

**STAFF REPORT FOR
MONDAY, JANUARY 11, 2016
MAYOR AND TOWN COUNCIL OF SYKESVILLE**

7:00 PM CALL TO ORDER:

7:05 PM PUBLIC CONCERNS:

7:10 PM WELCOME: Dawn will introduce members from the Cable Regulatory Commission and the Community Media Center to discuss the Comcast Cable Franchise Agreement.

Carroll County and the municipalities in the County gran a franchise for Comcast to provide cable services to their residents. These entities created the Carroll Cable Regulatory Commission (CCRC) to administer the franchise. The franchise fee is five percent of gross revenues. Of this 5%, 2% is used to fund the Community Media Center (CMC) operations.

The Community Media Center broadcasts five channels:

Channel 18--Carroll Community College,
Channel 19—Public Access Television;
Channel 21—Carroll County Public Schools;
Channel 23—Town and Community (BROADCASTS MTC MEETINGS
AND OTHER TOWN EVENTS; and
Channel 24—Carroll County Government.

The franchise agreement is normally for ten years, although the current one was issued in 2000 and has been extended year by year from 2010 until now.

The Carroll Media Center has some questions and concerns about the proposed franchise. The Cable Regulatory Commission has responded to those concerns. Please see the attached letter from CMC and info from the CRCC. Also attached are a copy of the Agreement and a Summary Comparison between the current contract and the proposed contract for your reference.

The anticipated schedule is that on Thursday, January 14, 2016 the Cable Regulatory Commission will hold a public hearing at 6:00 pm in the Ronald Regan room. The results of that hearing will be forwarded to all town and county elected officials.

The CCRC is waiting for each jurisdiction to approve the contract prior to the CCRC's February 11, 2016 meeting, where the CCRC members will then vote to approve the contract if we are so directed by the jurisdictions. CMC is requesting a 90-day extension. Dennis Hoover also serves as counsel for the CMC.

Council Staff Report
January 11, 2016

7:40 PM MINUTES: December 14, 2015

7:45 PM REPORTS:

- Public Safety Report
- Council Committee Reports

8:15 PM ANNOUNCEMENTS:

- February 6, Ice Fest and Black Ice Gala – The Ice Fest is a free event and will be held on Main Street from 9 am to 5 pm. There will be an ice rink for skating, food, and live ice sculpting. The Black Ice Gala will be held on the same day from 7 to 10 pm. under a tent in the Town House parking lot. The fee is \$75 per couple that will include a cash bar, heavy hors-d'oeuvres and music.

8:20 PM BUSINESS:

1. **Introduction Ordinance NO. 294 – Maintenance of Roadside Vegetation and Trees** - At the last meeting on December 14, Mayor Shaw introduced this Ordinance and it was suggested that staff look into other jurisdictions to find out what height limit for trees are. Mayor Shaw will present the ordinance tonight and request comments from residents and the Council. If satisfactory, the Public Hearing for this Ordinance will be scheduled, possibly as soon as Monday, January 25, 2016.

Recommended Action:

2. **Alcohol approval** – Steven will request the Mayor and Town Council approval for alcohol use at the Black Ice Gala on February 6. The Gala will be held in the Town House parking lot.

Chapter 43 Alcoholic Beverages

<http://ecode360.com/6569022>

Recommended Action: If in agreement, make a motion to approve the use of alcohol at the Black Ice Gala on February 6.

3. **Overview of the budget process** - Dawn Ashbacher will present the budget process and schedule for FY 17. The process includes both capital and operating budgets.

Council Staff Report
January 11, 2016

January 25	Present FY 2017-2021 Capital Improvement Plan (CIP) requests
February 1	MTC CIP priorities due
February 8	Present FY 2017-2021 CIP priorities
February 22	FY 16 Mid-Year Operating Adjustments
March 21	Mayor introduces FY 17 budget
April 11	Public Hearing—FY 17 Capital Improvement and Operating Budget
April 25	Adoption of FY FY 17 Capital Improvement and Operating Budget
May 20ish	Tax rates due to County

Recommended Action:

4. **2016 Mayor and Town Council retreat** – Dawn Ashbacher will review possible dates and topics for the upcoming 2016 Mayor and Town Council retreat.

Recommended Action:

9:00 PM Recess

9:35 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. (3) to consider the acquisition of real property for a public purpose and matters directly related to the acquisition, and (7) to consult with counsel to obtain legal advice.

- **Consult with Legal Counsel** – Warfield Development and Property Acquisition
- **Personnel** – Staffing updates – confidential personal information

ADJOURNMENT: