sara A. Green, CPM, CMC  
City Clerk

*September 23, 2024*

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**MAYOR AND CITY COUNCIL OF LAUREL**

8103 Sandy Spring Road  
Laurel, Maryland 20707-2502

**Mayor and City Council**

**Special Work Session**

**Monday, July 22, 2024**

**5:30 PM**

**Agenda**

**IN-PERSON**

**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.**

1. Call to Order - James Kole, President
2. Ordinance No. 2028- 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, 2023 through June 30, 2024 and Providing an Effective Date
3. Adjournment



# Mayor and City Council Attendance Record

## Special Work Session

July 22, 2024 5:30 pm In-Person

Call to Order: 5:30 PM

Meeting Ended: 5:53 PM Members of the Public: 1

☒ Christian L Pulley ☒ Joanne Barr ☒ Ana Navarro ☒ Bill Bailey ☒ Chrissy Cornwell ☒ Natalie Williams

☒ James Cornwell-Shiel ☒ Tim Miller ☒ Chief Russell Hamill ☒ S. Michele Saylor ☒ Danny Selby

☒ Stephanie Anderson ☒ Mark Plazinski ☒ Monta Burrough, Acting Director, ECD

### In Attendance:

Brooke Guillen,  
Senior Administrative  
Assistant, Department  
of Economic and Community  
Development

☒ Councilman Simmons ☒ Councilwoman Johnson ☒ Councilman Mills

☒ Councilwoman Clark ☒ President Kole ☒ Mayor Sydnor

NOA: Mayor Sydnor entered the meeting at approximately 5:32 pm  
Councilwoman Kyia Clark entered the meeting at approximately 5:47 pm



## CITY OF LAUREL, MARYLAND

### ORDINANCE NO. 2028

**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, 2023 THROUGH JUNE 30, 2024 AND TO PROVIDE AN EFFECTIVE DATE**

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

**WHEREAS**, the FY2024 General Operating Budget and Capital Improvement Program (CIP) was adopted on May 22, 2023 through Ordinance No. 2011, and subsequently amended through the adoption of Ordinance No. 2019, Ordinance No. 2021, and Ordinance No. 2022, and

**WHEREAS**, intradepartmental transfers have been made in the Department of Parks and Recreation and the Department of Public Works, and

**WHEREAS**, there are expenditure savings and unanticipated revenues to be appropriated for an additional contribution to the Pension Plans and the CIP, and

**WHEREAS**, insurance proceeds are to be allocated for repairs and the balance transferred to the CIP for future purchases of vehicles, and

**WHEREAS**, there was a market-based increase in bonding insurance which requires additional funding, and

**WHEREAS**, an adjustment is made to reflect actual ARPA revenues and expenditures for FY2024, and

**WHEREAS**, the operating transfer to the CIP is being allocated to fund certain projects, and

**WHEREAS**, the Mayor and City Council of Laurel, Maryland are required to amend the FY2024 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, 2023 through June 30, 2024 is hereby amended.



Note: B/T= Budget Transfer

**GENERAL OPERATING BUDGET**

<b><u>REVENUES BY CATEGORY</u></b>	<b><u>AMENDED ORD2022</u></b>	<b><u>B/T</u></b>	<b><u>CHANGE</u></b>	<b><u>AMENDED ORD2028</u></b>	
4010 - R/E TAX REVENUE	\$26,661,305		\$250,000	\$26,911,305	A
4030 - PERSONAL PROP TAX	1,410,000			1,410,000	
4040 - PERSONAL PROP-INT/PENTALTY	68,500			68,500	
4050 - LOCAL TAXES	4,400,000		250,000	4,650,000	B
4060 - OTHER LOCAL TAXES	1,718,892		240,479	1,959,371	C
4110 - LICENSES	632,075			632,075	
4130 - PERMITS	422,510			422,510	
4210 - FEDERAL GRANTS	90,595		2,681,470	2,772,065	D
4230 - STATE GRANTS	599,829			599,829	
4250 - COUNTY GRANTS	275,362			275,362	
4310 - GENERAL GOV'T SERVICE CH	156,097			156,097	
4340 - SANITATION SERVICE CHGS	164,000			164,000	
4350 - SERVICE CHARGE-HEALTH	10,000			10,000	
4370 - FACILITY RENTALS	127,090			127,090	
4411 - SWIMMING POOL FEES	124,010			124,010	
4413 - RECREATION PROGRAM FEES	74,000			74,000	
4415 - P&R ACTIVITY FEES	83,825			83,825	
4417 - P&R CONCESSION FEES	21,500			21,500	
4430 - SENIOR PROGRAM FEES	12,100			12,100	
4620 - POLICE FINES	2,609,457			2,609,457	
4630 - CODE ENFORCEMENT FINES	4,750			4,750	
4710 - INVESTMENT INTEREST	17,000			17,000	
4720 - RENTAL INCOME	18,963			18,963	
4730 - CONTRIBUTIONS/DONATIONS	600			600	
4740 - SALE OF PROPERTY	20,500			20,500	
4750 - MISC REFUNDS AND REBATES	78,780			78,780	
4761 - POLICE ACCT RECEIPTS	45,000			45,000	
4790 - OTHER MISC REVENUES	437,417		72,730	510,147	E
4840 - FUND TRANSFER	1,088,247			1,088,247	
<b>TOTAL REVENUE</b>	<b>\$41,372,404</b>	<b>\$0</b>	<b>\$3,494,679</b>	<b>\$44,867,083</b>	

