

**STAFF REPORT FOR
MONDAY, APRIL 10, 2017
MAYOR AND TOWN COUNCIL OF SYKESVILLE**

7:00 PM CALL TO ORDER:

7:05 PM PUBLIC CONCERNS:

7:10 PM MINUTES: March 27, 2017

7:15 PM REPORTS:

- February Treasurer's Report
- Public Safety Report
- Council Committee Reports
- Main Street Association Report

7:30 PM ANNOUNCEMENTS:

- At the March 27 Mayor and Town Council meeting, Julie Della-Maria was appointed as the Main Street Coordinator, Ian Cornelius-Rommel was appointed as a full-time Maintenance Worker, and Jeff Sandosky and Kevin Rommel were appointed as part-time Maintenance Workers
- Budget Workshop – April 11
- Voter Registration closes on April 14. . Registration forms may be picked up at the Sykesville Town House, at Carroll County Board of Elections or on the website at <http://ccgovernent.carr.org/ccg/electionboard>
- The Candidate Forum will be held on April XX. It will be broadcast by the Community Media Center.
- Spring Cleaning Day will be April 29. Please place your items for pickup curbside on the night of Friday, April 28. Appliances will be picked up on Monday, May 1.
- Election Day is May 2

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 Resolution NO. 2017-03 setting the parking impact fee at the**

current level

This was discussed at the February 27 meeting with the approval of the ordinance allowing the Mayor and Town Council to set the parking impact fee by resolution. Because the ordinance wiped out the current parking impact fee, it was recommended to adopt a resolution setting the parking impact fee at the current level until the Mayor and Town Council is ready to adjust the fee.

2. Authorization to spend up to \$3,500 for a survey of the 714 Sandosky Road property.

This was brought to attention at the last meeting after the RFP was issued. Dawn Ashbacher requested an estimate for surveying the property, and received one estimate for approximately \$3,400. The Town recently received a refund of \$3,000 for taxes paid at settlement for 714 Sandosky that will be used to help cover this cost.

Business

3. Nominations for Mayor

Important things to announce:

- PLEASE SPEAK CLEARLY SO THE TOWN CLERK CAN RECORD THE NECESSARY INFORMATION
- The person making the nomination must give their name and address
- The person seconding the nomination must give their name and address
- The nominated candidate must provide their address
- Announce – acceptance of the nomination must be given to the Town Clerk by the end of the April 10 Mayor and Town Council meeting.

4. Nominations for Council Members

Important things to announce:

- PLEASE SPEAK CLEARLY SO THE TOWN CLERK CAN RECORD THE NECESSARY INFORMATION
- The person making the nomination must give their name and address
- The person seconding the nomination must give their name and address
- The nominated candidate must provide their address
- Announce – acceptance of the nomination must be given to the Town Clerk by the end of the April 10 Mayor and Town Council meeting.

Recommended Action: Once the nominations are completed, please take a brief recess to allow Kerry to distribute nomination packages

5. Discussion of Candidate Forum and Dates

The candidate forum was held last election. It was broadcast on the CMC channels. Possible dates for this year are April 17, 18, 19, 20, and 21.

Recommended Action: Determine if there is interest in holding a candidate forum and multiple dates that would work for everyone involved.

6. Introduction of Ordinance NO. 300 - FY 18 Operating and Capital Budget and Tax Rate

Mayor Shaw will introduce the FY 2018 Operating and Capital Budget and the latest FY 2018 – 2022 Capital Improvement Plan. This is the beginning of the budget adoption process. Council members will have a chance to ask questions and make alternative proposals over the next several weeks. The budget worksheet with the detail is attached. The budget adopted by ordinance will be at the department level.

The Mayor's proposed budget has the Tax Rate remaining the same at \$0.35 per \$100 of Real Property Assessments. However, the assessable base will increase by 2.5% resulting in \$38,210 of additional revenue to the Town. This must be advertised to the public. The Personal Property tax rate is also proposed to remain the same at 2.5 times the rate for real property or \$0.875 per \$100 of assessed property value.

Budget Schedule:

April 10 – Public Hearing on the FY 18 Operating and Capital Budget and 2018-2022 Capital Improvement Plan.

Public Hearing on Proposed Real Property Tax Rate-- ***The real property tax rate must be set at this hearing, or at a later time if the day, time, and location the tax rate will be set is announced at the hearing***

April 11 (proposed) – Budget Work Session at 4:00 P.M. Mayor and Town Council input is requested as to whether or not this will work for those interested in attending.

April 24 – Adoption of the FY 18 Operation and Capital Budget and Tax Rate and approval of the 2018-2022 Capital Improvement Plan

Recommended Action: Announce that the public hearing for the FY 18 Operating and Capital Budget and the public hearing on the Proposed Real Property Tax Rate will be held on April 10.

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
- **Consult with Legal Counsel** – Maryland Historical Trust Review Process
- **Consult with Legal Counsel** – Farm and Home Environmental Issue
- **Personnel Updates** – Public Works and Main Street Coordinator – Confidential personal information

ADJOURNMENT: