



**MEETING OF  
UNIVERSITY PARK MAYOR AND COMMON COUNCIL  
UNIVERSITY PARK ELEMENTARY SCHOOL  
4315 UNDERWOOD STREET  
7:30 P.M.**

**October 20, 2008  
REGULAR SESSION**

**1. CALL TO ORDER: Mayor Tabori**

**Present:** Mr. Lucas, Mr. DeSaussure, Mr. Dudinsky, Ms. Fischer, Ms. Mallino, Ms. McPherson (arrived during agenda item 5)  
**Excused:** Ms. Winton  
**Absent:** None

**2. PLEDGE OF ALLEGIANCE** was led by Ms. Fischer.

**3. APPROVAL OF THE AGENDA**

**Moved by:** Ms. Fischer  
**Yea:** 5

**Seconded by:** Mr. DeSaussure  
**Nay:** 0                      **Abstain:** 0

**4. APPROVAL OF MINUTES: October 6, 2008 Meeting**

**Moved by:** Mr. Lucas  
**Yea:** 4

**Seconded by:** Mr. DeSaussure  
**Nay:** 0                      **Abstain:** 1 (Mallino)

**5. DEMATHA STREAM PROJECT UPDATE**

Mr. Rick Reeves of Dematha Catholic High School addressed the Council and the Mayor to report on the work accomplished on the Dematha Stream project. Mr. Reeves is the chair of the Science Department and an environmental toxicologist.

Mr. Reeves said the project started in January 2008. There are four test sites, located in the stream near the Presbyterian Church in University Park, at Queens Chapel Road and University Park Elementary School, in Northwest Branch, and at Toledo Road. The testing is conducted by students and Dr. Susan Bright, who recently retired from AFIS. The sites are tested twice a week; all sites are sampled at least once a week. Testing measures include water temperature, ph,

dissolved oxygen, turbidity, nitrates, phosphorus, e.coli, and bacterial tests indicative of the presence of sewage or animal waste. Rainfall is also recorded. On February 28, 2008 there was such a massive reading of bacteria that it exceeded the count threshold. This typically occurs after a period of drought followed by rain, which washes pollutants into the creek. The testing will continue until April 2009. Once the study is completed, a copy of the data will be provided to the Town. The students will prepare a presentation that the Town council and residents will be invited to.

The total cost of the project is \$7000, of which the Town of University Park contributed \$1000.

## 6. PERMIT APPLICATIONS

### A. APPLICATION TO INSTALL DRAINAGE PIPES (Boucard, 6706 Baltimore Ave.) Ward 3

Mr. Boucard addressed the Council and the Mayor. Mayor Tabori provided background information on the difficulty Mr. Boucard has had in obtaining a permit from the Prince George's County permit office. Mayor Tabori explained the difficult topography of Mr. Boucard's property, which contributes to the drainage problems he is experiencing. Mr. Dudinsky asked if the water could be discharged to the street [Route 1], not onto Town property in the alleyway. Mayor Tabori and Ms. Mallino discussed the history of drainage problems along the alleyway and the attempts by the Town to install a drainage system, going back to 1991.

**Motion:** To approve the installation of 2 PVC drainpipes set in concrete (20 feet long, 8" diameter) on Lot 40, Block 15 at 6706 Baltimore Avenue. There was a Stop Work Order issued on October 1, 2008 after Mr. Boucard had installed the pipes that would direct water onto Town property and possibly on a neighbor's property. Both the Mayor and Town Engineer inspected the site and informed Mr. Boucard that he would need to stop work, provide the Town with plans showing how and where the pipes would be installed, get a County permit, and pay a \$100 review fee. Mr. Boucard came into full compliance and then applied for a Town permit.

Moved by: Mr. DeSaussure  
Yea: 6

Seconded by: Ms. McPherson  
Nay: 0                      Abstain: 0

## 7. PUBLIC COMMENT

None.

## 8. MAYOR'S REPORT/DEPARTMENT REPORTS – Mayor John Rogard Tabori

Mayor Tabori reported on his observations from attending a meeting earlier this afternoon on transportation planning in the area. The most serious issue facing University Park is that there are no plans to widen or otherwise modify US Route 1 to alleviate traffic. As a consequence,

surrounding public transportation agencies are looking into ways to improve bus service. Current bus service has 40 minute breaks in service and no continuous service.

Mayor Tabori touched on the planning for Halloween evening. Chief Wynnyk will speak more on that topic a little later in the meeting.

Mr. DeSaussure raised the issue of the sinkhole problem at 7108 Wells Parkway. He had sent Mayor Tabori an email on Sunday, October 19 seeking the Town's file on the issue and asked when he might expect a reply from the Mayor. Mr. DeSaussure said his expectation was that Mayor Tabori would reply within a day to acknowledge an email sent to him. Town Attorney Ms. Ferguson replied to Mr. DeSaussure, and said the letter on file concerning this area of the drainpipe system had been supplied to Mr. DeSaussure. Prince George's County has accepted responsibility for the public systems from WSSC. The County considers the ditch to be a separate issue from the storm drain. Public Works Director Mr. Beall said that the County has applied a temporary patch and has taken responsibility for applying a permanent patch to the areas affected by the sinkholes. The County may need to run an inspection camera through the drain to determine the extent of the problem.

#### **A. REPORT OF TOWN TREASURER – Daniel R. Baden, C.P.A.**

Mr. Baden reviewed the budget report. The Town audit has been completed and the auditors are preparing their final report. The Town's portion of the property tax has been received from the County and deposited in the Town's account. Refer to attachment 8A at the end of this report.

#### **B. REPORT ON POLICE DEPARTMENT ACTIVITIES- Chief Michael Wynnyk**

Chief Wynnyk said that several unlocked cars have had items stolen from them. Ward 1 has experienced a stolen car as well as a breaking & entering.

Chief Wynnyk briefed the Council and the Mayor on the plans for Halloween night safety. The Monster Mash event will be held at UPES. Chief Wynnyk expressed concerns about closing streets in the community. The safest approach will be to keep the children on the sidewalks. Traffic cones and barrels will be placed in intersections to encourage drivers to slow down.

Refer to attachment 8B at the end of this report.

#### **C. REPORT ON THE DEPARTMENT OF PUBLIC WORKS – Mickey Beall, Director**

Mr. Beall said that the County will apply a permanent repair to the sinkhole at 7108 Wells Parkway in the spring.

Pepco has been responding more rapidly to replace burned-out street lights.

The e-cycling event took place on Saturday, October 18. A 26-foot box truck was filled completely with e-cycling materials. The event was very well attended by the community. Mr.

Beall recommended that the Town conduct the event twice a year, in October and in April. Town residents turned in 17 televisions as part of the event; residents paid \$8 per television for disposal.

Refer to attachment 8C at the end of this report.

**D. REPORT OF TOWN ATTORNEY – Suellen M. Ferguson, Esq.**

Attorney Ferguson did not have any items to report. Mr. Lucas noted that work has resumed on the garage on 40<sup>th</sup> Ave.

**9. CONSENT AGENDA**

**Motion:** To approve the following consent agenda.

**Moved by:** Ms. Mallino  
**Yea:** 6

**Seconded by:** Ms. McPherson  
**Nay:** 0                      **Abstain:** 0

**A. REPAIR FRONT STEPS  
(Richardson/Kehoe, 4309 Sheridan Street) Ward 1**

**10. CONTINUING BUSINESS**

**A. BUDGET TRANSFER- RECYCLING Second Reading**

**Motion:** To approve/disapprove the transfer of up to \$3,600 from unreserved funds to public works- recycling W5 to meet additional expenses associated in the delay in implementing single stream recycling.

**Moved by:** Ms. Mallino  
**Yea:** 6

**Seconded by:** Mr. Lucas  
**Nay:** 0                      **Abstain:** 0

**B. A-76 DISCUSSION – Councilmember Dudinsky**

Mr. Dudinsky introduced the topic of A-76 (see attachment 10B at the end of this report). Mr. DeSaussure shared his observations about the potential benefits of outsourcing refuse collection. Ms. Mallino said that there would be no objection to a cost analysis of the potential benefits of outsourcing; she conducted this type of analysis for both the Town of University Park and the City of Hyattsville. Ms. Fischer raised concerns about the cost analysis capturing the full

spectrum of the activities carried out by the Public Works Department, in order to have a true comparison and analysis.

Mr. Lucas expressed his thoughts on the topic of outsourcing – there are major risks in terms of service and quality. Mayor Tabori agreed that a cost analysis would be beneficial. He noted that an A-76 review looks at three cost components – direct, opportunity, and external – as well as market stability for the vendors of the services. Mayor Tabori said that Mr. Baden could analyze the direct costs, and Mr. Baden and Mayor Tabori together could assess the opportunity costs.

Mr. Dudinsky suggested the A-76 streamlined process be applied to the analysis. He focused on the area of refuse collection and recycling. Mr. Dudinsky said he would write up an RFQ for consideration by the Council. Town Attorney Ms. Ferguson asked for the opportunity to review the RFQ as well. Ms. Mallino noted that several municipalities in Montgomery County had gone through the process and suggested talking with them to learn from their experiences.

## **11. NEW BUSINESS**

### **A. PARKING WAIVER FOR RENTAL PROPERTY (Smith, 6912 Baltimore Avenue) Ward 5**

**Motion:** To approve/disapprove the application for an on-street, six-month parking waiver for up to three vehicles at 6912 Baltimore Avenue.

