

**STAFF REPORT FOR
MONDAY, JANUARY 23, 2017
MAYOR AND TOWN COUNCIL OF SYKESVILLE**

7:00 PM CALL TO ORDER:

7:05 PM PUBLIC CONCERNS:

7:10 PM MINUTES: January 9, 2017

7:15 PM REPORTS:

- Treasurer's Report
- Public Safety Report
- Council Committee Reports
- Main Street Association Report – including submission of an intent to apply for the Maryland Heart of the Civil War Heritage Area Program grant to fund two projects. These projects would be a history window, which would be at 7568 Main Street and will give an opportunity to people passing by a chance to experience Sykesville's rich and important history, projected to cost around \$4,500, and a bike rack that reflects the Town's overall aesthetic, projected to cost between \$2,500 and \$5,000. The grant application starts with an intent to apply for the grants, which is due by January 27, 2017. The grant application is not due until March.

7:30 PM ANNOUNCEMENTS:

- Warming Hearts and Hands, First Friday, February 3
- Ice Fest, February 4, 1 P.M. – 6 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. Approval of Town Employee pricing for rentals of the Tower at 50% the required rate.**

2. **Approval of FY 17 Budget Amendment authorizing the expenditure of \$174,505 for 714 Sandosky Road purchase to come from the Town's available cash fund balance.**

Background

1. **Approval of Town Employee pricing for rentals of the Tower**

There was an inquiry about employees renting the Tower above the Post Office at a reduced rate. The current rate for half a day for non-Town residents is \$150 and for Town residents it is \$100. There is a \$75 cleaning deposit that will remain the same. The proposal is to reduce an employee's price to 50% of what they would normally pay plus the \$75 cleaning deposit.

2. **FY 17 Budget Amendment for 714 Sandosky Road purchase**

The purchase of 714 Sandosky Road requires a budget amendment to transfer the funds from the Unrestricted Fund Balance. After considering the rent that has been paid already, the net budget amendment needed for the purchase is \$174,505. The Unrestricted Fund Balance after the deduction of the \$174,505 totals \$1,233,514.

Actual Rent Paid - July through December 2016	\$30,000
2nd Deposit paid to Chicago Title Insurance 7/13/16	\$5,000
Total Paid at Closing	\$150,967
1st Mortgage Payment Due 6/20/17	\$33,537
	\$219,505
Less Original Budget (9 months' rent @ \$5000 per month)	(\$45,000)

BUSINESS:

3. **FY 2018-2022 CIP Prioritization instructions.** This will be sent out by a separate email. Responses will be due by February 2.
4. **Introduction of Ordinance NO. 298 to amend, adopt and enact sections of the Town Code of Sykesville to amend sections 19-1 and 19-2 to increase compensation of the Mayor and members of the Town Council.** See the attached Ordinance.
5. **Main Street Program Goals**
As part of the discussions to clarify the structure of the Main Street program, the working group has asked the Mayor and Town Council to provide its objectives for the program. MTC members are asked to submit their top five desired outcomes from the Main Street program to the Town Manager (copy to Council President Leo Keenan) by January 31. These will be discussed at a future MTC meeting.

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 (7) to consult with counsel to obtain legal advice on a legal matter.

- Consult with Legal Counsel – Warfield Contract Negotiations
- Consult with Legal Counsel – Downtown Parking
- Consult with Legal Counsel – Main Street Organization
- Personnel – Main Street Program Coordinator – confidential personal information

ADJOURNMENT: