

CITY COUNCIL

CHRISTINE M. JOHNSON
At-Large

CARL W. DEWALT
First Ward

JAMES KOLE
First Ward

KYLA CLARK
Second Ward

JEFFREY W. MILLS
Second Ward

Council meets second and fourth
Mondays of each month.



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

MAYOR AND CITY COUNCIL OF LAUREL

8103 Sandy Spring Road
Laurel, Maryland 20707-2502

WORK SESSION

MAYOR AND CITY COUNCIL OF LAUREL

WEDNESDAY, APRIL 3, 2024

6:00 PM

**VIRTUAL MEETING VIA ZOOM
MEETING MINUTES**

The meeting convened via Zoom at approximately 6:00 pm with Council President James Kole presiding. Councilwoman Kyla Clark, Councilman Carl W. DeWalt, Councilwoman Christine M. Johnson, Councilman Jeffrey W. Mills, and Keith R. Sydnor, Mayor 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, Ana R. Navarro, MMC, Executive Assistant to the Mayor, Bill Bailey, Director, Department of Parks and Recreation, James Cornwell-Shiel, Director, Department of Information Technology, Chief Russell Hamill, LPD, Robert Love, Director, Department of Economic and Community Development, S. Michele Saylor, Director, Department of Budget and Personnel Services, Tommy Helms, Chief Supervisor, Department of Public Works and Stephanie P. Anderson, City Solicitor.

Agenda Item No. 2 was a Bid Recommendation for Granville Gude Lakehouse Remodel. Mr. Bill Bailey, Director, Department of Parks and Recreation presented the bid recommending it be awarded to Armour Home Improvement of Woodbine, Maryland in the amount of \$71,245.90. The Council agreed to award the bid at the April 8, 2024 meeting.

Agenda Item No. 3 was a Recommendation to Purchase Seventy (70) Police Toughbooks and In-Car Docking Equipment presented by James Cornwell-Shiel, Director, Department of Information Technology. Director Cornwell-Shiel recommended that the purchase be made through Frontline Mobile Tech of Jessup, Maryland in the amount of \$508,490.00. The Council agreed to approve the purchase at the April 8, 2024 meeting.

Agenda Item No. 4 was Resolution No. 2-2024 A Resolution of the Mayor and City Council of Laurel, Maryland Creating a Multicultural Advisory Committee and Providing an Effective Date. Mayor

Sydnor presented the proposed resolution. The Council agreed that that the resolution would be introduced, and the first public hearing would be held on Monday, April 8, 2024.

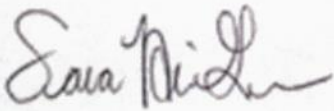
Agenda Item No. 5 was Ordinance No. 2024 (Text Amendment No. 266), An Ordinance of the Mayor and City Council of Laurel, Maryland to Amend the Unified Land Development Code, Chapter 20 "Land Development and Subdivision Regulations," to Update the Use Tables in Commercial, Industrial, and M-X-T Zones, to Update the Forest Conservation Article, to Update the Signs Section, and to Update the Definitions Section. Robert Love, Director, Department of Economic and Community Development provided a summary of the changes to the Mayor and City Council. The Council agreed that the item would be introduced, and the first public hearing would be held on Monday, April 8, 2024.

Agenda Item No. 6 was Ordinance No. 2025, An Ordinance of the Mayor and City Council of Laurel, Maryland Repealing and Reenacting with Amendments Chapter 18, "Building and Building Regulations," of the Laurel City Code, Article I thru XIII, Renumbering Sections and Providing an Effective Date. Danny Selby, Director, Department of the Fire Marshal and Permit Services presented the proposed ordinance and noted that the ordinance was required so that the City of Laurel was in compliance with State of Maryland regulations regarding adoption of the building codes adopted by the State and included local amendments. The Council agreed that the item would be introduced, and the first public hearing would be held on Monday, April 8, 2024.

There being no further business the meeting was adjourned at approximately 6:40 pm.

Approved

Date: May 28, 2024



Mayor and City Council Attendance Record

Work Session

April 3, 2024 6:00 pm Virtual

Call to Order: 6:00pm

Meeting Ended: 6:40pm

Members of the Public: 0

☒ Christian L Pulley ☒ Joanne Barr ☒ Ana Navarro ☒ Bill Bailey ☒ Chrissy Cornwell ☒ James Cornwell-Shiel
☒ Tim Miller ☒ Robert Love ☒ Chief Russell Hamill ☒ S. Michele Saylor ☒ Danny Selby ☒ Stephanie
Anderson ☐ Mark Plazinski

Roll Call - Attendance only

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



MAYOR AND CITY COUNCIL OF LAUREL
DEPARTMENT OF PARKS AND RECREATION

13910 Laurel Lakes Avenue • Laurel, Maryland 20707 (301) 725-7800

<http://www.cityoflaurel.org> • email – parks@laurel.md.us

March 15, 2024

MEMORANDUM

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

VIA: Joanne Barr, Deputy City Administrator *JAB*

FROM: Bill Bailey, Director *BB*

SUBJECT: Granville Gude Lakehouse Remodel

The Department of Parks and Recreation is requesting approval to replace the roof, siding, windows and doors of the Lakehouse located at Granville Gude Park.

Specifications:

The Lakehouse was constructed in 1988 and is used as the department's boating and concession facility. The department also utilizes the building as a major rental facility. As part of the park, the facility hosts many special events such as Lakefest, outdoor concerts and movies, special events and serves as the Fourth of July committee's home base.

Over the years, the roof and siding have exceeded their useful lifespan and each have already been replaced once. The proposed work will include replacing the shingles, gutters, windows, and doors. A 5-year warranty on materials and installation is provided by the contractor and a 50-year manufacturer warranty on the roof for any manufacturer defects.

The Department of Parks and Recreation was able to secure three bids which are as follows:

Russo's Construction Company
15915 Batson Road
Spencerville, MD 20868

\$68,850.00

Paramount Roofing & Construction
17 Margaret Ave
Pasadena, MD 21122

\$66,700.00

Armour Home Improvement
2840 Duvall Road
Woodbine, MD 21797

\$64,769.00

Funding:

Funding for this expenditure is provided in the Amended FY2024 CIP – Major Facility Maintenance.

Recommendation:

It is recommended that the Mayor and City Council award the remodel of Granville Gude Lakehouse to Armour Home Improvement of Woodbine, Maryland for a cost of \$64,769.00 and provide for a contingency of 10% for an additional \$6,476.90 for an overall total proposal of \$71,245.90.

Should you have any questions or need further information, please contact me at 301-725-5300, extension 2233.

Reviewed:

Michele Saylor

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

3/19/2024

Date

cc: Christian L. Pulley, CPM, City Administrator



MAYOR AND CITY COUNCIL OF LAUREL
DEPARTMENT OF INFORMATION TECHNOLOGY

8103 Sandy Spring Road • Laurel, Maryland 20707 (301) 725-5300 extension 2240
<http://www.cityoflaurel.org> • email – jcornwell-shiel@laurel.md.us Fax (301) 490-5068

March 18, 2024

MEMORANDUM

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

VIA: Joanne H. Barr, Deputy City Administrator *JHB*

FROM: James A. Cornwell-Shiel, Director, Department of Information Technology

SUBJ: **RECOMMENDATION TO PURCHASE 70 POLICE TOUGHBOOKS AND
IN-CAR DOCKING EQUIPMENT**

The Department of Information Technology is working with the Laurel Police Department to upgrade their fleet of laptops. These laptops are used both in the office and in the field for police dispatch, writing reports, court appearances, research, training, crime scene analytics, and much more.

The current fleet of laptops was purchased in 2019, with the expectation that they would need to be replaced after 5 years. As Windows 10 is scheduled to lose support in 2025 and the current laptops do not support Windows 11, we cannot delay this replacement.

We will continue to deploy Panasonic Toughbooks, ruggedized laptops ready to withstand the hazards of field deployment. The new FZ-40 model returns to an attached keyboard design that will make them more useful in courtroom and training settings. This model also comes equipped with integrated GPS, cellular internet, and gloved-touch-compatible touchscreen, all of which will increase the ability operate in any setting.

This purchase includes vehicle upfitting for the new docking stations, as well as service and maintenance warranty coverage for 5 years, and asset monitoring and theft protection software for 5 years.

FUNDING:

The total cost of this purchase will be \$508,490.00. The vendor is Frontline Mobile Tech of Jessup, MD. All Panasonic Toughbook, accessories, and warranty pricing are in

accordance with GSA Schedule 70 #47QTCA19D00MM. Funding for this purchase is in the Adopted FY2024 Capital Improvement Plan.

RECOMMENDATION:

It is the recommendation of the Department of Information Technology that the Council approve the purchase of 70 Toughbook FZ-40 laptops and related accessories, warranties, and installation services from Frontline Mobile Tech of Jessup MD for the total price of \$508,490.00.

Should you have any questions or desire further information, please contact me at extension 2240.

Approved by:

S. Michele Saylor
S. Michele Saylor, Director

3/19/2024
Date

Department of Budget and Personnel Services

cc: Sara A. Green, CMC, Clerk to the City Council
Christian L. Pulley, CPM, City Administrator
S. Michele Saylor, Director, Budget & Personnel Services



CITY OF LAUREL, MARYLAND

RESOLUTION NO. 2-2024

A RESOLUTION OF THE MAYOR AND CITY COUNCIL OF LAUREL, MARYLAND CREATING A MULTICULTURAL ADVISORY COMMITTEE AND PROVIDING AN EFFECTIVE DATE.

Sponsored by the President at the request of the Administration.

WHEREAS, the City of Laurel supports diversity and strives to maintain an environment that incorporates persons of various races, ethnicities, religions and cultures; and

WHEREAS, the City wishes to create a committee to review diversity concerns and to develop strategies for the City and general public to address these concerns; and

WHEREAS, the City wishes to create a committee which would provide cultural programs to further educate the general public and to recognize City businesses and organizations that work to improve the multicultural facets of the City; and

WHEREAS, the goal of the committee would be to achieve lasting improvements to the City through diversity while working with other organizations and City departments; and

NOW THEREFORE, BE IT RESOLVED, by the Mayor and City Council of the City of Laurel, Maryland that a new Multicultural Advisory Committee be and hereby is created with duties as follows:

1. Name. The name of the Committee shall be the City of Laurel Multicultural Advisory Committee.
2. Purpose and duties. The Committee shall protect and enhance the diversity of the City through the following:
 - a. Coordinate and advise the Mayor and City Council, City departments and the community regarding issues impacting multicultural communities.
 - b. Educate the community about the City's cultural diversity.
 - c. Recognize those in the community that are making a difference in the areas of diversity.
 - d. Plan the annual Community and Culture Day Festival, which shall be held on the Second Saturday of September each year.

3. Budget. The Committee shall receive a budget for the annual festival approved by the Mayor and City Council. Committee members shall receive no salary. Participation is voluntary.
4. Membership. The Committee shall consist of seven (7) City Residents and or City Business Owners with an additional member from the City Staff.
 - a. The members shall have a desire and interest to improve the cultural diversity in the City of Laurel.
 - b. Each member shall be appointed by the Mayor and confirmed by the City Council.
 - c. Each member shall be appointed to a three (3) year term.
 - d. The Chairperson of the Committee shall be a member of the City Council.
 - e. The Vice Chairperson shall be elected from the Committee membership.
 - f. A City Staff person from the Mayor's Office shall serve as the Secretary and shall keep records of Committee meetings.
 - g. The Committee shall be made up of seven (7) City residents and or City business owners.
5. Meetings shall be held quarterly at a minimum as set by the Chairperson.

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

ADOPTED this _____ day of _____, 2024.

ATTEST:

SARA A. GREEN, CPM, CMC
Clerk to the City Council

JAMES KOLE
President of the City Council

APPROVED this ____ day of _____, 2024.

KEITH R. SYDNOR
Mayor



CITY OF LAUREL, MARYLAND

ORDINANCE NO. 2024

TEXT AMENDMENT NO. 266

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," TO UPDATE THE USE TABLES IN COMMERCIAL, INDUSTRIAL, AND M-X-T ZONES, TO UPDATE THE FOREST CONSERVATION ARTICLE, TO UPDATE THE SIGNS SECTION, AND TO UPDATE THE DEFINITIONS SECTION.

Sponsored by the President at the request of the Administration.

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

WHEREAS, the Mayor and City Council desire to implement the changes recommended by City staff as set forth herein.

NOW, THEREFORE, BE IT ENACTED AND ORDAINED, by the Mayor and City Council of Laurel, Maryland that the following sections of the Laurel City Code, Chapter 20 "Land Development and Subdivision," Article I "Zoning", Division 1 "In General", Section 20-1.7 "Definitions", Article I "Zoning", Division 5 "Zoning Districts", Section 20-6.29 "Dwelling unit area requirements.", Section 20-7.8 "Table of commercial uses", Section 20-9.5 "Table of industrial uses", Section 20-12 "M-X-T Zone (Mixed Use-Transportation Oriented)", Division 7 "Signs and Advertising Structures", Section 20-17.4 "Regulation by zones", Article V "Forest Conservation", Section 20-41.2 "Definitions", and Section 20-41.9 "Priorities and time requirements for afforestation and reforestation", are hereby amended as follows:

Sec. 20-1.7. - Definitions.

* * *

Convention center. A facility designed to accommodate 500 or more persons and used for conventions, conferences, seminars, product displays, recreation activities, and entertainment functions, along with accessory functions, along with accessory functions including food and beverage preparation and service for on-premises consumption. This term does not include banquet halls, clubs, lodges, or other meeting facilities of private or nonprofit groups that are primarily used by group members.

* * *

Distribution center. A facility where goods are received and/or stored for delivery to the ultimate customer at remote locations.

* * *

Dwelling, two-family detached. A building containing no more than two (2) dwelling units, arranged one (1) above the other or side by side.

* * *

Fraternity and Sorority House. A building used as a group living quarters for students of a college, university, or seminary, who are members of a fraternity or sorority that has been officially recognized by the college, university, or seminary.

* * *

General contractor. A contractor or builder engaged in construction of residential, commercial, industrial, or mixed-use structures as well as heavy construction contractors engaged in activities such as paving, highway construction, and utility construction.

* * *

Medical campus. A tract of land, whether public or private, principally engaged in providing services for health maintenance, diagnosis or treatment of human diseases, mental health, pain injury, deformity, or physical condition, including but not limited to a general hospital, clinic, diagnostic center, treatment center, rehabilitation center, assisted living facility, extended care center, nursing home, ambulatory or intermediate care facility, professional or paramedical training centers, and/or outpatient laboratory.

* * *

Quarry. Real property used for the purpose of extracting stone, sand, gravel, or topsoil for sale.

* * *

Self-service storage facility. a building or group of buildings consisting of individual, self-contained units leased to individuals, organizations, or businesses for storage.

* * *

Trailer, construction. A mobile home, travel trailer, or other structure used as a temporary construction field office in conjunction with and on the same property as a construction project. The construction trailer shall be removed within fifteen (15) days of completion of the construction project.

* * *

Variety retail. A retail store that sells a wide variety of relatively small and inexpensive items.

* * *

Vehicle repair establishment. A facility for the repair, rebuilding, reconditioning, or replacement of engines for motor vehicles. This use may also provide collision services, including body, frame, or fender repair, State inspection stations, and overall painting for motor vehicles.

Vehicle sales and service, new. A property containing not less than four (4) acres, which includes all the facilities and services for the sale repair and maintenance of new vehicles, and which may include a body and paint shop. This use may also include the sale of used vehicles, but only as an accessory use and State inspection stations.

Vehicle sales and service, used. A property which includes all the facilities for the display and sale of used vehicles, as well as facilities limited to the repair and preparation of the used vehicles for sale, which may include a body and paint shop. May also include State inspection stations.

Vehicle service center. Property upon which the retail sale of motor vehicle parts, accessories, and lubricants is conducted. This use may include the installation of these items, but will not include repair of motor vehicles, or the wrecking, sale or storage of junked vehicles. All storage shall be within a wholly enclosed building. May also include State inspection stations.

Vehicle filling station, which may include service and/or repair. A property having pumps and storage tanks for the retail sale and dispensing of fuels, which may include the sale of accessory products for vehicles, and which may also include general vehicle service and repair as well as State inspection stations. This use shall not include auto wrecking or the storage of dismantled vehicles, wrecks or junks.

