



**MEETING OF
UNIVERSITY PARK MAYOR AND COMMON COUNCIL
WILL BE HELD AT
UNIVERSITY PARK ELEMENTARY SCHOOL
4315 UNDERWOOD STREET
7:30 p.m.
February 24, 2020
REGULAR SESSION**

A closed session has been called to begin at 7:15 p.m. to consult with Counsel to obtain legal advice.

1. CALL TO ORDER: *Mayor Carey*

Present:	Brosch	Absent:	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. CONSENT AGENDA

Motion: To approve the following consent agenda item.

Moved by:	Seconded by:	
Yea:	Nay:	Abstain:

A. BUILDING PERMIT APPLICATION TO REPLACE A SHED

(Dennis Giblin, 6508 41st Avenue) Ward 2

To replace existing shed with a 8'x 10' shed, located on Lot 9, Block 20 and Section 5A at 6508 41st Avenue.

5. PUBLIC COMMENT

6. CONTINUING BUSINESS

A. PUBLIC HEARING: ADOPT CHARTER RESOLUTION 20-CR-01: AMENDING ARTICLE V, “REGISTRATION, NOMINATIONS AND ELECTIONS, SECTION 503 “REGISTRATIONS” AND SECTION 506 “CANDIDATES FOR OFFICE” (*Second Reading*)

Motion: To adopt 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be filed at least 29 days prior to the election, clarify the petition requirements for write-in candidates, delete outdated references, and make conforming and clerical changes.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 Public Hearing on this Charter Amendment will be held on February 24, 2020 during this meeting.

Moved by:

Seconded by:

Yea:

Nay:

Abstain:

B. INTRODUCTION OF LEGISLATIVE RESOLUTION 20-O-02: CHAPTER 2, ENACTING SECTION 2-114, *WELCOMING TOWN* (*Second Reading*)

Motion: To adopt Legislative Resolution 20-O-02 to amend Town Code, Chapter 2 by enacting section 2-114, “Welcoming Town” to regulate how US Citizenship status information is obtained, used and retained, and to make provision for Town benefits and services without regard to US citizenship status.

The earliest date this motion may be considered for passage is March 2, 2020.

Moved by:

Seconded by:

Yea:

Nay:

Abstain:

C. TRANSFER OF FUNDS FOR ENGINEERING SERVICES

Motion: To consider the transfer of \$7,873.00 from Undesignated Unreserved to the General Government line item 6055-01, Engineering Services, for engineering services for a quantitative assessment of the drainage conditions at 6914 Oakridge Road to include the sump pump system and the drain tile system which was replaced at the front of the house per proposal from RK&K.

Moved by:

Seconded by:

Yea:

Nay:

Abstain:

7. NEW BUSINESS

**A. INTRODUCTION OF LEGISLATIVE RESOLUTION 20-O-03: AMENDING CHAPTER 16, SECTION 16-104 ALLOWING REIMBURSEMENT TO INCLUDE UNDERSTORY TREES
(Introduction)**

Motion: To approve introduction of Legislative Resolution 20-O-03, on recommendation of the Trees, Parks and the Environment Committee, to amend Chapter 16 “Tree Maintenance”, Section 16-104, “Tree Replacement” of the Code of Ordinances of the Town of University Park to include understory trees, allowing reimbursement of up to \$100.00 toward the purchase price of any tree listed in the official Town understory tree list and planted on private property within the Town, not to exceed a total of three hundred dollars (\$300.00) per five years to any individual household or property.

The earliest date this motion may be considered for passage is March 2, 2020.

Moved by:

Seconded by:

Yea:

Nay:

Abstain:

B. BUDGET ADJUSTMENTS – TRANSFER OF FUNDS (Introduction)

Motion: To approve the introduction of the budget adjustments for fiscal year 2020 as recommended by the Town Treasurer in the February 20, 2020 memo to the Mayor and Council in the total amount of \$61,100.00, as reflected below.

<u>Account Name</u>	<u>Transfer from:</u>	<u>Transfer to:</u>
<u>General Government</u>		
Payroll Taxes & Benefits	10,400.00	
Insurance		2,200.00
Legal Advertisement		500.00
Town Hall/Lighting		5,700.00
Salaries		2,000.00
<u>Police</u>		
Payroll Taxes and Benefits	31,500.00	
Traffic Study Analysis		5,000.00
Salaries		10,000.00
Medical Exams		5,000.00
Small Equipment		5,000.00
Training		3,000.00
Vehicle Maintenance		2,000.00
Police Car		11,500.00
<u>Public Works</u>		
Salaries	10,000.00	
Payroll Taxes & Benefits	9,200.00	
Uniforms		1,500.00
Composting		1,000.00
Work & Storage Space		1,700.00
Street Repairs		5,000.00
Vehicle Maintenance		10,000.00

The earliest this may be considered is at the March 2, 2020 Council meeting, as the total exceeds \$2,500.00.

Moved by:

Seconded by:

Yea:

Nay:

Abstain:

C. LETTERS OF SUPPORT FOR 8 CLIMATE AND ENVIRONMENTAL BILLS BEFORE THE 2020 MARYLAND GENERAL ASSEMBLY

Motion: To authorize the Mayor to write and send letters of support for the following 8 bills before the 2020 Maryland General Assembly: 1. The Climate Crisis and Education Act (SB0912/HB1543); 2. Climate Solutions Act of 2020 Greenhouse Gas Emissions Reduction Act (SB926/HB1425); 3. The Utility Regulation - Consideration of Climate and Labor Act – or “Climate Test Act” (SB656/HB531); 4. The Renewable Energy Portfolio Standard – Eligible Sources Act (SB560/HB438); 5. Electric Generation – Transition From Fossil Fuels – Carbon Dioxide Emissions Rate and Transition Account (SB887/HB1545); 6. Maryland Transit Administration – Funding (Transit Safety and Investment Act) (SB424/HB368); 7. Plastics and Packaging Reduction Act (SB313/HB0209); 8. Composting Solid Waste Management – Organics Recycling and Waste Diversion – Food Residuals (HB0589).

Moved by:

Seconded by:

Yea:

Nay:

Abstain:

8. APPROVAL OF MINUTES: *February 3, 2020*

Moved by:

Seconded by:

Yea:

Nay:

Abstain:

9. 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 TOWN TREASURER ~ *Dan Baden*

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

10. ADJOURNMENT

**** A Closed Session has been called ****

Agenda Item 4A
Giblin 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 # 2 Date Received: 2/20/20
Permit Application: Approved Rejected
Check/Cash Amt: \$10.00
Permit Number: _____
Date Issued: _____

Name of Applicant(s): Dennis Giblin

Telephone Number: () _____ Home () _____ Cell _____

Work: N/A Email: _____

Street Address of Property: 6508 41st Ave.

Lot Number: 9 Block Number: 20 Section Number: 5A

Person/Company Doing the Work: Bob Grill General Contractor, Inc.

Address/Phone: 9817 Lanham Severn Road, Lanham Maryland 20706

Signature of Property Owner: Dennis M. Giblin Date: 2/19/20

Description of Work

Check all that apply:

Fence: Height: _____, Material: _____, Style: _____

Outbuilding: Dimensions: 8' x 10', Height at Apex: 8'6"
Materials: Treated 2x4, 3/4" Treated plywood, 2x4 (wall framing) Textured-111, Asphalt Shingles

Other: (Please Specify): _____
Dimensions: _____, Height at Apex: _____
Materials: _____

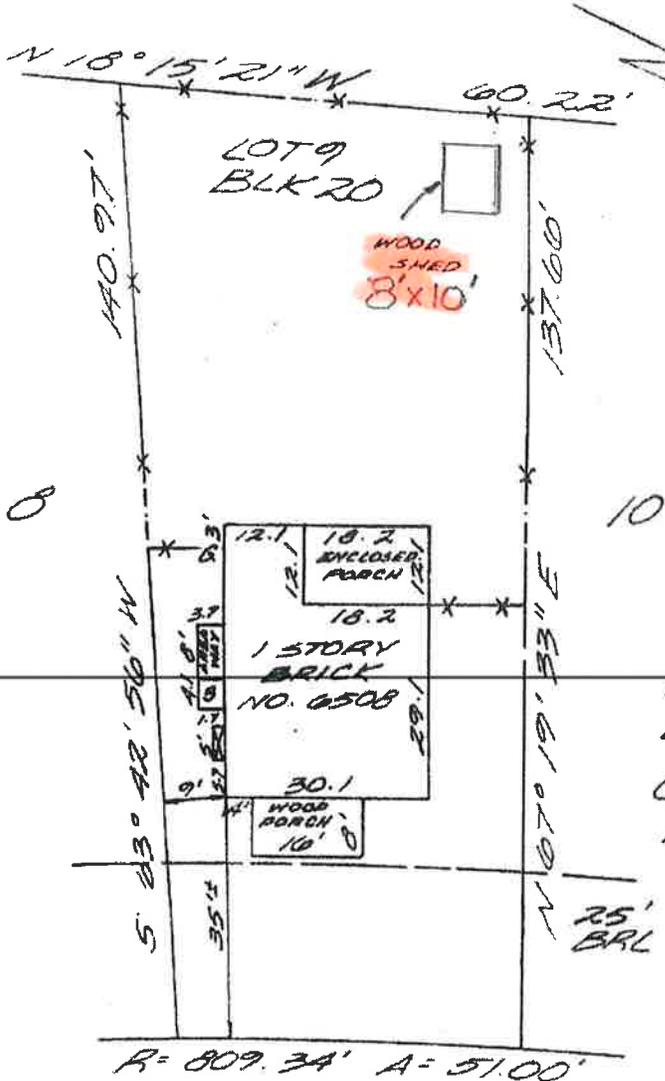
Please Specify Reason for Structure: Replacing the Existing 8' x 12' Shed due to its deteriorating condition.

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

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.

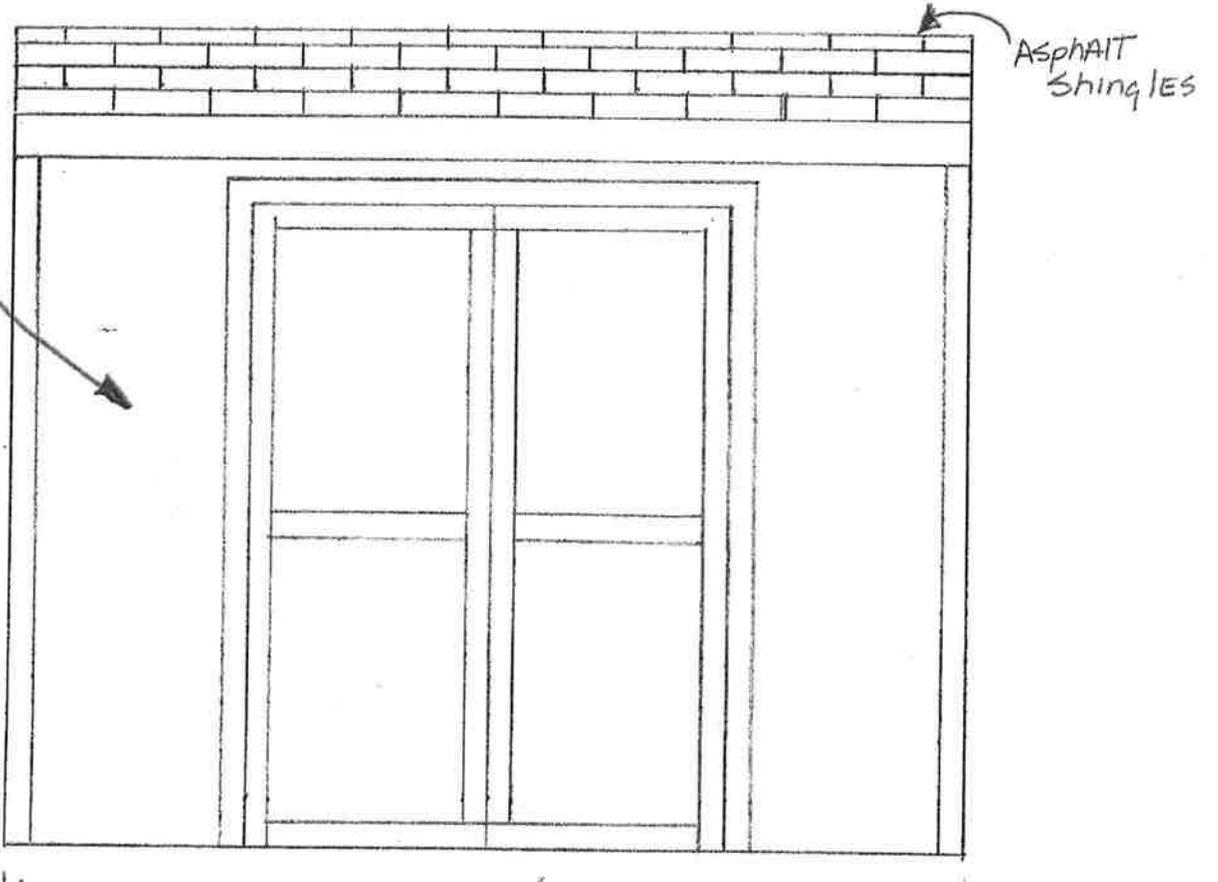
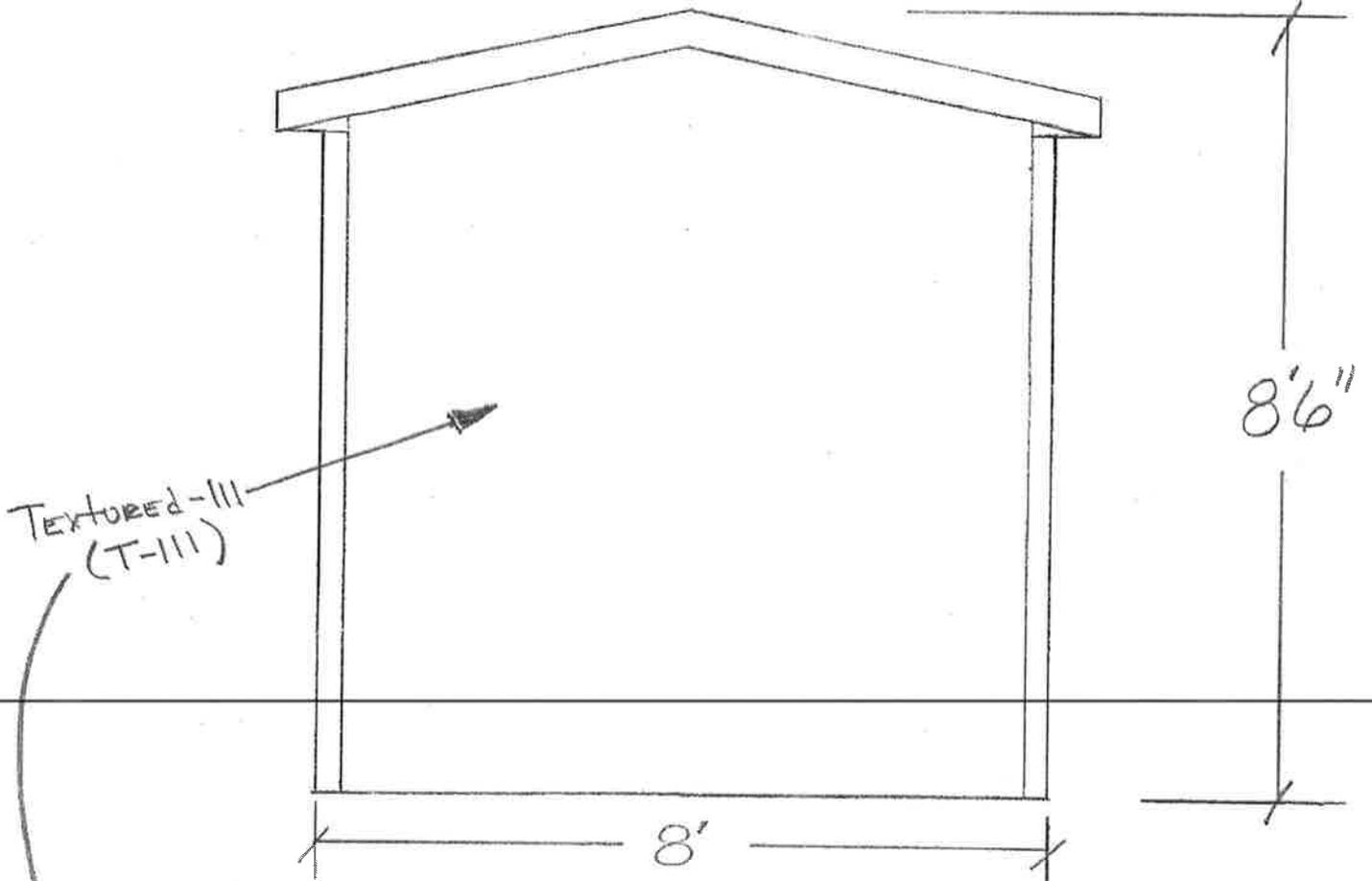


LOCATION OF HOUSE
 LOT 9 BLOCK 20 SECTION 10
 UNIVERSITY PARK
 PRINCE GEORGE'S COUNTY
 MARYLAND

41ST AVENUE
 (MONROE AVE)



SURVEYOR'S CERTIFICATE I HEREBY CERTIFY THAT THE POSITION OF ALL THE NG IMPROVEMENTS ON THE ABOVE DESCRIBED CITY HAS BEEN CAREFULLY ESTABLISHED BY A T-TAPE SURVEY AND THAT UNLESS OTHER- SHOWN, THERE ARE NO ENCROACHMENTS. <i>E. J. Blanchard</i>	REFERENCES PLAT BK. 4 PLAT NO. 59	ELDON E. SNIDER & ASSOCIATES LAND SURVEYORS LAND PLANNING CONSULTANTS 2 PROFESSIONAL DRIVE, SUITE 216 GAITHERSBURG, MD. 948 5100
	LIBER	



Project Details

Demolition

Disconnect the existing electric line running to the shed. Remove the existing shed, the shed platform and 6" x 6" leveling timbers. All debris will be removed from the site.

New Platform

Install two (2) 6" x 6" treated timbers set level on the ground to support the new platform. Create a new 8' wide by 10' long platform using treated 2" x 4" material at 16" on center. The new platform will have 3/4" treated plywood mechanically fastened to the treated framing

Walls

Frame the new walls to create an 8' x 10' shed. The new wall will be framed using 2" x 4" wood studs at 16" on center. After the walls are framed, we will install textured T-111 plywood on the exterior. We will create a 5' wide by 6'8" tall door using the same T-111 material.

Roof

Install a 2' x 6" main ridge and 2" x 4" rafters at 24" on center. The rafters will have a 6" overhang over the new walls. Install 5/8" cdx plywood fastened to the new rafters. After the roof framing is completed, we will install aluminum drip edge, 15# roofing underlayment paper and three (3) tab 25-year asphalt shingles.

Electrical

Tying into the existing electrical line we will install a new interior single light, two (2) duplex receptacles, and one exterior flood light.

Trim

Install 1" x 4" pine on the four (4) outside corners, 1" x 6" pine on the front and rear fascia at the overhang and 1" x 6" pine on the rake of the gables. We will trim the two (2) doors with 1" x 4" pine and attach new door hardware.

Paint

Apply two (2) coats of exterior grade semi-gloss paint to the Textured T-111 and the trim boards. The paint color will be selected by the owner.

Agenda Item 6A
20-CR-01 - Amending Article V

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

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

3 ~~(b) [Registration of voters shall be available at any time during Town office hours. Voter
4 registration may be accomplished in person or by mail. Further, r] Registration with the Prince
5 George's County Board of Elections, by a voter who resides in University Park, shall be deemed
6 registration for elections in University Park. No registration date for municipal elections shall be
7 established, whether by the County or the Town, within the thirty (30) day period immediately
8 preceding an election. The Mayor and Common Council shall take those actions necessary to
9 timely schedule and plan for implementing universal registration of voters in conjunction with
10 Prince George's County. Registration shall be permanent if the individual votes at least once in
11 every five years, and no person shall be entitled to vote in Town elections unless he/she is
12 registered.]~~ ANY PERSON RESIDING WITHIN THE CORPORATE LIMITS OF THE TOWN

13 OF UNIVERSITY PARK WHO IS REGISTERED TO VOTE WITH THE PRINCE GEORGE'S
14 COUNTY BOARD OF ELECTIONS AND WILL BE AT LEAST 18 YEARS OF AGE ON
15 ELECTION DAY SHALL AUTOMATICALLY BECOME A REGISTERED VOTER OF THE
16 TOWN AND BE ENTITLED TO VOTE AT GENERAL OR SPECIAL ELECTIONS OF THE
17 TOWN.

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

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

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

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

1 Section 2: Be it further resolved and ordained by the Mayor and Common
2 Council of University Park that Article V, “Registration, Nominations and Elections”, Section
3 506, “Candidates for Office” of the Charter of the Town of University Park be repealed, re-
4 enacted and amended to read as follows:

5 Section 506 Candidates for Office

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

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

14 (c) Any person desiring to run for Mayor [~~of said Town~~] shall file with the [~~Board of Election~~]
15 Supervisors OF ELECTIONS [~~of said Town~~] a petition containing the names of at least twenty
16 (20) persons, who are qualified voters IN THE TOWN; and any person desiring to run for
17 Council member shall file a petition with said [~~Board of Election~~] Supervisors OF ELECTIONS
18 containing the names of at least ten (10) qualified voters RESIDING in the ward at least [~~thirty~~
19 (~~30~~)]TWENTY-NINE (29) CALENDAR days, including SATURDAYS, SundayS and legal
20 holidays, prior to election. ANY PERSON DESIRING TO BE A CANDIDATE MUST ALSO
21 FILE THE FINANCIAL DISCLOSURE STATEMENT AS REQUIRED BY § 12-105 OF THE
22 TOWN CODE OF ORDINANCES. After the petitions have been filed and the time for filing has
23 expired, the [~~Board of Election~~] Supervisors OF ELECTIONS shall cause to be published in

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

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

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

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

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

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

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

8 APPROVED this _____ day of _____, 2020.

9
10 ATTEST:

MAYOR AND COMMON COUNCIL
TOWN OF UNIVERSITY PARK

11
12
13
14
15 _____
16 Andrea Marcavitch, Clerk

By: _____
Lenford C. Carey, Mayor

17
18
19
20 APPROVED AS TO FORM AND LEGAL
21 SUFFICIENCY

22
23
24
25
26 _____
27 Suellen M. Ferguson, Town Attorney

Agenda Item 6B

20-O-02 - Chapter 2, Enacting Section 2-114, "Welcoming Town"

LEGISLATIVE RESOLUTION 20-O-02

Resolution and Ordinance of the Town of University Park to amend Chapter 2 “General Administration”, by enacting §2-114, “Welcoming Town” of the Code of Ordinances of the Town of University Park, to regulate how immigration status information is obtained, used and retained and to make provision for Town benefits and services without regard to immigration status.

WHEREAS, pursuant to §5-201 *et seq.* of the Local Government Article, Annotated Code of Maryland, the Mayor and Common Council of University Park (hereinafter, the “Town”) have the power to adopt such ordinances as it deems necessary to protect the health, safety and welfare of the residents of the Town and to prevent and remove nuisances; and

WHEREAS, the Mayor and Common Council have adopted a Welcoming Town policy; and

WHEREAS, public safety is enhanced when members of the community cooperate with Town law enforcement officers in the investigation of crimes; and

WHEREAS, the Mayor and Council have determined that the community is strengthened by the Town providing benefits, services, and opportunities to individuals regardless of their citizenship or immigration status to the extent permitted by law; and

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

CAPITALS INDICATE MATTER ADDED BY AMENDMENT TO THE PROPOSED ORDINANCE

[Brackets] indicate matter deleted by amendment to the proposed ordinance

WHEREAS, it is the Mayor and Council’s intent to maintain trust between members of the community and the Town while ensuring public safety goals are met.

Section 1: NOW THEREFORE be it resolved and ordained by the Mayor and Common Council of the Town of University Park that Chapter 2, “General Administration”, §2-114, “Welcoming Town” of the Code of the Town of University Park, be enacted to read as follows:

§2-114 WELCOMING TOWN

A. IN GENERAL. EXCEPT AS AUTHORIZED IN THIS SECTION, NO TOWN OFFICIAL OR EMPLOYEE MAY:

- (1) INQUIRE INTO AN INDIVIDUAL’S CITIZENSHIP OR IMMIGRATION STATUS;
- (2) ACT BASED SOLELY ON THE INDIVIDUAL’S CITIZENSHIP OR IMMIGRATION STATUS;
- (3) UTILIZE OR ALLOW TO BE UTILIZED TOWN RESOURCES TO SUPPORT FEDERAL CIVIL IMMIGRATION ENFORCEMENT OPERATIONS OR ACTIVITIES;
- (4) DETAIN OR ARREST AN INDIVIDUAL BASED SOLELY ON KNOWN OR SUSPECTED VIOLATIONS OF FEDERAL CIVIL IMMIGRATION LAW;
- (5) UTILIZE ANY INDIVIDUAL’S CITIZENSHIP OR IMMIGRATION STATUS AS AN INTERROGATION TOOL OR TACTIC, OR COMMUNICATE TO A SUSPECT, DETAINEE, OR ARRESTEE THAT ANY INDIVIDUAL’S ABILITY TO REMAIN WITHIN THE UNITED STATES OF AMERICA MAY BE IN JEOPARDY;
- (6) ENTER INTO AN AGREEMENT UNDER 8 U.S.C. § 1357(G) OR ANY OTHER FEDERAL LAW THAT PERMITS STATE OR LOCAL GOVERNMENTAL ENTITIES TO ENFORCE FEDERAL CIVIL IMMIGRATION LAWS OR DETAINERS; OR
- (7) PARTICIPATE IN ENFORCEMENT OF CIVIL DETAINERS OR OTHER VIOLATIONS OF THE FEDERAL CIVIL IMMIGRATION AND NATIONALITY LAWS.

B. AUTHORIZED POLICE ACTIONS

NO PROVISION IN THIS SECTION PREVENTS:

- (1) THE TOWN’S POLICE DEPARTMENT, OR ANY OTHER TOWN OFFICIAL OR EMPLOYEE, FROM INVESTIGATING, DETAINING, OR ARRESTING VIOLATORS OF THE CRIMINAL LAW OR ASSISTING ANY LAW ENFORCEMENT AGENCY WITH INVESTIGATIONS OR ARRESTS RELATING TO CRIMINAL ACTIVITY AND SUSPECTED CRIMINAL ACTIVITY.
- (2) COMPLIANCE WITH THE PROVISIONS OF 8 U.S.C. §1373.

C. TOWN BENEFITS

UNLESS OTHERWISE REQUIRED BY FEDERAL LAW, STATE LAW, THE TOWN CODE, OR COURT ORDER, THE PROVISION OF TOWN BENEFITS, OPPORTUNITIES, OR SERVICES MAY NOT BE CONDITIONED:

- (1) ON A PERSON'S CITIZENSHIP OR IMMIGRATION STATUS; OR
- (2) BASED SOLELY ON THE ABILITY OF THE PERSON TO PROVIDE A DRIVER'S LICENSE OR IDENTIFICATION CARD ISSUED BY THE STATE OF MARYLAND.

D. REQUEST FOR AND RETENTION OF INFORMATION

(1) THE TOWN MAY NOT REQUEST OR RETAIN INFORMATION RELATED TO AN INDIVIDUAL'S CITIZENSHIP OR IMMIGRATION STATUS, EXCEPT FOR INFORMATION REQUIRED FOR VOTING OR EMPLOYMENT, UNLESS REQUIRED BY FEDERAL LAW, STATE LAW, THE TOWN CODE, OR COURT ORDER.

(2) NO PROVISION IN THIS SECTION SHALL BE CONSTRUED AS PREVENTING ANY OFFICIAL OR EMPLOYEE FROM COMPLYING WITH 8 U.S.C. § 1644.

E. CONSTRUCTION.

THIS SECTION SHALL BE CONSTRUED TO COMPLY WITH FEDERAL LAW, STATE LAW, THE TOWN CODE, AND ANY APPLICABLE COURT ORDER. THIS SECTION DOES NOT PROHIBIT DISCLOSURE OF INFORMATION REGARDING CITIZENSHIP OR IMMIGRATION STATUS IF THE DISCLOSURE IS:

- (1) REQUIRED OR AUTHORIZED BY FEDERAL LAW, STATE LAW, THE TOWN CODE, OR COURT ORDER;
- (2) AUTHORIZED IN WRITING BY THE SUBJECT OF THE INFORMATION; OR
- (3) RELATED TO THE TOWN'S ELIGIBILITY REQUIREMENTS FOR EMPLOYMENT AND/OR EMPLOYEE BENEFITS.

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. If any section, subsection, provision, sentence, clause, phrase or word of this Ordinance 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 Ordinance, it being the intent of the City that the remainder of the Ordinance 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 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 _____, 2019.

ATTEST:

MAYOR AND COMMON COUNCIL
TOWN OF UNIVERSITY PARK

By: _____
Lenford C. Carey, Mayor

APPROVED AS TO FORM AND
LEGAL SUFFICIENCY

By: _____
Suellen M. Ferguson, Town Attorney

Agenda Item 7A
Introduction of 20-O-03
Amending Chapter 16, Section 16-104,
Allowing Reimbursement to Include Understory Trees

LEGISLATIVE RESOLUTION 20-O-03

Resolution and Ordinance of the Town of University Park to amend Chapter 16 “Tree Maintenance”, by repealing and re-enacting § 16-104, “Tree Replacement” of the Code of Ordinances of the Town of University Park, to provide for reimbursement of \$100 for planting of an understory tree approved by the Town on private property, with a maximum amount in five years of \$300.

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 Mayor and Common Council have adopted Chapter 16 of the Town Code, “Tree Maintenance” to protect the trees on public property in the Town; and

WHEREAS, the Mayor and Common Council adopted § 16-104, “Tree Replacement”, to encourage reforestation by reimbursing owners of land within the Town for planting selected shade trees; and

WHEREAS, the Mayor and Common Council wish expand the reimbursement benefit to apply to understory trees in order to promote and protect healthy trees on private land.

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

CAPITALS INDICATE MATTER ADDED BY AMENDMENT TO THE PROPOSED ORDINANCE

~~[Brackets]~~ indicate matter deleted by amendment to the proposed ordinance

Section 1: NOW THEREFORE be it resolved and ordained by the Mayor and Common Council of the Town of University Park that Chapter 16 “Tree Maintenance”, § 16-104 “Tree Replacement ”, of the Code of the Town of University Park, be repealed, re-enacted and amended to read as follows:

§ 16-104 Tree replacement.

The Town may offer reimbursement of up to \$300 toward the purchase price of any tree listed in the Official Town Shade Tree List that is planted on private property, not to exceed a total of \$900 in a five-year period to any individual household or property, upon such terms and conditions as the Town deems reasonable. UNDER THE SAME TERMS AND CONDITIONS, THE TOWN MAY OFFER REIMBURSEMENT OF UP TO \$100 TOWARD THE PURCHASE OF ANY LISTED UNDERSTORY TREE, NOT TO EXCEED A TOTAL OF \$300 IN A FIVE-YEAR PERIOD. Any reimbursements are subject to appropriation and available funding. Approved reimbursement will be made available after successful planting of said tree(s).

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

APPROVED AS TO FORM AND
LEGAL SUFFICIENCY

By: _____
Suellen M. Ferguson, Town Attorney

Agenda Item 7B
Mid-Year FY20 Budget Adjustments

MEMO

Date: February 20, 2020
To: Mayor and Council
From: Dan Baden, Treasurer
Re: Budget Adjustment Substantiation

An analysis of the fiscal year 2020 Budget has been performed and the adjustments shown below outline the proposed changes that should be made to the FY2020 Budget. All these adjustments are covered from other line items within each Departmental Budget.

The Adjustments are as follows:

<u>Account Name</u>	<u>From</u>	<u>To</u>
General Government		
Payroll Taxes and Benefits – GG	\$10,400	
Insurance		\$2,200
Legal Advertisement		500
Town Hall Security/Lighting		5,700
Salaries – General Government		2,000
Police Department		
Payroll Taxes and Benefits – Police	\$31,500	
Traffic Study Analysis	5,000	
Salaries – Police		\$10,000
Medical Exams		5,000
Small Equipment – Police		5,000
Training		3,000
Vehicle Maintenance		2,000
Police Car		11,500
Public Works		
Salaries – Public Works	\$10,000	
Payroll Taxes and Benefits – PW	9,200	
Uniforms		\$1,500
Composting		1,000
Work & Storage Space		1,700
Street Repairs		5,000
Vehicle Maintenance		10,000

Prior Years Surplus

Increase by **\$262,369** to agree with the FY2019 audit. Total Fund Balance at 7/1/19 is \$1,915,737.

Additional Explanation for the General Government transfers are as follows:

Insurance – The actual cost of insurance coverage for the year was higher than budgeted. We did not have the final figures until after the budget was approved.

Legal Advertisement – We had four Ordinance and one Charter change already this year. We need additional funds to cover normal advertising expenses.

Town Hall Security/Lighting – We have performed security upgrades to the Town Hall to include new cameras and alarms. We still need additional upgrades to include lighting.

Salaries – Increase to include contract help for staff leave days.

Additional explanation for the Police and Public Works proposed changes can be found on the attached memos from Chief Baker and Mickey Beall.

The transfers proposed will be presented at the February 24, 2020 Town Meeting. If you have any questions before the meeting please feel free to contact me.

Agenda Item 7B
Mid-Year FY20 Budget Adjustments
Public Works Memo

MEMO

Date: February 10, 2020
To: Mayor Carey
From: Mickey Beall
Re: Mid-Year Line Item Transfers

I would like to transfer \$10,000 from the DPW Salaries and \$9,200 from Payroll Tax and Benefits to the following line items:

Uniforms: \$1,500

To cover the cost of replacing our chainsaw safety apparel and hiring a new employee.

Composting: \$1,000

To cover the cost of greater than anticipated expenses due to a significant increase in program participation.

Work & Storage Space: \$1,700

To cover the cost of replacing a 22-yr old welder.

Street Repairs: \$5,000

To cover the cost of additional traffic control measures requested by the council.

Vehicle Maintenance: \$10,000

To cover the cost of replacing an outdated diagnostic tool for police vehicles, unanticipated costs for maintenance on vehicles scheduled for replacement and significantly higher than anticipated costs for repairs to the '08 Ford packer.

I request this be included among the transfers on the agenda for the appropriate meeting in February.

Agenda item 7B
Mid-Year FY20 Budget Adjustments
Police Memo



UNIVERSITY PARK POLICE DEPARTMENT

6724 Baltimore Avenue

University Park, Maryland 20782

(301) 277-0050 FAX (301) 779-1905

Memorandum

Date: February 21, 2020

To: Mayor Carey and Council

From: Chief Harvey R. Baker

Subject: University Park Police - Mid-Year Budget Adjustment

The University Park Police have been very busy during the first six months of the fiscal year. We were able to accomplish a lot even though we weren't fully staffed for four months of the fiscal year. An employee was out for more than 90 days while undergoing a series of evaluations. As a result, we spent additional overtime funds to meet minimum staffing requirements during the employee's absence and had to pay for the employees' medical examinations as they were not covered by the Town's insurance provider. Thus, the request for budget transfers of \$10,000 in the **Salaries-Police** line item and \$5,000 for the **Medical Exams** line item. Currently the department has a personal owned patrol rifle program however there are concerns about liability issues. As a result, we are going to purchase and issue patrol rifles to qualified officers to ensure uniformity and discourage unauthorized weapon modifications. This transition will require a \$5,000 adjustment to the **Small Equipment** – Police line item. We have also focused on employee development during the fiscal year by providing job relevant training opportunities for all employees and would request a \$3,000 adjustment to the **Training** line item. Four of our assigned police vehicles have aged considerably and require consistent maintenance to keep the vehicles patrol ready. Because of the workload of the Town mechanic and the wait time, vehicles would be out of service and we had to pay to use the service of a local auto repair shop to keep the fleet serviced and operable. To offset the added expense, we are requesting a \$2,000 budget adjustment in the **Vehicle Maintenance** line item. Finally, we are requesting a \$11,500 budget adjustment in the **Police Car** line item to pay for upfitting a 2020 Ford Hybrid SUV Police Interceptor. The Ford Hybrid SUV Police Interceptor has ample space to store the officers required equipment and gets 24 mpg. This transition will save the Town approximately \$350 in annual fuel costs.

Agenda Item 8
Draft February 3, 2020 Council Minutes



**MEETING OF
UNIVERSITY PARK MAYOR AND COMMON COUNCIL
UNIVERSITY PARK ELEMENTARY SCHOOL
4315 UNDERWOOD STREET**

7:30 p.m.

February 3, 2020

MINUTES

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

Present: Mr. Brosch, Mr. Schultz, Ms. Morrissey, Ms. Verrill, Ms. Wells, Mr. Stephen

Absent: None

Excused: Mr. Caskey

2. PLEDGE OF ALLEGIANCE was led by Ms. Wells.

3. APPROVAL OF THE AGENDA

Moved by: Mr. Stephen

Seconded by: Ms. Wells

Yea: 6

Nay: 0

Abstain: 0

4. PRESENTATION

A. HYATTSVILLE VOLUNTEER FIRE DEPARTMENT

Hyattsville Fire Department Chief Josh Wortman, Deputy Fire Chief Ryan Pidgeon and Board of Directors Chair Mr. Stephen Hulick distributed a copy of the Hyattsville Volunteer Fire Department 2019-2020 overview. Their goal is to make a better appearance and have a proactive approach to the community.

The following are highlights of their presentation:

- The department has a live-in program with students from University of Maryland, Montgomery College, and other local schools.
- Monday-Friday, 7a.m.-4p.m. the station is staffed with career Prince George's County firefighters; volunteers staff the station on all evenings, weekends and holidays.
- There are currently 120 diverse volunteers.
- There is a need for volunteers with administrative duties.
- The department no longer hires a third-party organization to do their fundraising due to many complaints from the community. All fundraising is now done by mail.
- They thanked University Park for their financial support over the years.
- In the next few years there will be a need to replace or refurbish the current apparatus.
- The plan is that the firefighters move next door to the recently purchased Red Cross building until the fire department is demolished and re-built.
- The firefighters are trained to be proactive and look for potential fire hazards at non-emergency

calls.

5. CONSENT AGENDA

Motion: To approve the following consent agenda item.

Moved by: Ms. Verrill

Seconded by: Ms. Wells

Yea: 6

Nay: 0

Abstain: 0

A. BUILDING PERMIT APPLICATION TO INSTALL 4’ FENCE

(Amber Watson and Alexander Stewart, 6609 Wells Parkway) Ward 4

To install a 4’ fence, located on Lot 19, Block 22 and Section 7 at 6609 Wells Parkway.

6. PERMITS

A. PUBLIC HEARING

Section 4-115. Special Exceptions

The Common Council may consider an application for a special exception based upon a particular case or situation, and may approve the application provided that there is a showing of hardship, unique topography, unusual circumstances or safety considerations that warrant an exception. Special exceptions shall be granted by the Council only if it finds that such exception:

- (a) will not adversely affect the public health, safety, welfare or interest, nor the reasonable use of adjoining properties;
- (b) will not violate any covenants applicable to the property;
- (c) can be granted without substantial impairment of the purpose and intent of the Town building regulations;
- (d) will not interfere with or obstruct the visibility of motorists or cyclists; and
- (e) will not unduly impede the enforcement of any other applicable law. (Revised, effective December 12, 1989, February 28, 1998)

**A. BUILDING PERMIT APPLICATION WITH SPECIAL EXCEPTION FOR A 6’ FENCE
(Mathieu Greenwood and Gunita Singh of 4318 Clagett Pineway) Ward 5**

A request has been made for a building permit to install a 100’ section of non-conforming 6’ fence on the rear property line located on Lots 69 and Block E at 4318 Clagett Pineway. This requires a Special Exception per Section 4-115 Sub-sections A-E of the Town Code. To approve a Special Exception, Council must make the requisite findings.

Motion: To approve the request for a building permit to install a 100’ section of non-conforming 6’ fence on the rear property line located on Lots 69 and Block E at 4318 Clagett Pineway, requiring a Special Exception per Section 4-115 Sub-sections A-E of the Town Code. Applicant shows that safety, hardship and unusual circumstances are the issues. Council approved the request for a building permit, with findings required by Section 4-115 Sub-sections A-E of the Town Code having been met.

Moved by: Ms. Verrill

Seconded by: Mr. Stephen

Yea: 4

Nay: 2 (Schultz, Brosch)

Abstain: 0

7. PUBLIC COMMENT

None

8. CONTINUING BUSINESS

A. ADOPT LEGISLATIVE RESOLUTION 2020-O-01: RESTRICTED PARKING AND RESTRICTED ENTRY ALONG UNDERWOOD STREET AND QUEENS CHAPEL ROAD NEARBY UNIVERSITY PARK ELEMENTARY SCHOOL (Second Reading)

Motion: To adopt 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. Verrill

Yea: 6

Nay: 0

Abstain: 0

B. ADOPT CHARTER RESOLUTION 20-CR-01: AMENDING ARTICLE V, “REGISTRATION, NOMINATIONS AND ELECTIONS, SECTION 503 “REGISTRATIONS” AND SECTION 506 “CANDIDATES FOR OFFICE” (Second Reading)

Motion: To adopt 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:

9. NEW BUSINESS

A. APPROVE AMENDMENT TO UPPD GENERAL ORDER SECTION 402.1, FOREIGN NATIONALS

Motion: To approve amendment of the General Order Manual revising section 402.1, *Foreign Nationals* to provide instructions on dealing with issues of citizenship status.

Moved by: Ms. Verrill

Seconded by: Ms. Morrissey

Yea: 6

Nay: 0

Abstain: 0

PUBLIC COMMENT: (Comments are in reference to 9A)

- A resident commended all those involved in the very careful and thoughtful approach in crafting the amendments to the Charter, the Code and the General Orders Manual. He said that these policies and the Code amendment will serve the Town now and for many, many years to come.
- A resident did some historical research on the Town and he applauds these amendments.

B. INTRODUCTION OF LEGISLATIVE RESOLUTION 2020-O-02: CHAPTER 2, ENACTING SECTION 114, WELCOMING TOWN (Introduction)

Motion: To approve introduction of Legislative Resolution 2020-O-02 to amend Town Code, Chapter 2 by enacting section 114, “Welcoming Town” to regulate how US Citizenship status information is obtained, used and retained, and to make provision for Town benefits and services without regard to US citizenship status.

The earliest date this motion may be considered for passage is March 2, 2020.

Moved by: Ms. Verrill

Seconded by: Ms. Wells

Yea: 6

Nay: 0

Abstain: 0

C. CONTRACT FOR THE INFRASTRUCTURE PROJECTS

Motion: Per Section 2-105 (b) of the Town Ordinances, to override sealed-bid procedures for good cause and award a contract for approximately \$1 million to NZI Construction Corporation, 11601 Spruce Avenue, Beltsville, Maryland to repair concrete and asphalt infrastructure on streets impacted by the WSSC CHE Water Main Replacement Project, as well as sidewalk repairs needed on various streets throughout town, and to authorize the Mayor and Town Attorney on the behalf of the Town to negotiate and sign a contract with NZI Construction Corp. for such purchase. Good cause to override the sealed bid procedure is that the Town will “ride” an existing Prince Georges County unit cost contract executed in February of 2017 after a competitive bid process consistent with that adopted by the Town. Further, it will enable those streets which are not part of a group where new sidewalks are proposed and grant funding is being sought to be completed in 2020. Waiting for grant funding to begin construction would delay all construction until Summer 2022 and the grant requirements make it necessary to contract any grant-funded work separately. The current Prince Georges County contract expires in November 2020.

Excerpt from Town Code Article 1, Section 2-105 – Duties of the Treasurer.

(b) Purchasing. The Treasurer shall oversee all purchase orders. Except in situations where good cause has been demonstrated to the Council, the Treasurer shall make any single purchase or expenditure of more than ten thousand dollars (\$10,000.00) by means of sealed bids. Such bids shall be opened publicly after public notice at such time and place as the Treasurer shall determine. Whenever the State of Maryland, or any department thereof, or any Prince George’s County, or the Metropolitan Washington Council of Governments or individual member government, or other local government in Maryland, has conducted a competitive bid process that is consistent with that adopted by the Town, and has awarded a contract that authorizes local governments to purchase the bid item at the bid price, the Treasurer may purchase the bid item at the bid price from the successful bidder, subject to the prior approval of the Mayor.

Moved by: Ms. Wells

Seconded by: Mr. Schultz

Yea: 6

Nay: 0

Abstain: 0

Motion: To remove items 2, 3 and 4 from the Public Works Director’s memo and refer them for discussion at the Police, Traffic and Public Safety Committee meeting.

Moved by: Ms. Wells

Seconded by: Mr. Stephen

Yea: 6

Nay: 0

Abstain: 0

Note: The next meeting for the Police, Traffic and Public Safety Committee meeting is scheduled for February 19 at 7:30 p.m. at Town Hall.

D. LETTER OF SUPPORT FOR LEGISLATION TO ADOPT ELECTRIC INDUSTRY – COMMUNITY CHOICE AGGREGATION ACT

Motion: To authorize the Mayor to write and send a letter of support for SB315 and HB561 to adopt a Community Choice Aggregation (CCA) Act which would allow local governments the opportunity to negotiate with electricity providers on behalf of its residents creating more flexibility in negotiating the purchase of renewable energy at competitive rates.

Moved by: Mr. Brosch

Seconded by: Mr. Stephen

Yea: 6

Nay: 0

Abstain: 0

E. HELPING HANDS UNIVERSITY PARK (HHUP) FEDERAL GRANT OPPORTUNITY FOR SENIORS

HHUP Chair Loretta Vitale Saks explained the grant opportunity for seniors. The HHUP volunteers are considering a volunteer peace corps to provide services to seniors and adults with disabilities for non-medical reasons.

Motion: To consider the request for HHUP to participate in the Community Care Corporation grant application along with Aging in Place Prince George’s County to benefit University Park seniors.

Moved by: Ms. Verrill

Seconded by: Ms. Morrissey

Yea: 6

Nay: 0

Abstain: 0

10. APPROVAL OF MINUTES: *January 27, 2020* as amended.

Moved by: Ms. Verrill

Seconded by: Mr. Brosch

Yea: 5

Nay: 0

Abstain: 1 (Wells)

11. APPROVAL OF CLOSED SESSION MINUTES: *January 27, 2020*

Moved by: Mr. Schultz

Seconded by: Ms. Morrissey

Yea: 5

Nay: 0

Abstain: 1 (Wells)

12. MAYOR AND COUNCIL REPORTS

A. MAYOR'S REPORT

- The part-time Town Administrator position has been advertised. The deadline for resumes is February 14. The panel selected to review the resumes and do the first round of interviews are: Councilmember for Ward 6 Martha Wells; Councilmember for Ward 4 Linda Verrill; Councilmember for Ward 2 Joe Schultz; Town Attorney for University Park Suellen Ferguson; City Administrator for New Carrollton Tim George; City Administrator for Hyattsville Tracey Nicholson-Douglas; City Clerk for College Park Janeen Miller, Town Clerk for University Park Andrea Marcavitch; University Park resident Emily Ryan; University Park resident David Tully; University Park resident Sandy James. Treasurer for University Park Dan Baden will run the panel and Mayor Carey will be an observer. The panel will select two to six applicants and the Council will then perform the second round of interviews.
- Mayor Carey will attend the Maryland Municipal League's Legislative Committee meeting on February 5 followed by the Maryland Mayor's Association meeting from February 5-7.
- Mayor Carey and Hyattsville's City Administrator are discussing vehicle traffic, pedestrian safety and bike lanes along Adelphi Road (between East West Highway and University Boulevard). Eventually, they will engage County Councilmembers Glaros and Taveras. The plan is to put together a comprehensive proposal to eventually get some solutions for this area.

B. COUNCIL AND COMMITTEE REPORTS

Development Overview Committee - Ms. Wells

The next meeting is scheduled for Thursday, February 13. Mr. Schultz will chair the meeting. Discussion will include the Dewey Property.

Policy, Rules and Municipal Structure Committee - Ms. Verrill

The next meeting is scheduled for Thursday, February 27 at Town Hall at 7:00 p.m. (the February 6 meeting was cancelled). The March 5 meeting is cancelled due to the rescheduling of the February meeting.

Sustainability Committee - Mr. Schultz

The next meeting is scheduled for Wednesday, February 5 at Town Hall.

13. ADJOURNMENT by consent at 9:35 p.m.

Agenda Item 9F
Treasurer's Report

**Town of University Park
Treasurer's Report
January 31, 2020**

Cash Balances

Bank of America - General Fund	\$947,591.95
Suntrust - General Fund	104,014.90
Suntrust - Debit Card A/C	15,518.63
MD Local Government Investment Pool	1,678,904.49
Police Benevolence Fund	9,333.40
Employee Holiday Fund	0.00
BB&T Bank - CD	4,208.20
Petty Cash	500.00
Total	<u>\$2,760,071.57</u>

**Town of University Park
Treasurer's Report
January 31, 2020**

	<u>January 2020</u>	<u>Jul '19 - Jan 20</u>	<u>Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>
Income					
General Fund Revenues					
I - Taxes					
4000-00 · Real Estate Tax Revenue	794,396.85	2,394,725.30	2,424,892.00	(30,166.70)	98.76%
4005-00 · Business Personal Property Tax	820.37	53,708.01	60,000.00	(6,291.99)	89.51%
4010-00 · Penalties & Interest on Taxes	874.78	1,827.06	1,000.00	827.06	182.71%
4020-00 · State Income Tax	4,895.16	273,523.58	652,815.00	(379,291.42)	41.9%
Total I - Taxes	<u>800,987.16</u>	<u>2,723,783.95</u>	<u>3,138,707.00</u>	<u>(414,923.05)</u>	<u>86.78%</u>
II - State Shared					
4015-00 · Highway Users		34,117.96	116,590.00	(82,472.04)	29.26%
4025-00 · Police Protection		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	<u>0.00</u>	<u>58,871.96</u>	<u>176,577.00</u>	<u>(117,705.04)</u>	<u>33.34%</u>
III - County					
4055-00 · Landfill Rebate		1,564.00	6,256.00	(4,692.00)	25.0%
Total III - County	<u>0.00</u>	<u>1,564.00</u>	<u>6,256.00</u>	<u>(4,692.00)</u>	<u>25.0%</u>
IV - Licenses & Permits					
4075-00 · Cable TV Franchise Payments	9,528.42	19,397.72	36,000.00	(16,602.28)	53.88%
4076-00 · Cable TV - Capital Equipment	5,977.21	12,158.40	22,600.00	(10,441.60)	53.8%
4080-00 · Building Permits & Fees	98.75	937.93	1,500.00	(562.07)	62.53%
Total IV - Licenses & Permits	<u>15,604.38</u>	<u>32,494.05</u>	<u>60,100.00</u>	<u>(27,605.95)</u>	<u>54.07%</u>
V - Miscellaneous					
4085-00 · Accident Reports	50.00	180.00			
4095-00 · Rental License Fees		6,800.00	31,200.00	(24,400.00)	21.8%
4100-00 · Fines - Police	100.00	550.00	4,000.00	(3,450.00)	13.75%
4105-00 · Vehicle Release		575.00	2,000.00	(1,425.00)	28.75%
4120-00 · Interest Income	3,147.55	18,956.60	37,500.00	(18,543.40)	50.55%
4150-00 · Revenue -Miscellaneous		1,806.25	1,889.00	(82.75)	95.62%
4155-00 · Revenue - Recycling	129.00	1,047.40	2,000.00	(952.60)	52.37%
4160-00 · Sale of Asset		850.00	17,000.00	(16,150.00)	5.0%
4170-00 · Red Light Camera	1,150.00	10,975.00	20,750.00	(9,775.00)	52.89%
4244-00 · Sale of Energy Credits	382.00	2,847.12	500.00	2,347.12	569.42%
4248-00 · PEPCO - Solar Array Excess Gen.		0.00	2,000.00	(2,000.00)	0.0%
Total V - Miscellaneous	<u>4,958.55</u>	<u>44,587.37</u>	<u>118,839.00</u>	<u>(74,251.63)</u>	<u>37.52%</u>
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		0.00	40,750.00	(40,750.00)	0.0%
4214-00 · Leaf/Utility Vehicle Lease		0.00	150,000.00	(150,000.00)	0.0%
4230-00 · Infrastructure 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	<u>0.00</u>	<u>0.00</u>	<u>2,706,750.00</u>	<u>(2,706,750.00)</u>	<u>0.0%</u>
VII - Prior Year's Surplus		0.00	1,653,368.00	(1,653,368.00)	0.0%
Total General Fund Revenues	<u>821,550.09</u>	<u>2,861,301.33</u>	<u>7,860,597.00</u>	<u>(4,999,295.67)</u>	<u>36.4%</u>
Total Income	<u>821,550.09</u>	<u>2,861,301.33</u>	<u>7,860,597.00</u>	<u>(4,999,295.67)</u>	<u>36.4%</u>
Gross Profit	821,550.09	2,861,301.33	7,860,597.00	(4,999,295.67)	36.4%

