

**STAFF REPORT FOR
MONDAY, APRIL 24, 2017
MAYOR AND TOWN COUNCIL OF SYKESVILLE**

7:00 PM CALL TO ORDER:

7:05 PM PUBLIC CONCERNS:

7:10 PM MINUTES: May 8, 2017 and May 15, 2017

7:15 PM REPORTS:

- Public Safety Report
- Council Committee Reports
- Main Street Association Report

7:30 PM ANNOUNCEMENTS:

- First Friday Block Party, June 2, 6 P.M. to 9 P.M. This month has a Summer Kick Off Block Party along Main Street
- Gate House Presentation, June 8, 7 P.M. to 8:30 P.M. Gate House Curator Jack White will give a presentation at the Town House on aspects of life in Sykesville 100 years ago
- Sykesville Cinema, June 10, the movie will begin at dusk. This month's movie is *Ferris Bueller's Day Off*
- Farmers' Market and Little Sykes Railway on Sundays from 9 A.M. to 1 P.M.

7:35 PM OPEN SESSION:

CONSENT AGENDA:

The Council will not discuss the agenda items and will vote on the Consent Agenda in the form of one motion. However, *before making a motion*, Mayor Shaw will ask if any of the Council Members request the removal of an item from the Consent Agenda for separate consideration.

Motion to adopt the Consent Agenda (which consists of the following items—not necessary to read each one):

Consent Agenda:

1. **Award contract for Linear Trail Widening, Reconstruction, and Repairs to DSM Properties, LLC in the amount of \$56,021.**

Bids were opened on May 12, 2017. There were five bids received. Mark Onheiser, Special Projects Coordinator, recommends the contract be awarded to DSM Contracting, a division of DSM Properties, LLC, in the amount of \$56,021. DSM proposed full trail replacement to 5 feet rather than one foot of widening and overlay. Given the state of the current trail, Mark believes it will be a longer

term fix to reconstruct the trail from the base up. DSM also proposed ADA railings along the 5% slope, the use of reinforced concrete pipe for replacement instead of metal or poly. DSM also proposed to hand pave over the bridge due to weight restriction and age.

The Town was awarded a Community Parks and Playground grant in the amount of \$79,000 to complete this project. The grant also includes amenities such as benches, signage identifying species of trees, and improvements to the basketball court near Caracara Court. We have requested and received permission to make improvements at the basketball court along the Linear Trail instead. Those improvements were also included in this RFP.

2. Approval of Resolution NO. 2017-04 to apply for a Community Legacy Grant for a Façade Improvement Program in the amount of \$200,000.

As discussed at the May 8 meeting, this resolution is needed to apply for the Community Legacy Grant. Julie Della-Maria indicated at the last meeting that this will be a 50/50 matching grant for the Façade Grant Program, and the Community Legacy Grant will be in the amount of \$200,000.

3. Approval of FY 18 landscaping contract award to Beechfield Landscaping, Inc. in the amount of \$9,980.

During the FY 18 budget process, staff agreed to solicit quotes for other landscaping services. Two other companies were contacted, Seven Springs and BMS Lawn & Landscape LLC. Seven Springs responded with a proposal of \$8,136. While this is lower, it doesn't include mulching for Obrecht Road (\$642 included in Beechfield proposal). Seven Springs also indicated that after the first year contract, they may make adjustments in the price, if needed. Given this uncertainty for year two and given the long term relationship with Beechfield, Mark Onheiser recommends awarding the contract to Beechfield this year with the understanding that we will send this contract out to bid again for FY 19.

4. Designation of Mellor Avenue, College Avenue, and Maple Avenue as no parking

After complaints, these three streets were designated as no parking during the Art and Wine Festival. There was one spot where a sign wasn't placed and cars parked along these roads. During the first Farmers' Market, cars again parked along these streets, as they were not designated as no parking. This designation would be permanent and would require signs to be placed in yards. The homeowners were notified via flyer and were invited to attend this meeting.

Business

5. Introduction of the If I were Mayor Essay Contest Winner

Sykesville had one winner and two runners up in this contest! These students were chosen out of 2,181 other entries. The winner is Braeden Audlin from Freedom Elementary School. The two runners up are Jasmine Bada and Brandon Zahner, both from Freedom Elementary School.

Recommended Action: No action needed.

6. Introduction of Miller-Resources for Entrepreneurs, a service of Carroll Community College

Doug Howard will introduce Miller's services for Carroll County Entrepreneurs.

Recommended Action: No action needed.

7. Hawk Ridge Storm Water Management Facility Update – Carroll County Staff

The County has plans to retrofit both the Shannon Run and Hawk Ridge storm water management facilities and would also like to remove some of the material from the bottom of the facilities

The Carroll County Bureau of Resource Management will present their update on the Shannon Run/Hawk Ridge Storm Water Management Facility plans. The public is also invited for a tour of the project on June 6, 1:30 – 2 p.m.

Recommended Action: No action needed.

8. Sustainable Communities Designation Renewal

The Sustainable Communities Act of 2010 established a framework for reinvestment and revitalization of Maryland's existing communities creating a single, locally designated geographic focus area. The "Sustainable Communities" designation is intended to provide an efficient means of targeting scarce public and private resources for multiple State agency investments and prioritizations.

The application requires the Town to assess and set goals in the following areas: environment, economy, transportation, housing, quality of life, and land use/local planning. It may be desirable to get input from several stakeholder groups about goals in each area to create a unified community vision.

Council Staff Report
May 22, 2017

This designation is required to apply for and receive certain state funds, such as Community Legacy Funding. The Town must renew this designation every five years, and our current designation expires on July 25, 2017.

This renewal application provides an opportunity for local governments to update their existing SC action plan and report on the accomplishments made over the past five years. Through the renewal process, local governments can request additional technical assistance and highlight any areas from the original action plan for which progress must still be made.

Dawn Ashbacher, Town Manager, will provide an overview of where we are, request input about including other groups in the process of renewing our designation, and request at least one Council member to volunteer to be involved. An early draft provided by State interns is attached for your review.

Recommended Action: Input provided as needed.

8:30 PM RECESS:

8:35 PM CLOSED SESSION:

The meeting is proposed to be closed pursuant to the General Provisions of the Annotated Code of Maryland, Section 3-305(b): (1) To discuss the appointment, employment, assignment, promotion, discipline, demotion, compensation, removal, resignation, or performance evaluation of appointees, employees, or officials over whom it has jurisdiction; or any other personnel matter that affects one or more specific individuals; and (7) to consult with counsel to obtain legal advice on a legal matter.

- **Consult with Legal Counsel** – Warfield Contract Negotiations
- **Personnel** – Warfield Development Corporation Board member appointments – Confidential Personal Information
- **Consult with Legal Counsel** – Main Street Organization
- **Personnel** – Public Works Staffing – Confidential Personal Information

ADJOURNMENT: