



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

**December 20, 2010**  
**REGULAR SESSION**

**1. CALL TO ORDER: Mayor Pro Tem Margaret Mallino at 7:30 pm**

**Present:** Ms. Mallino, Mr. Lucas, Ms. Toscano, Mr. Carey, Ms. O'Connor, Ms. Bradley Chacón  
**Excused:** Mayor Tabori  
**Absent:** Ms. McPherson

Town employees in attendance: Police Chief Michael Wynnyk, Town Treasurer Daniel Baden, Town Attorney Suellen Ferguson

**2. PLEDGE OF ALLEGIANCE** was led by Ms. O'Connor

**3. APPROVAL OF THE AGENDA**

Agenda item 6, Presentation on Envista system for Town Hall, was removed from the agenda.

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

**Seconded by:** Ms. O'Connor  
**Nay:** 0                      **Abstain:** 0

**4. APPROVAL OF MINUTES: *December 6, 2010 Meeting***

Correction p. 5, agenda item 8B, motion: change from "...with the attendance concrete work in the Town of University Park." to "... with the *attendant* concrete work in the Town of University Park.

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

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

**5. PUBLIC COMMENT**

Mr. Carey shared the STEP-UP program's Volume 2, Issue #1 newsletter, which publicizes the January 22, 2011 STEP-UP meeting. The flyer will be included in the January edition of

the University Park newsletter. Mr. Lucas said he mentioned the program to Senator Paul Pinsky at a recent community meeting.

## 6. PRESENTATION ON ENVISTA SYSTEM FOR TOWN HALL

*This proposed item was removed from the agenda.*

## 7. DEPARTMENT REPORTS

### A. MAYOR'S REPORT- Mayor John Rogard Tabori

*None; Mayor Tabori was unable to attend this meeting.*

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

Chief Wynnyk distributed a handout of the November Crime Statistics report, which is included in these minutes as **Attachment 7B**.

Chief Wynnyk reported that one officer has resigned and taken a position with the Riverdale Park Police Department. Chief Wynnyk said the department is in the process of hiring two new police officers. He added that 35 portable radios and 25 mobile radios have been received from the County, and will be distributed to the Public Works Department, the Police Department, and the Town bus drivers. The second phase of distribution will place radios in the hands of the Citizens' Emergency Response Team (CERT) and volunteers. These radios were declared surplus from the County as part of the on-going program to convert all police communications to a new frequency band.

Chief Wynnyk reported that a preliminary speed study has been conducted on Adelphi Road. There were many instances of speeds in excess of the speed limit, including traffic moving at 65 and 70 miles per hour.

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

Mr. Baden reviewed the November treasurer's reports, which are included in these minutes as **Attachment 7C**.

Mr. Baden distributed proposed amortization tables for borrowing \$500,000 for 7 years at a 2.67% interest rate and for borrowing \$500,000 for 10 years at a 3.11% interest rate. The total interest for a 7 year amortization period would be \$51,500.18. The total interest for a 10 year amortization period would be \$85,620.20. In response to Ms. Mallino's questions, Mr. Baden said SunTrust Bank has locked in \$500,000 for University Park for 90 days starting on December 7, 2010, and that the \$500,000 amount to borrow was set by Mayor Tabori based on the street repair plan.

Ms. Mallino raised questions and concerns about infrastructure repairs. She said we do not yet know the reimbursement amount from Washington Suburban Sanitary Commission

(WSSC) or Washington Gas Light (WGL) for the road damages. She said there are looming issues with significant costs concerning bridge and park infrastructure. She said she was concerned about the impacts of a three year plan on the Town's reserves and the flexibility in programming funds.

Ms. Mallino said she had two concerns. The first was that the monies received from WSSC and WGL go specifically to the repairs for the roads dug up by those utilities. She said this would be doable under the three year repair plan. The second issue is that there is an outstanding issue in the Town Charter for bringing an ordinance to referendum. Ms. Mallino noted that the present wording in the Charter allows for two different methods for bringing ordinances to a vote. Ms. Mallino proposed that the request for proposal for the road repairs to be for the areas already disturbed by utility work, plus additional undisturbed roads. Town Attorney Ms. Ferguson explained how the request for proposal (RFP) for the road repair work would be released. Mayor Tabori has previously said he wanted the RFP to be released in the late January/early February timeframe. Attorney Ferguson said additional work could be added to the contract later for the same unit cost. Mr. Carey also discussed the points raised about the amount and timing of the paving work.

Ms. Mallino said she was not opposed to the road repair proposal. She said she wants to make very sure that the roads that get paved are the ones that must be paved. Attorney Ferguson, Mr. Carey, and Ms. Mallino discussed how to clean up the Town Charter to remove the ambiguity about carrying out votes on ordinances.

Ms. O'Connor asked Mr. Baden about the interest being paid on the loans. She noted that the cost of asphalt makes up 5% of the total cost of the contract. She asked if the interest on the \$500,000 was worth or offset by the projected increase in the cost of asphalt. Mr. Baden said this is somewhat difficult to calculate, as no one knows a priori what the asphalt prices will be. Ms. O'Connor said she thought the interest rate was high. Ms. Mallino and Mr. Carey discussed the details of the interest rates.

Attorney Ferguson requested that the motion to clean-up the referendum language in the Town Charter be separated out from the election language change. Ms. Bradley Chacón asked why the Council would hold the discussion on the Charter change at the same time as the bond hearing. Ms. Toscano said the combination was a matter of convenience in timing. Charter item 311E is going to be proposed for deletion. Attorney Ferguson noted that the Town's inclusion of a right to petition for a referendum in the charter is self-imposed; referendums are not required by state law.

**Motion:** To present the Charter change for referendum at the January 3, 2011 Council meeting.

**Moved by:** Ms. Toscano

**Seconded by:** Ms. Bradley Chacón

|                        |           |        |
|------------------------|-----------|--------|
| <b>Roll Call Vote:</b> | Mallino   | Yea    |
|                        | Lucas     | Yea    |
|                        | McPherson | Absent |
|                        | Carey     | Yea    |
|                        | Toscano   | Yea    |

O'Connor Yea  
Bradley Chacón Yea

Yea: 6

Nay: 0

Abstain: 0

Motion passes, 6 Aye to 0 Nay.

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

No report in addition to the discussions that already occurred.

**8. CONTINUING BUSINESS**

**A. UPDATE ON BELCREST PLAZA/LANDY PROJECT**

Nothing new to report.

**B. TOWN STREET REPAIR AND MAINTENANCE PLAN**

Covered under agenda item 7C.

**9. NEW BUSINESS**

**A. PARKING WAIVER RENEWAL FOR RENTAL PROPERTY  
(Schaper, 6701 Forest Hill Drive) Ward 6**

**Motion:** To approve the application for an on-street, six month parking waiver renewal for up to five vehicles at 6701 Forest Hill Drive.

**Moved by:** Ms. O'Connor  
Yea: 6

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

**B. DISCUSSION OF FUNDING FOR CHESAPEAKE BAY FOUNDATION GRANT**

*This agenda item was held over to the first meeting in January 2011.*

**10. ADJOURNMENT** at 8:45 pm.

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

## APPENDIX 7B. REPORT ON POLICE DEPARTMENT ACTIVITIES

### Police Information Crime Statistics (November 1<sup>st</sup> – 30<sup>th</sup>) 2010

#### Ward 1

#### Ward 2

*Stolen Auto* – Between November 3, 2010 11:30pm and November 4, 2010 10:00am in the 4000 block of Tennyson Rd. suspect/s stole a 1997 Honda, Civic that was parked on the road. No suspect/s has been located. Investigation is on-going.

#### Ward 3

#### Ward 4

*Theft from Auto* – On November 10, 2010 between 2:30am and 8:30am in the 4200 block of Van Buren St. suspect/s broke the right front door glass of a 2009 Chevrolet, Malibu and stole an I-pod music player and a pair of sunglasses. No suspect/s was located. Investigation is on-going.

#### Ward 5 -

*Theft*- On November 8, 2010 3:30pm and Midnight in the 6800 block of Baltimore Ave. one of the tenants had an Apple Laptop computer stolen from the common living room area of the residence. No suspect/s has been located. Investigation is on-going.

*Theft*- Between November 19, 2010 5:00pm and November 20, 2010 7:00pm in the 6800 block of Baltimore Ave. one of the tenants had cash stolen from a box on a bookshelf. The renter advised that whenever the landlord has workers in the residence, things are stolen. Investigation is on-going.

#### Ward 6

*Theft from Auto* – Between November 23, 2010 8:00pm and November 24, 2010 7:00am in the 4100 block of Beechwood Rd. suspect/s broke the driver side window of a 2011 BMW and stole a Garmin GPS unit. No suspect/s was located. Investigation is on-going.

*Robbery* – On November 19, 2010 at 9:30pm in the area of Beechwood Rd. and 40<sup>th</sup> Ave. as the victim was walking home from the bus stop on Belcrest Rd. he observed a small dark colored SUV swerve and stop abruptly next to him. The suspect pointed a silver knife at the victim and demanded his wallet. The victim complied. The suspect then fled back into the SUV which then fled toward Adelphi Rd. The victim ran home and called police. The victim was not injured in the incident. An area canvass was conducted by members of the Prince George's County Police, District I Robbery Suppression Team but was negative for witnesses or evidence. Area checks for the suspect vehicle were negative. The investigation is on-going.

*Theft*- Between November 29, 2010 4:00pm and November 30, 2010 5:00pm in the 6700 block of 40<sup>th</sup> Ave. suspect/s stole two delivered packages from the front porch of the residence. No suspect/s has been located. Investigation is on-going.

**Ward 7**

***Breaking and Entering-*** On November 29, 2010 between 7:00am and 9:50pm in the 4100 block of Woodberry St. the resident advised they were upstairs in the home throughout the evening and came downstairs at approximately 9:50pm and found a purse and keys missing from near the front door area and a laptop computer was missing from the den. They contacted the police and the UPPD responded and searched the premises. It was determined a suspect/s entered the home through an unlocked rear door and stole the items. The scene was checked for fingerprints and the neighborhood was canvassed for witnesses. No suspect was located at this time. The investigation is on-going.

\*\*Anyone with tips regarding crimes committed in University Park is encouraged to contact the UPPD. All information will be kept confidential.

Callers wishing to remain anonymous may call Crime Solvers at 1-866-411 TIPS (8477) OR text "PGPD plus your tip" to CRIMES (274637) on your cell phone OR go to <http://www.princegeorgescountymd.gov/police/> and submit a tip online.

**ATTACHMENT 7C.REPORT OF TOWN TREASURER**

**Town of University Park  
Treasurer's Report  
November 2010**

|  | <u>Nov 2010</u>   | <u>Jul - Nov 10</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        | 48,631.21         | 1,202,697.12        | 1,803,897.00        | (701,199.88)          | 63.17%             |
| 4005-00 · Business Personal Property Tax | 192.84            | 43,286.69           | 60,000.00           | (16,713.31)           | 72.14%             |
| 4010-00 · Penalties & Interest on Taxes  | 103.46            | 112.94              | 3,000.00            | (2,887.06)            | 3.77%              |
| 4020-00 · State Income Tax               | 153,266.92        | 164,229.59          | 460,000.00          | (295,770.41)          | 35.7%              |
| <b>Total I - Taxes</b>                   | <u>202,194.43</u> | <u>1,410,326.34</u> | <u>2,426,897.00</u> | <u>(1,016,570.66)</u> | <u>58.11%</u>      |
| <b>II - State Shared</b>                 |                   |                     |                     |                       |                    |
| 4015-00 · Highway Users                  |                   | 0.00                | 4,894.00            | (4,894.00)            | 0.0%               |
| 4025-00 · Police Protection              |                   | 9,268.00            | 37,228.00           | (27,960.00)           | 24.9%              |
| 4030-00 · Bank Stock                     |                   | 0.00                | 10,257.00           | (10,257.00)           | 0.0%               |
| <b>Total II - State Shared</b>           | <u>0.00</u>       | <u>9,268.00</u>     | <u>52,379.00</u>    | <u>(43,111.00)</u>    | <u>17.69%</u>      |
| <b>III - County</b>                      |                   |                     |                     |                       |                    |
| 4055-00 · Landfill Rebate                |                   | 0.00                | 6,250.00            | (6,250.00)            | 0.0%               |
| <b>Total III - County</b>                | <u>0.00</u>       | <u>0.00</u>         | <u>6,250.00</u>     | <u>(6,250.00)</u>     | <u>0.0%</u>        |
| <b>IV - Licenses &amp; Permits</b>       |                   |                     |                     |                       |                    |
| 4075-00 · Cable TV Franchise Payments    | 3,942.14          | 6,974.22            | 24,000.00           | (17,025.78)           | 29.06%             |
| 4076-00 · Cable TV - Capital Equipment   | 2,207.20          | 3,987.39            | 13,500.00           | (9,512.61)            | 29.54%             |
| 4080-00 · Building Permits & Fees        | 112.13            | 498.83              | 2,070.00            | (1,571.17)            | 24.1%              |
| <b>Total IV - Licenses &amp; Permits</b> | <u>6,261.47</u>   | <u>11,460.44</u>    | <u>39,570.00</u>    | <u>(28,109.56)</u>    | <u>28.96%</u>      |
| <b>V - Miscellaneous</b>                 |                   |                     |                     |                       |                    |
| 4190-00 · DOE Grant - STEP-UP            | 50,000.00         | 50,000.00           | 1,425,000.00        | (1,375,000.00)        | 3.51%              |
| 4170-00 · Red Light Camera               | 750.00            | 3,446.00            | 8,000.00            | (4,554.00)            | 43.08%             |
| 4085-00 · Accident Reports               | 10.00             | 40.00               |                     |                       |                    |
| 4095-00 · Rental License Fees            | 500.00            | 9,740.00            | 22,750.00           | (13,010.00)           | 42.81%             |
| 4100-00 · Fines - Police                 | 125.00            | 778.28              | 1,000.00            | (221.72)              | 77.83%             |
| 4105-00 · Vehicle Release                | 350.00            | 1,125.00            | 1,000.00            | 125.00                | 112.5%             |
| 4120-00 · Interest Income                | 244.96            | 948.56              | 22,500.00           | (21,551.44)           | 4.22%              |
| 4150-00 · Revenue - Miscellaneous        |                   | 40.00               | 1,000.00            | (960.00)              | 4.0%               |
| 4155-00 · Revenue - Recycling            | 230.85            | 941.61              | 3,000.00            | (2,058.39)            | 31.39%             |
| <b>Total V - Miscellaneous</b>           | <u>52,210.81</u>  | <u>67,059.45</u>    | <u>1,484,250.00</u> | <u>(1,417,190.55)</u> | <u>4.52%</u>       |
| <b>VI - Prior Year's Surplus</b>         | <u>0.00</u>       | <u>0.00</u>         | <u>1,597,609.00</u> | <u>(1,597,609.00)</u> | <u>0.0%</u>        |
| <b>Total General Fund Revenues</b>       | <u>260,666.71</u> | <u>1,498,114.23</u> | <u>5,606,955.00</u> | <u>(4,108,840.77)</u> | <u>26.72%</u>      |
| <b>Total Income</b>                      | <u>260,666.71</u> | <u>1,498,114.23</u> | <u>5,606,955.00</u> | <u>(4,108,840.77)</u> | <u>26.72%</u>      |

Town of University Park  
Treasurer's Report  
November 2010

| Expense  | Nov 2010         | Jul - Nov 10     | Budget              | \$ Over Budget        | % of Budget   |
|--|------------------|------------------|---------------------|-----------------------|---------------|
| <b>Grant - DOE</b>                               |                  |                  |                     |                       |               |
| <b>I - Operating Costs</b>                       |                  |                  |                     |                       |               |
| 6730-08 · Indirect Charges - DOE Grant           |                  | 0.00             | 100,528.00          | (100,528.00)          | 0.0%          |
| 6720-08 · Contractual - DOE Grant                |                  | 0.00             | 382,663.00          | (382,663.00)          | 0.0%          |
| 6715-08 · Supplies                               |                  | 0.00             | 249,000.00          | (249,000.00)          | 0.0%          |
| 6725-08 · Other DOE Expenditures                 | 902.64           | 1,048.82         | 372,902.00          | (371,853.18)          | 0.28%         |
| 6710-08 · Fringe Benefits                        |                  | 0.00             | 88,089.00           | (88,089.00)           | 0.0%          |
| 6705-08 · Salaries - DOE Grant                   |                  | 0.00             | 231,818.00          | (231,818.00)          | 0.0%          |
| <b>Total I - Operating Costs</b>                 | <b>902.64</b>    | <b>1,048.82</b>  | <b>1,425,000.00</b> | <b>(1,423,951.18)</b> | <b>0.07%</b>  |
| <b>Total Grant - DOE</b>                         | <b>902.64</b>    | <b>1,048.82</b>  | <b>1,425,000.00</b> | <b>(1,423,951.18)</b> | <b>0.07%</b>  |
| <b>General Government</b>                        |                  |                  |                     |                       |               |
| <b>I - Personnel - Gen Govt</b>                  |                  |                  |                     |                       |               |
| <b>A Salaries - General Government</b>           |                  |                  |                     |                       |               |
| 6105-01 · General Government - Reg               | 8,242.35         | 43,974.44        | 119,715.00          | (75,740.56)           | 36.73%        |
| 6106-01 · General Government - OT                |                  | 0.00             |                     |                       |               |
| 6108-01 · General Government - Sick              | 873.28           | 1,951.38         |                     |                       |               |
| 6109-01 · General Government - Vacation          | 55.96            | 2,202.60         |                     |                       |               |
| <b>Total A Salaries - General Government</b>     | <b>9,171.59</b>  | <b>48,128.42</b> | <b>119,715.00</b>   | <b>(71,586.58)</b>    | <b>40.2%</b>  |
| <b>B - Payroll Tax &amp; Benefits - GG</b>       |                  |                  |                     |                       |               |
| 6600-01 · Life Insurance - Employee - GG         | 60.00            | 180.00           |                     |                       |               |
| 6605-01 · Health Insurance - GG                  | 1,835.80         | 8,558.56         | 38,169.00           | (29,610.44)           | 22.42%        |
| 6610-01 · Payroll Taxes - GG                     | 695.47           | 3,819.02         |                     |                       |               |
| 6615-01 · 401(k) Retirement - GG                 |                  | 0.00             |                     |                       |               |
| 6620-01 · Worker's Comp Insurance - GG           |                  | 120.09           |                     |                       |               |
| 6625-01 · Unemployment Insurance - GG            |                  | 6.46             |                     |                       |               |
| <b>Total B - Payroll Tax &amp; Benefits - GG</b> | <b>2,591.27</b>  | <b>12,684.13</b> | <b>38,169.00</b>    | <b>(25,484.87)</b>    | <b>33.23%</b> |
| <b>Total I - Personnel - Gen Govt</b>            | <b>11,762.86</b> | <b>60,812.55</b> | <b>157,884.00</b>   | <b>(97,071.45)</b>    | <b>38.52%</b> |
| <b>II - Operating - Gen. Government</b>          |                  |                  |                     |                       |               |
| 6120-01 · Town Grants                            |                  | 21,500.00        | 30,000.00           | (8,500.00)            | 71.67%        |
| 6005-01 · Accounting & Auditing                  | 1,400.00         | 6,500.00         | 6,740.00            | (240.00)              | 96.44%        |
| 6015-01 · Building Maintenance                   | (6,154.62)       | 472.79           | 15,000.00           | (14,527.21)           | 3.15%         |
| 6020-01 · Building Utilities                     | 425.58           | 3,443.60         | 10,250.00           | (6,806.40)            | 33.6%         |
| 6025-01 · Cable                                  |                  | 0.00             | 4,500.00            | (4,500.00)            | 0.0%          |
| 6030-01 · Clerk (Recorder)                       | 250.00           | 925.00           | 4,000.00            | (3,075.00)            | 23.13%        |
| 6035-01 · Housing Inspector                      | 2,208.33         | 13,249.98        | 26,500.00           | (13,250.02)           | 50.0%         |
| 6050-01 · Elections                              |                  | 0.00             | 1,500.00            | (1,500.00)            | 0.0%          |
| 6052-01 · Emergency Response                     |                  | 0.00             | 500.00              | (500.00)              | 0.0%          |
| 6055-01 · Engineering Services                   |                  | 0.00             | 5,000.00            | (5,000.00)            | 0.0%          |
| 6060-01 · Government Studies                     |                  | 0.00             | 250.00              | (250.00)              | 0.0%          |
| 6064-01 · IT Costs                               | 850.00           | 3,400.00         | 11,000.00           | (7,600.00)            | 30.91%        |
| 6065-01 · Insurance                              | 576.06           | 18,845.06        | 26,000.00           | (7,154.94)            | 72.48%        |
| 6070-01 · Legal Advertisement                    |                  | 0.00             | 1,000.00            | (1,000.00)            | 0.0%          |
| 6075-01 · Legal Fees                             | 2,676.40         | 11,226.00        | 25,000.00           | (13,774.00)           | 44.9%         |
| 6080-01 · Travel                                 | 1,850.00         | 1,856.00         | 12,000.00           | (10,144.00)           | 15.47%        |
| 6085-01 · Memberships and Dues                   |                  | 4,730.89         | 5,000.00            | (269.11)              | 94.62%        |

**Town of University Park  
Treasurer's Report  
November 2010**

|  | <u>Nov 2010</u>  | <u>Jul - Nov 10</u> | <u>Budget</u>     | <u>\$ Over Budget</u> | <u>% of Budget</u> |
|--|------------------|---------------------|-------------------|-----------------------|--------------------|
| 6090-01 · Newsletter                         | 2,646.49         | 10,762.98           | 26,000.00         | (15,237.02)           | 41.4%              |
| 6095-01 · Office Expenses                    | 806.76           | 3,345.35            | 14,000.00         | (10,654.65)           | 23.9%              |
| 6110-01 · Small Equipment                    |                  | 0.00                | 1,000.00          | (1,000.00)            | 0.0%               |
| 6115-01 · Telephone                          | 676.55           | 2,758.20            | 9,000.00          | (6,241.80)            | 30.65%             |
| 6130-01 · Website                            |                  | 0.00                | 3,000.00          | (3,000.00)            | 0.0%               |
| <b>Total II -Operating - Gen. Government</b> | <b>8,211.55</b>  | <b>103,015.85</b>   | <b>237,240.00</b> | <b>(134,224.15)</b>   | <b>43.42%</b>      |
| <b>IV - Transit</b>                          |                  |                     |                   |                       |                    |
| 6630-07 · State Retirement - Van             |                  | 0.00                | 52,000.00         | (52,000.00)           | 0.0%               |
| 6125-07 · Transit - Call-A-Bus               | 573.57           | 4,504.62            |                   |                       |                    |
| 6126-01 · Transit - Salaries                 | 2,283.28         | 13,407.41           |                   |                       |                    |
| 6610-07 · Payroll Tax - Transit              | 174.68           | 1,117.73            |                   |                       |                    |
| 6620-07 · Workers Comp Insurance - Van       |                  | 463.08              |                   |                       |                    |
| 6625-07 · Unemployment Insurance - Trans     | 27.67            | 202.96              |                   |                       |                    |
| <b>Total IV - Transit</b>                    | <b>3,059.20</b>  | <b>19,695.80</b>    | <b>52,000.00</b>  | <b>(32,304.20)</b>    | <b>37.88%</b>      |
| <b>Total General Government</b>              | <b>23,033.61</b> | <b>163,524.20</b>   | <b>447,124.00</b> | <b>(263,599.80)</b>   | <b>41.05%</b>      |

**Town of University Park  
Treasurer's Report  
November 2010**

|  | <u>Nov 2010</u>  | <u>Jul - Nov 10</u> | <u>Budget</u>     | <u>\$ Over Budget</u> | <u>% of Budget</u> |
|--|------------------|---------------------|-------------------|-----------------------|--------------------|
| <b>Police &amp; Public Safety</b>                |                  |                     |                   |                       |                    |
| <b>I - Police &amp; PS - Personnel</b>           |                  |                     |                   |                       |                    |
| <b>A - Salaries - P &amp; PS</b>                 |                  |                     |                   |                       |                    |
| 6344-03 · Police - Vacation                      | 326.64           | 5,495.28            |                   |                       |                    |
| 6345-03 · Police - Regular                       | 29,407.84        | 153,926.77          | 491,800.00        | (337,873.23)          | 31.3%              |
| 6346-03 · Police - OT                            | 3,505.50         | 20,752.25           |                   |                       |                    |
| 6348-03 · Police - Holiday                       | 843.76           | 2,820.32            |                   |                       |                    |
| 6349-03 · Police - Sick Plan                     | 826.64           | 1,810.88            |                   |                       |                    |
| <b>Total A - Salaries - P &amp; PS</b>           | <b>34,910.38</b> | <b>184,805.50</b>   | <b>491,800.00</b> | <b>(306,994.50)</b>   | <b>37.58%</b>      |
| <b>B - Payroll Tax &amp; Benefits - PS</b>       |                  |                     |                   |                       |                    |
| 6600-03 · Life Insurance - Employee - PS         | 210.00           | 611.25              |                   |                       |                    |
| 6605-03 · Health Insurance - Police & PS         | 7,007.62         | 38,227.71           | 193,900.00        | (155,672.29)          | 19.72%             |
| 6610-03 · Payroll Taxes - Police & PS            | 2,640.57         | 14,604.57           |                   |                       |                    |
| 6615-03 · 401(k) Retirement - Police & PS        | 339.11           | 1,758.68            |                   |                       |                    |
| 6620-03 · Workers Comp Insurance - PS            |                  | 5,486.54            |                   |                       |                    |
| 6625-03 · Unemployment Insurance - PS            |                  | 220.88              |                   |                       |                    |
| <b>Total B - Payroll Tax &amp; Benefits - PS</b> | <b>10,197.30</b> | <b>60,909.63</b>    | <b>193,900.00</b> | <b>(132,990.37)</b>   | <b>31.41%</b>      |
| <b>Total I - Police &amp; PS - Personnel</b>     | <b>45,107.68</b> | <b>245,715.13</b>   | <b>685,700.00</b> | <b>(439,984.87)</b>   | <b>35.83%</b>      |
| <b>II - Police &amp; PS - Operating</b>          |                  |                     |                   |                       |                    |
| 5303-03 · Citations                              | 281.97           | 845.91              | 3,750.00          | (2,904.09)            | 22.56%             |
| 6300-03 · Bike Patrol                            |                  | 71.99               | 200.00            | (128.01)              | 36.0%              |
| 6302-03 · Accreditation                          |                  | 0.00                | 1,500.00          | (1,500.00)            | 0.0%               |
| 6305-03 · Computer                               |                  | 0.00                | 2,500.00          | (2,500.00)            | 0.0%               |
| 6315-03 · Police Supplies - Expendable           | 1,243.37         | 2,370.01            | 4,750.00          | (2,379.99)            | 49.9%              |
| 6320-03 · Gasoline                               | 1,801.08         | 7,718.12            | 22,000.00         | (14,281.88)           | 35.08%             |
| 6325-03 · Medical Exams                          | 611.00           | 611.00              | 2,000.00          | (1,389.00)            | 30.55%             |
| 6327-03 · MILES Computer                         |                  | 0.00                | 1,800.00          | (1,800.00)            | 0.0%               |
| 6329-03 · Mobile Data Terminals                  | 331.57           | 1,685.23            | 6,000.00          | (4,314.77)            | 28.09%             |
| 6330-03 · Meetings, Publications & Travel        | 50.00            | 643.93              | 3,200.00          | (2,556.07)            | 20.12%             |
| 6340-03 · Radio Maintenance                      |                  | 735.00              | 1,200.00          | (465.00)              | 61.25%             |
| 6350-03 · Small Equipment - Police               |                  | 0.00                | 7,500.00          | (7,500.00)            | 0.0%               |
| <b>6351-03 · Uniforms</b>                        |                  |                     |                   |                       |                    |
| 6360-03 · Uniform Cleaning                       | 110.16           | 466.57              |                   |                       |                    |
| 6365-03 · Uniform Purchase                       |                  | 1,975.73            |                   |                       |                    |
| 6351-03 · Uniforms - Other                       | 0.00             | 0.00                | 8,200.00          | (8,200.00)            | 0.0%               |
| <b>Total 6351-03 · Uniforms</b>                  | <b>110.16</b>    | <b>2,442.30</b>     | <b>8,200.00</b>   | <b>(5,757.70)</b>     | <b>29.78%</b>      |
| 6355-03 · Training                               | 89.00            | 299.00              | 3,000.00          | (2,701.00)            | 9.97%              |
| 6370-03 · Vehicle Maintenance                    | (769.89)         | 2,494.55            | 8,500.00          | (6,005.45)            | 29.35%             |
| <b>Total II - Police &amp; PS - Operating</b>    | <b>3,748.26</b>  | <b>19,917.04</b>    | <b>76,100.00</b>  | <b>(56,182.96)</b>    | <b>26.17%</b>      |
| <b>III - Police &amp; PS - Cap. Outlay</b>       |                  |                     |                   |                       |                    |
| 6335-03 · Police Car                             | 28,748.00        | 28,748.00           | 31,000.00         | (2,252.00)            | 92.74%             |
| <b>Total III - Police &amp; PS - Cap. Outlay</b> | <b>28,748.00</b> | <b>28,748.00</b>    | <b>31,000.00</b>  | <b>(2,252.00)</b>     | <b>92.74%</b>      |
| <b>Total Police &amp; Public Safety</b>          | <b>77,603.94</b> | <b>294,380.17</b>   | <b>792,800.00</b> | <b>(498,419.83)</b>   | <b>37.13%</b>      |

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|  | <u>Nov 2010</u>  | <u>Jul - Nov 10</u> | <u>Budget</u>     | <u>\$ Over Budget</u> | <u>% of Budget</u> |
|--|------------------|---------------------|-------------------|-----------------------|--------------------|
| <b>Public Works</b>                              |                  |                     |                   |                       |                    |
| <b>I - Personnel - PW</b>                        |                  |                     |                   |                       |                    |
| <b>A - Salaries - PW</b>                         |                  |                     |                   |                       |                    |
| 6550-05 · Public Works                           | 38,212.54        | 189,400.89          | 544,500.00        | (355,099.11)          | 34.78%             |
| 6551-05 · Public Works - OT                      | 3,871.66         | 5,190.00            |                   |                       |                    |
| 6552-05 · Public Works - DT                      |                  | 0.00                |                   |                       |                    |
| 6553-05 · Contract Labor                         | 669.14           | 1,543.65            |                   |                       |                    |
| 6554-05 · Public Works - Sick                    | 611.12           | 5,591.27            |                   |                       |                    |
| 6555-05 · Public Works - Vacation                | 1,129.84         | 11,554.47           |                   |                       |                    |
| <b>Total A - Salaries - PW</b>                   | <b>44,494.30</b> | <b>213,280.28</b>   | <b>544,500.00</b> | <b>(331,219.72)</b>   | <b>39.17%</b>      |
| <b>B - Payroll Tax &amp; Benefits - PW</b>       |                  |                     |                   |                       |                    |
| 6600-05 · Life Insurance - Employee -PW          | 330.00           | 990.00              |                   |                       |                    |
| 6605-05 · Health Insurance                       | 17,067.28        | 76,090.52           | 257,634.00        | (181,543.48)          | 29.53%             |
| 6610-05 · Payroll Taxes - PW                     | 3,272.96         | 16,432.61           |                   |                       |                    |
| 6615-05 · 401(k) Retirement - PW                 |                  | 0.00                |                   |                       |                    |
| 6620-05 · Workers Comp Insurance - PW            |                  | 5,439.26            |                   |                       |                    |
| 6625-05 · Unemployment Insurance - PW            |                  | 0.00                |                   |                       |                    |
| <b>Total B - Payroll Tax &amp; Benefits - PW</b> | <b>20,670.24</b> | <b>98,952.39</b>    | <b>257,634.00</b> | <b>(158,681.61)</b>   | <b>38.41%</b>      |
| <b>Total I - Personnel - PW</b>                  | <b>65,164.54</b> | <b>312,232.67</b>   | <b>802,134.00</b> | <b>(489,901.33)</b>   | <b>38.93%</b>      |
| <b>II - Operating - Parks &amp; Rec</b>          |                  |                     |                   |                       |                    |
| 6200-02 · Park Activities                        | 35.02            | 170.01              | 3,000.00          | (2,829.99)            | 5.67%              |
| 6210-02 · Tree Maintenance                       |                  | 12,420.00           | 15,000.00         | (2,580.00)            | 82.8%              |
| 6215-02 · Tree Replacement                       | 300.00           | 600.00              | 10,000.00         | (9,400.00)            | 6.0%               |
| 6220-02 · Upkeep of Park                         | 1,048.57         | 3,353.26            | 4,000.00          | (646.74)              | 83.83%             |
| 6230-02 · Playing Field Maintenance              | 1,148.83         | 2,348.83            | 5,000.00          | (2,651.17)            | 46.98%             |
| <b>Total II - Operating - Parks &amp; Rec</b>    | <b>2,532.42</b>  | <b>18,892.10</b>    | <b>37,000.00</b>  | <b>(18,107.90)</b>    | <b>51.06%</b>      |
| <b>III - Operating - Streets</b>                 |                  |                     |                   |                       |                    |
| 6410-04 · Snow Removal Supplies                  |                  | 0.00                | 5,000.00          | (5,000.00)            | 0.0%               |
| 6420-04 · Street Lights                          | 3,224.31         | 12,031.79           | 44,000.00         | (31,968.21)           | 27.35%             |
| 6425-04 · Street Repairs                         | 958.32           | 1,374.72            | 15,000.00         | (13,625.28)           | 9.17%              |
| 6435-04 · Street Trees - Replacement             |                  | 0.00                | 10,000.00         | (10,000.00)           | 0.0%               |
| 6440-04 · Street Tree - Maintenance              | 7,385.00         | 13,760.00           | 25,000.00         | (11,240.00)           | 55.04%             |
| <b>Total III - Operating - Streets</b>           | <b>11,567.63</b> | <b>27,166.51</b>    | <b>99,000.00</b>  | <b>(71,833.49)</b>    | <b>27.44%</b>      |

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|   | Nov 2010         | Jul - Nov 10     | Budget            | \$ Over Budget      | % of Budget   |
|---|------------------|------------------|-------------------|---------------------|---------------|
| <b>IV - Operating - Gen./Sanit</b>        |                  |                  |                   |                     |               |
| 6546-05 · Travel & Dues                   | 178.00           | 2,893.95         | 3,000.00          | (108.05)            | 96.47%        |
| Uniforms                                  |                  |                  |                   |                     |               |
| 6570-05 · Uniform Purchases               | 135.04           | 684.15           | 8,000.00          | (7,335.85)          | 8.3%          |
| 6575-05 · Uniform Rental                  | 431.94           | 1,486.31         |                   |                     |               |
| <b>Total Uniforms</b>                     | <u>566.98</u>    | <u>2,150.46</u>  | <u>8,000.00</u>   | <u>(5,849.54)</u>   | <u>26.88%</u> |
| 6500-05 · Fuel                            | 1,420.25         | 6,759.79         | 26,500.00         | (19,740.21)         | 25.51%        |
| 6505-05 · Landfill                        | 8,501.90         | 17,974.35        | 64,000.00         | (46,025.65)         | 28.09%        |
| 6510-05 · Landfill - Compost (MD Environ) | 858.00           | 3,147.50         |                   |                     |               |
| 6515-05 · Medical Exams                   | 70.00            | 210.00           | 750.00            | (540.00)            | 28.0%         |
| 6530-05 · Pest Control                    |                  | 0.00             | 1,000.00          | (1,000.00)          | 0.0%          |
| 6535-05 · Recycling Costs                 |                  | 0.00             | 12,000.00         | (12,000.00)         | 0.0%          |
| 6540-05 · Recycling - Appliances (Univ)   | 385.00           | 855.00           |                   |                     |               |
| 6560-05 · Tools, Supplies & Equipment     | 134.39           | 2,693.68         | 6,000.00          | (3,306.32)          | 44.9%         |
| 6580-05 · Vehicle Maintenance             | 4,521.08         | 12,232.09        | 40,000.00         | (27,767.91)         | 30.58%        |
| 6585-05 · Work & Storage Space            | 3,350.00         | 20,100.00        | 43,200.00         | (23,100.00)         | 46.53%        |
| <b>Total IV - Operating - Gen./Sanit</b>  | <u>19,985.60</u> | <u>69,016.82</u> | <u>204,450.00</u> | <u>(135,433.18)</u> | <u>33.76%</u> |
| <b>V - Capital Outlay - PW</b>            |                  |                  |                   |                     |               |
| 6503-05 · Capital Equipment               |                  | 30,389.00        | 45,000.00         | (14,611.00)         | 67.53%        |
| <b>Total V - Capital Outlay - PW</b>      | <u>0.00</u>      | <u>30,389.00</u> | <u>45,000.00</u>  | <u>(14,611.00)</u>  | <u>67.53%</u> |
| <b>Total Public Works</b>                 | 99,250.19        | 457,697.10       | 1,187,584.00      | (729,886.90)        | 38.54%        |

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|  | Nov 2010          | Jul - Nov 10      | Budget              | \$ Over Budget        | % of Budget   |
|--|-------------------|-------------------|---------------------|-----------------------|---------------|
| <b>Reserves &amp; Debt Service</b>       |                   |                   |                     |                       |               |
| <b>I. Unreserved - Designated</b>        |                   |                   |                     |                       |               |
| 6600-08 · Vehicle Replacement            | 0.00              | 0.00              | 61,000.00           | (61,000.00)           | 0.0%          |
| 6610-08 · Tree Replacement               | 0.00              | 0.00              | 40,000.00           | (40,000.00)           | 0.0%          |
| <b>Total I. Unreserved - Designated</b>  | <b>0.00</b>       | <b>0.00</b>       | <b>101,000.00</b>   | <b>(101,000.00)</b>   | <b>0.0%</b>   |
| <b>II. Reserved - Designated</b>         |                   |                   |                     |                       |               |
| 6620-08 · Road & Sidewalk                | 0.00              | 0.00              | 400,000.00          | (400,000.00)          | 0.0%          |
| 6630-08 · Cemetery                       | 0.00              | 0.00              | 3,800.00            | (3,800.00)            | 0.0%          |
| 6640-08 · Cable Capital Equipment        | 0.00              | 0.00              | 96,400.00           | (96,400.00)           | 0.0%          |
| <b>Total II. Reserved - Designated</b>   | <b>0.00</b>       | <b>0.00</b>       | <b>500,200.00</b>   | <b>(500,200.00)</b>   | <b>0.0%</b>   |
| <b>III. Debt Service</b>                 |                   |                   |                     |                       |               |
| 6048-01 · Pension Plan - SRA             | 0.00              | 0.00              | 128,500.00          | (128,500.00)          | 0.0%          |
| 6045-01 · Debt Retirement - Bonds        | 0.00              | 0.00              | 105,400.00          | (105,400.00)          | 0.0%          |
| 6046-01 · Debt Service - Interest        | 0.00              | 3,003.84          | 6,100.00            | (3,096.16)            | 49.24%        |
| 6047-01 · Debt Service - Fees            | 0.00              | 293.33            | 600.00              | (306.67)              | 48.89%        |
| <b>Total III. Debt Service</b>           | <b>0.00</b>       | <b>3,297.17</b>   | <b>240,600.00</b>   | <b>(237,302.83)</b>   | <b>1.37%</b>  |
| <b>IV. Unreserved Funds</b>              | <b>0.00</b>       | <b>0.00</b>       | <b>912,647.00</b>   | <b>(912,647.00)</b>   | <b>0.0%</b>   |
| <b>Total Reserves &amp; Debt Service</b> | <b>0.00</b>       | <b>3,297.17</b>   | <b>1,754,447.00</b> | <b>(1,751,149.83)</b> | <b>0.19%</b>  |
| <b>Total Expense</b>                     | <b>200,790.38</b> | <b>939,947.46</b> | <b>5,606,955.00</b> | <b>(4,667,007.54)</b> | <b>16.76%</b> |
| <b>Net Income</b>                        | <b>59,876.33</b>  | <b>558,166.77</b> | <b>0.00</b>         | <b>558,166.77</b>     | <b>100.0%</b> |

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**Cash Balances**

|                                     |                              |
|-------------------------------------|------------------------------|
| Bank of America - General Fund      | \$217,154.36                 |
| Bank of America - Payroll Account   | 7,119.30                     |
| Bank of America - Benefits Account  | 919.46                       |
| MD Local Government Investment Pool | 1,759,596.28                 |
| Severn Bank - CD                    | 245,000.00                   |
| Employee Holiday Fund               | 200.00                       |
| Police Benevolence Fund             | 11,148.34                    |
| BB&T Bank - CD                      | 4,153.94                     |
| Beautification Fund                 | 232.00                       |
| Petty Cash                          | 500.00                       |
| Soccer Field                        | 458.98                       |
| Thomas Tree Fund                    | 50.00                        |
| <b>Total</b>                        | <b><u>\$2,246,532.66</u></b> |