

**CITY COUNCIL**

BRENCIS D. SMITH  
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)

**Work Session**

**Wednesday, February 4, 2026**

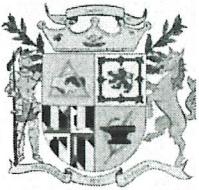
**6:00 PM**

**Agenda**

**Virtual Meeting**

Watch the meeting on Laurel TV streaming live in your web browser at <https://laureltv.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 – Brencis D. Smith, Council President
2. Bid Recommendation- City of Laurel Comprehensive Safety Action Plan – SS4A (Safe Streets for All) Federal Grant Program- Department of Public Works
3. Bid Recommendation- Staggers Road Improvement Project- Engineering and Design Services- Department of Public Works
4. Resolution No. 1-206- A Resolution of the Mayor and City Council of Laurel, Maryland to Establish a City of Laurel Advisory Committee Relating to the Redistricting of City Ward Boundaries
5. Ordinance No. 2053- 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, 2025 through June 30, 2026 and to Provide an Effective Date
6. Adjournment



## MAYOR AND CITY COUNCIL OF LAUREL

Item 2.

## DEPARTMENT OF PUBLIC WORKS

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

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

January 16, 2026

### MEMORANDUM

TO: Mayor Keith R. Sydnor  
Council President Bencis D. Smith  
Laurel City Councilmembers

FROM: Timothy H. Miller, Director, Department of Public Works

SUBJ: Approval Request – City of Laurel Comprehensive Safety Action Plan through SS4A (Safe Streets for All) Federal Grant Program

The City of Laurel has executed a \$451,200.00 Federal Safe Streets and Roads for All (SS4A) grant agreement to develop a Comprehensive Safety Action Plan, a critical milestone in its commitment to the Vision Zero initiative. This data-driven roadmap shifts the city's focus toward a "Safe System Approach", which proactively designs streets to account for human error and protect vulnerable road users like pedestrians and cyclists. By using these funds to identify high-injury corridors and engage the community in safety planning, Laurel is not only working to eliminate traffic fatalities and serious injuries but also fulfilling the federal requirement to unlock much larger "Implementation Grants" for future physical infrastructure upgrades.

#### **Project Scope:**

The City of Laurel will develop a Comprehensive Safety Action Plan focused on conducting detailed safety assessments and providing actionable recommendations for seven key roadways to eliminate serious injuries and fatalities. Managed by a dedicated Action Plan Committee, this initiative will integrate rigorous safety analyses and Road Safety Audits incorporating data on traffic patterns, infrastructure conditions, and multi-modal operations with robust stakeholder and public engagement. The project encompasses a thorough review of existing policy frameworks, the development of strategic safety concepts, and a comprehensive Equity Impact Assessment to ensure recommendations align with local demographics and development trends. Ultimately, the process will conclude in a finalized Action Plan featuring prioritized project schedules, cost estimates for implementation and monitoring, and a formal presentation of findings to City leadership.

The Department of Public Works has requested a formal pricing proposal from Century Engineering LLC, an on-call consulting firm for the City. The scope of work



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involves developing a Comprehensive Safety Action Plan focused on seven major corridors: Main Street, Cherry Lane, 8th Street, 4th Street, Ashford Boulevard, Prince George Street, and Van Dusen Road. This project will be executed in accordance with the specifications of the awarded grant.

#### Bidding Results:

The Engineering bidding result that City received is as follows:

Century Engineering, LLC.	<b>\$563,915.00</b>
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#### Recommendation:

It is recommended that the project be awarded to **Century Engineering, LLC.**, for the total amount of **\$563,915.00**. This recommendation is based on the strength of their proposal and their proven track record with the City. Century Engineering, LLC, has successfully delivered multiple similar Traffic Study Tasks for the City in the past, consistently meeting performance standards and completing work at no additional charge.

#### Funding:

Funding for this project is available through the amended FY2026 Capital Improvement Program – Safety Action Plan: Federal SS4A Grant (\$451,200.00), and City's grant match funding (\$112,800.00).

Should you have any questions or desire further information, please contact Timothy H. Miller at (301) 725-0088, Extension 3206.

#### Reviewed:

*Michele Saylor*

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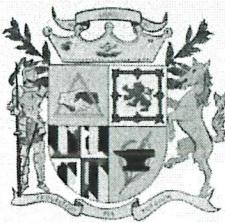
**S. Michele Saylor, Director**  
**Department of Budget and Personnel Services**

*1/20/2026*

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**Date**

CC: Christian L. Pulley, CPM, City Administrator  
Nekesa Matlock, Deputy City Administrator  
Sara Green, Clerk to the Council  
Thomas Helms, Assistant Director, Department of Public Works  
Arman Safakhah, City Engineer, Department of Public Works



## MAYOR AND CITY COUNCIL OF LAUREL

## DEPARTMENT OF PUBLIC WORKS

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January 16, 2026

### MEMORANDUM

TO: Mayor Keith R. Sydnor  
Council President Brencis D. Smith  
Laurel City Councilmembers

FROM: Timothy H. Miller, Director, Department of Public Works

SUBJ: Bid Recommendation – Staggers Road Improvement Project –  
Engineering & Design Services

The Department of Public Works is seeking approval to obtain professional engineering services for the comprehensive rehabilitation of Staggers Road.

#### **Project Scope:**

This project involves the design of a full-length milling and asphalt overlay to address the aging pavement, alongside the restoration of existing sidewalks and the installation of ADA-compliant pedestrian ramps. Furthermore, the scope includes updated traffic signage, thermoplastic pavement markings, and the implementation of a new bikeway lane in accordance with the City's Bikeway Master Plan. These infrastructure improvements are vital to modernizing the corridor, as they enhance traffic and pedestrian safety while significantly improving local drainage systems.

The Department of Public Works requested a pricing proposal from Brudis & Associates, Inc., one of the City's On-Call consulting firm for this project to perform a site visit with the City, schematic and final construction drawings, cost estimate, bidding and contract documents, specifications, and attendance at a pre-bid meeting.

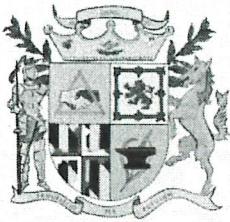
#### **Bidding Results:**

The Engineering bidding result that City received is as follows:

• Brudis & Associates, Inc.	<b>\$61,920.00</b>
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#### **Recommendation:**

It is recommended that the project be awarded to Brudis & Associates, Inc., based on their submitted proposal in the amount of **\$61,920.00**.



## MAYOR AND CITY COUNCIL OF LAUREL

## DEPARTMENT OF PUBLIC WORKS

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Item 3.

### Funding:

Funding is available through the Adopted FY2026 Capital Improvement Program – Staggers Road Improvements.

Should you have any questions or desire further information, please contact Timothy H. Miller at (301) 725-0088, Extension 3206.

### Reviewed:

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

1/20/2026  
Date

CC: Christian L. Pulley, CPM, City Administrator  
Nekesa Matlock, Deputy City Administrator  
Sara Green, Clerk to the Council  
Thomas Helms, Assistant Director, Department of Public Works  
Arman Safakhah, City Engineer, Department of Public Works



# CITY OF LAUREL, MARYLAND

## RESOLUTION NO. 1-2026

### A RESOLUTION OF THE MAYOR AND CITY COUNCIL OF LAUREL, MARYLAND TO ESTABLISH A CITY OF LAUREL ADVISORY COMMITTEE RELATING TO THE REDISTRICTING OF CITY WARD BOUNDARIES

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

**WHEREAS**, Section 603(a) of the City of Laurel Charter establishes the existing two ward boundaries in the City of Laurel ("City"); and

**WHEREAS**, Section 603(b) of the City of Laurel Charter mandates that not less than once after the publication of each decennial census of the population of the United States, the City Council shall evaluate the wards of the City to ensure that the representation is reasonably equal, and shall have the power to change the boundaries of the wards; and

**WHEREAS**, the 2020 census determined that the total population of the City as of April 1<sup>st</sup>, 2020 was **30,060**, that the population of **Ward No. 1 was 13,614** and the population of **Ward No. 2 was 16,446**; and

**WHEREAS**, the 2022 City of Laurel Redistricting Advisory Committee recommended no change be made to Section 603(a) of the City of Laurel Charter relating to the redistricting of City Ward boundaries; and

**WHEREAS**, following the 2022 Redistricting Advisory Committee recommendation, the Administration recommended that the Mayor and City Council review the City Ward boundaries again, but to do so earlier rather than waiting until the next decennial United States Census because of the significant amount of approved residential units that had yet to be constructed in the City of Laurel; and

**WHEREAS**, between 2022-present more than five hundred (500+) additional residential units have been constructed and occupied by residents of the City, thus adding a significant amount of possible eligible voters; and

**WHEREAS**, it is the desire of the Mayor and City Council to establish an advisory committee to review existing ward boundaries, and to make recommendation(s) to the Mayor and City Council regarding options for the adjustment of ward boundaries to provide for reasonably equal ward populations; and

**WHEREAS**, it is the desire of the Mayor and City Council to complete the process of redistricting so that any new ward boundaries, as may be adjusted to address the population change, be approved and in effect in time for the general election in the City of Laurel in November, 2027.

**NOW, THEREFORE, BE IT RESOLVED** by the Mayor and City Council of Laurel, Maryland that there is hereby established an advisory committee to be known as the “**City of Laurel Redistricting Advisory Committee**” (hereinafter the “Committee”), subject to the following:

**1. Purpose and Duties**

- a. To review the existing ward boundaries of the City as established in the City of Laurel Charter.
- b. To review the population data from the 2020 U.S. Census as it relates to the City.
- c. To receive written or oral testimony from any person or government agency representative, including any elected or appointed official.
- d. To make recommendation(s) to the Mayor and City Council regarding the redistricting of ward boundaries, if necessary, so that each ward will contain a reasonably equal population.
- e. No funds may be expended by the Committee for any purpose without the express written consent of the City Administrator/CAO.
- f. The Committee’s authority shall be limited to acting in an advisory capacity to the Mayor and City Council as set forth in this resolution.

**2. Membership.** The Committee shall consist of five (5) voting residents of the City.

- a. All members shall be appointed by the Mayor, confirmed by the City Council
- b. Membership shall be made up in the following manner:
  - i. The Mayor shall select two (2) voting members of the general public, from each of the two wards.
  - ii. The City Council President shall select one (1) voting member of the general public.
  - iii. One member shall be from the Laurel Planning Commission.
  - iv. One member shall be from the Board of Election Supervisors.

**3. Appointment.** The voting members, as well as the Chairperson and Vice-Chairperson of the Committee, shall be appointed by the Mayor, subject to confirmation by a vote of the City Council.

**4. Meetings.** All meetings of the Committee shall be open to the public with reasonable advance notice as required by Maryland State Law, except for legally permitted executive sessions. The Committee shall keep minutes of all its meetings.

- a. The general public participation may be permitted at the discretion of the Chairperson at any open meeting and shall be allowed at any meeting convened for the purpose of taking public testimony.

- b. The Committee shall hold at least one (1) public hearing for the purpose of taking public testimony, and there shall be at least five (5) days' notice of such hearing in the same manner as notice given for all City Council Meetings.
- 5. **Staff Support.** The Mayor is hereby authorized and directed to assign staff support to the Committee, as may be required. The City Clerk and the Director of the Department of Economic and Community Development shall serve as advisors to the Committee in an ex officio, non-voting capacity.
- 6. **Report to Mayor & City Council.** The Committee shall make its final report to the Mayor and City Council with its findings and recommendations, including various options as to specific redistricting of ward boundaries, within six (6) months from the date all members have been appointed and confirmed by the City Council.
- 7. **Termination of Duties.** The Committee shall remain in force and effect for a period of three (3) months after the date of its report to the Mayor and City Council, unless extended or terminated earlier by a majority vote of the City Council.

**AND, BE IT FURTHER RESOLVED**, that the members of the Committee shall serve at the pleasure of the Mayor and City Council and may be removed if the Volunteer Code of Conduct is not followed.

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

**ADOPTED** this \_\_\_\_\_ day of \_\_\_\_\_, 2026.

**ATTEST:**

**SARA A. GREEN, CPM, MMC**  
City Clerk

**BRENCIS D. SMITH**  
President of the City Council

**APPROVED** this \_\_\_\_\_ day of \_\_\_\_\_, 2026.

**KEITH R. SYDNOR**  
Mayor



## CITY OF LAUREL, MARYLAND

Item 5.