* * *

Warehouse. Facilities characterized by extensive storage of materials (indoor and/or outdoor), frequent heavy trucking activity in connection with the storage of materials in said warehouse, but not in manufacturing or production activity.

* * *

Sec. 20-6.29. - Dwelling unit area requirements.

* * *

(c) Additions that exceed fifty (50) percent of gross floor area beyond the gross floor area effective June 1, 2024 ~~single-family dwelling~~ in the R-5, R-55, or other zone or zones which allow single-family detached dwellings, including PUD-E and PDA-E Zones, shall be allowed as a special exception only. For purposes of computation, the fifty (50) percent area shall be calculated by using all areas of the structure, including basement, but not any area used for garages, whether, attached or detached. Approval of such additions shall also provide required parking for the applicable zone, as stated in Division 6, Parking and Loading Facilities, of this article.

* * *

Sec. 20-7.8. – Table of commercial uses.

* * *

<i>Use</i>	<i>C-N</i>	<i>C-C</i>	<i>C-G</i>	<i>C-SH</i>	<i>C-V</i>	<i>C-VAC</i>
Brewpub * * *	X	X	SE <u>P</u>	X <u>P</u>	SE <u>P</u>	X
<u>General contractor (n)</u> * * *	<u>X</u>	<u>SE</u>	<u>SE</u>	<u>X</u>	<u>SE</u>	<u>X</u>
Restaurant, standard with dancing and live entertainment * * *	X	X	SE	X <u>SE</u>	SE	X
Retail sales establishment, specialty, photography store (r)	<u>P</u>	<u>P</u>	<u>P</u>	<u>P</u>	<u>P</u>	<u>P</u>

* * *

Sec. 20-9.5. - Table of industrial uses.

* * *

Use	I-CS	I-G	I-RTP
<u>General contractor</u>	<u>P</u>	<u>P</u>	<u>X</u>
* * *			
<u>Medical and/or dental clinic</u>	<u>X</u>	<u>X</u>	<u>P</u>
* * *			
Office, business	<u>PX</u>	<u>PX</u>	<u>PX</u>
Office, professional	P	P	<u>PX</u>
* * *			
Specialty schools	P	P	<u>XP</u>

* * *

Sec. 20-12.2. – Table of mixed-use—Transportation oriented zone uses.

* * *

Use	M-X-T
Restaurant specialty, coffee shop	P
Restaurant specialty, coffee shop with drive thru	SE
<u>Restaurant, standard</u>	<u>P</u>

* * *

Sec. 20-17.4. - Regulation by zones.

Residential	R-5	R-55	R-20	R-T	R-30	R-18	R-10	R-MD	P-I
<u>Home Occupation</u>	<u>2 s.f.</u>	<u>2 s.f.</u>	<u>2 s.f.</u>	<u>2 s.f.</u>	<u>2 s.f.</u>	<u>2 s.f.</u>	<u>2 s.f.</u>	<u>2 s.f.</u>	
A. <u>Wall Sign</u>									

* * *

Sec. 20-41.2. - Definitions.

* * *

D.B.H. means diameter in inches at breast height.

5

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

* * *

Sec. 20-41.9. - Priorities and time requirements for afforestation and reforestation.

(a) Sequence for afforestation and reforestation.

(1) After techniques for retaining existing forest on the site have been exhausted, the preferred sequence for afforestation and reforestation, as determined by the Planning Commission, is as follows:

~~a. Forest creation in accordance with a Forest Conservation Plan~~ *Keep*
using one (1) or more of the following:

i. ~~Transplanted or nursery stock, two and one half (2½) inch caliber minimum,~~

a. Tree replacement (as described in the chart below). Individual significant trees removed, whether within the forest or outside the forest, shall be replaced at the following rates with similar species:

<u>Size of Significant Tree Removed (inches)</u>	<u>Minimum 2½-Inch Caliper Tree Replacement (number of trees)</u>
<u>12—18 d.b.h.</u>	<u>1</u>
<u>greater than 18—24 d.b.h.</u>	<u>2</u>
<u>greater than 24 d.b.h.</u>	<u>3</u>
<u>Replacement of a champion tree shall be at twice the above rate.</u>	

Remove
i. Replacement tree(s) shall be native or non-invasive species and have a mature canopy spread equivalent to or greater than the tree(s) removed.

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