

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

WORK SESSION

MAYOR AND CITY COUNCIL OF LAUREL

MONDAY, OCTOBER 2, 2024

6:00 PM

VIRTUAL MEETING MINUTES

The work session convened via Zoom at approximately 6:00 pm with Council President James Kole presiding. Councilwoman Kyla Clark, Councilwoman Christine M. Johnson, 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, Ana R. Navarro, 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, Tim Miller, Director, Department of Public Works, 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, Director, Department of Economic and Community Development and Stephanie P. Anderson, City Solicitor.

Agenda Item No. 2 was Ordinance No. 2030- An Ordinance of the Mayor and City Council of Laurel, Maryland to Add a New Section 16-13 to the Laurel City Code, Chapter 16 "Taxation", Article I "In General" Section 13 "Public School Employee Tax Credit Program: and to Provide an Effective Date. Council President Kole presented the Ordinance noting that during the 2024 Maryland General Assembly Session the State had authorized municipalities to create a tax credit program for public school employees and the proposed Ordinance created the City's Public School Employee Tax Credit Program. The Council agreed to Introduce and hold the First Public Hearing on the proposed ordinance at the October 16, 2024 regular meeting.

Next, Agenda Item No. 3 was Ordinance No. 2031- 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. Director S. Michele

Saylor presented the proposed Ordinance. The Council agreed to Introduce and hold the First Public Hearing on the ordinance at the October 16, 2024 regular meeting.

Agenda Item No. 4 was Ordinance No. 2032- An Ordinance of the Mayor and City Council of Laurel, Maryland to Amend Chapter 2 "Administration", Article I Entitled "In General", Section 2-3 Entitled "City Seal, City Department Seals and Logos, and Official City Branding Logos", of the Laurel City Code to Change the Section Title to "City Seal, City Department Seals and Logos, Official City Board, Commission, and Committee Logos, and Official City Branding Logos," and Require Written Permission of the Mayor to Use the City Seal, or City Department Seals and Logos, Official City Board, Commission and Committee Logos, and Official City Branding Logos for Non-City Related Use, in Accordance with the City's Policy on the Use of City Seals and Logos and Providing an Effective Date. President Kole presented the proposed Ordinance. The Council agreed to Introduce and hold the First Public Hearing on the ordinance at the October 16, 2024 regular meeting.

There being no further business the meeting was adjourned at approximately 6:25 pm.

Approved:

Date:



October 28, 2024

Sara A. Green, CPM, CMC
City Clerk

Mayor and City Council Attendance Record

Work Session

October 2, 2024 6:00 pm

Virtual

Call to Order: 6:00 PM

Meeting Ended: 6:25pm

Members of the Public: 0

☒ 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

Roll Call

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

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Mayor and City Council Work Session

Wednesday, October 2, 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.

1. Call to Order - James Kole, President
2. Ordinance No. 2030- An Ordinance of the Mayor and City Council of Laurel, Maryland to Add a New Section 16-13 to the Laurel City Code, Chapter 16 "Taxation", Article I "In General" Section 13 "Public School Employee Tax Credit Program: and to Provide an Effective Date.
3. Ordinance No. 2031- 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.
4. Ordinance No. 2032- An Ordinance of the Mayor And City Council of Laurel, Maryland to Amend Chapter 2 "Administration", Article I Entitled "In General", Section 2-3 Entitled "City Seal, City Department Seals and Logos, and Official City Branding Logos", of the Laurel City Code to Change the Section Title to " City Seal, City Department Seals and Logos, Official City Board, Commission, and Committee Logos, and Official City Branding Logos," and Require Written Permission of the Mayor to Use the City Seal, or City Department Seals and Logos, Official City Board, Commission and Committee Logos, and Official City Branding Logos for Non-City Related Use, in Accordance With the City's Policy on the Use of City Seals and Logos and Providing an Effective Date.
5. Adjournment



CITY OF LAUREL, MARYLAND

ORDINANCE NO. 2031

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 subsequently amended through Ordinance No. 2029, and

WHEREAS, additional funding is required for the Council Chambers and Meeting Room Number 4 Improvement Project, and

WHEREAS, the City was awarded a grant from Prince George's County for program operation expenditures for the Craig A. Moe Laurel Multiservice Center, 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>	<u>FY2025 ADOPTED</u>	<u>CHANGE</u>	<u>AMENDED ORD2031</u>
<u>REVENUE SUB-CATEGORY</u>			
4010 - R/E TAX REVENUE	\$27,384,119		\$27,384,119
4030 - PERSONAL PROP TAX	1,385,868		1,385,868
4040 - PERSONAL PROP-INT/PENTALTY	40,000		40,000
4050 - LOCAL TAXES	4,650,000		4,650,000
4060 - OTHER LOCAL TAXES	2,047,576		2,047,576
4110 - LICENSES	734,850		734,850
4130 - PERMITS	505,445		505,445
4210 - FEDERAL GRANTS	162,980		162,980
4230 - STATE GRANTS	737,825		737,825
4250 - COUNTY GRANTS	286,642	\$100,000	386,642
4310 - GENERAL GOV'T SERVICE CH	169,797		169,797
4340 - SANITATION SERVICE CHGS	176,000		176,000
4350 - SERVICE CHARGE-HEALTH	10,000		10,000
4370 - FACILITY RENTALS	163,890		163,890
4411 - SWIMMING POOL FEES	124,510		124,510
4413 - RECREATION PROGRAM FEES	82,500		82,500

