

**STAFF REPORT FOR
MONDAY, JULY 13, 2015
MAYOR AND TOWN COUNCIL OF SYKESVILLE**

7:00 PM CALL TO ORDER:

7:10 PM PUBLIC CONCERNS:

7:12 PM MINUTES: June 8, 2015 and June 26, 2015

7:15 PM REPORTS:

- Public Safety Report
- Council Committee Reports—Announce Commission and Committee Assignments as follows:
 - Historic District Commission—Stacy Link
 - Main Street Association—Leo Keenan
 - Parks and Recreation—Anna Carter
 - Planning Commission—Julia Betz
 - Streetscape Task Force—Chip Bleam and Chris True

7:45 PM ANNOUNCEMENTS:

- At the last meeting on June 8, in closed session, the Mayor and Town Council appointed Thomas Glinka as Customer Service Sales Associate at the Post Office and appointed Jenn Brzeczko as senior Customer Service Sales associate at the Post Office.

7:50 PM BUSINESS:

1. **Planning Commission appointment** – Mayor Shaw has met with Michael D. Scheiner and recommends appointing him to the Planning Commission, His is filling a vacancy until August and then being appointed for a full five-year term with an expiration date of August 31, 2020

Recommended Action: Make a motion to appoint Michael D. Scheiner to the Planning Commission with a term expiration date of August 31, 2020.

2. **Proposed Zoning Amendments**—Dawn Ashbacher, Town Manager, recommends adding additional conditional uses to the Local Business District to allow for micro-distilleries and establishments with a Class D liquor license.

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The current allowed Local Business permitted and conditional uses can be found at:

Chapter 180: Zoning
§ 180-61 Principal permitted uses.
<http://ecode360.com/6570543>

Chapter 180: Zoning
§ 180-62 Conditional uses.
<http://ecode360.com/6570563>

A Class D liquor license has no percentage of food requirements (to alcohol sales). Only Class B licenses for restaurants have a percentage requirement. A Class D license is unique. Only a few establishments in the county have it (two of which are in Town – Market Tavern and Cork & Bottle). A Class D License was designed specifically for taverns and expanded to boutique shops. It allows for on and off premise sales.

The manufacture and bottling of alcoholic beverages is currently a conditional use only allowed in our Restricted Industrial District.

Chapter 180: Zoning
§ 180-77 Conditional uses.
<http://ecode360.com/6570631>

Conditional uses must be approved by the Board of Zoning Appeals and additional conditions can be placed on an establishment to allow them the use they request.

Recommended Action: Motion to refer the proposed amendments to the Planning and Zoning Commission for a report and recommendation.

- 3. Community Parks and Playground Grant Ideas**—The FY 2017 Community Parks and Playground grant deadline is August 19.

Recommended Action: Provide ideas for the grant application.

- 4. Vantage Point/Spout Hill Stormwater Drainage Update** – Dawn Ashbacher will provide an update. When a project to reconstruct the Vantage Point storm drain channel was put out to bid in the spring of 2014, the bids ranged from \$78,750 – \$179,930. Public Works staff has been looking at alternative construction methods that would still be effective but that might reduce the cost. We have received *preliminary* estimates for the revised scope that range from \$36,000 - \$55,000. This does NOT include engineering costs. We also won't know the updated costs until we receive actual bids. The Town currently has about \$20,000 assigned for this project (exact number to be confirmed). If the Mayor and Town Council would like to re-bid the project using a revised scope, the

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Town Manager requests additional funds to be authorized to be spent from the Town's reserves.

Please also note that it is anticipated that stormwater enhancements along Central Avenue and Springfield Avenue in the next five – ten years will help to mitigate a significant amount of the flow to this channel. Preliminary estimate for the cost of those enhancements is around \$200,000.

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

- 5. Town/County Agreement** –The Town/County Agreement sets a County tax rebate to Carroll County municipalities. The formula for this rebate is based on the services the municipalities provide that the County consequently does not have to provide. There are no substantive changes from last year. Please note the 60-day requirement for notification if requesting annexation of property. A copy is attached for review.

Recommended Action: Authorize the Mayor to sign the FY 2016 Town/County Agreement

- 6. Authorization to apply for Community Legacy and Strategic Demolition and Smart Growth Impact Funds**—Steven Colella, Director of Economic Development, is requesting authorization to apply for \$200,000 in Community Legacy Funding to continue the Façade Improvement Program. The Town received \$50,000 in FY 2014 to start a façade improvement program that set up a matching program. For every dollar a property owner spent, the grant matched it with a dollar up to \$5,000.

Dawn Ashbacher requests authorization to apply for Strategic Demolition and Smart Growth Impact Funds in the amount of \$770,000 to acquire property. More information about this project will be provided in closed session.

Recommended Action: Motion to authorize the Mayor to sign Resolution 2015-01 authorizing the Town to apply for Community Legacy Funding. Other action as determined by the Mayor and Town Council.

- 7. Authorization of Expenditures for Lexington Run Stormwater Management Facility**
– Dawn Ashbacher, Town Manager will discuss the cost to clear the trees from this facility which is at the corner of Kalorama and Jennifer Way.

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

9:00 PM Recess

9:05 PM CLOSED SESSION:

The meeting is proposed to be closed pursuant to the State Government Article of

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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, or (ii) Any other personnel matter that affects one or more specific individuals, and (7) to discuss to consult with legal counsel to obtain legal advice on a legal matter.

- **Consult with Legal Counsel** – Acquisition of Schoolhouse Road property
- **Consult with Legal Counsel** – Potential litigation – Stormwater Management
- **Personnel Appointment** – Confidential Personal information

ADJOURNMENT: