

**STAFF REPORT FOR  
MONDAY, MARCH 23, 2015  
MAYOR AND TOWN COUNCIL OF SYKESVILLE**

**7:00 PM CALL TO ORDER:**

**7:05 PM PUBLIC CONCERNS:**

**7:10 PM MINUTES:** March 9, 2015

**7:15 PM REPORTS:**

- Public Safety Report
- Treasurer's Report
- Council Committee Reports

**7:45 PM ANNOUNCEMENTS:**

- On March 9, in closed session, the Mayor and Town Council voted to change the job title of Economic Development/Main Street Coordinator to Director of Economic Development. He will be primarily responsible for Main Street programs.
- On Saturday, March 28, the Mayor and Town Council Retreat will be held at the Town House. The public is invited to attend. An overview of the agenda for the retreat will be presented.
- On April 13, by the end of the Mayor and Town Council meeting, acceptance of nomination are due.
- On Tuesday, April 21, at 7:00 p.m. there will be a Candidate Forum here at the Town House. The forum will consist of candidates running for office and the public is invited to attend and ask questions of the candidates. The Community Media Center will broadcast the forum live on their website and will televise it on channel 19. Local residents could submit questions as part of a live audience.

**7:50 PM BUSINESS:**

1. **Nominations for election of Council Members – Explain the nomination process--**
  - **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 13 Mayor and Town Council meeting.**
- **PLEASE GO SLOW SO THE TOWN CLERK CAN RECORD THE NECESSARY INFORMATION**
- **Ask for nominations for the 2 year Council Member position**
- **Ask for nominations for the 4 year Council Member position**
- **Announce – acceptance of the nomination must be given to the Town Clerk by the end of the April 13 Mayor and Town Council meeting.**

**Recommended Action: Once the nominations are completed, please take a recess so the nominees can receive the documents necessary to run for office.**

**2. Introduction of Ordinance NO. 290 - FY 2016 Operating and Capital Budget and Tax Rate and Introduction of FY 2016 – 2020 Capital Improvement Plan**

– Mayor Shaw will introduce the FY 2016 Operating and Capital Budget and the latest FY 2016 – 2020 Capital Improvement Plan. This is just the beginning of the budget adoption process. Council members will have a chance to ask questions and make alternative proposals over the next month. A Public Hearing on the FY 2016 Operating and Capital Budget and FY 2016 – 2020 Capital Improvement Plan will be held on Monday, April 13. It is anticipated the FY 2016 Operating and Capital Budget and FY 2016 – 2020 Capital Improvement Plan and will be approved on Monday, April 27.

**Recommended Action: No action required.**

**3. Introduction of Personnel Manual Change - Sick Leave Payout**

The State Retirement System allows participants to receive additional months of service credit based on unused sick leave days if they retire within 30 days of separating from employment. Currently, the Town pays employees 20 percent of the value of their sick leave when separating from employment with the Town. The Town Manager proposes changing the policy so that employees who qualify for additional service credit for retirement receive that benefit instead of the 20 percent payout.

**Recommended Action: No action required at this meeting.**

**4. Replacement of Cooper Park Wall in FY 2015**

The Cooper Park playground is in need of a significant amount of engineered wood fiber this spring. The MTC indicated support for funding the replacement of the playground wall in FY 16. It makes better sense to replace the wall first and then add the fiber. Therefore, the Town Manager proposes that we replace the wall this spring with funds from the capital reserve and repay the capital reserve in FY 2016.

**Council Staff Report**  
**March 23, 2015**

**Recommended Action: Motion to authorize up to \$8,000 to replace the wall at Cooper Park with funding from the Capital Reserve with the Capital Reserve to be repaid in FY 2016.**

**9:00 PM Recess**

**9:05 PM CLOSED SESSION:**

The meeting is proposed to be closed pursuant to the State Government Article of the Annotated Code of Maryland, Section 10-508(a) (7) to consult with legal counsel to obtain legal advice on a legal matter.

- **Consult with Legal Counsel** – Third Amendment of the Warfield agreement of Sale and Purchase

**ADJOURNMENT:**