4415 - P&R ACTIVITY FEES	89,800	89,800
4417 - P&R CONCESSION FEES	22,000	22,000
4430 - SENIOR PROGRAM FEES	15,300	15,300
4620 - POLICE FINES	2,780,600	2,780,600
4630 - CODE ENFORCEMENT FINES	3,250	3,250
4710 - INVESTMENT INTEREST	117,000	117,000
4720 - RENTAL INCOME	18,963	18,963
4730 - CONTRIBUTIONS/DONATIONS	600	600
4740 - SALE OF PROPERTY	14,500	14,500
4750 - MISC REFUNDS AND REBATES	86,780	86,780
4761 - POLICE ACCT RECEIPTS	45,000	45,000
4790 - OTHER MISC REVENUES	453,203	453,203
4840 - FUND TRANSFER	988,247	988,247

TOTAL REVENUE	\$43,297,245	\$100,000	\$43,397,245
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EXPENDITURES**DEPARTMENT**

	FY2025 ADOPTED	CHANGE	AMENDED ORD2031
201 - CITY COUNCIL	\$122,513		\$122,513
205 - CLERK TO THE COUNCIL	243,333		243,333
210 - MAYOR	649,079		649,079
215 - CITY ADMINISTRATOR	679,268		679,268
220 - ELECTIONS	17,445		17,445
225 - BUDGET & PERSONNEL SVCS	1,230,403		1,230,403
235 - COMMUNICATIONS	701,304		701,304
240 - ECONOMIC & COMMUNITY DEV	1,032,943		1,032,943
244 - SUSTAINABILITY PROGRAMS	62,532		62,532
250 - INFORMATION TECHNOLOGY	2,860,863		2,860,863
270 - COMMUNITY PROMOTION	184,287		184,287
280 - GROUNDS MAINTENANCE	945,518		945,518
281 - JOSEPH R. ROBISON - LAUREL MUNICIPAL CENTER	177,616		177,616
284 - PUBLIC WORKS FACILITY	128,126		128,126
285 - ROBERT J. DIPIETRO COMMUNITY CENTER	168,869		168,869
286 - ARMORY COMMUNITY CENTER	104,561		104,561
287 - LAUREL MUSEUM	13,000		13,000
288 - GUDE LAKEHOUSE	31,000		31,000
289 - MAIN ST. POOL MAINTENANC	82,670		82,670
290 - LPD FACILITY	312,121		312,121
291 - GREENVIEW DR REC COMPLEX	47,180		47,180
292 - P&R MAINTENANCE FACILITY	47,750		47,750
293 - GUDE HOUSE	73,841		73,841
294 - CRAIG A. MOE LAUREL MULTISERVICE CENTER	262,371		262,371
301 - POLICE	13,069,424		13,069,424
320 - FIRE MARSHAL & PERMIT SV	861,358		861,358
325 - OFFICE OF EMERGENCY MGT	702,952		702,952
326 - CRAIG A. MOE LAUREL MULTISERVICE CENTER PROGRAMS	463,417	\$100,000	563,417
401 - PUBLIC WORKS ADMIN	691,207		691,207
410 - AUTOMOTIVE MAINTENANCE	1,180,819		1,180,819
415 - WASTE COLLECTION	1,196,135		1,196,135

Underlining indicates new language added.

~~Strikethroughs indicate language deleted.~~

* * * Asterisks indicate intervening language and section unchanged.

420 - RECYCLING	353,009		353,009
425 - HIGHWAYS & STREETS MAINT	1,272,735		1,272,735
430 - SNOW REMOVAL	198,155		198,155
435 - STREET LIGHTING	268,970		268,970
440 - ENGINEERING&TECH SERVICES	253,898		253,898
445 - TRAFFIC ENGINEERING	156,637		156,637
450 - TREE MANAGEMENT	99,781		99,781
501 - PARKS & RECREATION ADMIN	877,205		877,205
505 - RECREATION	525,256		525,256
510 - MAIN ST POOL PROGRAMS	287,053		287,053
515 - ROBERT J. DIPIETRO COMMUNITY CENTER	328,708		328,708
520 - GREENVIEW DR PROGRAMS	129,133		129,133
525 - ARMORY COMMUNITY CTR PROG	214,021		214,021
530 - YOUTH SERVICES BUREAU	256,996		256,996
535 - GUDE LAKEHOUSE PROGRAMS	25,598		25,598
550 - SENIOR SERVICES	275,021		275,021
650 - PRINCIPAL	1,895,527		1,895,527
651 - INTEREST	93,227		93,227
652 - RETIREMENT	2,369,530		2,369,530
654 - PROPERTY INSURANCE	526,251		526,251
655 - BONDING INSURANCE	27,000		27,000
656 - EMPLOYEE INSURANCE	4,018,467		4,018,467
658 - SPECIAL TAXING DISTRICT	300,000		300,000
810 - EMPLOYEE TRAINING	194,591		194,591
820 - EMPLOYEE TUITION	6,571		6,571

TOTAL EXPENDITURES	\$43,297,245	\$100,000	\$43,397,245
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	AMENDED ORD2029	CHANGE	AMENDED ORD2031
<u>CAPITAL IMPROVEMENT PROGRAM</u>			
TOTAL FUNDING - OTHER PROJECTS	\$29,817,786		\$29,817,786
COUNCIL CHAMBERS/ROOM 4 UPGRADES	\$300,000	30,000	\$330,000
TOTAL AMENDED FUNDING	\$30,117,786	\$30,000	\$30,147,786

Underlining indicates new language added.

~~Strikethroughs indicate language deleted.~~

* * * Asterisks indicate intervening language and section unchanged.

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

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CITY OF LAUREL, MARYLAND

ORDINANCE NO. 2030

AN ORDINANCE OF THE MAYOR AND CITY COUNCIL OF LAUREL, MARYLAND TO ADD A NEW SECTION 16-13 TO THE LAUREL CITY CODE, CHAPTER 16 "TAXATION", ARTICLE I "IN GENERAL" SECTION 13 "PUBLIC SCHOOL EMPLOYEE TAX CREDIT PROGRAM" AND TO PROVIDE AN EFFECTIVE DATE.

Sponsored by the City Council President.

WHEREAS, the Mayor and City Council of Laurel, Maryland propose to add to the Laurel City Code in accordance with the addition made by the State of Maryland of Section 9-272 of the Tax Property Article of the Annotated Code of Maryland effective June 1, 2024, and

WHEREAS, the Mayor and City Council of Laurel, Maryland recognize the value and importance of having teachers and other public-school staff who are charged with educating and caring for the children that reside in the City be residents of the City themselves, and

NOW, THEREFORE, BE IT ENACTED AND ORDAINED, by the Mayor and City Council of Laurel, Maryland that Laurel City Code, Chapter 16 "Taxation," Article I, Section 16-13 "Public School Employee Tax Credit Program" shall be and hereby is added as follows:

Sec. 16-13. Public School Employee Tax Credit Program.

- (a) As authorized by the provisions of Annotated Code of Maryland Tax-Property Article, § 9-272, the City shall allow a property tax credit against City real property taxes imposed on a dwelling located within the corporate limits of the City that is owned and is the primary dwelling of an eligible individual, as that term is defined below. For purposes of this section a "dwelling" has the meaning stated in Annotated Code of Maryland Tax-Property Article, § 9-105, "Homestead Property Tax Credit.
- (b) Eligibility. An individual is eligible to receive a real property tax credit if:
 - (1) The individual is a current full-time employee of the Prince George's County Public School System facility located within the Greater Laurel Area for at least two (2) years.
 - (2) "Greater Laurel Area" means a facility owned by the Prince George's County Public School System that carries a Laurel, Maryland postal address.
 - (3) "Eligible Employee" does not include individuals who supply goods or services to the Prince George's County Public School System on a contractual basis.

