



TOWN OF UNIVERSITY PARK

MAYOR
Lenford C. Carey

COMMON COUNCIL
Joe Thompson
James C. Gekas
Bradlee W. Hess
Linda Verrill
Heidi A. Sorensen
Michael B. Cron
Roy D. Alvarez

March 31, 2015

Re: Proposed budget for 2016 fiscal year

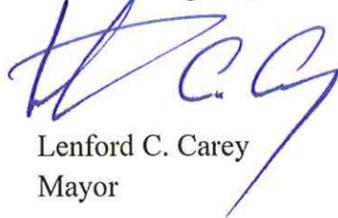
Dear Council Members,

With the attached, I forward a proposed budget for the Town of University Park for fiscal year 2016, covering the period from July 1, 2015 to June 30, 2016. The budget totals \$4,704,385 including \$2,966,914 in departmental expenditures, \$206,254 for debt service and \$1,531,217 in prior year fund balance. The proposed tax rate with this budget is .67 per \$100 of assessed value, an increase of .025 over the FY2015 tax rate. This budget is balanced, with projected revenues equal to estimated expenditures.

This proposal is a responsible budget that will meet the needs of the Town for the next year and continue it in position to do so as well in the years following. The highlights are below. The attachments include a seven year projected budget which maintains a comfortable fund balance while continuing to provide our residents the services that they expect.

I ask that the Council take up this budget beginning with its regular session scheduled for April 13. We can discuss it in more detail at that time. Please contact me, in the meantime, with any questions or concerns.

With best regards,



Lenford C. Carey
Mayor

Highlights, Fiscal Year 2016 Budget Proposal

Revenue-side sources and projections for fiscal year 2016 are consistent with fiscal year 2015 experience. Highlights in this budget include:

- **Real Property Taxes** - The requested .025 increase in the tax rate will generate an additional \$108,562 in Real Property Tax Revenue over the Constant Yield Tax Rate. This is an increase of about \$118 for the average homeowner in Town.
- **Sale of Assets** - \$20,000 – Includes proceeds from the sale of five surplus vehicles, including three Packers from the Public Works Department and two Cruisers from the Police Department.
- **Recreational Trails Grant** - \$20,000 – For repaving of the Park trails.
- **Infrastructure Restoration Grant** - \$40,000 – Anticipating a grant toward restoration of roadway and stormwater management infrastructure along Wells Run between 44th Avenue and Baltimore Avenue. This is paired with the Stormwater Project proposed expenditure in Public Works.

Expenditures proposed are sufficient to maintain all public and police services at their current level while adding resources toward needed initiatives. Personnel costs include promotions and step increases for eligible employees, but no cost-of-living adjustments as current Consumer Price Index (CPI) numbers show no increase over the past year. Highlights by department include:

General Government

Personnel – Includes funding for 2.3 Full Time Equivalents (FTE), including an additional 8 hours per week for the Assistant Clerk and 8 hours per week for a bookkeeper to allow additional focus on program initiatives and grants.

Transparency Suite – Includes funding for a product such as Granicus in the amount of \$15,800. Camera and videographer costs are not included.

Legal Fees – Continued use of the Town attorney is anticipated during the year. The Council amended the fiscal year 2015 budget at mid-year to provide needed additional funds in this line item. The fiscal year 2016 budget proposes \$50,000 for this line item.

Training – A training line item has been added in the amount of \$1,500.

Transit - This line item includes all of the costs of operating the Town's shuttle and Call-A-Bus services. Budget for this service is \$81,500 and includes 1.3 FTEs. Maintenance costs for these buses have escalated over the past year.

Website Maintenance & Design – An additional \$10,000 is proposed to provide for a significant redesign and upgrade of the website.

Grants – Funding increases are included for grants to the University Park Elementary School PTA, University Park Civic Association and the Azalea Classic, each to receive an additional \$1,000.

Telephone System - \$3,000 is included for a modest upgrade to the phone system to improve function within Town Hall.

Public Works Department

Personnel – Includes the current level of staffing at 11 FTEs and promotion and step increases for eligible employees.

Park Activities and Park Upkeep – Line items have been consolidated into one line item under Park Upkeep in the amount of \$8,000.

Park Landscape Maintenance – Has been added at a cost of \$10,000.

Street & Sidewalk Repairs – Is budgeted for \$40,000. This includes \$30,000 for the Recreational Trails Grant and \$10,000 for general repairs.

Training – This line item has been added to provide additional training to employees to encourage advancement and promotion.

Packer Lease – Consists of the second of six payments for the two new packers purchased in fiscal year 2015. Total amount budgeted in fiscal year 2016 is \$57,825.

Stormwater Project – Budgeted in the amount of \$40,000 toward restoration of roadway and stormwater management infrastructure along Wells Run between 44th Avenue and Baltimore Avenue. It is anticipated that this project will be funded through a grant.

Equipment - \$35,000 is budgeted for a used packer to be used as a backup to the two new vehicles purchased. About \$15,000 of this cost will be covered by the sale of three used packers.

Police Department – No major changes within the Police budget.

Personnel – Includes maintenance of current staffing of 9 FTEs which includes 8 Officers and one civilian. Eligible promotions and steps are included.

Home Security Reimbursement Program Funding – Has been added to fund a proposed new program to promote the installation of residential alarm systems.

Police Cruiser – One new vehicle is budgeted at a cost of \$34,000. This purchase is consistent with the vehicle replacement plan established for the Department.

Debt Service – Budgeted in the amount of \$206,254. This includes the semiannual debt service payments on the bonds issued to fund town street work and past service costs on the town's participation in the Maryland State Retirement Program.

Prior Year Fund - The prior year fund balance totals \$1,531,217 or 36.4% of the total expenditure budget, broken into three components in the following amounts:

Unreserved Designated

Vehicle Replacement	\$61,000
Tree Replacement	40,000
Road, Sidewalk, Infrastructure	25,000
Park Infrastructure	<u>100,000</u>
Total	\$226,000

Reserved Designated

Cable Capital Equipment	\$145,000
Cemetery	<u>4,187</u>
Total	\$149,187

Unreserved Undesignated **\$1,156,030**

**Town of University Park
Fiscal Year 2016 Budget
Council Version 1
Tuesday, March 31, 2015**

TOWN OF UNIVERSITY PARK REVENUES		PROPOSED BUDGET FY2016							
A	B	C	D	E	F	G	H	I	J
CODE	ITEM DESCRIPTION	Proposed FY2016 Budget	Adopted FY2015 Budget	Estimated Actual FY 2015 Budget	Audited FY 2014 Actual	Budget Variance FY 2016/FY 2015	Estimated Actual Budget Variance FY2016/FY2015	Percent Change FY 2016/FY 2015	FY2015 Variance: Budget v. Actual
GENERAL FUND REVENUES		\$3,173,168	\$3,027,378	\$3,268,758	\$3,151,892	\$145,790	(\$95,590)	-2.9%	\$241,380
R100	TAXES	\$2,825,205	\$2,729,317	\$2,689,317	\$2,690,982	\$95,888	\$135,888	5.1%	(\$40,000)
R1	Real Property (1)	2,215,205	2,099,317	2,099,317	2,029,665	115,888	115,888	5.5%	\$0
R2	Business Personal Property Tax (2)	50,000	52,000	52,000	46,660	(2,000)	(2,000)	-3.8%	\$0
R3	Penalties & Interest on Taxes	3,000	3,000	3,000	2,916	0	0	0.0%	\$0
R4	State Income Tax	557,000	575,000	535,000	611,741	(18,000)	22,000	4.1%	(\$40,000)
R200	LICENSES & PERMITS	\$60,500	\$57,000	\$57,000	\$57,532	\$3,500	\$3,500	6.1%	\$0
R5	Building Permits & Fees	1,000	1,000	1,000	773	0	0	0.0%	\$0
R6	Cable Franchise Fees	36,600	35,000	35,000	34,967	1,600	1,600	4.6%	\$0
R7	Cable Equipment Fees	22,900	21,000	21,000	21,792	1,900	1,900	9.0%	\$0
R300	STATE SHARED	\$142,607	\$134,485	\$134,485	\$127,843	\$8,122	\$8,122	6.0%	\$0
R8	Police Protection	51,350	51,350	51,350	49,378	0	0	0.0%	\$0
R9	Highway User	81,000	72,878	72,878	68,208	8,122	8,122	11.1%	\$0
R10	Bank Stock	10,257	10,257	10,257	10,257	0	0	0.0%	\$0
R400	COUNTY	\$6,256	\$6,256	\$6,256	\$6,256	\$0	\$0	0.0%	\$0
R11	Landfill	6,256	6,256	6,256	6,256	\$0	\$0	0.0%	\$0
R500	MISCELLANEOUS	\$138,600	\$100,320	\$381,700	\$269,277	\$28,380	\$41,805	-63.7%	\$281,380
R12	Interest	5,000	6,675	4,000	4,039	(1,675)	1,000	25.0%	(\$2,675)
R13	Red Light Camera	5,000	15,000	3,000	14,375	(10,000)	2,000	66.7%	(\$12,000)
R14	Rental Licenses (3)	32,000	32,000	32,000	40,480	0	0	0.0%	\$0
R15	Recycling	1,500	1,500	1,500	1,913	0	0	0.0%	\$0
R16	Fines - Police	2,000	3,000	2,000	1,230	(1,000)	0	0.0%	(\$1,000)
R17	Vehicle Releases	3,000	3,000	3,000	4,700	0	0	0.0%	\$0
R18	Sale of Assets	20,000		2,250	2,730	20,000	17,750	N/A	\$2,250
R19	Revenues Miscellaneous	100	100	100	42	0	0	0.0%	\$0
R20	Grants Revenue - STEP-UP				121,731	0	0	N/A	\$0
R21	Grants Revenue - MEA				37,500	0	0	N/A	\$0
R22	BJAG Grant - License Plate Reader				17,800	0	0	N/A	\$0
R23	Recreational Trails Grant	20,000				20,000	20,000	N/A	\$0
R24	Infrastructure Restoration Grant - P.G. County	40,000				40,000	40,000	N/A	\$0
R25	Cafritz Revenue		38,945	38,945		(38,945)	(38,945)	-100.0%	\$0
R26	WSSC/WGL Street Repair Rebate			294,805	22,737	0	(294,805)	N/A	\$294,805
R27	Solar Array Revenue	10,000	100	100		9,900	9,900	9900.0%	\$0
TOTAL GENERAL FUND REVENUES		\$3,173,168	\$3,027,378	\$3,268,758	\$3,151,892	\$145,790	(\$95,590)	-2.9%	\$241,380
M1	Memo: General Fund Prior Yr Surplus	1,531,217	1,180,992	1,364,605	\$1,908,154	350,225	166,612	12.2%	\$183,613
M2	Memo: General Fund Revenues + Surplus	\$4,704,385	\$4,208,370	\$4,633,363	\$5,060,046	\$496,015	\$71,022	1.5%	\$424,993

NOTES:

- 1 Real Property Tax Rate is .670 per \$100 of assessed value. This is a 2.5 cent increase over FY2015 rate of .645 per \$100 of assessed value.
- 2 Personal Property Tax Rate is \$2.25 per \$100 of assessed value.
- 3 Based on \$400 per license fee and 80 rentals.

TOWN OF UNIVERSITY PARK GENERAL FUND EXPENDITURES		PROPOSED BUDGET FY2016							
A	B	C	D	E	F	G	H	I	J
CODE	ITEM DESCRIPTION	Proposed FY2016 Budget	Adopted FY2015 Budget	Estimated Actual FY 2015 Budget	Audited FY 2014 Actual	Budget Variance FY 2016/FY 2015	Estimated Actual Budget Variance FY2016/FY2015	Percent Change FY 2016/FY 2015	FY2016 Variance: Budget v. Actual
	GENERAL GOVERNMENT TOTAL	\$604,728	\$544,338	\$599,338	\$777,101	\$60,390	\$5,390	0.9%	\$55,000
G100	PERSONNEL	\$212,478	\$187,600	\$187,600	\$180,671	\$24,878	\$24,878	13.3%	\$0
G1	Salaries	150,911	135,000	135,000	128,460	\$15,911	\$15,911	11.8%	\$0
G2	Payroll Taxes and Benefits	43,107	34,400	34,400	35,281	\$8,707	\$8,707	25.3%	\$0
G1a	Mayor's Salary	15,000	15,000	15,000	15,461	\$0	\$0	0.0%	\$0
G2a	Payroll Taxes and Benefits - Mayor	3,460	3,200	3,200	1,469	\$260	\$260	8.1%	\$0
	Payroll Burden	28.1%	25.1%	25.1%	25.5%				
G200	OPERATING	\$359,750	\$330,138	\$385,138	\$395,073	\$29,612	(\$25,388)	-6.6%	\$55,000
G3	ADA (Interpreters)	500	500	500	433	0	0	0.0%	\$0
G4	Architecture & Related Services		100	100	61,143	(100)	(100)	-100.0%	\$0
G5	Audit and Accounting	7,850	7,650	7,650	9,059	200	200	2.6%	\$0
G6	Building Maintenance	15,000	15,000	15,000	21,978	0	0	0.0%	\$0
G7	Cable (Video)	1,000	1,500	1,500		(500)	(500)	-33.3%	\$0
G8	Recording Secretary	5,000	5,000	5,000	2,975	0	0	0.0%	\$0
G9	Election Expenses	1,000	1,500	1,500	111	(500)	(500)	-33.3%	\$0
G10	Emergency Response Fund	100	100	100		0	0	0.0%	\$0
G11	Engineering (Excludes Street Work)	5,000	5,000	15,000		0	(10,000)	-66.7%	\$10,000
G12	Equipment	5,000	5,000	5,000	6,596	0	0	0.0%	\$0
G13	Government Studies	1,000	1,000	1,000		0	0	0.0%	\$0
G14	Transparency Suite	15,800	11,188	11,188		4,612	4,612	41.2%	\$0
G15	Housing Inspector	31,500	31,500	31,500	31,500	0	0	0.0%	\$0
G16	Insurance	26,000	21,000	25,500	22,971	5,000	500	2.0%	\$4,500
G17	IT Costs	19,000	17,000	17,000	17,667	2,000	2,000	11.8%	\$0
G18	Legal Advertising	1,000	1,000	1,000	186	0	0	0.0%	\$0
G19	Legal Fees	50,000	35,000	69,000	62,336	15,000	(19,000)	-27.5%	\$34,000
G20	Membership Dues	5,500	5,500	5,500	5,624	0	0	0.0%	\$0
G21	Newsletter	25,000	30,000	30,000	24,204	(5,000)	(5,000)	-16.7%	\$0
G22	North County Animal Shelter		100	100					\$0
G23	Office Supplies	15,000	15,000	15,000	16,147	0	0	0.0%	\$0
G24	Telephone & Maintenance	12,500	11,500	11,500	11,830	1,000	1,000	8.7%	\$0
G25	Training	1,500				1,500	1,500	N/A	\$0
G26	Travel	14,000	14,000	14,000	12,895	0	0	0.0%	\$0
G27	Transit	81,500	75,000	81,500	71,698	6,500	0	0.0%	\$6,500
G28	Utilities	7,000	7,000	7,000	3,977	0	0	0.0%	\$0
G29	Website Maintenance & Design	13,000	3,000	3,000	2,581	10,000	10,000	333.3%	\$0
G30	Traffic Studies -- Cafritz		10,000	10,000	9,160	(10,000)	(10,000)	-100.0%	\$0
G300	GRANTS & DONATIONS	\$29,500	\$26,500	\$26,500	\$37,635	\$3,000	\$3,000	11.3%	\$0
G31	Fire Department Donations	9,000	9,000	9,000	9,000	0	0	0.0%	\$0
G32	PTA/Other Donations	6,000	5,000	5,000	5,000	1,000	1,000	20.0%	\$0
G33	UPCA Grant	6,000	5,000	5,000	5,000	1,000	1,000	20.0%	\$0
G34	LUP Boys & Girls Club	2,500	2,500	2,500		0	0	0.0%	\$0
G35	Chesapeake Bay Foundation				13,635	0	0	N/A	\$0
G36	Azalea Fun Run/Walk	6,000	5,000	5,000	5,000	1,000	1,000	20.0%	\$0
G400	CAPITAL	\$3,000	\$100	\$100	\$0	\$2,900	\$2,900	2900.0%	\$0
G37	Telephone System	3,000				3,000	3,000	N/A	\$0
G38	Church Purcnase		100	100		(100)	(100)	-100.0%	\$0
G500	Grant - DOE	\$0	\$0	\$0	\$163,723	\$0	\$0	N/A	\$0
G39	Salaries - DOE				22,525	0	0	N/A	\$0
G40	Payroll Taxes & Benefits				16,107	0	0	N/A	\$0
G41	Contractual - DOE Grant				106,577	0	0	N/A	\$0
G42	Other DOE Expenditures				18,514	0	0	N/A	\$0