**Moved by:**  
**Yea:**

**Seconded by:**  
**Nay:**

**Abstain:**

Mr. DeSaussure and Town Attorney Ferguson discussed section 13-215 (a) of the Town Code, as it pertains to the authority to grant parking waivers. Mayor Tabori recommended that the rental committee meet with Attorney Ferguson and review the areas of the code that may require clarification and transformation.

Ms. Fischer expressed her concern about approving the waiver parking on the Mews between Oakridge and Route 1. Chief Wynnyk provided the background history of the issue of parking at this rental property. Attorney Ms. Ferguson and Chief Wynnyk said there may be a need to put resident-restricted parking signage throughout the Town.

**This motion is tabled until the November 3, 2008 Council meeting.**

### **B. PARKING WAIVER FOR RENTAL PROPERTY (Water Street Management, 4429 Underwood Street) Ward 3**

**Motion:** To approve the application for an on-street, six month parking waiver for up to three vehicles at 4429 Underwood Street. (At July 21 meeting, this waiver was granted for

three months at CM McPherson's request so she could investigate current parking conditions.)

Moved by: Ms. McPherson  
Yea: 6

Seconded by: Ms. Mallino  
Nay: 0                      Abstain: 0

**C. DECLARE PROPERTY SURPLUS**

**Motion:** To approve declaring a shotgun held by the police department surplus and authorize the Chief to dispose of it by any legal means.

Moved by: Ms. Mallino  
Yea: 6

Seconded by: Mr. DeSaussure  
Nay: 0                      Abstain: 0

**D. BUDGET TRANSFER- CABLE CAPITAL EQUIPMENT**

**Motion:** To introduce a motion to transfer \$1,600 from Cable Capital Equipment Reserved- Designated Funds to A/C 6305-03 Computer to purchase a new computer for the police department that will be linked to the I-Net system.

Moved by: Ms. Mallino  
Yea: 6

Seconded by: Mr. Lucas  
Nay: 0                      Abstain: 0

**12. ADJOURNMENT** *(Please return tables and chairs to their original places as requested by the school. Thank you)*

Submitted by: \_\_\_\_\_  
                            **John Rogard Tabori**  
  **Mayor**

## ATTACHMENT 8A: REPORT OF TOWN TREASURER

	<u>Jul - Sep 08</u>	<u>Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>
<b>Income</b>				
<b>General Fund Revenues</b>				
<b>I - Taxes</b>				
4000-00 · Real Estate Tax Revenue	150,903.83	1,902,000.00	(1,751,096.17)	7.93%
4005-00 · Business Personal Property Tax	4,748.21	45,000.00	(40,251.79)	10.55%
4010-00 · Penalties & Interest on Taxes	(4.02)	2,000.00	(2,004.02)	(0.2%)
4020-00 · State Income Tax	<u>20,917.10</u>	<u>475,000.00</u>	<u>(454,082.90)</u>	<u>4.4%</u>
<b>Total I - Taxes</b>	<b>176,565.12</b>	<b>2,424,000.00</b>	<b>(2,247,434.88)</b>	<b>7.28%</b>
<b>II - State Shared</b>				
4015-00 · Highway Users	3,298.70	142,000.00	(138,701.30)	2.32%
4025-00 · Police Protection	11,567.00	46,500.00	(34,933.00)	24.88%
4030-00 · Bank Stock	<u>0.00</u>	<u>10,257.00</u>	<u>(10,257.00)</u>	<u>0.0%</u>
<b>Total II - State Shared</b>	<b>14,865.70</b>	<b>198,757.00</b>	<b>(183,891.30)</b>	<b>7.48%</b>
<b>III - County</b>				
4055-00 · Landfill Rebate	<u>0.00</u>	<u>6,250.00</u>	<u>(6,250.00)</u>	<u>0.0%</u>
<b>Total III - County</b>	<b>0.00</b>	<b>6,250.00</b>	<b>(6,250.00)</b>	<b>0.0%</b>
<b>IV - Licenses &amp; Permits</b>				
4075-00 · Cable TV Franchise Payments	0.00	24,000.00	(24,000.00)	0.0%
4076-00 · Cable TV - Capital Equipment	0.00	13,500.00	(13,500.00)	0.0%
4080-00 · Building Permits & Fees	<u>374.30</u>	<u>2,000.00</u>	<u>(1,625.70)</u>	<u>18.72%</u>
<b>Total IV - Licenses &amp; Permits</b>	<b>374.30</b>	<b>39,500.00</b>	<b>(39,125.70)</b>	<b>0.95%</b>
<b>V - Miscellaneous</b>				
4170-00 · Red Light Camera	2,425.00	30,000.00	(27,575.00)	8.08%
4085-00 · Accident Reports	6.00			
4090-00 · Tennis/Auto Stickers	30.00			
4095-00 · Rental License Fees	10,230.00	15,000.00	(4,770.00)	68.2%
4100-00 · Fines - Police	310.00	4,500.00	(4,190.00)	6.89%
4105-00 · Vehicle Release	200.00	2,500.00	(2,300.00)	8.0%
4120-00 · Interest Income	4,427.44	37,500.00	(33,072.56)	11.81%
4150-00 · Revenue -Miscellaneous	0.16	1,000.00	(999.84)	0.02%
4155-00 · Revenue - Recycling	5,096.25	9,000.00	(3,903.75)	56.63%
4160-00 · Sale of Asset	<u>3,000.00</u>			
<b>Total V - Miscellaneous</b>	<b>25,724.85</b>	<b>99,500.00</b>	<b>(73,775.15)</b>	<b>25.85%</b>
<b>VI - Prior Year's Surplus</b>				
	<u>0.00</u>	<u>1,183,826.00</u>	<u>(1,183,826.00)</u>	<u>0.0%</u>
<b>Total General Fund Revenues</b>	<b><u>217,529.97</u></b>	<b><u>3,951,833.00</u></b>	<b><u>(3,734,303.03)</u></b>	<b><u>5.51%</u></b>
<b>Total Income</b>	<b>217,529.97</b>	<b>3,951,833.00</b>	<b>(3,734,303.03)</b>	<b>5.51%</b>

Expense

General Government

I - Personnel - Gen Govt

A Salaries - General Government

6105-01 · General Government - Reg	23,157.62	115,000.00	(91,842.38)	20.14%
6106-01 · General Government - OT	0.00			
6108-01 · General Government - Sick	823.44			
6109-01 · General Government - Vacation	<u>2,524.64</u>			
<b>Total A Salaries - General Government</b>	<b>26,505.70</b>	<b>115,000.00</b>	<b>(88,494.30)</b>	<b>23.05%</b>

B - Payroll Tax & Benefits - GG

6600-01 · Life Insurance - Employee - GG	81.00			
6605-01 · Health Insurance - GG	3,940.19			
6610-01 · Payroll Taxes - GG	2,408.63	34,300.00	(31,891.37)	7.02%
6615-01 · 401(k) Retirement - GG	1,461.28			
6625-01 · Unemployment Insurance - GG	<u>3.93</u>			
<b>Total B - Payroll Tax &amp; Benefits - GG</b>	<b>7,895.03</b>	<b>34,300.00</b>	<b>(26,404.97)</b>	<b>23.02%</b>

<b>Total I - Personnel - Gen Govt</b>	<b>34,400.73</b>	<b>149,300.00</b>	<b>(114,899.27)</b>	<b>23.04%</b>
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II - Operating - Gen. Government

6000-01 · ADA (Interpreters)	0.00	500.00	(500.00)	0.0%
6005-01 · Accounting & Auditing	4,533.75	6,500.00	(1,966.25)	69.75%
6015-01 · Building Maintenance	1,349.60	15,000.00	(13,650.40)	9.0%
6020-01 · Building Utilities	1,688.73	10,000.00	(8,311.27)	16.89%
6025-01 · Cable	0.00	7,500.00	(7,500.00)	0.0%
6030-01 · Clerk (Recorder)	625.00	3,500.00	(2,875.00)	17.86%
6035-01 · Housing Inspector	5,336.51	21,500.00	(16,163.49)	24.82%
6050-01 · Elections	44.46	2,500.00	(2,455.54)	1.78%
6052-01 · Emergency Response	0.00	500.00	(500.00)	0.0%
6055-01 · Engineering Services	6,300.00	20,000.00	(13,700.00)	31.5%
6060-01 · Government Studies	0.00	2,000.00	(2,000.00)	0.0%
6063-01 · Fire Dept Donation	0.00	9,000.00	(9,000.00)	0.0%
6064-01 · IT Costs	1,733.89	14,000.00	(12,266.11)	12.39%
6065-01 · Insurance	24,699.00	35,000.00	(10,301.00)	70.57%
6070-01 · Legal Advertisement	0.00	1,000.00	(1,000.00)	0.0%
6075-01 · Legal Fees	4,492.23	20,000.00	(15,507.77)	22.46%
6080-01 · Travel	2,242.32	12,000.00	(9,757.68)	18.69%
6085-01 · Memberships and Dues	4,756.86	5,000.00	(243.14)	95.14%
6090-01 · Newsletter	7,535.00	26,000.00	(18,465.00)	28.98%
6095-01 · Office Expenses	2,070.53	21,500.00	(19,429.47)	9.63%
6099-01 · PTA Donation	0.00	5,000.00	(5,000.00)	0.0%
6110-01 · Small Equipment	0.00	4,000.00	(4,000.00)	0.0%
6115-01 · Telephone	1,942.80	11,200.00	(9,257.20)	17.35%
6130-01 · Website	<u>2,681.20</u>	<u>3,000.00</u>	<u>(318.80)</u>	<u>89.37%</u>
<b>Total II - Operating - Gen. Government</b>	<b>72,031.88</b>	<b>256,200.00</b>	<b>(184,168.12)</b>	<b>28.12%</b>

<b>IV - Transit</b>				
6125-07 · Transit - Call-A-Bus	6,132.47			
6126-01 · Transit - Salaries	6,373.43	59,000.00	(52,626.57)	10.8%
6610-07 · Payroll Tax - Transit	508.13			
6625-07 · Unemployment Insurance - Trans	9.18			
<b>Total IV - Transit</b>	<b>13,023.21</b>	<b>59,000.00</b>	<b>(45,976.79)</b>	<b>22.07%</b>
<b>Total General Government</b>	<b>119,455.82</b>	<b>464,500.00</b>	<b>(345,044.18)</b>	<b>25.72%</b>
<b>Police &amp; Public Safety</b>				
<b>I - Police &amp; PS - Personnel</b>				
<b>A - Salaries - P &amp; PS</b>				
6344-03 · Police - Vacation	6,752.28			
6345-03 · Police - Regular	89,713.09	493,000.00	(403,286.91)	18.2%
6346-03 · Police - OT	8,204.56			
6348-03 · Police - Holiday	1,279.38			
6349-03 · Police - Sick Plan	2,098.20			
<b>Total A - Salaries - P &amp; PS</b>	<b>108,047.51</b>	<b>493,000.00</b>	<b>(384,952.49)</b>	<b>21.92%</b>
<b>B - Payroll Tax &amp; Benefits - PS</b>				
6600-03 · Life Insurance - Employee - PS	323.34			
6605-03 · Health Insurance - Police & PS	18,776.21			
6610-03 · Payroll Taxes - Police & PS	8,524.78	189,860.00	(181,335.22)	4.49%
6615-03 · 401(k) Retirement - Police & PS	4,804.57			
6625-03 · Unemployment Insurance - PS	13.11			
<b>Total B - Payroll Tax &amp; Benefits - PS</b>	<b>32,442.01</b>	<b>189,860.00</b>	<b>(157,417.99)</b>	<b>17.09%</b>
<b>Total I - Police &amp; PS - Personnel</b>	<b>140,489.52</b>	<b>682,860.00</b>	<b>(542,370.48)</b>	<b>20.57%</b>
<b>II - Police &amp; PS - Operating</b>				
5303-03 · Citations	1,065.22	10,000.00	(8,934.78)	10.65%
6300-03 · Bike Patrol	0.00	200.00	(200.00)	0.0%
6302-03 · Accreditation	0.00	3,000.00	(3,000.00)	0.0%
6305-03 · Computer	0.00	900.00	(900.00)	0.0%
6315-03 · Police Supplies - Expendable	1,017.22	5,000.00	(3,982.78)	20.34%
6320-03 · Gasoline	4,835.21	22,000.00	(17,164.79)	21.98%
6325-03 · Medical Exams	385.00	2,000.00	(1,615.00)	19.25%
6327-03 · MILES Computer	0.00	1,800.00	(1,800.00)	0.0%
6329-03 · Mobile Data Terminals	431.36	6,000.00	(5,568.64)	7.19%
6330-03 · Meetings, Publications & Travel	251.44	3,200.00	(2,948.56)	7.86%
6340-03 · Radio Maintenance	33.99	3,000.00	(2,966.01)	1.13%
6350-03 · Small Equipment - Police	0.00	7,000.00	(7,000.00)	0.0%
6351-03 · Uniforms				
6360-03 · Uniform Cleaning	0.00	6,000.00	(6,000.00)	0.0%
6365-03 · Uniform Purchase	322.69			
<b>Total 6351-03 · Uniforms</b>	<b>322.69</b>	<b>6,000.00</b>	<b>(5,677.31)</b>	<b>5.38%</b>

6355-03 · Training	796.40	3,000.00	(2,203.60)	26.55%
6370-03 · Vehicle Maintenance	<u>1,301.81</u>	<u>8,500.00</u>	<u>(7,198.19)</u>	<u>15.32%</u>
<b>Total II - Police &amp; PS - Operating</b>	<b>10,440.34</b>	<b>81,600.00</b>	<b>(71,159.66)</b>	<b>12.8%</b>
<b>III - Police &amp; PS - Cap. Outlay</b>				
6342-03 · Radios - New	0.00	20,000.00	(20,000.00)	0.0%
6335-03 · Police Car	<u>0.00</u>	<u>25,050.00</u>	<u>(25,050.00)</u>	<u>0.0%</u>
<b>Total III - Police &amp; PS - Cap. Outlay</b>	<b>0.00</b>	<b>45,050.00</b>	<b>(45,050.00)</b>	<b>0.0%</b>
<b>Total Police &amp; Public Safety</b>	<b>150,929.86</b>	<b>809,510.00</b>	<b>(658,580.14)</b>	<b>18.65%</b>
<b>Public Works</b>				
<b>I - Personnel - PW</b>				
<b>A - Salaries - PW</b>				
6545-05 · Mechanic	14,008.71			
6550-05 · Public Works	80,518.49	581,000.00	(500,481.51)	13.86%
6551-05 · Public Works - OT	96.63			
6552-05 · Public Works - DT	0.00			
6553-05 · Contract Labor	775.00			
6554-05 · Public Works - Sick	8,839.49			
6555-05 · Public Works - Vacation	<u>7,952.91</u>			
<b>Total A - Salaries - PW</b>	<b>112,191.23</b>	<b>581,000.00</b>	<b>(468,808.77)</b>	<b>19.31%</b>
<b>B - Payroll Tax &amp; Benefits - PW</b>				
6600-05 · Life Insurance - Employee -PW	486.00			
6605-05 · Health Insurance	37,505.13			
6610-05 · Payroll Taxes - PW	8,457.75	262,620.00	(254,162.25)	3.22%
6615-05 · 401(k) Retirement - PW	6,725.57			
6625-05 · Unemployment Insurance - PW	<u>0.00</u>			
<b>Total B - Payroll Tax &amp; Benefits - PW</b>	<b>53,174.45</b>	<b>262,620.00</b>	<b>(209,445.55)</b>	<b>20.25%</b>
<b>Total I - Personnel - PW</b>	<b>165,365.68</b>	<b>843,620.00</b>	<b>(678,254.32)</b>	<b>19.6%</b>
<b>II - Operating - Parks &amp; Rec</b>				
6225-02 · Park Bridge - Replacement	0.00	80,000.00	(80,000.00)	0.0%
6200-02 · Park Activities	151.49	6,000.00	(5,848.51)	2.53%
6203-02 · UPCA Grant	5,000.00	5,000.00	0.00	100.0%
6209-02 · Tennis Courts	0.00	5,000.00	(5,000.00)	0.0%
6210-02 · Tree Maintenance	7,075.00	12,500.00	(5,425.00)	56.6%
6215-02 · Tree Replacement	0.00	10,000.00	(10,000.00)	0.0%
6220-02 · Upkeep of Park	159.29	10,000.00	(9,840.71)	1.59%
6230-02 · Playing Field Maintenance	1,500.00	10,000.00	(8,500.00)	15.0%
6245-02 · Historic District Signs	48.86			
6250-02 · Azalea Classic	<u>0.00</u>	<u>3,000.00</u>	<u>(3,000.00)</u>	<u>0.0%</u>
<b>Total II - Operating - Parks &amp; Rec</b>	<b>13,934.64</b>	<b>141,500.00</b>	<b>(127,565.36)</b>	<b>9.85%</b>

<b>III - Operating - Streets</b>				
6410-04 · Snow Removal Supplies	0.00	5,000.00	(5,000.00)	0.0%
6415-04 · Street Lighting Upgrades	0.00	5,000.00	(5,000.00)	0.0%
6420-04 · Street Lights	6,617.59	42,000.00	(35,382.41)	15.76%
6425-04 · Street Repairs	359.64	25,000.00	(24,640.36)	1.44%
6435-04 · Street Trees - Replacement	0.00	10,000.00	(10,000.00)	0.0%
6440-04 · Street Tree - Maintenance	7,415.00	20,000.00	(12,585.00)	37.08%
6450-04 · Traffic Calming	<u>0.00</u>	<u>10,000.00</u>	<u>(10,000.00)</u>	<u>0.0%</u>
<b>Total III - Operating - Streets</b>	<b>14,392.23</b>	<b>117,000.00</b>	<b>(102,607.77)</b>	<b>12.3%</b>
<b>IV - Operating - Gen./Sanit</b>				
6546-05 · Travel & Dues	0.00	3,000.00	(3,000.00)	0.0%
Uniforms				
6570-05 · Uniform Purchases	216.60			
6575-05 · Uniform Rental	<u>1,358.44</u>	<u>12,000.00</u>	<u>(10,641.56)</u>	<u>11.32%</u>
<b>Total Uniforms</b>	<b>1,575.04</b>	<b>12,000.00</b>	<b>(10,424.96)</b>	<b>13.13%</b>
6500-05 · Gasoline	5,039.73	35,000.00	(29,960.27)	14.4%
6505-05 · Landfill	8,484.84	75,000.00	(66,515.16)	11.31%
6510-05 · Landfill - Compost (MD Environ)	1,629.50			
6515-05 · Medical Exams	140.00	1,000.00	(860.00)	14.0%
6530-05 · Pest Control	0.00	15,000.00	(15,000.00)	0.0%
6535-05 · Recycling Costs	2,379.00	1,000.00	1,379.00	237.9%
6540-05 · Recycling - Appliances (Univ)	400.00			
6560-05 · Tools, Supplies & Equipment	1,312.88	10,000.00	(8,687.12)	13.13%
6580-05 · Vehicle Maintenance	11,970.99	40,000.00	(28,029.01)	29.93%
6585-05 · Work & Storage Space	<u>4,155.00</u>	<u>38,000.00</u>	<u>(33,845.00)</u>	<u>10.93%</u>
<b>Total IV - Operating - Gen./Sanit</b>	<b>37,086.98</b>	<b>230,000.00</b>	<b>(192,913.02)</b>	<b>16.13%</b>
<b>V - Capital Outlay - PW</b>				
6503-05 · Capital Equipment	<u>0.00</u>	<u>65,000.00</u>	<u>(65,000.00)</u>	<u>0.0%</u>
<b>Total V - Capital Outlay - PW</b>	<b>0.00</b>	<b>65,000.00</b>	<b>(65,000.00)</b>	<b>0.0%</b>
<b>Total Public Works</b>	<b>230,779.53</b>	<b>1,397,120.00</b>	<b>(1,166,340.47)</b>	<b>16.52%</b>
<b>Reserves &amp; Debt Service</b>				
<b>I. Unreserved - Designated</b>				
6600-08 · Vehicle Replacement	0.00	150,000.00	(150,000.00)	0.0%
6610-08 · Tree Replacement	<u>0.00</u>	<u>40,000.00</u>	<u>(40,000.00)</u>	<u>0.0%</u>
<b>Total I. Unreserved - Designated</b>	<b>0.00</b>	<b>190,000.00</b>	<b>(190,000.00)</b>	<b>0.0%</b>
<b>II. Reserved - Designated</b>				
6620-08 · Road & Sidewalk	0.00	350,000.00	(350,000.00)	0.0%
6630-08 · Cemetery	0.00	3,800.00	(3,800.00)	0.0%
6640-08 · Cable Capital Equipment	<u>0.00</u>	<u>71,000.00</u>	<u>(71,000.00)</u>	<u>0.0%</u>
<b>Total II. Reserved - Designated</b>	<b>0.00</b>	<b>424,800.00</b>	<b>(424,800.00)</b>	<b>0.0%</b>

<b>III. Debt Service</b>				
6045-01 · Debt Retirement - Bonds	0.00	94,500.00	(94,500.00)	0.0%
6046-01 · Debt Service - Interest	0.00	16,750.00	(16,750.00)	0.0%
6047-01 · Debt Service - Fees	<u>0.00</u>	<u>600.00</u>	<u>(600.00)</u>	<u>0.0%</u>
<b>Total III. Debt Service</b>	<b>0.00</b>	<b>111,850.00</b>	<b>(111,850.00)</b>	<b>0.0%</b>
<b>IV. Unreserved Funds</b>				
	<u>0.00</u>	<u>554,053.00</u>	<u>(554,053.00)</u>	<u>0.0%</u>
<b>Total Reserves &amp; Debt Service</b>	<b>0.00</b>	<b>1,280,703.00</b>	<b>(1,280,703.00)</b>	<b>0.0%</b>
<b>Total Expense</b>	<u>501,165.21</u>	<u>3,951,833.00</u>	<u>(3,450,667.79)</u>	<u>12.68%</u>
<b>Net Income</b>	<u>(283,635.24)</u>	<u>0.00</u>	<u>(283,635.24)</u>	<u>100.0%</u>

**Cash Balances**

Bank of America - General Fund	\$46,870.77
Bank of America - Payroll Account	34,210.74
MD Local Government Investment Pool	959,078.02
Employee Holiday Fund	15.00
Police Benevolence Fund	10,290.59
BB&T Bank - CD	4,042.91
Beautification Fund	232.00
Petty Cash	500.00
Soccer Field	458.98
Thomas Tree Fund	50.00
<b>Total</b>	<u><b>\$1,055,749.01</b></u>

## ATTACHMENT 8B: REPORT ON POLICE DEPARTMENT ACTIVITIES

### Police Information Crime Statistics (September 1<sup>st</sup> – 30<sup>th</sup>) 2008

#### Ward 1

#### Ward 2

#### Ward 3

*Theft* – On September 3, 2008 at 3:00pm in the 4400 block of Wells Parkway a male teenager was observed stealing a 20" boy's mountain bike. The resident pursued the suspect and recovered the bike abandoned at the end of the block near Baltimore Ave. The area was checked for the suspect with negative results.

*Vandalism to Auto*- Between September 13, 2008 8:00pm and September 14, 2008 10:00am in the 6600 block of 44<sup>th</sup> Ave. suspect/s damaged the front driver's side tire of a 2008 Subaru . No suspect/s was located. Investigation is on-going.