### ORDINANCE NO. 2053

#### **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, 2025 THROUGH JUNE 30, 2026 AND TO PROVIDE AN EFFECTIVE DATE**

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

**WHEREAS**, the FY2026 General Operating Budget and Capital Improvement Program (CIP) was adopted on May 28, 2025 through Ordinance No. 2041 and subsequently amended through Ordinance No. 2049 and Ordinance No. 2051, and

**WHEREAS**, the Craig A. Moe Laurel Multiservice Center Program has received grant funding from the State of Maryland to assist backstretch workers of the Laurel Racecourse, and

**WHEREAS**, additional administrative assistance is required at the Craig A. Moe Laurel Multiservice Center, and

**WHEREAS**, the Department of Communications is requesting additional funding for auxiliary staff to sustain required operations and support the department's increased workload both in volume and complexity, and

**WHEREAS**, additional funding is needed in the training budget of the Department of Economic and Community Development to provide additional training opportunities in advancement of the department's goals, and

**WHEREAS**, the savings from street projects are to be reallocated to another street project that requires more funding, and

**WHEREAS**, the Mayor and City Council of Laurel, Maryland are required to amend the FY2026 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, 2025 through June 30, 2026 is hereby amended.

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

<u>GENERAL OPERATING BUDGET</u>	AMENDED ORD2051	CHANGES	AMENDED ORD2053
<u>REVENUE SUBCATEGORY DESCRIPTION</u>			
4010 - R/E TAX REVENUE	30,001,060		30,001,060
4030 - PERSONAL PROP TAX	1,345,000		1,345,000
4040 - PERSONAL PROP-INT/PENTALTY	40,000		40,000
4050 - LOCAL TAXES	4,850,000		4,850,000
4060 - OTHER LOCAL TAXES	1,979,771		1,979,771
4110 - LICENSES	756,350		756,350
4130 - PERMITS	334,975		334,975
4210 - FEDERAL GRANTS	23,000		23,000
4230 - STATE GRANTS	797,992	26,786	824,778
4250 - COUNTY GRANTS	448,362		448,362
4310 - GENERAL GOV'T SERVICE CH	150,797		150,797
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	135,010		135,010
4413 - RECREATION PROGRAM FEES	83,500		83,500
4415 - P&R ACTIVITY FEES	89,500		89,500
4417 - P&R CONCESSION FEES	25,000		25,000
4430 - SENIOR PROGRAM FEES	16,500		16,500
4620 - POLICE FINES	2,780,600		2,780,600
4630 - CODE ENFORCEMENT FINES	12,250		12,250
4710 - INVESTMENT INTEREST	199,500		199,500
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	195,130		195,130
4790 - OTHER MISC REVENUES	487,474		487,474
4840 - FUND TRANSFER	6,956,784		6,956,784
	<b>\$52,179,288</b>	<b>\$26,786</b>	<b>\$52,206,074</b>

<u>DEPARTMENT EXPENDITURE SUMMARY</u>	AMENDED ORD2051	CHANGES	AMENDED ORD2053
201 - CITY COUNCIL	115,109		115,109
205 - CLERK TO THE COUNCIL	232,642		232,642
210 - MAYOR	666,392	(8,559)	657,833
215 - CITY ADMINISTRATOR	638,427		638,427
220 - ELECTIONS	88,090		88,090
225 - BUDGET & PERSONNEL SVCS	1,313,593		1,313,593
235 - COMMUNICATIONS	769,918	13,942	783,860
240 - ECONOMIC & COMMUNITY DEV	935,642	(5,000)	930,642
244 - SUSTAINABILITY PROGRAMS	96,727		96,727
250 - INFORMATION TECHNOLOGY	2,967,093		2,967,093
270 - COMMUNITY PROMOTION	157,299	(5,383)	151,916
280 - GROUNDS MAINTENANCE	951,880		951,880