G15 Transparency Suite costs represent basic software costs + monthly subscription costs only.

TOWN OF UNIVERSITY PARK DEPARTMENT OF PUBLIC WORKS		PROPOSED BUDGET FY2016							
A	B	C	D	E	F	G	H	I	I
CODE	ITEM DESCRIPTION	Proposed FY2016 Budget	Adopted FY2015 Budget	Estimated Actual FY 2015 Budget	Audited FY 2014 Actual	Budget Variance FY 2016/FY 2015	Estimated Actual Budget Variance FY2016/FY2015	Percent Change FY 2016/FY 2015	FY2015 Variance: Budget v. Actual
DEPARTMENT OF PUBLIC WORKS TOTAL		\$1,383,313	\$1,267,258	\$1,267,258	\$1,477,024	\$116,055	\$0	9.2%	\$0
A100	PERSONNEL	\$889,138	\$869,158	\$869,158	\$846,680	\$19,980	\$19,980	2.3%	\$0
A1	Salaries	605,771	593,119	593,119	599,357	\$12,652	\$12,652	2.1%	\$0
A2	Payroll Taxes and Benefits	283,367	276,039	276,039	247,323	\$7,328	\$7,328	2.7%	\$0
	Payroll Burden	46.8%	46.5%	46.5%	41.3%	0.2%	0.2%	0.5%	0.0%
B100	OPERATING - PARKS & RECREATION	\$ 48,000	\$ 38,000	\$38,000	\$39,468	\$10,000	\$10,000	26.3%	\$0
B1	Park Activities 1		4,000	2,000	3,035	(4,000)	(2,000)	-100.0%	(\$2,000)
B2	Tree Maintenance	15,000	15,000	15,000	19,900	0	0	0.0%	\$0
B3	Tree Replacement	10,000	10,000	10,000	10,165	0	0	0.0%	\$0
B4	Upkeep of Park	8,000	4,000	6,000	4,371	4,000	2,000	33.3%	\$2,000
B5	Playing Field Maintenance	5,000	5,000	5,000	1,997	0	0	0.0%	\$0
B6	Park Landscape Maintenance	10,000				10,000	10,000	N/A	\$0
S100	OPERATING - STREETS	\$110,000	\$80,000	\$80,000	\$383,015	\$30,000	\$30,000	37.5%	\$0
S1	Street Lights	30,000	35,000	30,000	27,978	(\$5,000)	\$0	0.0%	(\$5,000)
S2	Street & Sidewalk Repair	40,000	10,000	10,000	1,530	\$30,000	\$30,000	300.0%	\$0
S3	Street Tree Maintenance	25,000	20,000	25,000	24,998	\$5,000	\$0	0.0%	\$5,000
S4	Street Tree Replacement	10,000	10,000	10,000	10,000	\$0	\$0	0.0%	\$0
S5	Snow Removal	5,000	5,000	5,000	4,058	\$0	\$0	0.0%	\$0
S6	Town Wide Street Repair Project				279,313	\$0	\$0	N/A	\$0
S7	Engineering Costs for B5 and S7				35,138	\$0	\$0	N/A	\$0
W100	OPERATING - GENERAL & SANITATION	\$203,250	\$215,000	\$215,000	\$189,766	(\$11,750)	(\$11,750)	-5.5%	\$0
W1	Fuel	30,000	35,000	30,000	30,335	(\$5,000)	\$0	0.0%	(\$5,000)
W2	Landfill	62,000	65,000	65,000	57,008	(\$3,000)	(\$3,000)	-4.6%	\$0
W3	Medical Exams & Training	750	750	750	450	\$0	\$0	0.0%	\$0
W4	Pest Control	1,000	1,000	1,000	1,437	\$0	\$0	0.0%	\$0
W5	Recycling Charges	5,000	5,000	5,000	3,916	\$0	\$0	0.0%	\$0
W6	Tools/Supplies	6,000	6,000	6,000	9,558	\$0	\$0	0.0%	\$0
W7	Travel & Dues	5,000	5,000	5,000	5,290	\$0	\$0	0.0%	\$0
W8	Training	2,000				\$2,000	\$2,000	N/A	\$0
W9	Uniforms: Rental	6,500	6,500	6,500	6,430	\$0	\$0	0.0%	\$0
W10	Vehicle Maintenance	25,000	30,000	35,000	28,717	(\$5,000)	(\$10,000)	-28.6%	\$5,000
W11	Vehicle Storage	45,000	45,000	45,000	46,624	\$0	\$0	0.0%	\$0
W12	Tiger Mosquito Repression Program *	15,000	15,750	15,750		(\$750)	(\$750)	-4.8%	\$0
W200	CAPITAL	\$132,925	\$65,100	\$65,100	\$18,095	(\$30,000)	\$67,825	104.2%	\$0
W13	Veteran's Memorial	100	100	100		\$0	\$0	0.0%	\$0
W14	Packer Lease Payment	57,825				\$57,825	\$57,825	N/A	\$0
W15	Stormwater Project - Wells (44th Ave. & Rt. 1)	40,000				\$40,000	\$40,000	N/A	\$0
W16	Equipment	35,000	65,000	65,000	18,095	(\$30,000)	(\$30,000)	-46.2%	\$0

1 Park Activities and Upkeep of Park have been combined into the Upkeep of Park line item.

TOWN OF UNIVERSITY PARK POLICE & PUBLIC SAFETY		PROPOSED BUDGET FY2016							
A	B	C	D	E	F	G	H	I	J
CODE	ITEM DESCRIPTION	Proposed FY2016 Budget	Adopted FY2015 Budget	Estimated Actual FY 2015 Budget	Audited FY 2014 Actual	Budget Variance FY 2016/FY 2015	Estimated Actual Budget Variance FY2016/FY2015	Percent Change FY 2016/FY 2015	FY2015 Variance: Budget v. Actual
POLICE & PUBLIC SAFETY TOTAL		\$978,873	\$1,029,300	\$1,029,300	\$984,961	(\$50,427)	(\$50,427)	-4.9%	\$0
P100	PERSONNEL	\$863,233	\$880,840	\$880,840	\$858,776	(\$17,607)	(\$17,607)	-2.0%	\$0
P1	Salaries	598,833	595,675	595,675	576,715	\$3,158	\$3,158	0.5%	\$0
P2	Payroll Taxes and Benefits	264,400	285,165	285,165	282,061	(\$20,765)	(\$20,765)	-7.3%	\$0
	Payroll Burden	44.2%	47.3%	47.9%	48.9%	-3.1%	-3.7%	-7.8%	0.6%
P200	OPERATING	\$81,640	\$88,460	\$88,460	\$76,841	(\$6,820)	(\$6,820)	-7.7%	\$0
P3	Training	3,000	3,000	3,000	2,646	\$0	\$0	0.0%	\$0
P4	Medical Exams	2,500	2,500	2,500	1,585	\$0	\$0	0.0%	\$0
P5	Accreditation	2,400	1,500	2,500		\$900	(\$100)	-4.0%	\$1,000
P6	Bike Patrol	800	800	800	758	\$0	\$0	0.0%	\$0
P7	Citations	2,500	4,500	4,500	4,919	(\$2,000)	(\$2,000)	-44.4%	\$0
P8	Computer	1,800	1,800	1,800	2,493	\$0	\$0	0.0%	\$0
P9	Equipment	11,660	6,660	6,660	6,312	\$5,000	\$5,000	75.1%	\$0
P10	Gasoline	25,000	34,700	33,700	26,819	(\$9,700)	(\$8,700)	-25.8%	(\$1,000)
P11	Home Security Reimbursement Program	1,500				\$1,500	\$1,500	N/A	\$0
P12	MILES Computer	800	1,800	1,800		(\$1,000)	(\$1,000)	-55.6%	\$0
P13	Mobile Data Terminals	6,000	6,000	6,000	4,792	\$0	\$0	0.0%	\$0
P14	Police Supplies & Manuals	6,180	5,900	5,900	5,433	\$280	\$280	4.7%	\$0
P15	Property Cleanup				3,050	\$0	\$0	N/A	\$0
P16	Radio Maintenance	500	500	500	430	\$0	\$0	0.0%	\$0
P17	Travel, Meetings, Professional Dues	3,200	3,000	3,000	3,717	\$200	\$200	6.7%	\$0
P18	Uniforms	7,300	7,300	7,300	5,115	\$0	\$0	0.0%	\$0
P19	Vehicle Maintenance	6,500	8,500	8,500	8,771	(\$2,000)	(\$2,000)	-23.5%	\$0
P300	CAPITAL	\$34,000	\$60,000	\$60,000	\$49,345	(\$26,000)	(\$26,000)	-43.3%	\$0
P20	Police Cruiser	34,000	60,000	60,000	31,545	(\$26,000)	(\$26,000)	-43.3%	\$0
P21	Camera Grant				17,800				\$0
TOTAL GENERAL FUND EXPENDITURES		2,966,914	2,840,896	2,895,896	3,239,087	\$126,018	\$71,018	2.5%	\$55,000

TOWN OF UNIVERSITY PARK RESERVES, DEBT SERVICE AND BUDGET RECONCILIATION		PROPOSED BUDGET FY2016									
A	B	C	D	E	F	G	H	I	J	K	
CODE	ITEM DESCRIPTION	Proposed FY2016 Budget	Adopted FY2015 Budget	Estimated Actual FY 2015 Budget	Audited FY 2014 Actual	Budget Variance FY 2016/FY 2015	Estimated Actual Budget Variance FY2016/FY2015	Percent Change FY 2016/FY 2015	FY2015 Variance: Budget v. Actual	Percent Change FY2014/FY2013	
	UNRESERVED, RESERVED & SERVICE FUNDS	\$581,441	\$558,504	\$558,504	\$808,608	\$22,937	\$22,937	4.1%	(\$250,104)	-30.9%	
F100	UNRESERVED DESIGNATED	\$226,000	\$226,000	\$226,000	\$226,000	\$0	\$0	0.0%	\$0	0.0%	
F1	Vehicle Replacement	61,000	61,000	61,000	61,000	\$0	\$0	0.0%	\$0	0.0%	
F2	Tree Replacement	40,000	40,000	40,000	40,000	\$0	\$0	0.0%	\$0	0.0%	
F3	Road, Sidewalk, and Infrastructure Repairs	25,000	25,000	25,000	25,000	\$0	\$0	0.0%	\$0	0.0%	
F4	Park Infrastructure	100,000	100,000	100,000	100,000	\$0	\$0	0.0%	\$0	0.0%	
F200	RESERVED DESIGNATED	\$149,187	\$126,254	\$126,254	\$126,254	\$22,933	\$22,933	18.2%	\$0	0.0%	
F5	Cemetery	4,187	4,154	4,154	4,154	\$33	\$33	0.8%	\$0	0.0%	
F6	Cable Capital Equipment	145,000	122,100	122,100	122,100	\$22,900	\$22,900	18.8%	\$0	0.0%	
	DEBT SERVICE FUND								\$0	N/A	
RD100	REVENUES	\$206,254	\$206,250	\$206,250	\$0	\$4	\$4	0.0%	\$206,250	N/A	
RD1	Transfer From General Fund	206,254	206,250	206,250		\$4	\$4	0.0%	\$206,250	N/A	
D100	EXPENDITURES	\$206,254	\$206,250	\$206,250	\$456,354	\$4	\$4	0.0%	(\$250,104)	-54.8%	
D1	Principal - Pay Down Bonds				349,483	\$0	\$0	N/A	(\$349,483)	-100.0%	
D2	Debt Service - Infrastructure Bond	206,254	206,250	206,250	106,871	\$4	\$4	0.0%	\$99,379	93.0%	
	TOTAL EXPENDITURES	\$4,704,385	\$4,208,370	\$4,633,363	\$5,060,046	\$496,015	\$71,022	1.5%	(\$426,683)	-8.4%	
	GENERAL GOVERNMENT	\$604,728	\$544,338	\$599,338	\$777,101	\$60,390	\$5,390	0.9%	(\$177,763)	-22.9%	
	PUBLIC WORKS	\$1,383,313	\$1,267,258	\$1,267,258	\$1,477,024	\$116,055	\$116,055	9.2%	(\$209,766)	-14.2%	
	POLICE & SAFETY	\$978,873	\$1,029,300	\$1,029,300	\$984,961	(\$50,427)	(\$50,427)	-4.9%	\$44,339	4.5%	
	DEBT SERVICE FUND	\$206,254	\$206,250	\$206,250	\$456,354	\$4	\$4	0.0%	(\$250,104)	-54.8%	
	TOTAL EXPENSES (OUTLAYS):	\$3,173,168	\$3,047,146	\$3,102,146	\$3,695,440	\$126,022	\$71,022	2.3%	(\$593,294)	-16.1%	
	UNRESERVED DESIGNATED	\$226,000	\$226,000	\$226,000	\$226,000	\$0	\$0	0.0%	\$0	0.0%	
	RESERVED DESIGNATED	\$149,187	\$126,254	\$126,254	\$126,254	\$22,933	\$22,933	18.2%	\$0	0.0%	
	UNRESERVED UNDESIGNATED	\$1,156,030	\$808,970	\$1,178,963	\$1,012,351	\$347,060	(\$22,933)	-1.9%	\$166,612	16.5%	
	TOTAL RESERVES:	\$1,531,217	\$1,161,224	\$1,531,217	\$1,364,605	\$369,993	(\$0)	0.0%	\$166,612	12.2%	
	GENERAL REVENUE	\$3,173,168	\$3,027,378	\$3,268,758	\$3,151,892	\$145,790	(\$95,590)	-2.9%	\$116,866	3.7%	
	GENERAL FUND EXPENDITURES	\$2,966,914	\$2,840,896	\$2,895,896	\$3,239,087	\$126,018	\$71,018	2.5%	(\$343,191)	-10.6%	
	OPERATING SURPLUS/DEFICIT	\$206,254	\$186,482	\$372,862	(\$87,195)						
	DEBT SERVICE	\$206,254	\$206,250	\$206,250	\$456,354						
	TOTAL OPERATING SURPLUS/DEFICIT	(\$0)	(\$19,768)	\$166,612	(\$543,549)						
	FUND BALANCE RATIO	36.4%	26.5%	38.0%							

TOWN OF UNIVERSITY PARK		FY2016	FY2017	FY2018	FY2019	FY2020	FY2021	FY2022
P14	6315-03 - Police Supplies - Expendable	\$ 6,180	\$ 6,500	\$ 6,500	\$ 6,800	\$ 6,800	\$ 7,000	\$ 7,000
P16	6340-03 - Radio Maintenance	\$ 500	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,200	\$ 10,000	\$ 2,000
P17	6330-03 - Meetings, Publications & Travel	\$ 3,200	\$ 3,500	\$ 3,500	\$ 3,750	\$ 4,000	\$ 4,000	\$ 4,000
P18	6351-03 - Uniforms	\$ 7,300	\$ 7,300	\$ 7,500	\$ 7,500	\$ 8,000	\$ 8,000	\$ 8,200
P19	6370-03 - Vehicle Maintenance	\$ 6,500	\$ 7,000	\$ 8,000	\$ 9,500	\$ 9,500	\$ 9,500	\$ 9,500
Total II - Police & PS - Operating		\$ 81,640	\$ 85,775	\$ 88,100	\$ 91,520	\$ 94,687	\$ 104,952	\$ 99,468
III - Police & PS - Cap. Outlay								
P18	6335-03 - Police Car	\$ 34,000	\$ 34,000	\$ 32,000	\$ 32,000	\$ 32,000	\$ 32,000	\$ 32,000
Total III - Police & PS - Cap. Outlay		\$ 34,000	\$ 34,000	\$ 32,000	\$ 32,000	\$ 32,000	\$ 32,000	\$ 32,000
Total Police & Public Safety		\$ 978,873	\$ 1,026,170	\$ 1,071,814	\$ 1,122,820	\$ 1,175,952	\$ 1,238,681	\$ 1,288,283
IV	Public Works							
A100	I - Personnel - PW							
A1	Total Salaries - PW	\$ 605,771	\$ 623,944	\$ 648,902	\$ 674,858	\$ 708,601	\$ 744,031	\$ 781,232
A2	Total Payroll Tax & Benefits - PW	\$ 283,367	\$ 291,868	\$ 303,543	\$ 315,684	\$ 331,469	\$ 348,042	\$ 365,444
Total I - Personnel - PW		\$ 889,138	\$ 915,812	\$ 952,445	\$ 990,542	\$ 1,040,069	\$ 1,092,073	\$ 1,146,677
B100	II - Operating - Parks & Rec							
B1	6200-02 - Park Activities	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
B2	6210-02 - Tree Maintenance	\$ 15,000	\$ 15,000	\$ 15,000	\$ 15,000	\$ 15,000	\$ 15,000	\$ 15,000
B3	6215-02 - Tree Replacement	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000
B4	6220-02 - Upkeep of Park	\$ 8,000	\$ 5,000	\$ 5,000	\$ 6,000	\$ 6,000	\$ 6,000	\$ 6,000
B5	6230-02 - Playing Field Maintenance	\$ 5,000	\$ 5,000	\$ 6,000	\$ 6,000	\$ 7,000	\$ 7,000	\$ 7,000
B6	Park Landscape Maintenance	\$ 10,000	\$ 15,000	\$ 15,000	\$ 15,000	\$ 15,000	\$ 15,000	\$ 15,000
Total II - Operating - Parks & Rec		\$ 48,000	\$ 50,000	\$ 51,000	\$ 52,000	\$ 53,000	\$ 53,000	\$ 53,000
S100	III - Operating - Streets							
S1	6420-04 - Street Lights	\$ 30,000	\$ 30,000	\$ 30,000	\$ 30,000	\$ 30,000	\$ 30,000	\$ 30,000
S2	6425-04 - Street Repairs	\$ 40,000	\$ 10,000	\$ 10,000	\$ 15,000	\$ 15,000	\$ 15,000	\$ 15,000
S3	6440-04 - Street Tree - Maintenance	\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000
S4	6435-04 - Street Trees - Replacement	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000
S5	6410-04 - Snow Removal Supplies	\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000
Total III - Operating - Streets		\$ 110,000	\$ 80,000	\$ 80,000	\$ 85,000	\$ 85,000	\$ 85,000	\$ 85,000
W100	IV - Operating - Gen./Sanit							
W1	6500-05 - Fuel	\$ 30,000	\$ 30,000	\$ 30,000	\$ 30,000	\$ 30,000	\$ 30,000	\$ 30,000
W2	6505-05 - Landfill	\$ 62,000	\$ 62,000	\$ 62,000	\$ 62,000	\$ 62,000	\$ 62,000	\$ 62,000
W3	6515-05 - Medical Exams & Training	\$ 750	\$ 750	\$ 750	\$ 750	\$ 750	\$ 750	\$ 750
W4	6530-05 - Pest Control	\$ 1,000	\$ 1,000	\$ 15,000	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000
W5	6535-05 - Recycling Costs	\$ 5,000	\$ 6,000	\$ 6,000	\$ 6,000	\$ 6,000	\$ 6,000	\$ 6,000
W6	6560-05 - Tools, Supplies & Equipment	\$ 6,000	\$ 6,000	\$ 7,000	\$ 7,000	\$ 7,500	\$ 7,500	\$ 7,500
W8	Training	\$ 2,000	\$ 2,000	\$ 2,000	\$ 2,000	\$ 2,000	\$ 2,000	\$ 2,000
W7	6546-05 - Travel & Dues	\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000
W9	6570-05 - Uniforms	\$ 6,500	\$ 8,000	\$ 8,500	\$ 8,500	\$ 9,000	\$ 9,000	\$ 9,000
W10	6580-05 - Vehicle Maintenance	\$ 25,000	\$ 25,000	\$ 30,000	\$ 30,000	\$ 30,000	\$ 35,000	\$ 35,000
W11	6585-05 - Work & Storage Space	\$ 45,000	\$ 47,250	\$ 49,613	\$ 52,093	\$ 54,698	\$ 57,433	\$ 60,304
W12	Tiger Mosquito Repression Program	\$ 15,000	\$ 15,330	\$ 15,667	\$ 16,012	\$ 16,364	\$ 16,724	\$ 17,092
Total IV - Operating - Gen./Sanit		\$ 203,250	\$ 208,330	\$ 231,530	\$ 220,355	\$ 224,312	\$ 232,407	\$ 235,646
W200	V - Capital Outlay - PW							
W200	6503-05 - Capital Equipment	\$ 132,925	\$ 58,725	\$ 58,725	\$ 58,725	\$ 58,725	\$ 58,725	\$ 58,725
Total V - Capital Outlay - PW		\$ 132,925	\$ 58,725	\$ 58,725	\$ 58,725	\$ 58,725	\$ 58,725	\$ 58,725
Total Public Works		\$ 1,383,313	\$ 1,312,867	\$ 1,373,699	\$ 1,406,822	\$ 1,461,106	\$ 1,521,205	\$ 1,579,048

TOWN OF UNIVERSITY PARK		FY2016	FY2017	FY2018	FY2019	FY2020	FY2021	FY2022
V	Reserves & Debt Service							
F100	I. Unreserved - Designated							
F1	6600-08 - Vehicle Replacement	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
F2	6610-08 - Tree Replacement	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
F3	Park Infrastructure							
F4	Road & Sidewalk	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	Total I. Unreserved - Designated	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
F200	II. Reserved - Designated							
F5	6630-08 - Cemetery	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
F6	6640-08 - Cable Capital Equipment	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	Total II. Reserved - Designated	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
D100	III. Debt Service							
D1	6045-01 - Debt Retirement - Bonds	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
D2	6046-01 - Debt Service - Interest	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
D3	6047-01 - Debt Service - Fees	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
D4	6050-01 - Debt Service - Pension	\$ 206,254	\$ 206,254	\$ 206,254	\$ 206,254	\$ 206,254	\$ 206,254	\$ 206,254
	Total III. Debt Service	\$ 206,254	\$ 206,254	\$ 206,254	\$ 206,254	\$ 206,254	\$ 206,254	\$ 206,254
	IV. Unreserved Funds	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	Total Reserves & Debt Service	\$ 206,254	\$ 206,254	\$ 206,254	\$ 206,254	\$ 206,254	\$ 206,254	\$ 206,254
	Total Expense	\$ 3,173,168	\$ 3,144,856	\$ 3,272,767	\$ 3,365,101	\$ 3,498,933	\$ 3,498,933	\$ 3,767,332
	Net Income	(\$0)	\$27,253	\$37,368	\$972	\$12,301	\$12,301	\$58,016
	Total Reserve and Unreserved Fund Bal.							
F1	Vehicle Replacement	\$ 61,000	\$ 61,000	\$ 61,000	\$ 61,000	\$ 61,000	\$ 61,000	\$ 92,000
F2	Tree Replacement	\$ 40,000	\$ 40,000	\$ 40,000	\$ 40,000	\$ 40,000	\$ 40,000	\$ 40,000
F3	Road & Sidewalk	\$ 25,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000
F4	Park Infrastructure	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000
F5	Cemetery	\$ 4,187	\$ 4,160	\$ 4,175	\$ 4,200	\$ 4,225	\$ 4,250	\$ 4,251
F6	Cable Capital Equipment	\$ 145,000	\$ 168,687	\$ 192,882	\$ 217,905	\$ 243,679	\$ 270,227	\$ 297,570
--	Unreserved Fund Balance	\$ 1,156,030	\$ 1,134,723	\$ 1,197,781	\$ 1,223,705	\$ 1,280,207	\$ 1,295,936	\$ 1,345,607
	Total Fund Balance	\$ 1,531,217	\$ 1,558,470	\$ 1,645,838	\$ 1,696,810	\$ 1,759,111	\$ 1,821,412	\$ 1,929,428
	Unres. Fund Bal. as % of Total Budget II	36.4%	36.1%	36.6%	36.4%	36.0%	37.0%	35.7%
	Total Fund Bal. as % of Total Budget II	48.3%	49.6%	50.3%	50.4%	50.3%	52.1%	51.2%