#### Ward 4

*Vandalism* – Between September 12, 2008 8:00pm and September 13, 2008 9:00am in the 4300 block of Woodberry St. suspect/s broke the front door glass of the residence. No suspect/s was located.

#### Ward 5

*Theft* – Between September 1, 2008 3:00pm and September 2, 2008 7:00pm in the 4300 block of Clagett-Pineway entered an unlocked garage and stole a 1996 Yamaha moped. No suspect/s was located. Investigation is on-going.

#### Ward 6

*Theft from Auto* – Between September 26, 2008 10:00pm and September 27, 2008 7:15am in the 4000 block of Underwood St. suspect/s entered an unlocked 1991 Honda, Accord and stole the registration card for the vehicle and also removed the vehicle registration sticker from the rear license plate. No suspect/s was located. Investigation is on-going.

*Vandalism to Auto*- On September 28, 2008 between midnight and 5:15am 6900 block of 40<sup>th</sup> Ave. suspect/s damaged the driver's side window frame and the passenger side door lock of a 1994 Mazda 626. No suspect/s was located. Investigation is on-going.

#### Ward 7

Contact the UPPD with tips regarding crimes. All information will be kept confidential

## ATTACHMENT 8C. REPORT ON THE DEPARTMENT OF PUBLIC WORKS

### Town of University Park Public Works Report October 20, 2008

1. **eCycling**—The eCycling event on Saturday was a great success. Residents who brought their items seemed to be informed about the variety of items that were acceptable. In all, we collected enough electronics, a/v components, batteries, and household electrical goods to fill a 26' box truck. We hope to establish semi-annual events each April and October.
2. **Street Lights**—Recently, we have had very good response from Pepco on reported street light outages. As of this report, we have been told all reported outages have been repaired.
3. **Storm Drain Management**—DPW-T was very responsive to an immediate hazard that developed on Wells Pkwy. A temporary repair was quickly completed and the permanent repair is scheduled for the spring.

## ATTACHMENT 10B – OMB CIRCULAR A-76 (EXCERPT)

A-76, formally known as Office of Management and Budget (OMB) Circular A-76 mandates that federal government agencies must do the following:

**4. Policy.** The longstanding policy of the federal government has been to rely on the private sector for needed commercial services. To ensure that the American people receive maximum value for their tax dollars, commercial activities should be subject to the forces of competition. In accordance with this circular, including Attachments A-D, agencies shall:

- a. Identify all activities performed by government personnel as either commercial or inherently governmental.*
- b. Perform inherently governmental activities with government personnel.*
- c. Use a streamlined or standard competition to determine if government personnel should perform a commercial activity. [See OMB Memorandum M-08-11 (February 20, 2008), number 4, when applying this provision.]*
- d. Apply the Federal Acquisition Regulation (FAR), 48 C.F.R. Chapter 1, in conjunction with this circular, for streamlined and standard competitions.*
- e. Comply with procurement integrity, ethics, and standards of conduct rules, including the restrictions of 18 U.S.C. § 208, when performing streamlined and standard competitions.*
- f. Designate, in writing, an assistant secretary or equivalent level official with responsibility for implementing this circular, hereafter referred to as the competitive sourcing official (CSO). Except as otherwise provided by this circular, the CSO may delegate, in writing, specified responsibilities to senior-level officials in the agency or agency components.*
- g. Require full accountability of agency officials designated to implement and comply with this circular by establishing performance standards in annual performance evaluations.*
- h. Centralize oversight responsibility to facilitate fairness in streamlined and standard competitions and promote trust in the process. Agencies shall allocate resources to effectively apply a clear, transparent, and consistent competition process based on lessons learned and best practices. Lessons learned and best practices resulting from a streamlined or standard competition process shall be posted on SHARE A-76!*
- i. Develop government cost estimates for standard and streamlined competitions in accordance with Attachment C using the COMPARE costing software. Agencies shall not use agency budgetary estimates to develop government cost estimates in a streamlined or standard competition.*
- j. Track execution of streamlined and standard competitions in accordance with Attachment B.*

*k. Assist adversely affected federal employees in accordance with 5 C.F.R. Parts 330 and 351. The statutory veterans' preference for appointment and retention (5 U.S.C. §§ 1302, 3301, 3302, 3502) applies to actions taken pursuant to this circular.*

*l. Not perform work as a contractor or subcontractor to the private sector, unless specific statutory authority exists or the CSO receives prior written OMB approval.*

In short, is the government employing people to provide services not “core”, if so, could be performed less expensively by private industry.

More information available at

[http://www.whitehouse.gov/omb/circulars/a076/a76\\_inlc\\_tech\\_corrections.pdf](http://www.whitehouse.gov/omb/circulars/a076/a76_inlc_tech_corrections.pdf)