281 - JOSEPH R. ROBISON - LAUREL MUNICIPAL CENTER	195,918	195,918	
284 - PUBLIC WORKS FACILITY	151,927	151,927	
285 - ROBERT J. DIPETRO COMMUNITY CENTER	199,513	199,513	
286 - ARMORY COMMUNITY CENTER	124,252	124,252	
287 - LAUREL MUSEUM	19,045	19,045	
288 - GUDE LAKEHOUSE	37,850	37,850	
289 - MAIN ST. POOL MAINTENANC	91,320	91,320	
290 - LPD FACILITY	332,598	332,598	
291 - GREENVIEW DR REC COMPLEX	53,355	53,355	
292 - P&R MAINTENANCE FACILITY	52,020	52,020	
293 - GUDE HOUSE	83,991	83,991	
294 - CRAIG A. MOE LAUREL MULITSERVICE CENTER-MAINTENANCE	301,298	301,298	
301 - POLICE	14,327,069	14,327,069	
320 - FIRE MARSHAL & PERMIT SV	903,149	903,149	
325 - EMERGENCY MANAGEMENT	711,345	711,345	
326 - HUMAN SERVICES-CRAIG A. MOE LAUREL MULTISERVICE CENTER-PRGMS	521,550	39,704	561,254
401 - PUBLIC WORKS ADMIN	724,913	724,913	
410 - AUTOMOTIVE MAINTENANCE	1,214,348	1,214,348	
415 - WASTE COLLECTION	1,358,292	1,358,292	
420 - RECYCLING	587,391	587,391	
425 - HIGHWAYS & STREETS MAINT	1,144,792	1,144,792	
430 - SNOW REMOVAL	186,155	186,155	
435 - STREET LIGHTING	278,970	278,970	
440 - ENGINEERING&TECH SERVICES	263,873	263,873	
445 - TRAFFIC ENGINEERING	194,804	194,804	
450 - TREE MANAGEMENT	98,992	98,992	
501 - PARKS & RECREATION ADMIN	920,642	920,642	
505 - RECREATION	542,926	542,926	
510 - MAIN ST POOL PROGRAMS	330,813	330,813	
515 - ROBERT J. DIPETRO COMMUNITY CENTER	341,459	341,459	
520 - GREENVIEW DR PROGRAMS	109,878	109,878	
525 - ARMORY COMMUNITY CTR PROG	219,522	219,522	
530 - HUMAN SERVICES-LAUREL HELPING HANDS	252,689	(12,918)	239,771
535 - GUDE LAKEHOUSE PROGRAMS	32,827	32,827	
550 - SENIOR SERVICES	282,535	282,535	
650 - PRINCIPAL	1,226,027	1,226,027	
651 - INTEREST	435,347	435,347	
652 - RETIREMENT	2,548,030	2,548,030	
654 - PROPERTY INSURANCE	625,764	625,764	
655 - BONDING INSURANCE	29,600	29,600	
656 - EMPLOYEE INSURANCE	4,569,615	4,569,615	
657 - MISC FINANCIAL USES	6,103,582	6,103,582	
658 - SPECIAL TAXING DISTRICT	350,000	350,000	
659 - AMERICAN RESCUE PLAN PROG	0	0	
810 - EMPLOYEE TRAINING	149,535	5,000	154,535
820 - EMPLOYEE TUITION	16,955		16,955
	<b>\$52,179,288</b>	<b>\$26,786</b>	<b>\$52,206,074</b>

**CAPITAL IMPROVEMENT PROGRAM**

PROJECT	AMENDED ORD2051	CHANGES	AMENDED ORD2053
ALL OTHER PROJECTS STAGGERS	\$35,235,427		\$35,235,427
ROAD	\$128,000	151,634	\$279,634
STANLEY PLACE	\$148,305	(45,508)	\$102,797
WARD STREET	\$196,000	(104,931)	\$91,069
SNOWDEN PLACE	\$134,000	(1,195)	\$132,805
<b>TOTAL CIP</b>	<b>\$35,841,732</b>	<b>\$0</b>	<b>\$35,841,732</b>

**PASSED** this \_\_\_\_\_ day of \_\_\_\_\_, 2026.

**ATTEST:**

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**SARA A. GREEN, CPM, MMC**  
City Clerk

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**BRENCIS D. SMITH**  
President of the City Council

**APPROVED** this \_\_\_\_\_ day of \_\_\_\_\_, 2026.

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**KEITH R. SYDNOR**  
Mayor