<b><u>EXPENDITURES BY DEPARTMENT</u></b>	<b><u>AMENDED ORD2022</u></b>	<b><u>B/T</u></b>	<b><u>CHANGE</u></b>	<b><u>AMENDED ORD2028</u></b>	
201 - CITY COUNCIL	\$122,368			\$122,368	
205 - CLERK TO THE COUNCIL	210,175			\$210,175	
210 - MAYOR	680,153			\$680,153	
215 - CITY ADMINISTRATOR	758,811			\$758,811	
220 - ELECTIONS	82,590			\$82,590	
225 - BUDGET & PERSONNEL SVCS	1,122,150		50,000	\$1,172,150	F
235 - COMMUNICATIONS	697,393			\$697,393	
240 - ECONOMIC & COMMUNITY DEV	749,817			\$749,817	
250 - INFORMATION TECHNOLOGY	2,625,334			\$2,625,334	
270 - COMMUNITY PROMOTION	148,175			\$148,175	
280 - GROUNDS MAINTENANCE	803,768		20,000	\$823,768	G

281 - MUNICIPAL CENTER	183,173		10,000	\$193,173	H
284 - PUBLIC WORKS FACILITY	125,181			\$125,181	
285 - RJD COMMUNITY CENTER	156,527		23,000	\$179,527	I
286 - ARMORY COMMUNITY CENTER	108,595		11,723	\$120,318	J
287 - LAUREL MUSEUM	13,000		3,000	\$16,000	K
288 - GUDE LAKEHOUSE	30,100			\$30,100	
289 - MAIN ST. POOL MAINTENANC	78,970			\$78,970	
290 - LPD FACILITY	308,919		(15,000)	\$293,919	L
291 - GREENVIEW DR REC COMPLEX	45,680			\$45,680	
292 - P&R MAINTENANCE FACILITY	37,250	9,500		\$46,750	
293 - GUDE HOUSE	72,394	7,000	(25,000)	\$54,394	M
294 - BUILDING 204	180,228	(16,500)	13,000	\$176,728	N
301 - POLICE	12,208,940			\$12,208,940	
320 - FIRE MARSHAL & PERMIT SV	816,500			\$816,500	
325 - OFFICE OF EMERGENCY MGT	737,589			\$737,589	
326 - LMSC PROGRAMS	273,032		(150,000)	\$123,032	O
401 - PUBLIC WORKS ADMIN	715,088	817		\$715,905	
410 - AUTOMOTIVE MAINTENANCE	1,201,741	17,142	50,000	\$1,268,883	P
415 - WASTE COLLECTION	1,343,722	955		\$1,344,677	
420 - RECYCLING	331,662	19,697		\$351,359	
425 - HIGHWAYS & STREETS MAINT	963,766	6,988	(75,000)	\$895,754	Q
430 - SNOW REMOVAL	197,288	(44,884)		\$152,404	
435 - STREET LIGHTING	275,000			\$275,000	
440 - ENGINEERING&TECH SERVICES	151,426	700		\$152,126	
445 - TRAFFIC ENGINEERING	162,301	3,563		\$165,864	
450 - TREE MANAGEMENT	101,479	(4,978)		\$96,501	
501 - PARKS & RECREATION ADMIN	797,140		(13,000)	\$784,140	N
505 - RECREATION	468,225		(23,000)	\$445,225	I
510 - MAIN ST POOL PROGRAMS	276,311			\$276,311	
515 - RJD COMMUNITY CENTER	317,581			\$317,581	
520 - GREENVIEW DR PROGRAMS	124,267			\$124,267	
525 - ARMORY COMMUNITY CTR PROG	204,826			\$204,826	
530 - YOUTH SERVICES BUREAU	341,339			\$341,339	
535 - GUDE LAKEHOUSE PROGRAMS	26,389			\$26,389	
550 - SENIOR SERVICES	256,099			\$256,099	
650 - PRINCIPAL	841,027			\$841,027	
651 - INTEREST	66,192			\$66,192	
652 - RETIREMENT	2,563,075		250,000	\$2,813,075	R
654 - PROPERTY INSURANCE	437,901		(41,000)	\$396,901	S
655 - BONDING INSURANCE	20,100		1,000	\$21,100	T
656 - EMPLOYEE INSURANCE	3,977,641		(250,000)	\$3,727,641	R
657 - MISC FINANCIAL USES	1,334,235		973,486	\$2,307,721	U
658 - SPECIAL TAXING DISTRICT	300,000			\$300,000	
659 - AMERICAN RESCUE PLAN PROG	0		2,681,470	\$2,681,470	D
810 - EMPLOYEE TRAINING	179,528			\$179,528	
820 - EMPLOYEE TUITION	20,243			\$20,243	
	<b>\$41,372,404</b>	<b>\$0</b>	<b>\$3,494,679</b>	<b>\$44,866,526</b>	

	AMENDED ORD2022	CHANGE	AMENDED ORD2028
<b>CAPITAL IMPROVEMENT PROGRAM</b>			
TOTAL FUNDING - OTHER PROJECTS	\$41,071,893		\$41,071,893
ENVIRONMENTAL PROGRAMS	200,000	305,000	505,000
CITYWIDE FURNITURE REPLACEMENTS	0	25,000	25,000
PARK IMPROVEMENTS	289,493	103,007	392,500
SIDEWALK IMPROVEMENTS	393,182	100,000	493,182
C STREET - MAIN ST-FETTY ALLEY	0	35,000	35,000
VAN DUSEN ROAD	2,841,900	170,000	3,011,900
<b>TOTAL AMENDED FUNDING</b>	<b>\$44,796,468</b>	<b>\$738,007</b>	<b>\$45,534,475</b>

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

**PASSED** this \_\_\_\_\_ day of \_\_\_\_\_, 2024.

**ATTEST:**

\_\_\_\_\_  
**SARA A. GREEN, CPM, CMC**  
City Clerk

\_\_\_\_\_  
**JAMES KOLE**  
President of the City Council

**APPROVED** this \_\_\_\_\_ day of \_\_\_\_\_, 2024.

\_\_\_\_\_  
**KEITH R. SYDNOR**  
Mayor



	A	B	C	D	E	F	G	H
1	<b>REVENUE NOTES</b>							
2								
3	A	250,000	UNANTICIPATED REAL ESTATE TAX REVENUE					
4			TRANSFER TO CIP					
5	B	250,000	UNANTICIPATED LOCAL INCOME TAX REVENUE					
6			TRANSFER TO CIP					
7	C	35,479	CANNIBIS TAX					
8			CONTRIBUTION TO LMSC BOARD OF DIRECTORS>GRANT MATCH					
9		205,000	ADDITIONAL HIGHWAY USER REVENUE					
10			TRANSFER TO CIP-STREET PROJECTS					
11	D	2,681,470	FY2024 ARPA FUNDS USEAGE					
12			CORRESPONDING EXPENDITURE DEPT 659					
13								
14	E	45,485	INSURANCE PROCEEDS - VEHICLES					
15		11,723	WATER DAMAGE - ARMORY					
16		15,522	LGIT GRANT - VEHICLE BACKUP SENSORS					
17	TOTAL	3,494,679						
18								
19								
20	<b>EXPENDITURE NOTES</b>							
21								
22	F	50,000	BANKING FEES FOR PAYMENT RECEIPT PROCESSING					
23	G	20,000	TREE REMOVAL SERVICES; PARK BENCHES AND GRILLS					
24	H	10,000	HVAC COMPRESSOR					
25	I	23,000	RJDCC HVAC					
26	J	11,723	WATER DAMAGE - ARMORY>INSURANCE PROCEEDS					
27	K	3,000	MUSEUM HVAC REPAIR					
28	L	(15,000)	SAVINGS - LPD FACILITY					
29	M	(25,000)	SAVINGS - GUDE HOUSE					
30	N	13,000	P&R ADMIN TRANSFER - WRESTLING MAT					
31	O	(150,000)	SAVINGS - LMSC PROGRAMS					
32			CONTRIBUTION TO BOARD OF DIRECTORS					
33	P	15,522	BACKUP SENSOR GRANT					
34		34,478	VEHICLE REPAIRS>INSURANCE PROCEEDS					
35								
36	Q	(75,000)	SAVINGS - STREET MAINTENANCE					
37	N	(13,000)	P&R ADMIN - YSC GRANT - WRESTLING MAT					
38	I	(23,000)	RJDCC HVAC					
39	R	250,000	ADDITIONAL PENSION CONTRIBUTION					
40	S	(41,000)	SAVINGS - PROPERTY INSURANCE					
41	T	1,000	ADDITIONAL PREMIUM - BONDING INSURANCE					
42	R	(250,000)	SAVINGS - EMPLOYEE INSURANCE					
43								



	A	B	C	D	E	F	G	H
44	U	185,479	CONTRIBUTION TO LMSC BOARD					
45		788,007	OPERATING TRANSFER TO CIP					
46								
47	D	2,681,470	FY2024 ARPA FUNDS USEAGE					
48	TOTAL	3,494,679						
49								
50	**Direct offsets are color-coded and have the same letter notation							