- (4) With regard to the dwelling for which a property tax credit is sought, an eligible individual, as described in subsection (b)(1) above: (i) has resided in the same dwelling for at least the entire taxable year; (ii) the dwelling is the individual's primary residence (iii) the dwelling is located within the corporate limits of the City; and (iv) the dwelling has a maximum assessed value of five hundred thousand dollars (\$500,000.00) at the time the individual first applies for the credit, a maximum value that shall increase annually on July 1 of each year by the lesser of (a) the Consumer Price Index (CPI) for the preceding calendar year, or (b) three percent (3%).
 - (5) The property for which the tax credit is sought shall be inspected prior to approval to assure that the property complies with all City property maintenance codes.
- (c) Amount and duration of credit. The credit allowed under this section shall be twenty (20) percent of the City property tax imposed on the dwelling not to exceed \$2,500.00 per taxable year. The credit shall be granted each year as long as the individual remains eligible for the credit — to include remaining an owner and occupying the dwelling, and the dwelling remains in compliance with the City's property maintenance code. Should the individual receiving the credit become ineligible for the credit (by sale of the property or otherwise), or the dwelling to which the tax credit applies fails to comply with the City's property maintenance codes, the tax credit shall be revoked.
- (d) A real property tax credit shall not be allowed under this Section if in any taxable year the real property has otherwise been granted any other tax credit or exemption allowed under the Annotated Code of Maryland, Tax-Property Article, or the City Code.
- (e) Application for the tax credit, and subsequent year re-certification, established herein shall be made under oath on an application provided by the City's Director of Budget and Personnel Services. The application shall: (i) include a legal description of the property; (ii) identify all state, county and City tax credits and exemptions that currently apply to the property, including any tax credits or exemptions for which the owner may be applying for concurrently with the application; and (iii) include the property owner's name, proof of employment with the Prince George's County Public School System and such other information or documentation as the Director of Budget and Personnel Services may require to determine whether the applicant qualifies for the tax credit.
- (f) The Director of Budget and Personnel Services shall provide an annual report to the Mayor and City Council on the real property tax credit program established within this section of the City Code on or before December 31 of each year for the previous fiscal year, to include:
 - (1) The number of applications received in each Ward of the City;
 - (2) The number of applications denied in each Ward of the City;
 - (3) The number of applications approved in each Ward of the City;
 - (4) The total value of the tax credits approved in each Ward of the City.

AND, BE IT FURTHER ENACTED AND ORDAINED, that this Ordinance shall take effect on **July 1, 2025.**

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



CITY OF LAUREL, MARYLAND

ORDINANCE NO. 2032

AN ORDINANCE OF THE MAYOR AND CITY COUNCIL OF LAUREL, MARYLAND TO AMEND CHAPTER 2 "ADMINISTRATION", ARTICLE I ENTITLED "IN GENERAL", SECTION 2-3 ENTITLED "CITY SEAL, CITY DEPARTMENT SEALS AND LOGOS, AND OFFICIAL CITY BRANDING LOGOS", OF THE LAUREL CITY CODE TO CHANGE THE SECTION TITLE TO "CITY SEAL, CITY DEPARTMENT SEALS AND LOGOS, OFFICIAL CITY BOARD, COMMISSION, AND COMMITTEE LOGOS, AND OFFICIAL CITY BRANDING LOGOS," AND REQUIRE WRITTEN PERMISSION OF THE MAYOR TO USE THE CITY SEAL, OR CITY DEPARTMENT SEALS AND LOGOS, OFFICIAL CITY BOARD, COMMISSION AND COMMITTEE LOGOS, AND OFFICIAL CITY BRANDING LOGOS FOR NON-CITY RELATED USE, IN ACCORDANCE WITH THE CITY'S POLICY ON THE USE OF CITY SEALS AND LOGOS AND PROVIDING AN EFFECTIVE DATE.

Sponsored by the President.

WHEREAS, the Mayor and City Council of Laurel, Maryland, approved Ordinance No. 1968 that became effective on January 25, 2021, requiring permission of the Mayor prior to the use of the City Seal, Department Seal, or Official City Branding Logos for non-City related use, as all seals were previously approved by, and are the property of the Mayor and City Council of Laurel; and

WHEREAS, City Departments have created customized seals or logos that reflect the services provided by the department(s) and which are the property of the Mayor and City Council of Laurel; and

WHEREAS, the City has commissioned the creation of branding logos for ongoing initiatives and official City Boards, Commissions and Committees; and

WHEREAS, the Mayor and City Council recognize the importance of maintaining control over its visual identity and branding elements to ensure consistent representation and protect the integrity of its official communications; and

WHEREAS, the Mayor and City Council anticipate the creation of new logos, seals, and branding elements in the future as part of its ongoing initiatives, departmental activities, and community engagement efforts; and

WHEREAS, to ensure the same protections and usage requirements established for existing logos and seals shall apply to all future official logos, seals, and branding

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elements created by or on behalf of the City of Laurel, it is necessary to amend the Laurel City Code; and

NOW, THEREFORE, BE IT ENACTED AND ORDAINED, by the Mayor and City Council of Laurel, Maryland that Chapter 2 "Administration", Article I "In General", Section 2-3," of the Laurel City Code be and hereby is amended as follows:

CHAPTER 2- ADMINISTRATION

Article I. IN GENERAL

Section 2-3. City Seal, City Department Seals and Logos, Official City Board, Commission and Committee Logos, and Official City Branding Logos.

No person or organization shall utilize the seal of the City of Laurel, or the seal or logo of any City Department, Official City Board, Commission or Committee, or Official Branding Logo of the City of Laurel that has been approved by the Mayor and City Council of Laurel, without the written approval of the Mayor in accordance with the City's Policy on the Use of City Seals and Logos. This Section shall apply to all currently approved and all future seals, logos, and branding elements approved by the Mayor and City Council.

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

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