

**STAFF REPORT FOR
MONDAY, JUNE 23, 2014
MAYOR AND TOWN COUNCIL OF SYKESVILLE**

CALL TO ORDER:

PUBLIC CONCERNS:

MINUTES: **May 27, 2014**

REPORTS: **Public Safety Report
Treasurer's Report - May
Council Committee Reports
Maryland Municipal League Conference Report**

ANNOUNCEMENTS:

- June 27, Town Volunteer Appreciation and Public Education Event
- A Farmers Market is being held every Sunday, 9- 1 on Baldwin's Drive.

OPEN SESSION:

1. **National Night Out** – Chief Spaulding and Ellen Dix
Chief Spaulding and Ellen Dix will give an update on plans for National Night Out on August 5.

Recommended Action: No action required

2. **Burkett Park** – Dawn Ashbacher
There were two questions related to the playground at Burkett Park. The first was, “Do many people use the Burkett Park playground?” To try to answer this question, the Town placed a sign at the playground asking for people to call the Town if they would miss the playground. Ten people called and said they would miss the playground.

The second was, “Is it cost effective to maintain the playground in its current location?” On May 27, 2014, the Mayor and Town Council, based on the information available at the time, did not think it was cost effective to spend \$6,000 to add mulch to the Burkett Park playground. Part of the high cost was due to the difficult location of the playground. The Mayor and Town Council preferred that playground remain closed while the design of the park is reviewed. However, after that, some members of the public were upset about the park remaining closed.

Recommended Action: Authorize application for the FY 2015 State Highway Administration Recreational Trails grant for \$20,000 with a Town match of \$4,000.

5. Resolution NO. 2014-05 and Resolution NO. 2014-06 to apply for two Community Legacy Grants – Ivy Wells and Dawn Ashbacher

The Town would like to apply for two Community Legacy grants. One is for \$75,000 for improvements to Baldwin's Station. The second one is for \$350,000 to purchase and stabilize 7610 Main Street. The Mayor and Town Council may want to discuss the implications of purchasing 7610 Main Street and whether or not it will support the ongoing operational costs.

Recommended Action: Action as determined by Mayor and Town Council.

6. MD 851 Streetscape Concept Update and Pedestrian Lighting – Dawn Ashbacher

The State Highway Administration is providing concept funding to develop a streetscape plan along MD 851. This is in advance of state, county and Town cooperation on constructing or enhancing stormwater and other utility infrastructure along MD 851. In order to better integrate the different design elements, SHA would like to know whether the Town of Sykesville desires pedestrian lighting as part of the MD 851 project, and if so, from where to where along MD 851. For example, it could be from the bridge to Springfield Avenue. In addition, for SHA to start the design, it would be helpful if the Town can share information about the preferred light fixture and the extent of pedestrian lighting work to be completed by SHA. More information will be provided on Monday night.

Recommended Action: Action as determined by Mayor and Town Council.

7. Resolution NO. 2014-04, State of Maryland Retirement System, Employer Pickup Program – Dawn Ashbacher

Staff recommend that the Town participate in the Maryland State Retirement Pickup Program. Participation in this program allows the employer to withhold mandatory employees' retirement contributions on a pre-tax basis for federal income tax purposes. This program does not change Maryland income tax treatment.

Recommended Action: If in agreement, motion to approve Resolution No. 2014-04

8. Designation of Retirement Coordinator – Dawn Ashbacher

The Town appointing authority must designate a Retirement Coordinator for the Maryland State Retirement Agency. This must be done by the individual or unit of government that has the power to make appointments and terminate employment. Linda Quinn, Treasurer, is recommended as the Retirement Coordinator with Dawn Ashbacher, Town Manager, as the backup.

Recommended Action: Motion to authorize Mayor Shaw to appoint the Town's Retirement Coordinator and to make other appointments as necessary for the Maryland State Retirement Agency.

- 9. FY 2014 Year-End Adjustments – Dawn Ashbacher**
Dawn Ashbacher will present FY 2014 Year End Budget Adjustments.

Recommended Action: If in agreement, approve budget amendments presented.

- 10. Amendment of the Agreement of Sale and Purchase for Warfield and authorization for Mayor to execute Agreement Amendments – Mayor Shaw and Dennis Hoover, Town Attorney**
Mayor Shaw and Town Attorney Dennis Hoover will present a proposed amendment to the Agreement of Sale and Purchase for Warfield. The amendment relates to contracting services to help with revising the Town's Master Plan and Zoning Ordinance. In addition, the Mayor requests that he be authorized to execute Agreement amendments.

Recommended Action: If in agreement, authorize Mayor Shaw to execute amendments to the Agreement of Sale and Purchase for Warfield.

- 11. Authorization for Mayor Shaw to execute Program Open Space Release Documents – Dawn Ashbacher**
Request to authorize Mayor Shaw to execute the Consent and Release Agreement for the Town's Program Open Space Land Conversion. This is necessary before the Town's request can be forwarded up the chain for approval.

Recommended Action: Motion to authorize Mayor Ian Shaw to execute the Consent and Release Agreement for the Program Open Space Land Conversion.

RECESS:

CLOSED SESSION:

The meeting was proposed to be closed pursuant to the State Government Article of the Annotated Code of Maryland, Section 10-508(a) to discuss (1)(i) the appointment, employment, assignment, promotion, discipline, demotion, compensation, removal, designation, or performance evaluation of appointees, employees, or officials over whom it has jurisdiction, (ii) Any other personnel matter that affects one or more specific individuals.

- Personnel - Police Chief Contract - confidential personal information
- Personnel - Public Works vacancies - confidential personal information

ADJOURNMENT: