

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

Mayor and City Council

Work Session

Wednesday, October 1, 2025

6:00 PM

Agenda *(Revised 09/30/2025)*

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 – Kyla M. Clark, President
2. Bid Recommendation- BAPS- Employee Insurance
3. Bid Recommendation- IT- LPD Dispatch Furniture Replacement
4. Ordinance No. 2046- An Ordinance of the Mayor and City Council of Laurel, Maryland to Modify the Operation of the City of Laurel Employees Retirement Plan to Document a Cost-of-Living Adjustment for Retirees of January 1, 1994 to December 31, 2014.
5. Ordinance No. 2047- An Ordinance of the Mayor and City Council of Laurel, Maryland to Modify the Operation of the City of Laurel Police Retirement Plan to Document a Cost-of-Living Adjustment for Retirees of January 1, 1994 to December 31, 2014.
6. Ordinance No. 2048- 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.
7. Ordinance No. 2049- 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.

8. Ordinance No. 2050- (Text Amendment No. 269)- 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 20-6.13, "Table of Residential Uses," and Section 20-22.73, "Body Art Establishments".
9. Adjournment



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

September 19, 2025

MEMORANDUM

TO: Mayor Keith R. Sydnor
Council President Kyla Clark
Laurel City Councilmembers
THRU: Nekesa Matlock, Deputy City Administrator
FROM: James A. Cornwell-Shiel, Chief Information Officer
Department of Information Technology
SUBJ: Police Dispatch Furniture Replacement

The Department of Information Technology is requesting approval for the purchase of new dispatch console stations to seat four dispatchers in the Communications office at the Laurel Police Department, which handles 24/7 dispatch operations.

The existing Xybix stations were purchased when the Laurel Police Department moved to 811 Fifth Street. The expected lifespan of this type of equipment is 10-15 years. After nearly 15 years of 24/7/365 use, the existing stations have reached their end of life, and critical parts have begun to fail.

This purchase is vital to keeping our Police Department's operations running smoothly day in and day out. These stations are purpose-built to house the wide array of critical equipment that the job demands, while still providing a clean and elegant workspace. To ease shift transitions and help reduce fatigue, prevent strain, and keep dispatchers comfortable on long shifts, the stations allow each dispatcher to instantly set their desk height, lighting, and cooling to what works best for them. By improving efficiency, safety, and job satisfaction, these stations not only strengthen daily operations but also help reduce long-term costs tied to health issues and staff turnover. When dispatchers are healthy, focused, and happy in their workspace, they're better able to handle emergencies with confidence, keep communication clear, and provide the steady, positive presence that our community and officers rely on in some of their most vulnerable moments.

Specifications:

The Department of IT solicited quotes from established dispatch furniture vendors on state and county contracts. The accepted quote is from Russ Bassett Corporation of Whittier, California on the State of Maryland Statewide Contract BPO 001B2600459, which services Maryland state, county, and municipal governments.

The quotes were as follows:

Russ Bassett Corporation, Whittier, California	\$103,747.80
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\$110,067.41
\$116,717.61

Prkasa Manoch 9/18/2025



MAYOR AND CITY COUNCIL OF LAUREL
DEPARTMENT OF BUDGET AND PERSONNEL SERVICES

8103 Sandy Spring Road • Laurel, Maryland 20707-2502

Phone: (301) 725-5300 FAX (301) 725-7951 • Internet: <http://www.laurel.md.us>

Item 3.

September 16, 2025

MEMORANDUM

TO: Mayor Keith R. Sydnor
President Kyla Clark
Laurel City Councilmembers
THRU: Nekesa Matlock, Deputy City Administrator
FROM: Lisa Woods, Deputy Director-BAPS
SUBJ: Employee Benefit Insurance

The City's current broker, NFP Group, has provided quotes for employee health, dental, and vision insurance on the four types of employee benefit insurance the City currently provides, which includes the following:

Specifications:

1. Open Access HMO Health Plan,
2. HMO Health Plan with Out-of-Network benefits,
3. Dental Plan DPPO, and
4. Vision Plan

The City currently offers these coverages to full-time and part-time employees, elected officials, and eligible dependents. Enrollment is optional and requires enrollee payments of 20% of the cost of their selected option with the exception of the vision coverage. Retirees may also enroll in these plans with a maximum reimbursement of \$500 per month.

The City is currently in a three-year contract with Cigna (November 1, 2022 to October 31, 2025) that had a renewal rate increase of 5% each year. NFP Group contacted Cigna to get an updated quote on a new insurance rate for the City. Cigna proposes an increase over current rates of 4.3% for a one-year contract. There were no other rates quoted due to the City receiving a considerable low renewal rate from Cigna. The current industry rate renewals for employers with between 100 and 200 employees are between 7.3% and 9.2%. With Cigna offering a low renewal rate, other insurance companies declined to quote.

Funding:

The FY2026 Adopted General Operating Budget provides \$3,362,970.00 for employee coverage and \$307,165.00 for retiree coverage under Employee Insurance.

Page 2
Bid Recommendation – Employee Benefit Insurance
September 16, 2025

Recommendation:

It is recommended that the Mayor and City Council award Cigna with the health, dental and vision insurance for the plan period of November 1, 2025, to October 31, 2026, at an increase rate of 4.3%. At this time, there are a number of City employees and dependents struggling with significant/difficult illnesses. It is also for this reason that staff requests approval to remain with Cigna.

Employees Health Insurance

LOW	Monthly	Annual	Biweekly	City	Employee
Employee	\$1,100.06	\$13,200.72	\$507.72	\$406.18	\$101.54
Double	\$2,101.11	\$25,213.32	\$969.74	\$775.79	\$193.95
Family	\$3,223.15	\$38,677.80	\$1,487.61	\$1,190.09	\$297.52
HIGH	Monthly	Annual	Biweekly	City	Employee
Employee	\$1,168.57	\$14,022.84	\$539.34	\$431.47	\$107.87
Double	\$2,231.94	\$26,783.28	\$1,030.13	\$824.10	\$206.03
Family	\$3,423.87	\$41,086.44	\$1,580.25	\$1,264.20	\$316.05

Elected Officials Health Insurance

LOW	Monthly	City	Employee
Employee	\$1,100.06	\$880.05	\$220.01
Double	\$2,101.11	\$1,680.89	\$420.22
Family	\$3,223.15	\$2,578.52	\$644.63
HIGH	Monthly	City	Employee
Employee	\$1,168.57	\$934.86	\$233.71
Double	\$2,231.94	\$1,785.55	\$446.39
Family	\$3,423.87	\$2,739.10	\$684.77

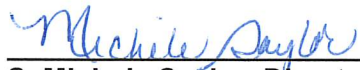
Retirees Health Insurance

The City contributes a monthly payment, not to exceed \$500.00 towards the retiree's coverage only, regardless of choice of plan.

LOW	Retiree	Annual
Employee	\$1,100.06	\$13,200.72
Double	\$2,101.11	\$25,213.32
Family	\$3,223.15	\$38,677.80
HIGH	Retiree	Annual
Employee	\$1,168.57	\$14,022.84
Double	\$2,231.94	\$26,783.28
Family	\$3,423.87	\$41,086.44

Page 3
Bid Recommendation – Employee Benefit Insurance
September 16, 2025

Reviewed:

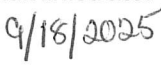
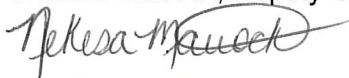


S. Michele Saylor, Director
Department of Budget and Personnel Services



Date

cc: Christian L. Pulley, CPM, City Administrator
Nekesa Matlock, Deputy City Administrator





CITY OF LAUREL, MARYLAND

ORDINANCE NO. 2046

AN ORDINANCE OF THE MAYOR AND CITY COUNCIL OF LAUREL, MARYLAND TO MODIFY THE OPERATION OF THE CITY OF LAUREL EMPLOYEES RETIREMENT PLAN TO DOCUMENT A COST OF LIVING ADJUSTMENT FOR RETIREES OF JANUARY 1, 1994 TO DECEMBER 31, 2014

Sponsored by the President at the request of the Administration.

WHEREAS, the Mayor and City Council of Laurel, Maryland (collectively, the “Employer”) sponsor The City of Laurel Employees Retirement Plan (the “Plan”); and

WHEREAS, Section 5.7 of the Plan provides that the Employer may authorize a cost-of-living increase which can be added onto the monthly payment to a Retired Participant (or Beneficiary) or can be paid as a thirteenth (13th) check; and

WHEREAS, page 12 of the FY2026 budget document included an Expenditure Highlight of the Pension Contribution referencing five annual payments to fund a Discretionary COLA for retirees from 1994 to 2014, and page 272 of the FY2026 budget document included an itemization of the first COLA funding contribution of \$150,000, and

WHEREAS, at the May 28, 2025 Mayor and City Council meeting, the Mayor proposed and the City Council approved a discretionary cost-of-living adjustment (COLA) for certain retirees through the adoption of Ordinance No. 2041; and

WHEREAS, the funding for the FY2026 contribution of the approved COLA is included in Ordinance No. 2041; and

WHEREAS, on May 7, 2025 the City Councilmembers were provided with written information that explained that the COLA would be paid over the lifetime of the affected retirees and their beneficiaries and would be funded by the City over a five-year period; and

WHEREAS, in the May 7, 2025 emails, the Administration included and distributed documentation of the expected five-year funding requirement for the COLA, as detailed below:

	RETIREE COLA 5-YEAR AMORTIZATION
FY2026	\$150,000
FY2027	\$156,000
FY2028	\$161,000
FY2029	\$167,000
FY2030	\$173,000
TOTAL FUNDING	\$807,000

WHEREAS, the funding for the remaining amortized cost of the approved COLA for FY2027, FY2028, FY2029 and FY2030 will be included in the approved budget ordinances for those fiscal years, in accordance with the approval of the COLA by the Council at the May 28, 2025 meeting; and

WHEREAS, the approved COLA will operate so that a percentage increase will be implemented to the retirees who commenced their benefits during the twenty-year period starting January 1, 1994 and ending December 31, 2014; and

WHEREAS, the percentage increase in the approved COLA will be implemented based on the calendar year the Plan began making payments to the Retired Participants (either directly to such Retired Participant or into the DROP on behalf of the Retired Participant), as detailed below; and

Variable Retiree COLA	
Date of Retirement	Increase in Monthly Benefit
1.1.1994-12.31.2004	7.30%
1.1.2005-12.31.2014	3.65%
1.1.2015-to date	0%

WHEREAS, Internal Revenue Code Section 401(a) requires that a retirement plan operate with a formal plan document that provides “definitely determinable benefits”; and

WHEREAS, in order to satisfy the tax law requirement, the terms of the COLA need to be formally memorialized in an ordinance.

NOW, THEREFORE, BE IT ENACTED AND ORDAINED, by the Mayor and City Council of Laurel, Maryland that the operation of The City of Laurel Employees Retirement Plan (the "Plan") is modified to add a variable cost-of-living adjustment to be added onto the monthly payment to a Retired Participant or Beneficiary with such percentage based on the following Chart, with such increase effective as of January 1, 2026 and continuing for the lifetime of the payee (retiree and/or beneficiary, as applicable):

Variable Retiree COLA		
Date of Retirement	Increase	Affected retirees
1.1.1994-12.31.2004	7.30%	13
1.1.2005-12.31.2014	3.65%	25

AND, BE IT FURTHER ENACTED AND ORDAINED, that this Ordinance shall become effective on the date of its passage.

PASSED this _____ day of _____, 2025

ATTEST:

SARA A. GREEN, CPM, MMC
 City Clerk

KYLA M. CLARK
 President of the City Council

APPROVED this _____ day of _____, 2025.

KEITH R. SYDNOR
 Mayor



CITY OF LAUREL, MARYLAND

ORDINANCE NO. 2047

AN ORDINANCE OF THE MAYOR AND CITY COUNCIL OF LAUREL, MARYLAND TO MODIFY THE OPERATION OF THE CITY OF LAUREL POLICE RETIREMENT PLAN TO DOCUMENT A COST-OF-LIVING ADJUSTMENT FOR RETIREES OF JANUARY 1, 1994 TO DECEMBER 31, 2014

Sponsored by the President at the request of the Administration.

WHEREAS, the Mayor and City Council of Laurel, Maryland (collectively, the “Employer”) sponsor The City of Laurel Police Retirement Plan (the “Plan”); and

WHEREAS, Section 5.7 of the Plan provides that the Employer may authorize a cost-of-living increase which can be added onto the monthly payment to a Retired Participant (or Beneficiary) or can be paid as a thirteenth (13th) check; and

WHEREAS, page 12 of the FY2026 budget document included an Expenditure Highlight of the Pension Contribution referencing five annual payments to fund a Discretionary COLA for retirees from 1994 to 2014, and page 272 of the FY2026 budget document included an itemization of the first COLA funding contribution of \$150,000; and

WHEREAS, at the May 28, 2025 Mayor and City Council meeting, the Mayor proposed and the City Council approved a discretionary cost-of-living adjustment (COLA) for certain retirees through the adoption of Ordinance No. 2041; and

WHEREAS, the funding for the FY2026 contribution of the approved COLA is included in Ordinance No. 2041; and

WHEREAS, on May 7, 2025 the City Councilmembers were provided with written information that explained that the COLA would be paid over the lifetime of the affected retirees and their beneficiaries and would be funded by the City over a five-year period; and

WHEREAS, in the May 7, 2025 emails, the Administration included and distributed documentation of the expected five-year funding requirement for the COLA, as detailed below:

	RETIREE COLA 5-YEAR AMORTIZATION
FY2026	\$150,000
FY2027	\$156,000
FY2028	\$161,000
FY2029	\$167,000
FY2030	\$173,000
TOTAL FUNDING	\$807,000

WHEREAS, the funding for the remaining amortized cost of the approved COLA for FY2027, FY2028, FY2029 and FY2030 will be included in the approved budget ordinances for those fiscal years, in accordance with the approval of the COLA by the Council at the May 28, 2025 meeting; and

WHEREAS, the approved COLA will operate so that a percentage increase will be implemented to the retirees who commenced their benefits during the twenty-year period starting January 1, 1994 and ending December 31, 2014; and

WHEREAS, the percentage increase in the approved COLA will be implemented based on the calendar year the Plan began making payments to the Retired Participants (either directly to such Retired Participant or into the DROP on behalf of the Retired Participant), as detailed below; and

Variable Retiree COLA	
Date of Retirement	Increase in Monthly Benefit
1.1.1994-12.31.2004	7.30%
1.1.2005-12.31.2014	3.65%
1.1.2015-to date	0%

WHEREAS, Internal Revenue Code Section 401(a) requires that a retirement plan operate with a formal plan document that provides “definitely determinable benefits”; and

WHEREAS, in order to satisfy the tax law requirement, the terms of the COLA need to be formally memorialized in an ordinance.

NOW, THEREFORE, BE IT ENACTED AND ORDAINED, by the Mayor and City Council of Laurel, that the operation of The City of Laurel Police Retirement Plan (the "Plan") is modified to add a variable cost of living adjustment to be added onto the monthly payment to a Retired Participant or Beneficiary with such percentage based on the following Chart, with such increase effective as of January 1, 2026 and continuing for the lifetime of the payee (retiree and/or beneficiary, as applicable):

Variable Retiree COLA		
Date of Retirement	Increase	Affected retirees
1.1.1994-12.31.2004	7.30%	13
1.1.2005-12.31.2014	3.65%	25

AND, BE IT FURTHER ENACTED AND ORDAINED, that this Ordinance shall become effective on the date of its passage.

PASSED this _____ day of _____, 2025

ATTEST:

SARA A. GREEN, CPM, MMC
City Clerk

KYLA M. CLARK
President of the City Council

APPROVED this _____ day of _____, 2025.

KEITH R. SYDNOR
Mayor



CITY OF LAUREL, MARYLAND

ORDINANCE NO. 2048

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 the adoption of Ordinance No. 2029, Ordinance No. 2031, Ordinance No. 2035, Ordinance No. 2036, Ordinance No. 2039, and Ordinance No. 2042; and

WHEREAS, there are expenditure savings and unanticipated revenues to be appropriated for additional expenditures for City facilities; additional CIP funding; and an employer contribution to the pension plans to fund the discretionary COLA; and

WHEREAS, there are unanticipated revenue to be appropriated for other revenue shortfalls; and

WHEREAS, the additional CIP funding shall be reauthorized for FY2026; 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.

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

GENERAL OPERATING BUDGET

REVENUES	AMENDED ORD2042	CHANGES	AMENDED ORD2048
REVENUE SUB-CATEGORY			
4010 - R/E TAX REVENUE	27,384,119	2,000,000	29,384,119
4030 - PERSONAL PROP TAX	1,385,868	11,000	1,396,868
4040 - PERSONAL PROP-INT/PENTALTY	40,000	42,500	82,500
4050 - LOCAL TAXES	4,650,000	889,000	5,539,000
4060 - OTHER LOCAL TAXES	2,047,576	(73,942)	1,973,634

4110 - LICENSES	734,850	(24,637)	710,213
4130 - PERMITS	505,445		505,445
4210 - FEDERAL GRANTS	1,082,980		1,082,980
4230 - STATE GRANTS	737,825	3,560	741,385
4250 - COUNTY GRANTS	386,642	(54,000)	332,642
4310 - GENERAL GOV'T SERVICE CH	169,797	1,905	171,702
4340 - SANITATION SERVICE CHGS	176,000		176,000
4350 - SERVICE CHARGE-HEALTH	10,000	(9,970)	30
4370 - FACILITY RENTALS	163,890	(19,410)	144,480
4411 - SWIMMING POOL FEES	124,510	19,410	143,920
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	165,000	282,000
4720 - RENTAL INCOME	18,963		18,963
4730 - CONTRIBUTIONS/DONATIONS	600		600
4740 - SALE OF PROPERTY	14,500	46,450	60,950
4750 - MISC REFUNDS AND REBATES	86,780	59,725	146,505
4761 - POLICE ACCT RECEIPTS	85,000		85,000
4790 - OTHER MISC REVENUES	458,247		458,247
4840 - FUND TRANSFER	1,188,247	(988,247)	200,000

**TOTAL
REVENUES**

\$44,562,289 \$2,068,344 \$46,630,633

**EXPENDITURES
DEPARTMENT**

	AMENDED ORD2042	CHANGES	AMENDED ORD2048
201 - CITY COUNCIL	122,513		122,513
205 - CLERK TO THE COUNCIL	243,333		243,333
210 - MAYOR	639,079	(83,775)	555,304
215 - CITY ADMINISTRATOR	679,268		679,268
220 - ELECTIONS	27,445		27,445
225 - BUDGET & PERSONNEL SVCS	1,230,403	4,800	1,235,203
235 - COMMUNICATIONS	701,304		701,304
240 - ECONOMIC & COMMUNITY DEV	1,032,943	(200,000)	832,943
244 - SUSTAINABILITY PROGRAMS	62,532	1,905	64,437
250 - INFORMATION TECHNOLOGY	2,860,863		2,860,863
270 - COMMUNITY PROMOTION	163,831		163,831
280 - GROUNDS MAINTENANCE	945,518	(58,565)	886,953
281 - JOSEPH R. ROBISON - LAUREL MUNICIPAL CENTER	197,616	34,100	231,716
284 - PUBLIC WORKS FACILITY	144,126	9,565	153,691
285 - ROBERT J. DIPIETRO COMMUNITY CENTER	188,869	9,025	197,894
286 - ARMORY COMMUNITY CENTER	108,561	1,290	109,851
287 - LAUREL MUSEUM	20,000	4,585	24,585
288 - GUDE LAKEHOUSE	32,300		32,300
289 - MAIN ST. POOL MAINTENANC	85,570		85,570
290 - LPD FACILITY	326,621		326,621
291 - GREENVIEW DR REC COMPLEX	49,280		49,280
292 - P&R MAINTENANCE FACILITY	49,150		49,150

293 - GUDE HOUSE	58,841		58,841
294 - CRAIG A. MOE LAUREL MULITSERVICE CENTER	188,171		188,171
301 - POLICE	13,109,424	(90,000)	13,019,424
320 - FIRE MARSHAL & PERMIT SV	861,358		861,358
325 - OFFICE OF EMERGENCY MGT	728,452		728,452
326 - CRAIG A. MOE LAUREL MULTISERVICE CENTER PROGRAMS	563,417	(100,000)	463,417
401 - PUBLIC WORKS ADMIN	691,207		691,207
410 - AUTOMOTIVE MAINTENANCE	1,180,819	14,165	1,194,984
415 - WASTE COLLECTION	1,196,135	49,800	1,245,935
420 - RECYCLING	353,009		353,009
425 - HIGHWAYS & STREETS MAINT	1,272,735	(49,800)	1,222,935
430 - SNOW REMOVAL	123,155		123,155
435 - STREET LIGHTING	268,970	34,620	303,590
440 - ENGINEERING&TECH SERVICES	253,898	(34,620)	219,278
445 - TRAFFIC ENGINEERING	156,637	(50,000)	106,637
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	(175,000)	81,996
535 - GUDE LAKEHOUSE PROGRAMS	25,598		25,598
550 - SENIOR SERVICES	275,021		275,021
650 - PRINCIPAL	1,595,527	(122,602)	1,472,925
651 - INTEREST	81,438	122,602	204,040
652 - RETIREMENT	2,369,530	650,000	3,019,530
654 - PROPERTY INSURANCE	526,251	(105,000)	421,251
655 - BONDING INSURANCE	27,000		27,000
656 - EMPLOYEE INSURANCE	4,018,467	278,975	4,297,442
657 - MISC FINANCING USES	611,789	1,853,414	2,465,203
658 - SPECIAL TAXING DISTRICT	300,000	65,300	365,300
659 - ARPA USE	920,000		920,000
810 - EMPLOYEE TRAINING	162,091	3,560	165,651
820 - EMPLOYEE TUITION	14,071		14,071
TOTAL EXPENDITURES	\$44,562,289	\$2,068,344	\$46,630,633

CAPITAL IMPROVEMENT PROGRAM

PROJECT	AMENDED ORD2042	CHANGES	AMENDED ORD2048
ALL OTHER PROJECTS	\$23,875,635		\$23,875,635
FLEET	3,102,764	100,000	3,202,764
ENVIRONMENTAL	163,477	100,614	264,091
NON-DESTRUCTIVE PAVEMENT EVAL	4,586	50,000	54,586
SAFETY ACTION PLAN	0	112,800	112,800
CHERRY LANE BIKEWAY	0	50,000	50,000
LED STREETLIGHTS	64,185	75,000	139,185
MASTER PLAN	25,000	50,000	75,000
LPD DISPATCH FURNITURE REPL	0	90,000	90,000

MAJOR FACILITY MAINT	671,470	225,000	896,470
7701 SANDY SPR RD	147,898	100,000	247,898
HVAC REPL	2,465,000	400,000	2,865,000
ANDERSON'S CORNER PARK	0	300,000	300,000
PARK IMPRV	289,595	200,000	489,595
TOTAL CIP	\$30,809,610	\$1,853,414	\$32,663,024

PASSED this _____ day of _____, 2025.

ATTEST:

SARA A. GREEN, CPM, MMC
City Clerk

KYLA M. CLARK
President of the City Council

APPROVED this _____ day of _____, 2025.

KEITH R. SYDNOR
Mayor



CITY OF LAUREL, MARYLAND

Item 7.

ORDINANCE NO. 2049

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

WHEREAS, the City has been awarded grants since the adoption of the FY2026 General Operating Budget and CIP; and those grants must be appropriated; and

WHEREAS, there were unanticipated changes for the Laurel Police Department (LPD) sidearms replacements and electronic control device upgrade replacements for which additional funding is needed in the budget; 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.

GENERAL OPERATING BUDGET

<u>REVENUE SUBCATEGORY DESCRIPTION</u>	<u>ADOPTED FY2026</u>	<u>CHANGES</u>	<u>AMENDED ORD2049</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	780,792	17,200	797,992
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	45,000	150,130	195,130
4790 - OTHER MISC REVENUES	487,474		487,474
4840 - FUND TRANSFER	1,256,784		1,256,784
TOTAL REVENUES	\$46,311,958	\$167,330	\$46,479,288

<u>DEPARTMENT EXPENDITURE SUMMARY</u>	ADOPTED FY2026	CHANGES	AMENDED ORD2049
201 - CITY COUNCIL	115,109		115,109
205 - CLERK TO THE COUNCIL	232,642		232,642
210 - MAYOR	666,392		666,392
215 - CITY ADMINISTRATOR	637,427	1,000	638,427
220 - ELECTIONS	88,090		88,090
225 - BUDGET & PERSONNEL SVCS	1,313,593		1,313,593
235 - COMMUNICATIONS	769,918		769,918
240 - ECONOMIC & COMMUNITY DEV	935,642		935,642
244 - SUSTAINABILITY PROGRAMS	80,527	16,200	96,727
250 - INFORMATION TECHNOLOGY	2,967,093		2,967,093
270 - COMMUNITY PROMOTION	157,299		157,299
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. DIPIETRO 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 MULTISERVICE CENTER-MAINTENANCE	301,298		301,298
301 - POLICE	14,176,939	150,130	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		521,550
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. DIPIETRO 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	252,689	
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	403,582	403,582	
658 - SPECIAL TAXING DISTRICT	350,000	350,000	
659 - AMERICAN RESCUE PLAN PROG	0	0	
810 - EMPLOYEE TRAINING	149,535	149,535	
820 - EMPLOYEE TUITION	16,955	16,955	
TOTAL EXPENDITURES	\$46,311,958	\$167,330	\$46,479,288

PROJECT	ADOPTED FY2026	CHANGES	AMENDED ORD2048
ALL OTHER PROJECTS	\$24,519,290		\$24,519,290
CHERRY LANE BIKEWAY	\$0	150,000	\$150,000
SAFETY ACTION PLAN	\$0	451,200	\$451,200
WILSON PARK PLAYGROUND REPL ENVIRONMENTAL PROGRAMS	\$0	224,246	\$224,246
	\$83,582	10,000	\$93,582
ANDERSON'S CORNER PARK	\$150,000	2,700,000	\$2,850,000
TOTAL CIP	\$24,752,872	\$3,535,446	\$28,288,318

PASSED this _____ day of _____, 2025.

ATTEST:

SARA A. GREEN, CPM, MMC
City Clerk

KYLA M. CLARK
President of the City Council

APPROVED this _____ day of _____, 2025.

KEITH R. SYDNOR
Mayor



CITY OF LAUREL, MARYLAND

ORDINANCE NO. 2050

TEXT AMENDMENT NO. 269

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 20-6.13, "TABLE OF RESIDENTIAL USES," AND SECTION 20-22.73, "BODY ART ESTABLISHMENTS".

Sponsored by Councilman James Kole.

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 ("Code") including all requirements for development within the City; and

WHEREAS, the Mayor and City Council desire to implement certain 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 Unified Land Development Code shall be and hereby are amended as follows:

Section 20-6.13. "Table of Residential Uses:

Uses	P-I	R-5	R-55	R-20	R-T	R-30	R-18	R-10	R-H	R-MD
Tourist home (f)-(k)	X	A	A	A	A	A X	A X	A X	X	A

(k) A tourist home shall comply with the following:

- (1) Must be located within a single-family dwelling (attached or detached) a ~~single-family dwelling (one-family detached)~~ that is the permanent residence of the owner.

~~(5) Only one (1) tourist home is permitted per city street.~~

- (6) ~~The owner may not rent the tourist home for a period less than three (3) days between visitor stays.~~

Sec. 20-22.73. Body art establishments:

Body piercing. The penetration or puncturing of the human skin by any method for the purpose of inserting jewelry or other objects in or through the body or portion thereof. ~~Body piercing does not include the piercing of the outer perimeter or the fatty lobe part of the ear using a pre-sterilized single-use stud and clasp ear piercing system. The piercing of any other part of the ear or the use of any other procedure shall be considered body piercing.~~

(5) *Health and sanitary requirements.* Each body art establishment shall comply with the following requirements:

- (a) There must be a separate work area for each artist, and a separate waiting area for ~~potential and waiting~~ customers.

- (c) ~~The~~ Each separate work area must have a access to a clean sink and basin, with running cold and hot water, separate from the bathroom, and not accessible by potential and waiting customers in the waiting area.
- (d) ~~The room(s) in which tattooing is done~~ Each separate work area shall be have an area of not less than one hundred (100) square feet in area. If the work areas are in an open area (i.e., not enclosed by walls and a door), each separate work area shall be separated on all sides by a wall or other opaque separation, such as a curtain, which shall be at least six feet (6') in height. All walls, doors, and other separations shall be of a color on which blood or other bodily fluids can be easily visible. The walls or other separations, doors, floors and ceilings for each work area shall have an impervious, smooth and washable surface, and floors shall not be carpeted. The room must Each working area shall be constructed in a manner of, or separated by, materials that allows easy cleaning, and (ie, walls and ceilings must be light in color and the floors in the working areas shall must not be carpeted(because it absorbs blood)).

- (f) Each person performing body art ~~shall must~~ have his or her their own worktables, chairs, and their own set of cabinets for instruments, dyes and/or single-use articles, none of which shall be shared by any other person. ~~Each workspace shall be no less than 6'x6' and a minimum of (100) square feet. If the working area is an open layout, distance between clients shall be no less than 8ft apart,~~

and a minimum 6' tall by 6' long mobile divider or partition wall must be available for client privacy. This wall must be made of a smooth and washable surface.

- (g) The furnishings in the establishment (worktables, countertops and chairs) shall ~~must~~ be made of non-absorbent, corrosive-resistant, and smooth material that is easily sanitized. All tables and other equipment shall be painted or finished in ~~a light color~~ color on which blood or other bodily fluids can be easily visible, with a smooth, easily washable finish. ~~and shall be separated from waiting customers or observers by a panel at least six (6) feet high or by a door.~~ Worktables, counters, sinks and chairs must be sanitized with a bactericidal solution after each client.

- (i) Before starting a tattooing/piercing procedure, the person performing the tattoo/piercing procedure must first remove all watches, bracelets and rings and inspect ~~his or her~~ their hands for hangnails, cuts and sores. All cuts and sores must be bandaged, and fingernails trimmed, before tattooing or piercing. The person shall then ~~wash his/her hands thoroughly with antibacterial soap and water, using a hand brush,~~ properly sanitize hands based upon the current CDC guidelines before starting to tattoo or pierce. Hands shall be dried with ~~a blow drier or an individual single-use towel.~~
- (j) Persons with diarrhea, vomiting, fever, ~~or~~ rash, or skin infections, or under the influence of alcohol or drugs, shall not perform body art (tattooing or piercing) procedures.
- (k) No tattooing or piercing shall be done on any skin surface that has a sunburn, rash, pimples, boils or infections or manifests any evidence of any other unhealthy condition, including, without limitation, skin conditions such as Psoriasis and Eczema. Artists shall ~~must allow~~ require at least thirty (30) days healing time between the time that such skin condition was first observed by the artist and proceeding with tattooing or piercing continuing work on the same body-tattoo area, but any such tattooing or piercing shall only be done when there is no longer any visible sign of a skin condition.
- (l) A separate bin certified to contain hazardous waste only shall ~~must be~~ located in each separate work area ~~workplace of~~ within the body art establishment. ~~Do not dispose of household waste shall not be disposed of~~ in this bin. There shall ~~must also~~ be a separate waste bin for household (non-hazardous) waste in the waiting area and within each work area. Hazardous waste and sharps (being any devices with a sharp point or edge that can puncture or cut the skin) waste shall not be placed in the household waste bin. Another separate bin exclusively for sharps, being a puncture-resistant and leak-proof disposal container made of durable plastic, metal or fiberglass with a securely-fitting lid that accepts sharps, but prevents hands from entering said container, ~~shall must be~~ located in each separate work area ~~place of~~ within the establishment. ~~The bin for sharps must be solidly built, have puncture resistant and leak-proof walls, and must have a narrow mouth and be sealable~~ The sharps bin shall ~~must be~~

conspicuously marked as such. Hazardous and sharps waste ~~shall must be~~ collected and disposed of by a licensed medical waste disposal provider. The name and certification of the medical waste disposal provider shall must be provided to the eCity, and receipts of pickups shall be kept on file for inspection by the City, which may occur during any business hours purposes.

- (q) Markers used to draw designs onto the patron's broken skin shall must be single use only. a Alcohol based markers may can be used on unbroken skin.

- (s) Each artist shall inquire of each customer as to whether the customer has had any be made, and anyone giving a history of recent jaundice, or hepatitis, or other any other communicable diseases within the past six (6) months, and if any customer responds in the affirmative as to any such conditions or diseases, the customer shall not be tattooed or pierced.

- (t) ~~Single service or individual containers of dye or ink shall be used for each patron, and the container therefore shall be discarded immediately after completing work on a patron, and any dye in which the needles were dipped shall not be used on another person.~~ Any excess dye or ink during any tattooing procedure shall be removed from the skin with an individual sterile sponge or a disposable paper tissue which shall be used only on one (1) person, and then immediately discarded. After completing work on any person, the tattooed area shall be washed with sterile gauze or single use disposable towel, saturated with a green an environmental, anti-bacterial soap solution. or a seventy percent alcohol solution. The tattooed area shall be allowed to dry, and a sterile gauze bandage, drylok pad, or Dderm-type dressing shall then be fastened to the tattooed area with adhesive.

- (x) During work, tattoo or piercing artists ~~shall must~~ wear clean and single-use barrier-protective protection and gloves to avoid contact and exchange of body fluids. The single-use, barrier-protective gloves and barrier protection shall must be changed after each patron, and also when immediately, if they are punctured or cut during a procedure on any patron. Used gloves and barrier protection shall be discarded thrown away in the hazardous waste bin.

- (y) Employees shall wear ~~barrier protection~~ single-use, barrier-protective gloves whenever handling hazardous and sharps waste.

- (bb) Hazardous and sharps waste must be collected and disposed of by a licensed medical waste disposal provider. Documented pick up of hazardous waste shall be required to pass annual inspection.

- (6) *Records.* Each tattoo and/or piercing establishment shall maintain permanent records for each patron. Before the tattooing or piercing operation begins, the patron shall be required to personally ~~to~~ enter on a record form provided for such

~~establishments purposes the date of the procedure, his or her name, his or her address, his or her age, and his or her signature. Proof of legal name and age shall must be verified by government-issued or state issue photo ID, such as driver's license or passport. The records~~ Each patron shall also provide written certification that the patron has not had any jaundice or hepatitis or any communicable diseases within the past six (6) months, and if so, the month(s) and year(s) date of such jaundice, or hepatitis or any communicable diseases. Such records shall be maintained in the establishment, and shall be available for examination by ~~the~~ any City representative during any business hours. Such records shall be maintained by the tattoo/piercing establishments for a period of not less than ~~two~~ three (32) years. ~~M~~ All minors (being any individual under the age of eighteen (18)) must always shall be required to be accompanied by their parent or legal guardian, and said have a parent or legal guardian shall be required to be present at all times during the procedure, parent Each employee of the body art establishment shall be presumed to have known whether a patron is a minor, and thus if any such employee shall have any doubt about the age of a patron, he or she shall require a government-issued photo ID, such as a driver's license or passport, to confirm whether or not the patron is a minor. Any such record shall also be kept by the establishment for at least a period of three (3) years.

~~s must have a valid Government or State Issued Photo ID along with an Original Birth Certificate (or certified copy with raised seal), not a copy, for the minor. School ID or Government or State Issued ID for the minor are encouraged. Proof of these should be kept in file as well and able to be given to a Health Inspector at any time if so inquired.~~

- (8) *Pigments and dyes.* All pigments and dyes used in tattooing must be from bulk, commercially packaged ~~single-use~~ containers only. Pigments and dyes ~~shall must~~ be stored in an area away from toilets or other areas with potentially high contamination levels. All pigments, dyes, colors and any other material used in tattooing and piercing shall be sterile and free from bacteria, virus particles and noxious agents and substances, and the pigments, dyes and colors used from stock solutions for each patron shall be placed in a single-service receptacle, and such receptacle and the remaining solution shall be discarded after use on each patron.

~~(10) *Certain persons prohibited on premises.* No establishment shall permit any person under the age of eighteen (18) years to enter upon or remain on the premises. Unless the person is accompanied by an adult who is a patron of the body art establishment and the person is located in a room separate from the room and/or area in which body art is being performed and is supervised by an adult. A State or Federally issued photo identification shall be required for all patrons of a body art establishment.~~

(10) Persons prohibited from being pierced. It shall be unlawful to pierce the following:

(a) Any person under the age of 18 without a parent or guardian present, with proper documentation, as described outlined above.

(b) Any person under the influence of alcohol, drugs, or controlled dangerous substances.

(c) Any genital or sex organ piercing under the age of 18, regardless of parental consent. This includes nipples and genitals of any kind.

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

PASSED this _____ day of _____, 2025.

ATTEST:

SARA A. GREEN, CPM, MMC
City Clerk

KYLA CLARK
President of the City Council

APPROVED this _____ day of _____, 2025.

KEITH R. SYDNOR
Mayor