MEETING OF
UNIVERSITY PARK MAYOR AND COMMON COUNCIL
WILL BE HELD AT
UNIVERSITY PARK ELEMENTARY SCHOOL
4315 UNDERWOOD STREET
7:30 p.m.
January 27, 2020
REGULAR SESSION

A closed session has been called and will begin no later than 9:30 p.m. See agenda item 11.

1. CALL TO ORDER: *Mayor Carey*

Present:		**Absent:**	
	Brosch		Brosch
	Schultz		Schultz
	Morrissey		Morrissey
	Verrill		Verrill
	Caskey		Caskey
	Wells		Wells
	Stephen		Stephen

2. PLEDGE OF ALLEGIANCE

3. APPROVAL OF THE AGENDA

Moved by: **Seconded by:**

Yea: **Nay:** **Abstain:**

4. PRESENTATION

A. PRINCE GEORGE'S COUNTY SCHOOL BOARD REPRESENTATIVE

Prince Georges County Public School Board representatives Ms. Pamela Boozer Strother and Mr. Paul Monteiro will discuss county public schools.

5. CONSENT AGENDA

Motion: To approve the following consent agenda items (see next page).

Moved by: **Seconded by:**

Yea: **Nay:** **Abstain:**

A. BUILDING PERMIT APPLICATION TO INSTALL TWO WINDOWS
(Colen and Elaine Kennell, 6905 Wells Parkway) Ward 7
To install 2 – 3'x 2'windows, one on each side of the chimney in the living room, located on Lot 13 and Block 30 at 6905 Wells Parkway.

B. BUILDING PERMIT APPLICATION TO REPLACE SHED
(Jason Taliaferro, 4443 Wells Parkway) Ward 3
To replace a 5'x 6' shed located on Lot 5, Block 3 and Section 1 at 4443 Wells Parkway.

6. PUBLIC COMMENT

7. CONTINUING BUSINESS

A. INTRODUCTION OF LEGISLATIVE RESOLUTION 2020-O-01: RESTRICTED PARKING AND RESTRICTED ENTRY ALONG UNDERWOOD STREET AND QUEENS CHAPEL ROAD NEARBY UNIVERSITY PARK ELEMENTARY SCHOOL *(Introduction)*

Motion: To approve introduction of Legislative Resolution 2020-O-01 to amend Town Code, Chapter 9 to restrict parking on the east (Baltimore Ave.) side of Queens Chapel Road for 95 feet north of Underwood, and on the south (Wells Run) side of Underwood for 93 feet east of Queens Chapel Road, Monday through Friday 7 a.m. to 3 p.m., and also prohibit entry onto Underwood eastbound (towards Baltimore Ave.) from Queens Chapel Road during those same hours as recommended by the Police, Traffic and Public Safety Committee.

The earliest date this motion may be considered for passage is February 3, 2020.

Moved by: **Seconded by:**

Yea: **Nay:** **Abstain:**

8. NEW BUSINESS

A. APPROVE A UPPD GENERAL ORDER TO AUTHORIZE A POLICE BENEVOLENT FUND

Motion: To approve amending the General Order Manual to include General Order 604.0 establishing a *Police Benevolent Fund* and approving the uses of the Fund.

Moved by: **Seconded by:**

Yea: **Nay:** **Abstain:**

B. INTRODUCTION OF CHARTER RESOLUTION 20-CR-01: AMENDING ARTICLE V, "REGISTRATION, NOMINATIONS AND ELECTIONS, SECTION 503 "REGISTRATIONS" AND SECTION 506 "CANDIDATES FOR OFFICE" ***(Introduction)***

Motion: To approve the introduction of Charter Resolution 20-CR-01 to repeal and re-enact Article V, "Registration, Nominations and Elections", Section 503 "Registration" and Section 506 "Candidates for Office" to clarify that qualified persons register to vote in the Town through Prince George's County Board of Elections, delete the provision for a supplemental voter registration list, include the requirement for candidates to file a financial disclosure statement at the same time as the candidate petition, require that the candidate petition and financial disclosure statement be filed at least 29 days prior to the election, clarify the petition requirements for write-in candidates, delete outdated references, and make conforming and clerical changes.

The earliest date this motion may be considered for passage is February 24, 2020.

Moved by: **Seconded by:**

Yea: **Nay:** **Abstain:**

C. DATE FOR THE NEXT TOWN ELECTION AND POLL HOURS

Motion: Per Section 504(a) of the Town Charter, to set a May 5, 2020 date for General Election in the Town of University Park for the Offices of Mayor and Councilmember for Wards 1, 3 and 7 and to approve the poll hours of operation from 8 a.m. to 8 p.m. at the Word of God Baptist Church at 6513 Queens Chapel Road in University Park.

Moved by: **Seconded by:**

Yea: **Nay:** **Abstain:**

9. APPROVAL OF MINUTES: *January 6, 2020*

Moved by: **Seconded by:**

Yea: **Nay:** **Abstain:**

10. DEPARTMENT AND COUNCIL REPORTS

A. MAYOR'S REPORT

B. COUNCIL AND COMMITTEE REPORTS

C. REPORT FROM THE TOWN ATTORNEY ~ *Suellen Ferguson*

D. REPORT FROM THE TOWN CLERK ~ *Andrea Marcavitch*

E. REPORT FROM THE CHIEF OF POLICE ~ *Chief Baker*

F. REPORT FROM THE DIRECTOR OF PUBLIC WORKS ~ *Michael Beall*

11. CLOSED SESSION

A. CLOSE OPEN SESSION AND ENTER INTO CLOSED SESSION

Motion: To adjourn the public meeting and enter Closed Session to consult with Counsel to obtain legal advice. The Council will not be returning to Open Session.

Moved by: **Seconded by:**

Yea: **Nay:** **Abstain:**

12. ADJOURNMENT

**** A Closed Session may be called ****

Agenda Item 5A
Kennell Building Permit Application

Building Permit Application

◆The Town of University Park◆

An incorporated municipality in Prince George's County, Maryland
Town Hall, 6724 Baltimore Avenue, University Park, Maryland 20782
***Phone**: (301) 927-4262 **Fax**: (301) 277-4548 **Email:** townhall@upmd.org*

For Office Use Only
Ward # 7 Date Received: 1/10/20
Permit Application: Approved [ ]
Rejected [ ]
Check/Cash Amt.: #2630 25.75
Permit Number: _____
Date Issued: _____

Name of Applicant(s): Colen G. and L. Elaine Kennell

Telephone Number: (301) 277-0171 Home ( ) – Cell

Work: – Email: Kennell1ce@gmail.com

Street Address of Property: 6905 Wells Parkway

Lot Number: 13 Block Number: 30 Section Number: _____

Person/Company Doing the Work: Pitt Bros. Casas del Sol LLC

Address/Phone: 8200 Potomac Ave., College Park, MD 20740

Signature of Property Owner: Colen G. Kennell + L. Elaine Kennell Date: 1/9/20

Description of Work

Check all that apply:

[ ] **Fence**: Height: _____, Material: _____, Style: _____

[ ] **Outbuilding**: Dimensions: _____, Height at Apex: _____

Materials: _____

[X] **Other**: (*Please Specify*):

Dimensions: _____, Height at Apex: _____

Materials: _____

Please Specify Reason for Structure: Installing 2 windows (3' x 2'), 1 on each side of chimney in living room
See attached plan

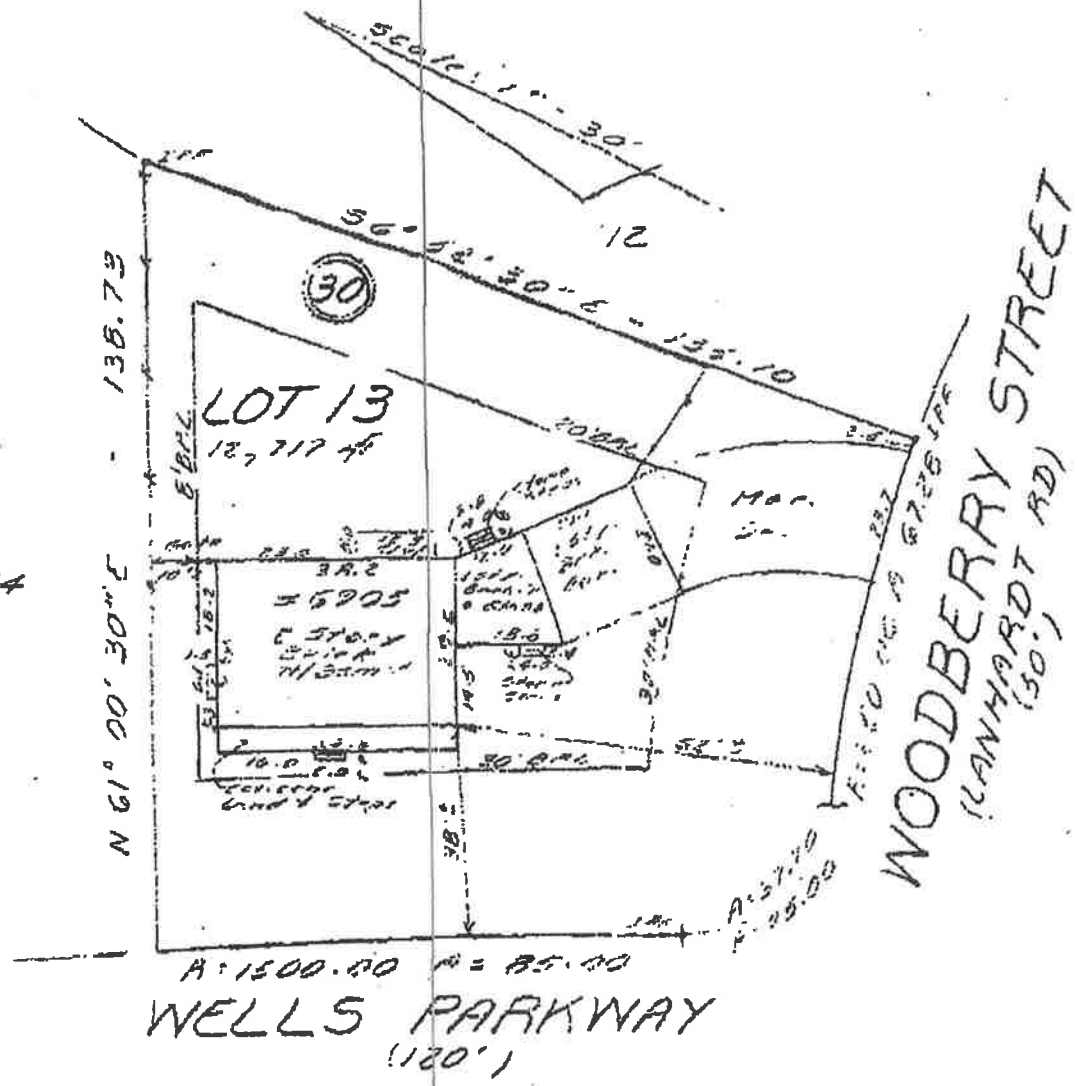
unknown [ ] **POD or Dumpster** (check one) Unit will be placed on the property: _____ or on the street: _____

Dates the unit will be delivered: – picked up: –

Permit and Non-Refundable Filing Fee Paid **($10 + 10% of County permit fee (if applicable))**= $25.75

Caution: *To begin construction before a permit has been issued and prominently displayed for inspection at the construction site is a clear violation of municipal law.*

Revised 5/2012



Notes:

Prepared without the benefit of a title report.

Information shown hereon should not be relied upon for construction of improvements and/or fences.

Not In flood plain as per: 245208

Lot corners have not been set by this survey unless otherwise indicated.

I hereby certify that I have surveyed the property shown hereon for purpose of locating the [illegible] and the improvements indicated on [illegible] property corners have not been [illegible] or [illegible] any right-of-way or easement [illegible] or encroachments not apparent [illegible] the record plat/or [illegible] in the deed [illegible]

[illegible]-92

Date [illegible]

LIGHT, ELLIOTT & ASSOCIATES, INC
ENGINEERS, PLANNERS, SURVEYORS
6908 ADELPHI ROAD
ADELPHI, MARYLAND
20783

ADELPHI 422-6080 WALDORF 645-4927

Book 2535-16
Job no. M2112
Dwg. by [illegible]
C.K. By [illegible]
Code no. 72K34
P.H.+B

HOUSE LOCATION SURVEY
6905 WELLS PARKWAY
Lot 13 Block 30 Section –
THE VILLAGE
UNIVERSITY PARK
Riverdale (19TH) Election District
Prince George's County, Maryland
Plat Book BBB
Plat 57
File no. SH75304

6905 WELLS PKWY HYATTSVILLE 20782 CASE NUMBER : 1001-2020-00

PRINCE GEORGE'S COUNTY

PERMIT

ISSUANCE DATE : Jan-09-2020

EXPIRATION DATE :

DEPARTMENT OF PERMITTING, INSPECTIONS AND ENFORCEMENT PERMITTING CENTER
9400 PEPPERCORN PLACE, 1st FLOOR, LARGO, MD 20774 (301) 883-5900

PROPERTY OWNER
COLEN G KENNELL
6905 WELLS PKWY
HYATTSVILLE, MD 20782 (301) 277-0171

OCCUPANT

CONTRACTOR
PITT BROS. CASAS DEL SOL LLC
8200 POTOMAC AVE
COLLEGE PARK, MD 20740 (301) 220-1066
LICENSE NUMBER: 126987

ARCHITECT
MARK BANDY
8312 JUMPING FIELD
ELLICOTT CITY, MD 21043 (410) 750-2262

TYPE OF PERMIT : **DPIE RW**
WORK DESCRIPTION : **Installation of 2 windows(3-0 x 2-0) on both sides of the chimney in the living room**
EXISTING USE : **SINGLE FAMILY HOME**
USE (DER PROPOSED) : **SINGLE FAMILY HOME**
SUBDIVISION : **UNIVERSITY PARK**

OWNERSHIP :		HEIGHT FT :	2			ELECTRICITY :	
LIBER :	08368	WIDTH FT :	3		12	CENTRAL A/C :	
FOLIO :	702	DEPTH FT :		OCCUPANCY LOAD :		ELEVATOR :	
ED/ACCT NO. :	19 / 2126639	NO STORIES :		SITE CERTIFICATE :		ESCALATOR :	
LOT :	13	DWELL UNTS :		STRUCTURE CERT :		BASEMENT :	
BLOCK :	30	PARKING SP :		SEWER :	WSSC	BOILER NUMBER :	
TAX MAP :	033	LIVE LOAD :		WATER :	WSSC	CBCA :	N
SCD :		USE GROUP :		HEATING :		HISTORICAL :	N
SPEC EXCEPT :		TYPE CONST :		PARCEL :		SIGN NUMBER :	

Conditions

As outlined in County Code Subtitle 4-111 no work shall be performed during the hours of 9:00 p.m. to 7:00 a.m., unless work is performed pursuant to Section 4-120 of this Subtitle.

Only the Licensed Contractor or Homeowner, named on the Permit as contractor, is permitted to perform the scope of work on the permit at the address specified.

YOU MUST COMPLY WITH MUNICIPAL, HOMEOWNER/CIVIC ASSOCIATION AND LOCAL COVENANTS. A FINE MAY BE IMPOSED IF CONSTRUCTION IS BEGUN WITHOUT REQUIRED APPROVALS.

THIS PERMIT IS VOID SIX (6) MONTHS FROM DATE ISSUED IF CONSTRUCTION HAS NOT STARTED, HAS BEEN SUSPENDED OR DISCONTINUED UNLESS OTHERWISE INDICATED

Melinda Bolling

Melinda Bolling

INSPECTION AREA :

INSPECTION APPROVALS

BUILDING INSPECTOR	HEALTH	ELECTRICAL	PLUMBING	FIRE MARSHALL
APPROVED :				

Payment Date: January 09, 2020 **Payment ID:** 1171324

Case Number	Fee Type	Fee	Total Fee	Fee Status
1001-2020-00	PERMIT	ALTERATION/REPAIR WITHOUT U&O	$157.50	PAID
		Total Fees:	**$157.50**	

Cash

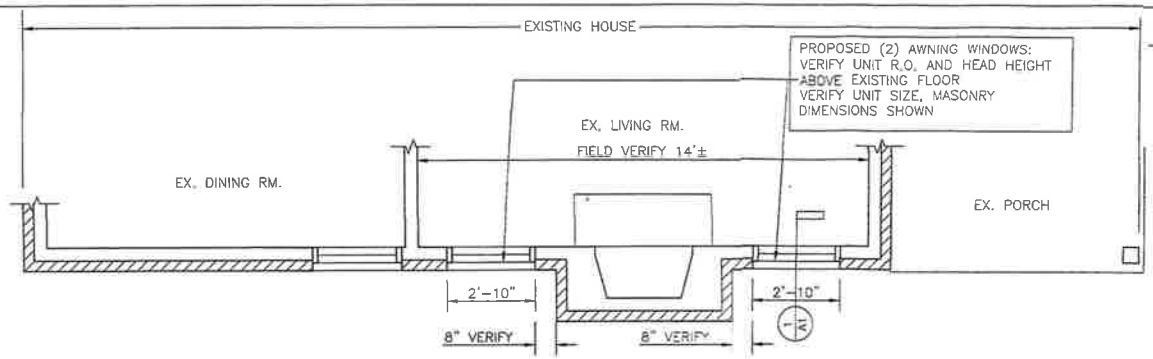
Amount Tendered
$ 0.00

Check

Amount	Number
$157.50	5861

Amount Due	Amount Paid	Balance	Balance Type
$ 157.50	$ 157.50	$ 0.00	Exact

This is not your permit.



PROPOSED WINDOWS

EXISTING FLOOR PLAN

SCALE: 1/4" = 1'-0"

Code Information

All contractors to comply with applicable Building Codes :

BUILDING:
IRC 2018, and LOCAL AMENDMENTS

GENERAL NOTES:

ALL EXTERIOR DIMENSIONS TO FACE OF MASONRY WALL

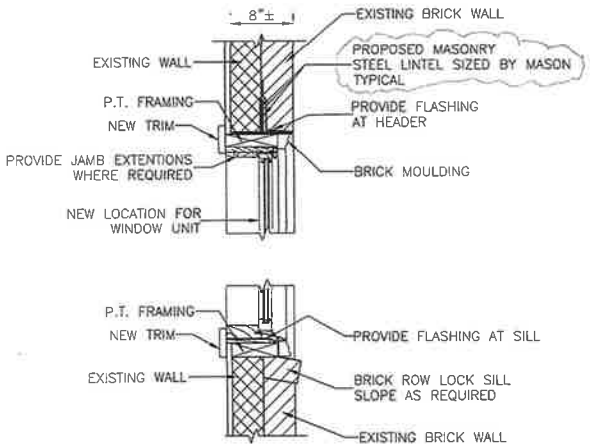
DIMEMSIONS GOVERN OVER SCALE

CONTRACTOR TO VERIFY ALL PROPOSED DIMENSIONS PRIOR TO CONSTRUCTION. NOTIFY ANY DISCREPANCIES IN A TIMELY MANNER.

ALL WORK SHALL BE PERFORMED ACCORDING TO ALL APPLICABLE CODES AND STANDARDS.

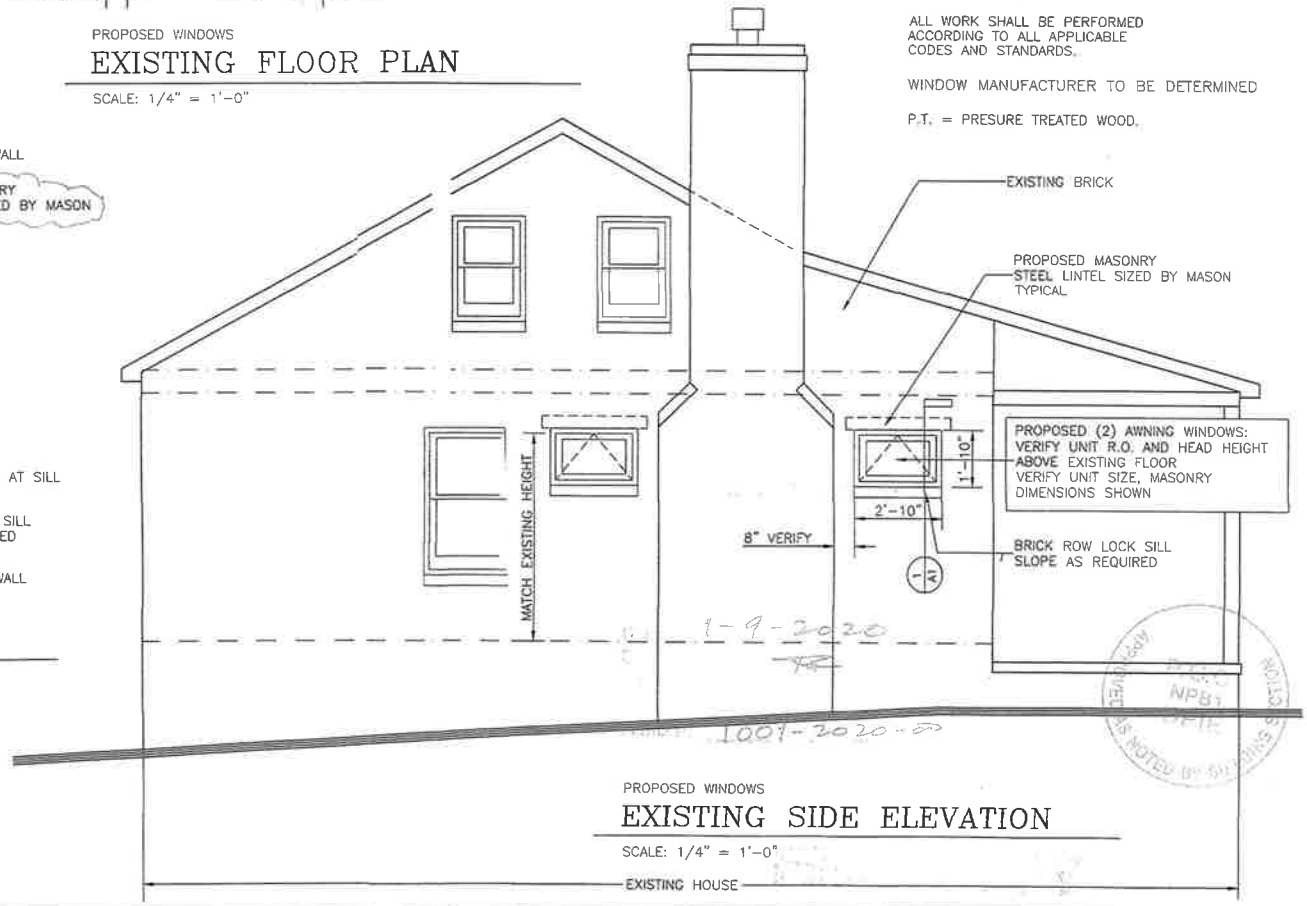
WINDOW MANUFACTURER TO BE DETERMINED

P.T. = PRESURE TREATED WOOD.



1 / A1 **WINDOW DETAIL**

SCALE: 3/4" = 1'-0"



PROPOSED WINDOWS

EXISTING SIDE ELEVATION

SCALE: 1/4" = 1'-0"

DRAWN BY:
MARK J. BANDY, INC.
(410) 750 2262

CASAS DEL SOL, INC.
GENERAL CONTRACTING
PHONE 301 220 1066
FAX 301 513 9365

Home Improvements

6905 Wells Parkway
University Park MD 20782

PROPOSED
FLOOR PLAN
ELEVATION & DETAIL

A1

Agenda Item 5B
Taliaferro Building Permit Application

Building Permit Application

♦The Town of University Park ♦

An incorporated municipality in Prince George's County, Maryland
Town Hall, 6724 Baltimore Avenue, University Park, Maryland 20782
***Phone**: (301) 927-4262 **Fax**: (301) 277-4548 **Email:** townhall@upmd.org*

For Office Use Only
Ward # 3 Date Received: 1/21/20
Permit Application: Approved [ ]
Rejected [ ]
Check/Cash Amt.: $10
Permit Number:
Date Issued:

Name of Applicant(s): Jason Taliaferro

Telephone Number: (817) 223-5415 Home ( ) Cell

Work: Email: jason.m.taliaferro@gmail.com

Street Address of Property: 4443 Wells Parkway University Park, MD 20782

Lot Number: 5 Block Number: 3 Section Number: 1

Person/Company Doing the Work: Home owner

Address/Phone:

Signature of Property Owner: Date: 1/21/20

Description of Work

Check all that apply:

[ ] **Fence**: Height: , Material: , Style:

[✓] **Outbuilding**: Dimensions: 5x6' , Height at Apex: 8 ft

Materials: Wooden asphalt shingles

[ ] **Other**: (*Please Specify*):

Dimensions: , Height at Apex:

Materials:

Please Specify Reason for Structure: Replacement shed

[ ] **POD or Dumpster** (check one) Unit will be placed on the property: _____ or on the street: _____

Dates the unit will be delivered: _____ picked up: _____

Permit and Non-Refundable Filing Fee Paid **($10 + 10% of County permit fee (if applicable))**= $ 10.00

Caution: *To begin construction before a permit has been issued and prominently displayed for inspection at the construction site is a clear violation of municipal law.*

Revised 5/2012

ORDERED BY:

ADVANTAGE SETTLEMENT, INC.

www.AdvantageSettlement.com
6521 Arlington Blvd., Suite 310
Falls Church, VA 22042
703.532.9520 / Fax 703.532.9550

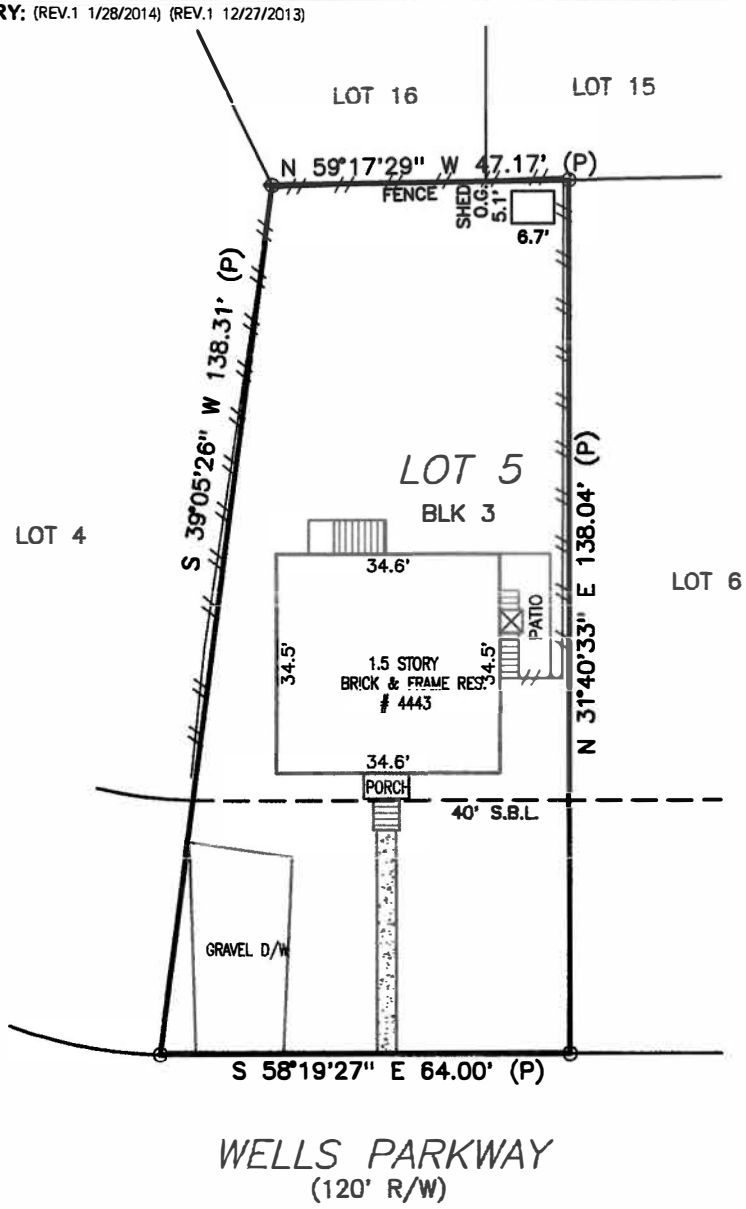
PROPERTY ADDRESS: 4443 WELLS PARKWAY HYATTSVILLE, MARYLAND 20782

SURVEY NUMBER: MD1312.1992

FIELD WORK DATE: 12/24/2013

REVISION HISTORY: (REV.1 1/28/2014) (REV.1 12/27/2013)

MD1312.1992
LOCATION DRAWING
LOT 5, BLOCK 3
SECTION ONE (1), UNIVERSITY PARK
PRINCE GEORGE'S COUNTY, MARYLAND
12-27-2013 SCALE 1"=30'



STATE OF MARYLAND
WILLIAM R. HAND
PROPERTY LINE SURVEYOR
NO. 483
EXPIRES 1-14-2015

30 0 15 30

GRAPHIC SCALE (In Feet)
1 inch = 30' ft.

ACCURACY=3'±

POINTS OF INTEREST:

5×5 shed Plans

Last but not least, you need to take care of the finishing touches. Therefore, fill the holes with wood putty and then smooth the surface with 120-220 grit sandpaper. Apply a few coats of paint or stain so you enhance the look of the shed and you protect the components from decay. Don't forget to take a look over **PART 2** to learn how to build the roof for the shed, as well as how to frame the front door.

This woodworking project was about **5×5 shed plans free**. If you want to see more outdoor plans, check out the rest of our step by step projects and follow the instructions to obtain a professional result.

Next >>

Get My Book

SEARCH B...

Agenda Item 7A
Legislative Resolution 2020-O-01

Amending Section 9-104 Parking
Sponsored by: Councilmember Schultz

LEGISLATIVE RESOLUTION 20-O-01

Resolution and Ordinance of the Town of University Park to amend Chapter 9 "Traffic and Vehicles", Article 1, "Traffic", Section 9-104, "Parking" and Section 9-106, "Restricted Traffic Flow" of the Code of Ordinances of the Town of University Park.

WHEREAS, pursuant to §5-202 of the Local Government Article, Annotated Code of Maryland, the Mayor and Common Council of the Town of University Park have the power to pass such ordinances as deemed necessary to protect the health, safety and welfare of the residents of the municipality and to prevent and remove nuisances; and

WHEREAS, the Transportation Article, Annotated Code of Maryland, authorizes the Town to adopt parking and traffic regulations; and

WHEREAS, the Mayor and Common Council have adopted Chapter 9, "Traffic and Vehicles", of the Town Code to regulate parking and traffic in the Town; and

WHEREAS, issues with parking, traffic and pedestrian safety have arisen on Underwood Street adjacent to the University Park Elementary School during drop off and pick up of students; and

WHEREAS, the Mayor and Common Council, after consulting with the School and the Town Chief of Police, have determined that it is in the public interest to prohibit parking during school hours on the south side of Underwood Street 93 feet from its intersection with Queens

EXPLANATION:
CAPITALS INDICATE MATTER ADDED TO EXISTING LAW
[~~Brackets~~] indicate matter deleted from existing law
* * Asterisks* * indicate existing law which are unchanged but not set forth in the ordinance
<u>CAPITALS INDICATE MATTER ADDED BY AMENDMENT TO THE PROPOSED ORDINANCE</u>
~~[Brackets]~~ indicate matter deleted by amendment to the proposed ordinance

Chapel Road, 95 feet north on the east side of Queens Chapel Road from its intersection with Underwood Street, and to restrict turning onto Underwood Street in an eastbound direction from its intersection with Queens Chapel Road to assist with these issues.

Section 1: NOW THEREFORE be it resolved and ordained by the Mayor and Common Council of the Town of University Park that Chapter 9 "Traffic and Vehicles", Article 1 "Traffic", Section 9-104 "Parking", of the Code of the Town of University Park, be repealed, re-enacted and amended to read as follows:

Section 9-104 Parking

A. Prohibitions * * * *

B. Limitations

(1) * * * *

(2) School parking.

(a) No person shall park any vehicle from 7:00 a.m. to 7:00 p.m., except as otherwise noted, on school days on any of the following streets:

(i) – (iii) * * * *

	Name of Street	Side	Location
iv.	Queens Chapel Road	[~~North~~] WEST	From its intersection with Underwood Street to the driveway of the University Park Elementary School Parking Lot, which area shall be utilized as a student loading zone, between the hours of 7:30 a.m. and 8:30 a.m., and 1:30 p.m. and 2:30 p.m., [~~on school days only~~]
		EAST	NORTH FROM ITS INTERSECTION WITH UNDERWOOD STREET FOR A DISTANCE OF 95 FEET BETWEEN THE HOURS OF 7:00 A.M. AND 9:00 A.M.

v.	Underwood Street	South	West from its intersection with Queens Chapel Road for a distance of 470 feet, between the hours of 7:00 a.m. and 3:00 p.m.
		SOUTH	EAST FROM ITS INTERSECTION WITH QUEENS CHAPEL ROAD FOR A DISTANCE OF 93 FEET BETWEEN THE HOURS OF 7:00 A.M. AND 9:00 A.M.

C. – E. * * * *

* * * *

Section 2 Be it further resolved and ordained that Chapter 9 "Traffic and Vehicles", Article 1 "Traffic", Section 9-106 "Restricted traffic flow", of the Code of the Town of University Park, be repealed, re-enacted and amended to read as follows:

§ 9-106 **Restricted traffic flow.**
A. No person shall operate a motor vehicle on Underwood Street between Forest Hill Drive and Adelphi Road except in a westbound direction, nor shall any person operate a motor vehicle on Underwood Street between Beechwood Road and the northern end of the circular driveway at the University Park Elementary School, except in a southbound direction, NOR SHALL ANY PERSON OPERATE A MOTOR VEHICLE ONTO UNDERWOOD STREET IN AN EASTBOUND DIRECTION FROM ITS INTERSECTION WITH QUEENS CHAPEL ROAD BETWEEN 7:00 A.M. AND 9:00 A.M., MONDAY THROUGH FRIDAY.

B. – I. * * * *

Section 2. Be it further resolved that this resolution shall become effective twenty (20) days after enactment by the Mayor and Common Council of University Park.

Section 3: Be it further resolved that a complete and exact copy of this proposed Ordinance shall be posted on the entrance door of the Town Building of University Park, Maryland, for a period of not less than ten (10) days, and a fair summary of this Ordinance shall be published at least once in a newspaper having general circulation in the community.

APPROVED this _____ day of _____, 2020

ATTEST:

MAYOR AND COMMON COUNCIL
TOWN OF UNIVERSITY PARK

_____ By: _____
Lenford C. Carey, Mayor

APPOVED AS TO FORM AND
LEGAL SUFFICIENCY

By:_____
Suellen M. Ferguson, Town Attorney

- Establish do not enter restriction on the 4400 block Underwood St. (south side), Monday-Friday, 7-9 a.m.
- Prohibit parking on the 4400 block Underwood St. (south side)—93' from the intersection with Queens Chapel Rd.
- Prohibit parking on the 6600 block Queens Chapel Rd. (east side)—95' from the intersection with Underwood St.

Agenda Item 8A
General Order 604.0 Police Benevolent Fund

UNIVERSITY PARK POLICE GENERAL ORDER

TITLE			PROCEDURE NUMBER
Police Benevolent Fund			**UPPD 604.0**
SECTION	NUMBER OF PAGES	EFFECTIVE DATE	REVIEW DATE
DUTIES AND RESPONSIBILIITES	**1**	**02/01/2020**	
☐ NEW ☐ AMENDS ☐ RESCINDS	CALEA CHAPTERS	AUTHORITY	
DATE:		**Chief Harvey R. Baker**	

I. PURPOSE

The purpose of this general order is to establish guidelines for the administration of the Police Benevolent Fund.

II. POLICY

The Police Benevolent Fund was created to administer the monetary donations made by Town residents to show their appreciation for the services provided by police employees. The Police Benevolent Fund is a vehicle to promote the health and wellness of police employees, assist with their career development, while also enhancing police services to the residents of the Town.

III. RESPONSIBILITY

The Chief of Police or his designee will be responsible for approving all Police Benevolent Fund requests and/or purchases subject to availability of funds. All hardship requests will be treated as sensitive and confidential.

IV. PROCEDURES

The Police Benevolent Fund will be used to:

1) Promote the health and wellness of every employee of the police department
2) Assist employees and their families in their time of need
3) Pay for the Employee Annual Awards Dinner
4) Assist with employee career development through specialized training, education and equipment acquisition

End of Document

Agenda Item 8B
Charter Resolution 20-CR-01

Sponsored by: Councilmember

CHARTER RESOLUTION 20-CR-01

CHARTER RESOLUTION OF THE MAYOR AND COMMON COUNCIL OF UNIVERSITY PARK, PURSUANT TO THE AUTHORITY OF ARTICLE XI-E OF THE CONSTITUTION OF MARYLAND AND §4-301 *ET SEQ*. OF LOCAL GOVERNMENT ARTICLE, ANNOTATED CODE OF MARYLAND, AS AMENDED, TO AMEND THE CHARTER OF THE TOWN OF UNIVERSITY PARK, BY REPEALING AND RE-ENACTING ARTICLE V, "REGISTRATION, NOMINATIONS AND ELECTIONS", SECTION 503,"REGISTRATION", AND SECTION 506, "CANDIDATES FOR OFFICE" TO CLARIFY THAT QUALIFIED PERSONS REGISTER TO VOTE IN THE TOWN THROUGH THE PRINCE GEORGE'S COUNTY BOARD OF ELECTIONS, DELETE THE PROVISION FOR A SUPPLEMENTAL VOTER REGISTRATION LIST, INCLUDE THE REQUIREMENT FOR CANDIDATES TO FILE A FINANCIAL DISCLOSURE FORM AT THE SAME TIME AS THE CANDIDATE PETITION, REQUIRE THAT THE CANDIDATE PETITION AND FINANCIAL DISCLOSURE STATEMENT BE FILED AT LEAST 29 DAYS PRIOR TO THE ELECTION, CLARIFY THE PETITION REQUIREMENTS FOR WRITE-IN CANDIDATES, DELETE OUTDATED REFERENCES, AND MAKE CONFORMING AND CLERICAL CHANGES.

Section 1: Be it resolved and ordained by the Mayor and Common Council of University Park that Article V, "Registration, Nominations and Elections", Section 503,"Registration", of the Charter of the Town of University Park be repealed, re-enacted and amended to read as follows:

Section 503 Registration

(a) The Supervisors shall give at least two weeks' notice of every election date by notices published in at least one newspaper of general circulation in the Town and posted in at least one prominent place in each Ward of the Town. Notices of election shall contain a summary of questions that may be on the ballot and the names of nominees for each Town office as those

---

EXPLANATION:
CAPITALS INDICATE MATTER ADDED TO EXISTING LAW
[~~Brackets~~] indicate matter deleted from existing law
Asterisks indicate provisions of existing law which have been omitted from resolution and remain

names will appear on the ballot. The Supervisors may also cause notices required by this subsection to be published in the Town newsletter.

(b) [~~Registration of voters shall be available at any time during Town office hours. Voter registration may be accomplished in person or by mail. Further, r~~] ~~Registration with the Prince George's County Board of Elections, by a voter who resides in University Park, shall be deemed registration for elections in University Park. No registration date for municipal elections shall be established, whether by the County or the Town, within the thirty (30) day period immediately preceding an election. The Mayor and Common Council shall take those actions necessary to timely schedule and plan for implementing universal registration of voters in conjunction with Prince George's County. Registration shall be permanent if the individual votes at least once in every five years, and no person shall be entitled to vote in Town elections unless he/she is registered.~~] ANY PERSON RESIDING WITHIN THE CORPORATE LIMITS OF THE TOWN OF UNIVERSITY PARK WHO IS REGISTERED TO VOTE WITH THE PRINCE GEORGE'S COUNTY BOARD OF ELECTIONS AND WILL BE AT LEAST 18 YEARS OF AGE ON ELECTION DAY SHALL AUTOMATICALLY BECOME A REGISTERED VOTER OF THE TOWN AND BE ENTITLED TO VOTE AT GENERAL OR SPECIAL ELECTIONS OF THE TOWN.

(c) [~~The Supervisors shall maintain, establish and amend registration lists in appropriate form containing the name, age, place of residence in the Town, ward, date of registration, and signature of each person registered to vote. Prior to each election, the Supervisors shall prepare a list containing the names and addresses of the registered voters of the Town and the ward in which each voter resides. Copies of the list shall be available to the public. The Common Council may establish and charge reasonable fees to the public for copies of such lists. The Supervisors shall~~

~~use the preliminary and certified lists of Town registered voters provided by Prince George's County, together with a supplemental list prepared by the Supervisors, of persons not registered to vote in the County but qualified to vote in the Town, in preparing any list required herein.]~~ VOTER REGISTRATION FOR TOWN ELECTIONS SHALL CLOSE THIRTY (30) DAYS PRIOR TO THE ELECTION.

(d) ~~It shall be the duty of the Supervisors to keep the registration lists current by striking from the list persons who are no longer qualified to vote and/or have not voted at least once within the preceding five years.]~~ THE PRINCE GEORGE'S COUNTY BOARD OF ELECTIONS WILL MAINTAIN THE TOWN'S OFFICIAL VOTER LIST. [~~Within twenty (20) days after receiving any preliminary list of registered voters, t~~] The Supervisors shall notify the County BOARD OF ELECTIONS of any potential errors [~~in the list of registered voters~~], including errors in residency of registered voters, WITHIN TWENTY (20) DAYS AFTER RECEIVING ANY LIST OF REGISTERED VOTERS FROM THE BOARD OF ELECTIONS. [~~Whenever the registration of any voter is removed for any reason from the supplemental voter registration list maintained by the Town, the Supervisors shall send a notice of this action and the reason for the action to the last known address of the voter. The voter shall be given at least fifteen (15) days to respond to indicate whether the voter wishes to remain on the Town's voter registration list. If the voter wishes to remain on the Town's list and continues to be qualified under the town's voter registration requirements, the voter's name shall be reinstated to the Town's supplemental voter registration list upon written request of the voter~~.]

(e) Persons aggrieved by acts of the Supervisors may appeal to the Mayor and Common Council. Decisions of the Common Council on such appeals may be appealed to the Circuit Court of Prince George's County within the time allowed for such appeal.

Section 2: Be it further resolved and ordained by the Mayor and Common Council of University Park that Article V, "Registration, Nominations and Elections", Section 506, "Candidates for Office" of the Charter of the Town of University Park be repealed, re-enacted and amended to read as follows:

Section 506 Candidates for Office

(a) The elective offices of the Town shall be those of Mayor and seven Common Council members. The Mayor shall be elected at large by the qualified voters of the Town, and the Council members shall be elected by the qualified voters in the ward in which the candidate resides.

(b) The Mayor and Council members from the first, third and seventh wards shall be elected at the general election for Town offices held during even-numbered years. Council members from the second, fourth, fifth and sixth ward shall be elected at the general election for Town office held during odd-numbered years.

(c) Any person desiring to run for Mayor [~~of said Town~~] shall file with the [~~Board of Election~~] Supervisors OF ELECTIONS [~~of said Town~~] a petition containing the names of at least twenty (20) persons, who are qualified voters IN THE TOWN; and any person desiring to run for Council member shall file a petition with said [~~Board of Election~~] Supervisors OF ELECTIONS containing the names of at least ten (10) qualified voters RESIDING in the ward at least [~~thirty (30~~)]TWENTY-NINE (29) CALENDAR days, including SATURDAYS, SundayS and legal holidays, prior to election. ANY PERSON DESIRING TO BE A CANDIDATE MUST ALSO FILE THE FINANCIAL DISCLOSURE STATEMENT AS REQUIRED BY § 12-105 OF THE TOWN CODE OF ORDINANCES. After the petitions have been filed and the time for filing has expired, the [~~Board of Election~~] Supervisors OF ELECTIONS shall cause to be published in

some manner as shall give general publicity the names of the candidates filing petitions under this paragraph (c) and the positions to which they aspire.

(d) Any person desiring to run for Mayor or Common Council of the Town who does not file a petition as provided in paragraph (c) of this section, may qualify to run for such office as a write-in candidate by filing with the [~~Board of Elections~~] Supervisors of [~~the Town~~]ELECTIONS, at least five (5) calendar days before the date of the election, a petition to run as a write-in candidate FOR MAYOR containing the names of at least TWENTY PERSONS WHO ARE QUALIFIED VOTERS IN THE TOWN OR AS A WRITE-IN CANDIDATE FOR COUNCIL MEMBER CONTAINING THE NAMES OF AT LEAST ten (10) persons RESIDING IN THE WARD who are qualified voters, and a financial disclosure statement as required by § 12-10~~[4]~~ 5 of [~~this~~] THE TOWN'S code of ordinances.

(e) Any person desiring to run for Mayor or Common Council of the Town must qualify as a candidate under paragraph (c) or paragraph (d) of this section. All votes cast in an election for persons who are not qualified as candidates shall be void AND NOT COUNTED.

(f) Before entering upon the duties of their office, each elected officer shall take an oath of office as provided for in section [~~707~~] 708.

Section 3: Be it further resolved that this resolution shall become effective fifty days after enactment by the Mayor and Common Council of University Park, unless petitioned to referendum in a manner prescribed by law. If any section, subsection, provision, sentence, clause, phrase or word of this Charter Resolution is for any reason held to be illegal or otherwise invalid by any court of competent jurisdiction, such invalidity shall be severable, and shall not affect or impair any remaining section, subsection, provision, sentence, clause, phrase or word included within this Charter Resolution, it being the intent of the City that

the remainder of the Charter Resolution shall be and shall remain in full force and effect, valid and enforceable.

Section 4: Be it further resolved that a complete and exact copy of this proposed Charter amendment shall be posted on the entrance door of the Town Hall of University Park, 6724 Baltimore Avenue, University Park, Maryland, for a period of not less than forty (40) days, and a fair summary of this Charter amendment shall be published at least four times on four successive weeks within that forty day period in a newspaper having general circulation in the community.

APPROVED this _____ day of _____, 2020.

ATTEST:

MAYOR AND COMMON COUNCIL
TOWN OF UNIVERSITY PARK

_____
Andrea Marcavitch, Clerk

By:_____
Lenford C. Carey, Mayor

APPROVED AS TO FORM AND LEGAL SUFFICIENCY

_____
Suellen M. Ferguson, Town Attorney

Agenda Item 9
Draft January 6, 2020 Council Meeting Minutes

MEETING OF
UNIVERSITY PARK MAYOR AND COMMON COUNCIL
UNIVERSITY PARK ELEMENTARY SCHOOL
4315 UNDERWOOD STREET
7:30 p.m.
January 6, 2020
MINUTES

1. **CALL TO ORDER:** ***Mayor Carey*** at 7:30 p.m.

Present: Mr. Brosch, Mr. Schultz, Ms. Morrissey, Ms. Verrill, Mr. Caskey, Ms. Wells, Mr. Stephen (arrived at 7:31 p.m.)
Absent: None
Excused: None

2. **PLEDGE OF ALLEGIANCE** was led by Mayor Carey.

3. **APPROVAL OF THE AGENDA**

Moved by: Mr. Caskey **Seconded by** Ms. Verrill

Yea: 6 **Nay:** 0 **Abstain:** 0

4. **CONSENT AGENDA**

Motion: To approve the following consent agenda item.

Moved by: Ms. Morrissey **Seconded by:** Ms. Wells

Yea: 7 **Nay:** 0 **Abstain:** 0

A. BUILDING PERMIT APPLICATION TO INSTALL A DECK
(Maria Palmisano, 6715 44th Avenue) Ward 3
To install an 18'x 19'open deck with stairs at rear of the house located on Lot 26, Block 15 and Section 3 at 6715 44th Avenue.

DRAFT

5. PERMITS

A. BUILDING PERMIT TO INSTALL A SUMP PUMP (Larry and Jill Clements, 6914 Oakridge Road) Ward 5

Motion: To consider the request for a building permit to install a sump pump in the garage located on Lot 12 and 13 and Block D at 6914 Oakridge Road.

Moved by: Mr. Caskey **Seconded by:** Ms. Morrissey

Yea: **Nay:** **Abstain:**

Neighbors shared concerns of flooding on their property due to the placement of the sump pump discharge pipe and other water runoff from the Clements property. They shared photos of their yard.

Motion: To continue the motion for 90 days with the provision that the sump pump remain in place and operating and that within that 90-day period the Town will hire a consulting engineer to give a report on the drainage field of the sump pump. We need to know whether or not the continued maintenance of the waterproofing system is changing the natural flow of water in a manner adversely affecting adjoining properties.

Moved by: Mr. Caskey **Seconded by:** Mr. Brosch

Yea: 7 **Nay:** 0 **Abstain:** 0

6. PUBLIC COMMENT

- A University Park resident working for the 2020 Census encouraged Town residents to apply for a position with the 2020 Census in Prince Georges County. The hours are flexible and the pay is $22.50 per hour. The application can be found online.
- A resident asked for a clear explanation of the proposed parking restrictions for Underwood Street near the school.

7. CONTINUING BUSINESS

A. PART-TIME TOWN ADMINISTRATOR JOB DESCRIPTION

Motion: To approve the job description for Town Administrator as amended, with salary and benefits within the budget line item for fiscal year 2020.

Moved by: Ms. Verrill **Seconded by:** Mr. Stephen

Yea: 7 **Nay:** 0 **Abstain:** 0

Motion: To authorize the Mayor to recruit a part-time Town Administrator to be appointed by the Mayor with the approval of the Council.

Moved by: Ms. Verrill **Seconded by:** Mr. Caskey

Yea: 6 **Nay:** 1 (Brosch) **Abstain:** 0

DRAFT

Note: In response to questions from the Council, Mayor Carey said that some Councilmembers will sit on the panel for the hiring process of the Town Administrator, and the full Council will do the final set of interviews. The salary range for the position will be available before the job description is advertised.

8. NEW BUSINESS

A. INTRODUCTION OF LEGISLATIVE RESOLUTION 2020-O-01: RESTRICTED PARKING AND RESTRICTED ENTRY ALONG UNDERWOOD STREET AND QUEENS CHAPEL ROAD NEARBY UNIVERSITY PARK ELEMENTARY SCHOOL *(Introduction)*

Motion: To approve introduction of Legislative Resolution 2020-O-01 to amend Town Code, Chapter 9 to restrict parking on the east (Baltimore Ave.) side of Queens Chapel Road for 95 feet north of Underwood, and on the south (Wells Run) side of Underwood for 93 feet east of Queens Chapel Road, Monday through Friday 7 a.m. to 9 a.m., and also prohibit entry onto Underwood eastbound (towards Baltimore Ave.) from Queens Chapel Road during those same hours as recommended by the Police, Traffic and Public Safety Committee.

The earliest date this motion may be considered for passage is February 3, 2020.

Moved by: Mr. Schultz **Seconded by:** Ms. Wells

Yea: 7 **Nay:** 0 **Abstain:** 0

B. MOTORIST SAFETY AT SHERIDAN STREET AND BALTIMORE AVENUE INTERSECTION

Motion: To approve the coordination by the Mayor and town staff with Mr. Dolen, homeowner at 6400 Baltimore Avenue, to remove the visual obstructions at the front of his property in a manner that will make the intersection safer for motorists exiting Sheridan Street onto Baltimore Avenue in a southbound direction.

Moved by: Mr. Brosch **Seconded by:** Mr. Caskey

Yea: 5 **Nay:** 2 (Wells, Schultz) **Abstain:** 0

9. APPROVAL OF MINUTES: *December 16, 2019*

Moved by: Ms. Verrill **Seconded by:** Ms. Morrissey

Yea: 6 **Nay:** 0 **Abstain:** 1 (Wells)

Note: It was noted that the Animal Control hearing described as on January 8 has been rescheduled for February 12.

DRAFT

10. MAYOR AND COUNCIL REPORTS

A. MAYOR'S REPORT

- Mayor Carey will be away from January 23-27, returning on January 27 through Chicago. The Mayor Pro Tem, Ms. Wells, will also be absent. Therefore, in case there is a delay and the Mayor is not able to make the January 27 Council meeting, the Council will need to appoint someone to preside.
- Elected Representative from the School Board Ms. Pamela Boozer-Strother will give a presentation at the January 27 Council meeting. Ms. Morrissey was asked to lead Council discussion after the presentation. Mayor Carey invited Ms. Morrissey to join him and Ms. Boozer-Strother for coffee to discuss items of interest that the Town has expressed.

B. COUNCIL AND COMMITTEE REPORTS

Development Overview Committee - Ms. Wells
The Committee will not meet in January.

11. ADJOURNMENT by consent at 10:06 p.m.

DRAFT

Agenda Item 10
Treasurer's Report

Town of University Park
Treasurer's Report
December 31, 2019

Cash Balances

Bank of America - General Fund	$149,828.95
Suntrust - General Fund	68,882.42
Suntrust - Debit Card A/C	5,691.38
MD Local Government Investment Pool	2,040,845.19
Police Benevolence Fund	7,294.90
Employee Holiday Fund	17.50
BB&T Bank - CD	4,208.20
Petty Cash	500.00
Total	**$2,277,268.54**

Town of University Park
Treasurer's Report
December 31, 2019

	December	Jul - Dec 19	Budget	$ Over Budget	% of Budget
Income					
General Fund Revenues					
I - Taxes					
4000-00 · Real Estate Tax Revenue	50,662.63	1,600,328.45	2,424,892.00	(824,563.55)	66.0%
4005-00 · Business Personal Property Tax		52,887.64	60,000.00	(7,112.36)	88.15%
4010-00 · Penalties & Interest on Taxes	552.48	952.28	1,000.00	(47.72)	95.23%
4020-00 · State Income Tax		268,628.42	652,815.00	(384,186.58)	41.15%
Total I - Taxes	51,215.11	1,922,796.79	3,138,707.00	(1,215,910.21)	61.26%
II - State Shared					
4015-00 · Highway Users	20,610.42	34,117.96	116,590.00	(82,472.04)	29.26%
4025-00 · Police Protection	12,377.00	24,754.00	49,730.00	(24,976.00)	49.78%
4030-00 · Bank Stock		0.00	10,257.00	(10,257.00)	0.0%
Total II - State Shared	32,987.42	58,871.96	176,577.00	(117,705.04)	33.34%
III - County					
4055-00 · Landfill Rebate		0.00	6,256.00	(6,256.00)	0.0%
Total III - County	0.00	0.00	6,256.00	(6,256.00)	0.0%
IV - Licenses & Permits					
4075-00 · Cable TV Franchise Payments		14,456.33	36,000.00	(21,543.67)	40.16%
4076-00 · Cable TV - Capital Equipment		1,594.16	22,600.00	(21,005.84)	7.05%
4080-00 · Building Permits & Fees	50.95	839.18	1,500.00	(660.82)	55.95%
Total IV - Licenses & Permits	50.95	16,889.67	60,100.00	(43,210.33)	28.1%
V - Miscellaneous					
4085-00 · Accident Reports	100.00	130.00			
4095-00 · Rental License Fees	400.00	6,800.00	31,200.00	(24,400.00)	21.8%
4100-00 · Fines - Police	100.00	450.00	4,000.00	(3,550.00)	11.25%
4105-00 · Vehicle Release	200.00	575.00	2,000.00	(1,425.00)	28.75%
4120-00 · Interest Income		10,785.09	37,500.00	(26,714.91)	28.76%
4150-00 · Revenue -Miscellaneous		1,806.25	1,889.00	(82.75)	95.62%
4155-00 · Revenue - Recycling	134.00	918.40	2,000.00	(1,081.60)	45.92%
4160-00 · Sale of Asset		850.00	17,000.00	(16,150.00)	5.0%
4170-00 · Red Light Camera		9,553.00	20,750.00	(11,197.00)	46.04%
4244-00 · Sale of Energy Credits	358.12	2,465.12	500.00	1,965.12	493.02%
4248-00 · PEPCO - Solar Array Excess Gen.		0.00	2,000.00	(2,000.00)	0.0%
Total V - Miscellaneous	1,292.12	34,332.86	118,839.00	(84,506.14)	28.89%
VI - Grant & Bond Revenue					
4206-00 · Maryland Bond Bill - Town Hall		0.00	200,000.00	(200,000.00)	0.0%
4212-00 · MHAA Grant		(315.00)	40,750.00	(41,065.00)	(0.77%)
4214-00 · Leaf/Utility Vehicle Lease		0.00	150,000.00	(150,000.00)	0.0%
4230-00 · Infrastrusture Bond - 2019		0.00	1,800,000.00	(1,800,000.00)	0.0%
4243-00 · WSSC/WGL - Street Repair Rebate		0.00	516,000.00	(516,000.00)	0.0%
Total VI - Grant & Bond Revenue	0.00	(315.00)	2,706,750.00	(2,707,065.00)	(0.01%)
VII - Prior Year's Surplus	0.00	0.00	1,653,368.00	(1,653,368.00)	0.0%
Total General Fund Revenues	85,545.60	2,032,576.28	7,860,597.00	(5,828,020.72)	25.86%
Total Income	85,545.60	2,032,576.28	7,860,597.00	(5,828,020.72)	25.86%
Gross Profit	85,545.60	2,032,576.28	7,860,597.00	(5,828,020.72)	25.86%

Town of University Park
Treasurer's Report
December 31, 2019

	December	Jul - Dec 19	Budget	$ Over Budget	% of Budget
Expense					
General Government					
I - Personnel - Gen Govt					
A Salaries - General Government					
6103-01 · Administration Expenses		0.00	75,000.00	(75,000.00)	0.0%
6104-01 · Mayor's Salary	1,538.46	9,846.14	20,000.00	(10,153.86)	49.23%
6105-01 · General Government - Reg	12,969.59	79,495.32	182,207.00	(102,711.68)	43.63%
6108-01 · General Government - Sick	50.04	1,228.03			
6109-01 · General Government - Vacation	2,503.23	9,303.39			
Total A Salaries - General Government	17,061.32	99,872.88	277,207.00	(177,334.12)	36.03%
B - Payroll Tax & Benefits - GG					
6600-01 · Life Insurance - Employee - GG	57.07	399.49			
6605-01 · Health Insurance - GG	122.85	1,552.43			
6610-01 · Payroll Taxes - GG	1,178.33	6,946.79	42,342.00	(35,395.21)	16.41%
6625-01 · Unemployment Insurance - GG		62.60			
6630-01 · State Retirement - GG	14,437.00	14,664.20			
6635-01 · Payroll Taxes - Mayor	117.70	765.00	3,590.00	(2,825.00)	21.31%
Total B - Payroll Tax & Benefits - GG	15,912.95	24,390.51	45,932.00	(21,541.49)	53.1%
Total I - Personnel - Gen Govt	32,974.27	124,263.39	323,139.00	(198,875.61)	38.46%
II -Operating - Gen. Government					
6000-01 · ADA (Interpreters)		0.00	250.00	(250.00)	0.0%
6005-01 · Accounting & Auditing		7,872.25	9,000.00	(1,127.75)	87.47%
6015-01 · Building Maintenance	973.80	6,834.79	15,000.00	(8,165.21)	45.57%
6020-01 · Building Utilities	787.29	1,546.21	7,000.00	(5,453.79)	22.09%
6027-01 · Council Retreat / Orientation		0.00	1,000.00	(1,000.00)	0.0%
6030-01 · Recording Secretary	275.00	1,875.00	5,000.00	(3,125.00)	37.5%
6050-01 · Elections		0.00	2,000.00	(2,000.00)	0.0%
6053-01 · Employee Awards and Events	840.48	1,775.24	3,000.00	(1,224.76)	59.18%
6055-01 · Engineering Serv. (Exc. Street)		0.00	2,000.00	(2,000.00)	0.0%
6064-01 · IT Costs		5,494.35	20,500.00	(15,005.65)	26.8%
6065-01 · Insurance		31,797.00	30,000.00	1,797.00	105.99%
6070-01 · Legal Advertisement		342.00	1,000.00	(658.00)	34.2%
6075-01 · Legal Fees	3,472.50	18,760.50	45,000.00	(26,239.50)	41.69%
6080-01 · Travel		408.40	20,000.00	(19,591.60)	2.04%
6085-01 · Memberships and Dues		5,763.28	6,000.00	(236.72)	96.06%
6090-01 · Newsletter	1,818.00	6,618.35	25,000.00	(18,381.65)	26.47%
6095-01 · Office Expenses	2,245.17	11,134.74	21,000.00	(9,865.26)	53.02%
6097-01 · Publications		0.00	8,000.00	(8,000.00)	0.0%
6110-01 · Small Equipment		0.00	6,000.00	(6,000.00)	0.0%
6115-01 · Telephone	846.65	4,595.65	10,000.00	(5,404.35)	45.96%
6128-01 · Training		375.00	1,500.00	(1,125.00)	25.0%
6130-01 · Website Maintenance & Design		5,565.00	8,800.00	(3,235.00)	63.24%
Total II -Operating - Gen. Government	11,258.89	110,757.76	247,050.00	(136,292.24)	44.83%

Town of University Park
Treasurer's Report
December 31, 2019

	December	Jul - Dec 19	Budget	$ Over Budget	% of Budget
III - Grants & Donations					
6063-01 · Fire Dept Donation		0.00	9,000.00	(9,000.00)	0.0%
6096-01 · Northwestern High School - PTA		6,000.00	6,000.00	0.00	100.0%
6099-01 · PTA Donation		0.00	6,000.00	(6,000.00)	0.0%
6152-01 · Senior Programs - Helping Hands	(275.00)	1,091.84	5,000.00	(3,908.16)	21.84%
6203-02 · UPCA Grant		0.00	8,000.00	(8,000.00)	0.0%
6250-02 · Azalea Classic		0.00	6,000.00	(6,000.00)	0.0%
Total III - Grants & Donations	(275.00)	7,091.84	40,000.00	(32,908.16)	17.73%
IV -Capital Outlay - Gen. Govt.					
6137-01 · Town Hall Security/Lighting		0.00	5,000.00	(5,000.00)	0.0%
6138-01 · Town Hall Design & Construction		0.00	240,000.00	(240,000.00)	0.0%
Total IV -Capital Outlay - Gen. Govt.	0.00	0.00	245,000.00	(245,000.00)	0.0%
V - Transit					
6125-07 · Transit - Call-A-Bus	14.75	9,647.18			
6126-01 · Transit - Salaries	4,921.69	28,778.69	88,500.00	(59,721.31)	32.52%
6610-07 · Payroll Tax - Transit	376.50	2,234.34			
6630-07 · State Retirement - Van	5,323.00	5,440.52			
Total V - Transit	10,635.94	46,100.73	88,500.00	(42,399.27)	52.09%
Total General Government	54,594.10	288,213.72	943,689.00	(655,475.28)	30.54%

Town of University Park
Treasurer's Report
December 31, 2019

	December	Jul - Dec 19	Budget	$ Over Budget	% of Budget
Police & Public Safety					
I - Police & PS - Personnel					
A - Salaries - P & PS					
6344-03 · Police - Vacation		7,641.27			
6345-03 · Police - Regular	50,555.24	297,498.08	660,540.00	(363,041.92)	45.04%
6346-03 · Police - OT	3,663.11	15,203.02			
6348-03 · Police - Holiday	2,588.24	7,124.88			
6349-03 · Police - Sick Plan		7,844.94			
Total A - Salaries - P & PS	56,806.59	335,312.19	660,540.00	(325,227.81)	50.76%
B - Payroll Tax & Benefits - PS					
6600-03 · Life Insurance - Employee - PS	110.00	637.20			
6605-03 · Health Insurance - Police & PS	4,004.64	39,146.18			
6610-03 · Payroll Taxes - Police & PS	4,414.61	25,989.92	268,591.00	(242,601.08)	9.68%
6625-03 · Unemployment Insurance - PS	20.42	56.56			
6630-03 · State Retirement - PS	56,816.00	57,619.02			
Total B - Payroll Tax & Benefits - PS	65,365.67	123,448.88	268,591.00	(145,142.12)	45.96%
Total I - Police & PS - Personnel	122,172.26	458,761.07	929,131.00	(470,369.93)	49.38%
I.I - Code Compliance					
6380-03 · Code Compliance Salary	3,123.12	11,910.38	27,000.00	(15,089.62)	44.11%
6631-03 · Code Compliance- Payroll Tax	238.92	924.86			
6633-03 · Code Compliance Operating Costs	69.85	691.55	2,500.00	(1,808.45)	27.66%
Total I.I - Code Compliance	3,431.89	13,526.79	29,500.00	(15,973.21)	45.85%
II - Police & PS - Operating					
5303-03 · Citations - Red Light Camera		2,496.40	8,700.00	(6,203.60)	28.69%
6300-03 · Bike Patrol		294.78	2,000.00	(1,705.22)	14.74%
6303-03 · Body Worn Cameras		(5,000.00)	11,000.00	(16,000.00)	(45.46%)
6305-03 · Computer		0.00	2,000.00	(2,000.00)	0.0%
6307-03 · Crossing Guards	1,361.27	3,526.00	7,200.00	(3,674.00)	48.97%
6315-03 · Police Supplies & Manuals	1.30	4,731.49	9,240.00	(4,508.51)	51.21%
6320-03 · Gasoline		9,979.96	22,000.00	(12,020.04)	45.36%
6323-03 · Home Security Reimb. Program		100.00	1,500.00	(1,400.00)	6.67%
6325-03 · Medical Exams	1,375.00	1,595.50	2,000.00	(404.50)	79.78%
6327-03 · MILES Computer		0.00	100.00	(100.00)	0.0%
6329-03 · Mobile Data Terminals	542.50	2,289.62	6,375.00	(4,085.38)	35.92%
6330-03 · Travel, Meetings, Prof. Dues	125.00	125.00	3,500.00	(3,375.00)	3.57%
6331-03 · Traffic Study Analysis		0.00	5,000.00	(5,000.00)	0.0%
6340-03 · Radio Maintenance		0.00	500.00	(500.00)	0.0%
6350-03 · Small Equipment - Police	432.00	1,035.66	9,400.00	(8,364.34)	11.02%
6351-03 · Uniforms					
6360-03 · Uniform Cleaning	106.46	872.16	8,300.00	(7,427.84)	10.51%
6365-03 · Uniform Purchase	1,058.00	4,015.48			
Total 6351-03 · Uniforms	1,164.46	4,887.64	8,300.00	(3,412.36)	58.89%
6355-03 · Training	3,071.38	4,898.26	3,000.00	1,898.26	163.28%
6370-03 · Vehicle Maintenance	231.07	6,421.17	6,500.00	(78.83)	98.79%
Total II - Police & PS - Operating	8,303.98	37,381.48	108,315.00	(70,933.52)	34.51%
III - Police & PS - Cap. Outlay					
6335-03 · Police Car		0.00	38,000.00	(38,000.00)	0.0%
6558-03 · Purchase of Speed Signs		5,824.00	6,289.00	(465.00)	92.61%
Total III - Police & PS - Cap. Outlay	0.00	5,824.00	44,289.00	(38,465.00)	13.15%
Total Police & Public Safety	133,908.13	515,493.34	1,111,235.00	(595,741.66)	46.39%

Town of University Park
Treasurer's Report
December 31, 2019

	December	Jul - Dec 19	Budget	$ Over Budget	% of Budget
Public Works					
I - Personnel - PW					
A - Salaries - PW					
6545-05 · Mechanic	5,930.74	35,617.78			
6550-05 · Public Works	31,585.40	187,547.21	581,959.00	(394,411.79)	32.23%
6551-05 · Public Works - OT	3,036.84	7,865.34			
6553-05 · Contract Labor	2,832.16	14,914.52			
6554-05 · Public Works - Sick	949.04	6,703.83			
6555-05 · Public Works - Vacation	3,885.84	16,301.97			
Total A - Salaries - PW	48,220.02	268,950.65	581,959.00	(313,008.35)	46.22%
B - Payroll Tax & Benefits - PW					
6600-05 · Life Insurance - Employee -PW	112.50	1,003.40			
6605-05 · Health Insurance	5,831.10	91,118.90			
6610-05 · Payroll Taxes - PW	3,387.01	19,462.90	265,602.00	(246,139.10)	7.33%
6625-05 · Unemployment Insurance - PW		(19.29)			
6630-05 · State Retirement - PW	49,353.00	50,163.84			
Total B - Payroll Tax & Benefits - PW	58,683.61	161,729.75	265,602.00	(103,872.25)	60.89%
Total I - Personnel - PW	106,903.63	430,680.40	847,561.00	(416,880.60)	50.81%
II - Operating - Parks & Rec					
6202-02 · Cemetery Upkeep		0.00	100.00	(100.00)	0.0%
6210-02 · Tree Maintenance		9,780.00	20,000.00	(10,220.00)	48.9%
6215-02 · Tree Replacement	(20.00)	11,790.20	8,000.00	3,790.20	147.38%
6217-02 · Tree Replacement Program		1,525.94	4,000.00	(2,474.06)	38.15%
6220-02 · Upkeep of Park	500.00	2,110.46	8,000.00	(5,889.54)	26.38%
6227-02 · Park Usage Concept Plan		0.00	100.00	(100.00)	0.0%
6230-02 · Playing Field Maintenance		3,220.00	7,000.00	(3,780.00)	46.0%
6235-02 · Park Landscape Maintenance	3,170.00	4,360.00	10,000.00	(5,640.00)	43.6%
Total II - Operating - Parks & Rec	3,650.00	32,786.60	57,200.00	(24,413.40)	57.32%
III - Operating - Streets					
6410-04 · Snow Removal Supplies		0.00	5,000.00	(5,000.00)	0.0%
6420-04 · Street Lights	2,282.52	10,771.94	28,000.00	(17,228.06)	38.47%
6425-04 · Street Repairs	152.75	3,683.65	19,500.00	(15,816.35)	18.89%
6435-04 · Street Trees - Replacement		8,219.00	10,000.00	(1,781.00)	82.19%
6440-04 · Street Tree - Maintenance	4,455.00	11,671.00	28,000.00	(16,329.00)	41.68%
Total III - Operating - Streets	6,890.27	34,345.59	90,500.00	(56,154.41)	37.95%

Town of University Park
Treasurer's Report
December 31, 2019

	December	Jul - Dec 19	Budget	$ Over Budget	% of Budget
IV - Operating - Gen./Sanit					
Uniforms					
6570-05 · Uniform Purchases	10.00	3,819.08	4,000.00	(180.92)	95.48%
Total Uniforms	10.00	3,819.08	4,000.00	(180.92)	95.48%
6500-05 · Fuel		10,727.61	28,000.00	(17,272.39)	38.31%
6501-05 · Composting	192.42	4,256.38	4,000.00	256.38	106.41%
6505-05 · Landfill	2,848.52	13,601.28	64,000.00	(50,398.72)	21.25%
6510-05 · Landfill - Compost (MD Environ)	551.75	5,245.46			
6515-05 · Medical Exams		0.00	500.00	(500.00)	0.0%
6535-05 · Recycling Costs	827.01	3,638.76	12,000.00	(8,361.24)	30.32%
6546-05 · Travel & Dues		5,183.67	5,000.00	183.67	103.67%
6547-05 · Training		386.95	2,000.00	(1,613.05)	19.35%
6560-05 · Tools & Supplies	883.41	5,526.65	8,000.00	(2,473.35)	69.08%
6580-05 · Vehicle Maintenance	4,243.78	16,115.46	20,000.00	(3,884.54)	80.58%
6585-05 · Work & Storage Space	2,814.95	29,136.74	44,000.00	(14,863.26)	66.22%
6590-05 · Tiger Mosquito Repression Prog.		0.00	100.00	(100.00)	0.0%
Total IV - Operating - Gen./Sanit	12,371.84	97,638.04	191,600.00	(93,961.96)	50.96%
V - Capital Outlay - PW					
6504-05 · Capital Outlay Trash Container		5,283.43	7,000.00	(1,716.57)	75.48%
6509-05 · Park Bridge Repl. Beechwood Rd	1,689.98	1,989.98	100,000.00	(98,010.02)	1.99%
6517-05 · Leaf/Utility Truck Purchase	875.00	0.00	150,000.00	(150,000.00)	0.0%
6518-05 · Street & Infrastructure FY2020		0.00	2,507,106.00	(2,507,106.00)	0.0%
6519-05 · MHAA Trail Project		0.00	81,500.00	(81,500.00)	0.0%
Total V - Capital Outlay - PW	2,564.98	7,273.41	2,845,606.00	(2,838,332.59)	0.26%
Total Public Works	132,380.72	602,724.04	4,032,467.00	(3,429,742.96)	14.95%
Reserves & Debt Service					
I. Unreserved - Designated					
6600-08 · Vehicle Replacement		0.00	26,000.00	(26,000.00)	0.0%
6610-08 · Tree Replacement		0.00	40,000.00	(40,000.00)	0.0%
6615-08 · Police Officer		0.00	68,000.00	(68,000.00)	0.0%
Total I. Unreserved - Designated	0.00	0.00	134,000.00	(134,000.00)	0.0%
II. Reserved - Designated					
6630-08 · Cemetery		0.00	4,204.00	(4,204.00)	0.0%
6640-08 · Cable Capital Equipment		0.00	173,150.00	(173,150.00)	0.0%
Total II. Reserved - Designated	0.00	0.00	177,354.00	(177,354.00)	0.0%
III. Debt Service					
6044-01 · Debt Service Infrast. Bond		0.00	206,254.00	(206,254.00)	0.0%
6045-01 · Debt Retirement - Bonds		103,120.92	0.00	103,120.92	100.0%
6051-01 · Debt Service - 2019 Bond		0.00	125,268.00	(125,268.00)	0.0%
6054-01 · Leaf/Utility Truck Lease Pymt.		27,343.81	29,000.00	(1,656.19)	94.29%
6507-05 · Packer Lease Payment		58,192.76	58,200.00	(7.24)	99.99%
Total III. Debt Service	0.00	188,657.49	418,722.00	(230,064.51)	45.06%
IV. Unreserved Funds	0.00	0.00	1,043,130.00	(1,043,130.00)	0.0%
Total Reserves & Debt Service	0.00	188,657.49	1,773,206.00	(1,584,548.51)	10.64%
Total Expense	320,882.95	1,595,088.59	7,860,597.00	(6,265,508.41)	20.29%
Net Income	**(235,337.35)**	**437,487.69**	**0.00**	**437,487.69**	**100.0%**