

## **CITY COUNCIL**

CHRISTINE M. JOHNSON  
At-Large

JAMES KOLE  
First Ward

ADRIAN G. SIMMONS  
First Ward

KYLA M. 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

NEKESA MATLOCK  
Deputy City Administrator

STEPHANIE P. ANDERSON  
City Solicitor

SARA A. GREEN, CPM, MMC  
City Clerk

(301) 725-5300

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

### **THIRTY-EIGHTH REGULAR MEETING MAYOR AND CITY COUNCIL OF LAUREL MONDAY, SEPTEMBER 22, 2025 6:00 PM IN-PERSON MEETING MINUTES**

The meeting convened via Zoom at approximately 6:00 pm with Council President Kyla M. Clark presiding. Councilman James Kole, Councilman Jeffrey W. Mills, and Councilman Adrian G. Simmons, were present. There were seven (7) members of the public in attendance. Absent: Mayor Keith R. Sydnor and Councilwoman Christine M. Johnson.

President Clark led the group in the Pledge of Allegiance to the Flag of the United States of America.

The following staff members were also present: Christian L. Pulley, CPM, City Administrator, Nekesa Matlock, Deputy City Administrator, Sara A. Green, CPM, MMC, City Clerk, Bill Bailey, Director, Department of Parks and Recreation, Monta L. Burrough, Deputy Director, Department of Economic and Community Development, Chrissy Cornwell, Director, Department of Emergency Management, Chief Russell E. Hamill, III, LPD, Tommy Helms, Assistant Director, Department of Public Works, Marchelle LeBlanc, Director, Department of Human Services, S. Michele Saylor, Director, Department of Budget and Personnel Services, Danny Selby, Director, Department of the Fire Marshal and Permit Services, James Cornwell-Shiel, Director, Department of Information Technology, and Stephanie P. Anderson, City Solicitor. A Court Reporter from Freestate Reporting was also in attendance.

Agenda Item No. 4 was Approval of Minutes:

- July 28, 2025 Closed Session
- September 3, 2025 Work Session
- September 8, 2025 Regular Meeting

Councilman Mills made a motion to approve the minutes as presented. Councilman Simmons seconded the motion that was carried on a roll call vote of all Councilmembers present.



Agenda Item No. 5 was Report of the Mayor and City Council. City Councilmembers provided their reports regarding events and happenings since the last meeting and made announcements regarding upcoming meetings and events.

Agenda Item No. 6 was the following Mayoral Appointments:

- Stephen Slaughter Public Safety and Transportation Committee 09/22/2025-09/22/2027
- Gail Heath Ethics Commission 09/22/2025-09/22/2028
- Connor Johnson Public Safety and Transportation Committee 09/22/2025-09/22/2027

## Reappointment

- Roy M. Smith, II      Public Safety and Transportation Committee      09/22/2025-09/22/2027

Councilman Kole made a motion to approve the appointments as presented. Councilman Simmons seconded the motion that was carried on a roll call vote of all Councilmembers present.

Agenda Item No. 7 was General Public Hearing. President Clark opened the General Public Hearing at approximately 6:16 pm. The first person signed up to speak was Lauren Buscher, 8106 Gorman Avenue Apt. 125 Laurel, Maryland 20707 (outside the City limits). Ms. Buscher was with the Prince George's County Housing Justice Coalition and stated that she had received a request for assistance from Ms. Dori Olaseha regarding issues at the apartment building she and her son were residing in. Ms. Buscher urged the City to assist Ms. Olaseha with rodent infestation issues in the apartment building. Next, Ms. Dori Olaseha, 8301 Ashford Boulevard Apt. 114 Laurel, Maryland 20707 (Avondale Apartments), noted for the record that the apartment unit she and her son had been living in was infested mice and that she felt the City wasn't doing enough to force the apartment complex owners to mitigate the issue. Next, Xerxes Olaseha, 8301 Ashford Boulevard Apt. 114 Laurel, Maryland 20707 stated that he and his mother had been living with rodent infestation and that he was living in fear and suffering from anxiety due to the noise from mice, disrupting his homeschooling work and sleep and also concerned about water and food contamination caused by rodents. Former Councilmember Marin Mitchell, 8231 Northlake Court Laurel, Maryland 20707, asked the City to assist Ms. Olaseha and her son with issues they were experiencing. Lastly, Carlos Childs, 14730 Fourth Street Laurel, Maryland 20707, repeated the sentiment of Mr. Mitchell. President Clark closed the General Public Hearing at 6:30 pm.

Agenda Item No. 8 was the Second Public Hearing with Possible Action on Ordinance No. 2043- (Text Amendment No. 267)- An Ordinance of the Mayor and City Council of Laurel, Maryland to Amend the Unified Land Development Code, Chapter 20, "Land Development and Subdivision Regulations," Section 20-22.50, "Interim Limited Retail Uses and Providing an Effective Date." President Clark read the title into the record for the second reading. Monta Burrough, Deputy Director, Department of Economic and Community Development completed the reading of the file into the record noting that the Planning Commission recommended approval of the application. President Clark opened the Public Hearing on the item at approximately 6:38 pm. There was no one signed up to speak. President Clark closed the Public Hearing at 6:33 pm. Councilman Kole made a motion to approve the Ordinance as presented. Councilman Mills seconded the motion that was carried on a roll call vote of all Councilmembers present.

Agenda Item No. 9 was the Second Public Hearing with Possible Action on Resolution No. 8-2025-A Resolution of the Mayor and City Council of Laurel, Maryland for the Purpose of Approving Procedures on Social Media Use for the Laurel City Council. President Clark read the title into the



record for the second reading. James Cornwell-Shiel, Director, Department of Information Technology, presented the resolution. President Clark opened the Public Hearing on the item at 6:37 pm. There was no one signed up to speak on the item, and the Public Hearing was closed at 6:38 pm. Councilman Simmons made a motion to approve the resolution as presented. Councilman Mills seconded the motion that was carried on a roll call vote of all Councilmembers present.

Agenda Item No. 10 was Possible Adjournment to Closed Session Under the Open Meetings Act General Provisions Section 3-305 (b) (3) to consider the acquisition of real property for a public purpose and matters directly related thereto in order to protect the Mayor and City Council's bargaining power and Section 3-305 (b) (7) to consult with counsel to obtain legal advice regarding the potential purchase of real property. Councilman Kole made a motion to adjourn to Closed Session. Councilman Simmons seconded the motion and Councilman Mills, and President Clark voted "Yes". President Clark read the following statement into the record:

*"The following statement is made regarding the adjournment of the Mayor and City Council to Closed Session on this date:*

*The Authority for this Closed Session is Contained in the Open Meetings Act General Provisions Section 3-305 (b) (3) to consider the acquisition of real property for a public purpose and matters directly related thereto in order to protect the Mayor and City Council's bargaining power and Section 3-305 (b) (7) to consult with counsel to obtain legal advice regarding the potential purchase of real property."*

President Clark noted that the Mayor and City Council would reconvene the regular meeting immediately following the closed session. The Council adjourned to Closed Session at approximately 6:39 pm.

The following people were present at the closed session: Kyla M. Clark, Council President, James Kole, Councilman, Jeffrey W. Mills, Councilman, Adrian G. Simmons, Christian L. Pulley, CPM, City Administrator, Nekesa Matlock, Deputy City Administrator, Sara A. Green, CPM, MMC, City Clerk, Bill Bailey, Director, Department of Parks and Recreation, Tim Miller, Director, Department of Public Works, S. Michele Saylor, Director, Department of Budget and Personnel Services, Maria Morales, Administrative Assistant II, City Clerk's Office, and Stephanie P. Anderson, City Solicitor. The topic discussed during the closed session was the potential acquisition of real property by the City. Actions taken during closed session: None. No votes were taken during closed session. The closed session was adjourned at approximately 7:49 pm. The Mayor and City Council returned to the Chamber and reconvened the regular open meeting.

There being no further business, the meeting was adjourned at approximately 7:51 pm.

Approved:



Sara A. Green, CPM, MMC  
City Clerk

Date:

October 27, 2025

# Mayor and City Council Voting Record

September 22, 2025 6:00 pm

## In-Person Meeting

Call to Order: 6:00pm

Meeting Ended: 7:51pm

Members of the Public: 7

### Staff Attendance:

☒ Christian L. Pulley ☒ Nekesa Matlock ☒ Bill Bailey ☒ Monta Burrough ☒ Chrissy Cornwell  
☒ James Cornwell-Shiel ☒ Chief Russell Hamill ☒ Crystal Hypolite ☒ Marchelle LeBlanc ☒ S. Michele Saylor  
☒ Danny Selby ☒ Tim Miller ☒ Natalie Williams ☒ Stephanie Anderson ☒ Mark Plazinski

### Roll Call

☒ Councilman Mills ☒ Councilman Kole ☒ Councilwoman Johnson  
☒ Councilman Simmons ☒ President Clark ☒ Mayor Sydnor

### Agenda Item No. 4- Approval of Minutes

- July 28, 2025 Closed Session
- September 3, 2025 Work Session
- September 8, 2025 Regular Meeting

1st Councilman Mills yes Councilman Kole absent Councilwoman Johnson



2nd Councilman Simmons Yes President Clark

## Agenda Item No. 6- Mayoral Appointments/Reappointments

### Appointments

- Stephen Slaughter Public Safety and Transportation Committee 09/22/2025-09/22/2027
  - Gail Heath Ethics Commission 09/22/2025-09/22/2028
  - Connor Johnson Public Safety and Transportation Committee 09/22/2025-09/22/2027
- Reappointment

- Roy M. Smith, II Public Safety and Transportation Committee 09/22/2025-09/22/2027

Yes Councilman Mills 1st Councilman Kole absent Councilwoman Johnson

2nd Councilman Simmons yes President Clark

## Agenda Item No. 7- General Public Hearing

Open: 6:16pm Closed: 6:30pm

Speakers: See Sign up sheet

Agenda Item No. 8-Second Public Hearing with Possible Action on Ordinance No. 2043- (Text Amendment No. 267)- An Ordinance of the Mayor and City Council of Laurel, Maryland to Amend the Unified Land Development Code, Chapter 20, "Land Development and Subdivision Regulations," Section 20-22.50, "Interim Limited Retail Uses and Providing an Effective Date."

Open Public Hearing: 6:33pm

Closed Public Hearing: 6:33pm

Speakers: NONE.

2<sup>nd</sup> Councilman Mills      1<sup>st</sup> Councilman Kole      absent Councilwoman Johnson

yes Councilman Simmons      yes President Clark

Agenda Item No. 9- Second Public Hearing with Possible Action on Resolution No. 8-2025- A Resolution of the Mayor and City Council of Laurel, Maryland for the Purpose of Approving Procedures on Social Media Use for the Laurel City Council.

Open Public Hearing: 6:34pm

Closed Public Hearing: 6:38pm

Speakers: NONE.

2nd Councilman Mills      yes Councilman Kole      absent Councilwoman Johnson

1st Councilman Simmons      yes President Clark      absent Mayor Sydnor

Agenda Item No. 10- Possible Adjournment to Closed Session Under the Open Meetings Act  
General Provisions Section 3-305 (b) (3) to consider the acquisition of real property for a public  
purpose and matters directly related thereto in order to protect the Mayor and City Council's  
bargaining power and Section 3-305 (b) (7) to consult with counsel to obtain legal advice regarding  
the potential purchase of real property.

yes Councilman Mills      1st Councilman Kole      absent Councilwoman Johnson

2nd Councilman Simmons      yes President Clark

\*\*\*PLEASE PRINT CLEARLY\*\*\*

MAYOR AND CITY COUNCIL OF LAUREL, MARYLAND  
8103 Sandy Spring Road, Laurel, Maryland 20707

Thirty-Eight meeting on Monday, September 22, 2025

<u>Name</u>	<u>Address</u>	<u>Agenda Item</u>
James Perouse <i>Not speaking</i>	320 Montgomery St Laurel MD	X
James T Perouse Jr SA	320 Montgomery St. Laurel, MD	X
Lauren Buscher	8166 Norman Ave.	
Dori Glaseha	8301 <del>Ashford</del> Ashford Blvd	
Martin Mitchell	8131 North Lake Ct.	
<del>Xerxes</del>		
<del>James Xerxes Glaseha</del>	8301 Ashford Blvd	
Charles Childs	4th Street	



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MEETING OF THE MAYOR AND CITY COUNCIL  
LAUREL, MARYLAND

Thirty-Eighth Regular Meeting

Monday, September 22, 2025  
6:30 p.m.

Laurel Municipal Center  
8103 Sandy Spring Road  
Laurel, Maryland 20707-2502

BEFORE:

KYLA M. CLARK, President  
JAMES KOLE, Council Member  
ADRIAN G. SIMMONS, Council Member  
JEFFREY MILLS, Council Member  
SARA A. GREEN - Council Clerk  
MONTA BURROUGH - Director of Economic and Community  
Development

I N D E X

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2	Agenda Items:	<u>Page</u>
3	Call to Order	3
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M E E T I N G

PRESIDENT CLARK: -- additional speakers we will now close the general public hearing at 6:30 p.m. Thank you.

Okay. Moving to Agenda Item Number 8. We have the Second Public Hearing with Possible Action on Ordinance Number 2043, a (Text Amendment No. 267)- from the Land Development Code, an Ordinance of the Mayor and City Council of Laurel, Maryland, sponsored by the President at the request of the Administration to amend the Unified Land Development Code, Chapter 20, "Land Development and Subdivision Regulations," Section 20-22.50, "Interim Limited Retail Uses and Providing an Effective Date."

To provide us with additional context, we have Deputy Director, Monta Burrough, of Economic and Community Development. And do we have the City Solicitor here as well today? The other City -- Larry (ph.) -- okay. Well, you now have the floor. Thank you so much.

DIRECTOR BURROUGH: Good evening, Madam Chair -- Madam President (indiscernible) and members of

1 Council.

2           The information presented this evening is  
3 consistent with what was shared during the September 3rd  
4 and September 8th, 2025, meeting. I would like to  
5 briefly reiterate and emphasize the Text Amendment No.  
6 267, and Ordinance No. 2043 propose a key change. They  
7 will allow various businesses to seek special exception  
8 approval, if necessary, to operate within the planned  
9 development area existing zone. Should there be any  
10 question regarding the amendment, I'm happy to answer  
11 them.

12           Thank you, Madam President.

13           PRESIDENT CLARK: Thank you, Deputy Director  
14 Monta Burrough.

15           Are there any additional questions or comments  
16 from the Council aside from what was asked during our  
17 recent work session in September 8th regular meeting for  
18 Ordinance No. 2043?

19           Council Member Simmons, please proceed.

20           MEMBER SIMMONS: Thank you, Madam President.

21 And just to translate a little bit for everyone, what



1 this will allow is for the area just to the south of  
2 Aldi, there's, like, professional offices there. We also  
3 have some retail locations in there. I think there's a  
4 LabCorp, and there's, like, some dentist office, they  
5 have a lot of retail locations in there as well under the  
6 interim retail limited provision of the code. So --  
7 translate. Thank you. But, oh, I'll also refer to our  
8 meeting, as the Deputy Director said, for additional  
9 context --

10 PRESIDENT CLARK: Thank you, Council Member  
11 Simmons. Any additional questions or comments? Okay.  
12 Seeing no questions or comments from the council, I will  
13 now open the public hearing portion for Ordinance No.  
14 2043 at 6:33 p.m.

15 Madam Clerk, do we have anyone signed up to  
16 speak on this Ordinance this evening?

17 MS. GREEN: I don't believe so,  
18 Madam President.

19 PRESIDENT CLARK: Is there anyone to speak on  
20 this Ordinance just to double check? Okay. Well, seeing  
21 that no speakers are signed up for this agenda item, I

1 will close the journal public hearing for this item at  
2 6:33 p.m.

3 Council Members, I will now entertain a motion  
4 for Ordinance No. 2043 to amend the Unified Land  
5 Development Code, Chapter 20, "Land Development and  
6 Subdivision Regulations," Section 20-22.5, "Interim  
7 Limited Retail Uses and Providing an Effective Date." Do  
8 I have a motion?

9 DIRECTOR BURROUGH: Excuse me, Madam President.

10 PRESIDENT CLARK: I'm sorry. Yes, sir?

11 DIRECTOR BURROUGH: The Planning Commission  
12 recommended approval for this. I'm sorry, I didn't note  
13 that in my --

14 PRESIDENT CLARK: Okay. Thank you so much for  
15 letting us know.

16 DEPUTY BURROUGH: Yes.

17 MEMBER KOLE: Madam President. I move that we  
18 adopt Ordinance No. 2043.

19 PRESIDENT CLARK: Thank you. We have a motion  
20 from Council Member Kole. Do I have a second?

21 MEMBER MILLS: I'll second.



1           PRESIDENT CLARK: We have a second from  
2 Council Member Mills. Madam Clerk, will you please call  
3 the role?

4           MS. GREEN: Council Member Kole?

5           MEMBER KOLE: Yes.

6           MS. GREEN: Council Member Mills?

7           MEMBER MILLS: Yes.

8           MS. GREEN: Council Member Simmons?

9           MEMBER SIMMONS: Yes.

10          MS. GREEN: President Clark?

11          PRESIDENT CLARK: Yes.

12          MS. GREEN: Motion carries.

13          PRESIDENT CLARK: Thank you. Thank you, Deputy  
14 Director.

15                 For Agenda Item Number 9, we have a second  
16 public hearing with possible action on resolution --

17                         (Meeting ended at 6:34 p.m.)

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## 1 CERTIFICATE

2 MEETING OF THE MAYOR AND CITY COUNCIL  
3 LAUREL, MARYLAND

4 PLACE: Laurel, Maryland

5 DATE: September 22, 2025

6 was held according to the record, and that this is the  
7 original, complete, true and accurate transcript which  
8 has been compared to the recording accomplished at the  
9 meeting.

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12 13 Tom Bowman  
14 Official Reporter  
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**CITY COUNCIL**

CHRISTINE M. JOHNSON  
At-Large

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ADRIAN G. SIMMONS  
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**MAYOR AND CITY COUNCIL OF LAUREL**

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**Thirty-Eighth Regular Meeting**

**Mayor and City Council**

**Monday, September 22, 2025**

**6:00 PM**

**Agenda (Revised 09/17/2025)**

**In-Person 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.**

1. Call to Order – Kyla M. Clark, President
2. Pledge of Allegiance to the Flag of the United States of America- Keith R. Sydnor, Mayor
3. Roll Call- Sara A. Green, CPM, MMC, City Clerk
4. Approval of Minutes
  - July 28, 2025 Closed Session
  - September 3, 2025 Work Session
  - September 8, 2025 Regular Meeting
5. Report of the Mayor and City Council
6. Mayoral Appointments/Reappointments

**Appointments**

- |                     |  |                       |
|---------------------|--|-----------------------|
| • Stephen Slaughter | Public Safety and Transportation Committee | 09/22/2025-09/22/2027 |
| • Gail Heath        | Ethics Commission                          | 09/22/2025-09/22/2028 |
| • Connor Johnson    | Public Safety and Transportation Committee | 09/22/2025-09/22/2027 |



## Reappointment

- Roy M. Smith, II      Public Safety and Transportation Committee    09/22/2025-09/22/2027

### 7. General Public Hearing

8. Second Public Hearing with Possible Action on Ordinance No. 2043- (Text Amendment No. 267)- An Ordinance of the Mayor and City Council of Laurel, Maryland to Amend the Unified Land Development Code, Chapter 20, "Land Development and Subdivision Regulations," Section 20-22.50, "Interim Limited Retail Uses and Providing an Effective Date."

9. Second Public Hearing with Possible Action on Resolution No. 8-2025- A Resolution of the Mayor and City Council of Laurel, Maryland for the Purpose of Approving Procedures on Social Media Use for the Laurel City Council.

10. *Possible Adjournment to Closed Session Under the Open Meetings Act General Provisions Section 3-305 (b) (3) to consider the acquisition of real property for a public purpose and matters directly related thereto in order to protect the Mayor and City Council's bargaining power and Section 3-305 (b) (7) to consult with counsel to obtain legal advice regarding the potential purchase of real property.*

### 11. 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 6.

**Keith R. Sydnor**  
Mayor

September 5, 2025

## MEMORANDUM

TO: Kyla Clark, Council President  
Laurel City Councilmembers  
FROM: Keith R. Sydnor, Mayor *Keith R. Sydnor*  
SUBJ: Mayoral Appointments/Reappointments

I plan to make the following appointments at the September 22, 2025, Mayor and City Council meeting.

### APPOINTMENTS

Stephen Slaughter	Public Safety and Transportation Committee	09/22/25 – 09/22/27
Gail Heath	Ethics Commission	09/22/25 – 09/22/28
Connor Johnson	Public Safety and Transportation Committee	09/22/25 – 09/22/27

### REAPPOINTMENTS

Roy M. Smith, II	Public Safety and Transportation Committee	09/22/25 – 09/22/27
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I look forward to your confirmation of these appointments/reappointments.

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



# CITY OF LAUREL, MARYLAND

## ORDINANCE NO. 2043

### TEXT AMENDMENT NO. 267

**AN ORDINANCE OF THE MAYOR AND CITY COUNCIL OF LAUREL, MARYLAND TO AMEND THE UNIFIED LAND DEVELOPMENT CODE, CHAPTER 20, "LAND DEVELOPMENT AND SUBDIVISION REGULATIONS," SECTION 20-22.50, "INTERIM LIMITED RETAIL USES AND PROVIDING AN EFFECTIVE DATE."**

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

**WHEREAS**, the Mayor and City Council of Laurel, Maryland adopted City Ordinance No. 1702, Text Amendment No. 223, on March 28, 2011, approving a Unified Land Development Code ("Code") including all requirements for development within the City; and

**WHEREAS**, Section 20-22.50 of the Code addresses "Interim limited retail uses" in areas of the PDA-E zone which are "designated primarily for Industrial Research and Technology Park uses"; and

**WHEREAS**, within that Section of the Code, certain retail uses may be allowed as "interim limited retail uses" within the PDA-E zone as described hereinabove, some as uses permitted by right, and some as uses permitted by special exception; and

**WHEREAS**, uses permitted by special exception in this zone are subject to not only the conditions related to all special exceptions, and any additional conditions for certain specific uses, but also to conditions and restrictions as set forth in Section 20-22.50 related specifically to interim limited retail uses in the PDA-E zone, and which must be approved by the Laurel Board of Appeals; and

**WHEREAS**, Section 20-22.50 (g) states: "No special exception may be granted pursuant to this section unless an application for such special exception is made on or before August 1, 1993; and

**WHEREAS**, the reason for this time limitation is lost to history, and cannot now be determined; and

**WHEREAS**, the allowance of uses permitted by special exception in the PDA-E zone are subject to adequate oversight by the City's Department of Economic and Community Development, the City's Planning Commission and the City's Board of Appeals, and if approved, would be beneficial to the economic health of the City of Laurel.

**NOW, THEREFORE, BE IT ENACTED AND ORDAINED**, by the Mayor and City Council of Laurel, Maryland that the following section of the Laurel Unified Land Development Code, Chapter 20, "Land Development and Subdivision Regulations,"



Article 1, "Zoning," Division 10, "Special Exceptions," Section 20-22.50, "Interim limited retail uses," is hereby amended as follows:

**Sec. 20-22.50. – Interim limited retail uses.**

\* \* \*

~~(g) No special exceptions may be granted pursuant to this section unless an application for such special exception is made on or before August 1, 1993.~~

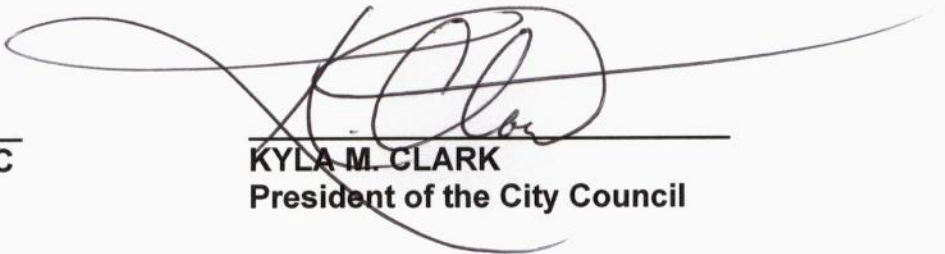
**AND, BE IT FURTHER ENACTED AND ORDAINED**, that this Ordinance shall take effect on the day of its passage.

**PASSED** this 22<sup>nd</sup> day of September, 2025.

**ATTEST:**

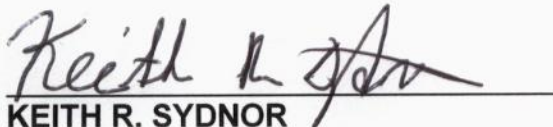


**SARA A. GREEN, CPM, MMC**  
Clerk to the City Council



**KYLA M. CLARK**  
President of the City Council

**APPROVED** this 22<sup>nd</sup> day of September, 2025.



**KEITH R. SYDNOR**  
Mayor

     Underlining indicates new language added.

Strikethroughs indicate language deleted.

\* \* \* Asterisks indicate intervening language and section unchanged.



## CITY OF LAUREL, MARYLAND

### RESOLUTION NO. 8-2025

#### A RESOLUTION OF THE MAYOR AND CITY COUNCIL OF LAUREL, MARYLAND FOR THE PURPOSE OF APPROVING PROCEDURES ON SOCIAL MEDIA USE FOR THE LAUREL CITY COUNCIL

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

**WHEREAS**, the Mayor and City Council of Laurel (the "City") have determined that procedures on social media use for the Laurel City Council should be established; and

**WHEREAS**, in *Lindke v. Freed* (2024), the Supreme Court of the United States clarified the use of social media accounts by public officials and the subject of First Amendment constraints; and

**WHEREAS**, social media provides a way to build community and rapidly communicate directly with stakeholders, partners, the public and the media as part of online communications; and

**WHEREAS**, the official City website, [www.cityoflaurel.org](http://www.cityoflaurel.org), remains the primary and predominant public source for in-depth information, forms, documents, or online services necessary to conduct business with the City; and

**WHEREAS**, official and personal usage of social media by elected officials must comply with public records laws, open meetings statutes, and preserve public trust; and

**WHEREAS**, the Mayor and City Council of Laurel, Maryland have determined that the terms and conditions of the procedures on social media use for the Laurel City Council are acceptable, and are in the best interests of the City:

**NOW, THEREFORE BE IT RESOLVED**, that the procedure on social media use for the Laurel City Council attached hereto as Attachment A and incorporated herein by reference are approved, and hereby adopted.

**AND, BE IT FURTHER RESOLVED**, that this Resolution shall take effect on the date of its adoption.

**ADOPTED** this 22<sup>nd</sup> day of September, 2025.

**ATTEST:**

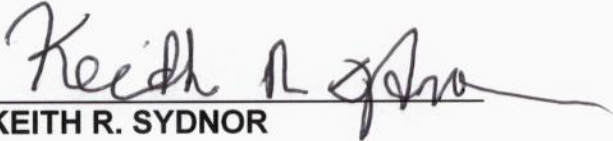


SARA A. GREEN, CPM, MMC  
City Clerk



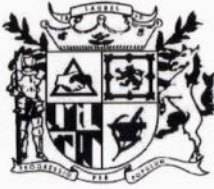
KYLA M. CLARK  
President of the City Council

APPROVED this 22<sup>nd</sup> day of September, 2025.



KEITH R. SYDNOR  
Mayor





## CITY OF LAUREL, MARYLAND CITY COUNCIL PROCEDURES ON SOCIAL MEDIA

**EFFECTIVE DATE:** DRAFT Revision 1.0

### PURPOSE AND SCOPE

This procedure is designed to support Councilmembers in navigating compliance with the First Amendment, Maryland Public Information Act, Open Meetings Act, City Election Code, and other statutory requirements. This procedure applies to the use of social media by City Councilmembers, especially when they represent themselves - explicitly or implicitly - as elected officials of the City of Laurel, Maryland through the use of title, role, or official actions. It establishes guidelines for lawful, ethical, and effective communication across official and personal accounts, with the goals of protecting public trust, ensuring transparency, and upholding legal compliance while protecting the free speech, safety, and autonomy of the Councilmembers.

### DEFINITIONS

- **Social Media:** Digital platforms and applications that enable users to create, share, or interact with content and engage in social networking. This includes, but is not limited to Facebook, X (formerly Twitter), Instagram, YouTube, TikTok, LinkedIn, Nextdoor, and similar services. For the purposes of this policy, social media also encompasses blogs, newsletters, and web-based forums used for public communication.
- **Account (generally):** A social media account maintained by, or on behalf of, a Councilmember. All Councilmember accounts are created, maintained, and managed by the Councilmember and their designees. City staff do not have access to, or responsibility for, these accounts or their content.
- **Official Account:** An account used primarily for conducting City-related business.
- **Personal Account:** An account used primarily for private, non-City-related communication.
- **Campaign Account:** An account used to support election or re-election efforts, fundraising, or political advocacy. Campaign accounts are not covered by this policy.

- **Content:** Any posts, messages, comments, replies, shares, images, videos, links, or other communications created, published, or received through a social media account. This includes both original and shared material, whether public or private, and regardless of format or platform.
- **City-Related Content:** A subset of Content that pertains specifically to City community programs, services, events, meetings, legislation, policy decisions, or other official matters before the Council. City-Related Content is subject to legal requirements under the Maryland Public Information Act, Open Meetings Act, and other applicable statutes.

## **PROCEDURE**

### **I. City Governance of Accounts**

Councilmembers' official social media accounts and personal social media accounts are independently created, owned, and operated by the Councilmembers. The City does not govern or influence their content or use, except as necessary to enforce applicable laws and ordinances, or to protect the City's legal interests, intellectual property, and public reputation.

### **II. Training and Support**

Training and support on the implementation of best practices and adherence to this procedure are available from the City's Departments of Communications and Information Technology. Requests shall be made through the City Clerk.

### **III. Use of City Branding**

- A. Official Accounts may use City logos, City branding, official headshots, and imagery that implies municipal affiliation with approval from the Office of the Mayor, in accordance with the City Code Section 2-3. - City seal, City department seals and logos, official City board, commission and committee logos, and official City branding logos.
- B. Personal accounts shall not use City titles, City logos, branding, or imagery that implies City endorsement. Personal accounts may share content from official sources that contain City branding but shall retain original context and shall not imply City endorsement.

### **IV. Sharing, Linking, and Promotion of Accounts**

- A. The City may share, link to, tag, or otherwise promote official accounts or content as detailed under this Section IV. Councilmembers may request that content be promoted by City social media accounts and outlets in accordance with City Policy 6-004.01 - Social Media.



1. The City will only share or promote accounts that meet the criteria of an official account, as defined in this procedure.
2. Shared content shall align with City values, be factual, non-partisan, and promote programs, services, or initiatives that serve the public interest.
3. Content that is campaign-related, personal in nature, or inconsistent with City policies will not be shared.

## V. Official Accounts

The following section provides guidance for Councilmembers in their use of official social media accounts, supporting legal compliance and maintaining clear distinctions from personal activity.

### A. Legal Compliance

Official accounts are subject to various legal requirements, the most prominent of which are:

1. **Public Records:** The Maryland Public Information Act (MPIA) states that official communications, including those made by local City Councilmembers, are public records and are subject to retention, public request, and review.
2. **First Amendment & Limited Public Forum:** If an official account allows public interaction (e.g., comments) it becomes a limited public forum, subject to free speech protections for public participants. Moderation policies must be clearly disclosed, viewpoint-neutral, and carefully implemented to avoid legal challenges.
3. **Campaign Finance and Ethics Laws:** State and City laws prohibit the use of government resources for campaign purposes and regulate fundraising activities. Official accounts may not reference candidacy, endorse other candidates, or solicit campaign donations. In accordance with the City of Laurel Election Laws, Councilmembers may not publicly affiliate with a political party in connection with their candidacy or elected office. This restriction extends to content posted on official accounts.
4. **Maryland Open Meetings Act (OMA):** Councilmembers shall avoid engaging in any online communication that, directly or through serial posts, could establish a quorum on matters related to public business, as this may violate the Maryland Open Meetings Act.

### B. Recommendations

1. Content on official accounts shall be retained in compliance with the MPIA.
  - a. When using a social media account to conduct public business, the Councilmember is considered the custodian of any resulting public records under the MPIA.



- b. Councilmembers maintain sole responsibility for the preservation and production of public records.
  - c. The City will provide technical and legal support to Councilmembers in the fulfillment of MPIA public records requests.
  - d. Councilmembers may opt to connect accounts to City-supported archiving platforms on request, and will be granted access to connect, access, and retrieve archived records.
- 2. Councilmembers may use official City headshots on their official accounts. Councilmembers may use City logos, branding, and other City-owned materials on their official accounts with approval from the Office of the Mayor, in accordance with the City Code Section 2-3. - City seal, city department seals and logos, official city board, commission and committee logos, and official city branding logos.
- 3. Councilmembers are encouraged to use official accounts in the execution of their office. In the use of their official accounts, Councilmembers shall:
  - a. abide by all applicable federal, state, and local laws and regulations, as well as applicable City policies.
  - b. avoid partisan content, personal promotion, or commercial endorsements on their official accounts.
  - c. not reference candidacy, endorse other candidates, or solicit campaign donations.
  - d. refrain from joining private and invite-only groups on official accounts, as doing so may restrict public access, undermine transparency, and potentially conflict with open government and public forum requirements.
  - e. not use official accounts for personal or campaign communications.
  - f. be mindful when participating in online discussions to avoid establishing a quorum with other Councilmembers.
  - g. not distribute any internal reports, drafts, or communication not formally approved for public distribution.
  - h. preserve original content, context, and links back to primary sources when sharing centrally disseminated information such as City alerts and event notices.
- 4. Official accounts shall only be used during the Councilmembers' term of office.
  - a. When a Councilmember leaves office, use of the official account shall cease, and instances of the title "Councilmember" shall be replaced with "Former Councilmember" to prevent issues of confusion, impersonation, or unauthorized communication.
  - b. Archived content shall be retained even after the account is deactivated.

5. Official accounts shall include a disclaimer and content moderation statement in their description.

*Example: This is the official social media page of Councilmember [Councilmember's Name], representing the City of Laurel, Maryland [Ward #]. The content shared here is intended for informational purposes related to official duties. Public comments are welcomed; however inappropriate content may be removed if it contains:*

- *Obscenity or sexually explicit material*
- *Threats, harassment, or hate speech*
- *Incitement to violence or criminal activity*
- *Spam, phishing, or commercial advertisements*
- *False impersonation of others or misleading account identification*
- *Personal attacks or violations of platform terms of service*
- *Content that compromises public safety, violates privacy, or discloses sensitive personal information*

*If you believe that your content was moderated inappropriately, please contact [contact method].*

## **VI. Account Security**

- A. The City highly recommends the use of multi-factor authentication and limiting administrative access to trusted individuals for all types of accounts.
- B. Councilmembers are responsible for content security, moderation, and primary response to security incidents on their own Councilmember-owned accounts. The City's Department of Information Technology does not have access to Councilmember-owned accounts but will, at the Councilmember's request, assist with configuration and security incident response on Official Accounts.

## **VII. Personal Accounts**

The following recommendations are made for the benefit of the Councilmembers in the use of personal accounts, to maintain the distinction between personal and official accounts.

- A. Personal accounts should include a disclaimer in their description that indicates that the account is a personal account.

*Example: "This is the personal page of [Name]. The views expressed here are solely my own and do not reflect the views of the City of Laurel, Maryland, its*

*Council, or any affiliated entities. For City business, please follow [Official Page Name/Link]."*

- B. Refrain from using City seals, logos, City branding, City headshots, or imagery that implies City endorsement or would otherwise blur the distinction between personal and official accounts.
- C. Personal accounts should not be used to conduct or discuss City-related business. Conducting or appearing to conduct City-related business on personal accounts may open those accounts to legal requirements usually reserved for official accounts.
- D. Content shared by official City sources shall retain original context and avoid implying endorsements or City affiliation.



**CITY COUNCIL**

CHRISTINE M. JOHNSON  
At-Large

JAMES KOLE  
First Ward

ADRIAN G. SIMMONS  
First Ward

KYLA M. 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

NEKESA MATLOCK  
Deputy City Administrator

STEPHANIE P. ANDERSON  
City Solicitor

SARA A. GREEN, CPM, MMC  
City Clerk

(301) 725-5300

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

**PUBLIC NOTICE**

Issued: September 17, 2025

The Mayor and City Council of Laurel will Possibly Adjourn to Closed Session during their regular meeting on **Monday, September 22, 2025** to be held in-person at the Joseph R. Robison Laurel Municipal Center Council Chamber at **6:00 pm**.

The Authority for this Closed Session is Contained in the Open Meetings Act General Provisions Section 3-305 (b) (3) to consider the acquisition of real property for a public purpose and matters directly related thereto in order to protect the Mayor and City Council's bargaining power and Section 3-305 (b) (7) to consult with counsel to obtain legal advice regarding the potential purchase of real property.

Sara A. Green, CPM, MMC  
City Clerk

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**CLOSED SESSION STATEMENT**

September 22, 2025  
6:00 pm

The following statement is made regarding the adjournment of the Mayor and City Council to Closed Session on this date:

The Authority for this Closed Session is Contained in the Open Meetings Act General Provisions Section 3-305 (b) (3) to consider the acquisition of real property for a public purpose and matters directly related thereto in order to protect the Mayor and City Council's bargaining power and Section 3-305 (b) (7) to consult with counsel to obtain legal advice regarding the potential purchase of real property.

A handwritten signature in black ink, appearing to read "K. Clark", is written over a horizontal line.

**Kyla M. Clark, Council President**