**Town of University Park
Treasurer's Report
January 31, 2020**

Expense	January 2020	Jul '19 - Jan 20	Budget	\$ Over Budget	% of Budget
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	11,384.60	20,000.00	(8,615.40)	56.92%
6105-01 · General Government - Reg	11,636.19	91,131.51	182,207.00	(91,075.49)	50.02%
6108-01 · General Government - Sick	816.53	2,044.56			
6109-01 · General Government - Vacation	1,281.68	10,585.07			
Total A Salaries - General Government	15,272.86	115,145.74	277,207.00	(162,061.26)	41.54%
B - Payroll Tax & Benefits - GG					
6600-01 · Life Insurance - Employee - GG	57.07	456.56			
6605-01 · Health Insurance - GG	122.85	1,675.28			
6610-01 · Payroll Taxes - GG	1,041.50	7,988.29	42,342.00	(34,353.71)	18.87%
6620-01 · Worker's Comp Insurance - GG		383.78			
6625-01 · Unemployment Insurance - GG	40.85	103.45			
6630-01 · State Retirement - GG		14,664.20			
6635-01 · Payroll Taxes - Mayor	117.69	882.69	3,590.00	(2,707.31)	24.59%
6640-01 · Unemployment - Mayor	4.62	4.62			
Total B - Payroll Tax & Benefits - GG	1,384.58	26,158.87	45,932.00	(19,773.13)	56.95%
Total I - Personnel - Gen Govt	16,657.44	141,304.61	323,139.00	(181,834.39)	43.73%
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	1,553.01	8,387.80	15,000.00	(6,612.20)	55.92%
6020-01 · Building Utilities	197.40	1,743.61	7,000.00	(5,256.39)	24.91%
6027-01 · Council Retreat / Orientation		0.00	1,000.00	(1,000.00)	0.0%
6030-01 · Recording Secretary	250.00	2,125.00	5,000.00	(2,875.00)	42.5%
6050-01 · Elections		0.00	2,000.00	(2,000.00)	0.0%
6053-01 · Employee Awards and Events	125.28	1,900.52	3,000.00	(1,099.48)	63.35%
6055-01 · Engineering Serv. (Exc. Street)		0.00	2,000.00	(2,000.00)	0.0%
6064-01 · IT Costs	5,728.64	11,222.99	20,500.00	(9,277.01)	54.75%
6065-01 · Insurance	360.00	32,157.00	30,000.00	2,157.00	107.19%
6070-01 · Legal Advertisement		342.00	1,000.00	(658.00)	34.2%
6075-01 · Legal Fees	1,876.00	20,636.50	45,000.00	(24,363.50)	45.86%
6080-01 · Travel	36.05	444.45	20,000.00	(19,555.55)	2.22%
6085-01 · Memberships and Dues	160.00	5,923.28	6,000.00	(76.72)	98.72%
6090-01 · Newsletter	4,636.97	11,255.32	25,000.00	(13,744.68)	45.02%
6095-01 · Office Expenses	2,939.78	13,591.96	21,000.00	(7,408.04)	64.72%
6097-01 · Publications		0.00	8,000.00	(8,000.00)	0.0%
6110-01 · Small Equipment	5,232.50	5,232.50	6,000.00	(767.50)	87.21%
6115-01 · Telephone	685.30	5,280.95	10,000.00	(4,719.05)	52.81%
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	23,780.93	134,056.13	247,050.00	(112,993.87)	54.26%

**Town of University Park
Treasurer's Report
January 31, 2020**

	<u>January 2020</u>	<u>Jul '19 - Jan 20</u>	<u>Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>
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	(500.00)	591.84	5,000.00	(4,408.16)	11.84%
6203-02 · UPCA Grant		0.00	8,000.00	(8,000.00)	0.0%
6250-02 · Azalea Classic	6,000.00	6,000.00	6,000.00	0.00	100.0%
Total III - Grants & Donations	5,500.00	12,591.84	40,000.00	(27,408.16)	31.48%
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	2,130.47	12,552.65			
6126-01 · Transit - Salaries	4,117.07	32,895.76	88,500.00	(55,604.24)	37.17%
6610-07 · Payroll Tax - Transit	314.96	2,549.30			
6620-07 · Workers Comp Insurance - Van		1,203.33			
6625-07 · Unemployment Insurance - Trans	12.36	12.36			
6630-07 · State Retirement - Van		5,440.52			
Total V - Transit	6,574.86	54,653.92	88,500.00	(33,846.08)	61.76%
Total General Government	52,513.23	342,606.50	943,689.00	(601,082.50)	36.31%

**Town of University Park
Treasurer's Report
January 31, 2020**

	<u>January 2020</u>	<u>Jul '19 - Jan 20</u>	<u>Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>
Police & Public Safety					
I - Police & PS - Personnel					
A - Salaries - P & PS					
6344-03 · Police - Vacation	4,223.60	11,864.87			
6345-03 · Police - Regular	42,670.80	340,168.88	660,540.00	(320,371.12)	51.5%
6346-03 · Police - OT	2,036.14	17,239.16			
6348-03 · Police - Holiday	1,639.52	8,764.40			
6349-03 · Police - Sick Plan	395.04	8,239.98			
Total A - Salaries - P & PS	<u>50,965.10</u>	<u>386,277.29</u>	<u>660,540.00</u>	<u>(274,262.71)</u>	<u>58.48%</u>
B - Payroll Tax & Benefits - PS					
6600-03 · Life Insurance - Employee - PS	110.00	880.00			
6605-03 · Health Insurance - Police & PS	4,004.64	43,150.82			
6610-03 · Payroll Taxes - Police & PS	3,898.95	29,888.87	268,591.00	(238,702.13)	11.13%
6620-03 · Workers Comp Insurance - PS		29,967.60			
6625-03 · Unemployment Insurance - PS	152.90	209.46			
6630-03 · State Retirement - PS		57,619.02			
Total B - Payroll Tax & Benefits - PS	<u>8,166.49</u>	<u>161,715.77</u>	<u>268,591.00</u>	<u>(106,875.23)</u>	<u>60.21%</u>
Total I - Police & PS - Personnel	<u>59,131.59</u>	<u>547,993.06</u>	<u>929,131.00</u>	<u>(381,137.94)</u>	<u>58.98%</u>
I.I - Code Compliance					
6380-03 · Code Compliance Salary	1,793.32	13,703.70	27,000.00	(13,296.30)	50.75%
6631-03 · Code Compliance- Payroll Tax	137.19	1,062.05			
6632-03 · Code Compliance- Unemployment	5.38	5.38			
6633-03 · Code Compliance Operating Costs	74.32	765.87	2,500.00	(1,734.13)	30.64%
Total I.I - Code Compliance	<u>2,010.21</u>	<u>15,537.00</u>	<u>29,500.00</u>	<u>(13,963.00)</u>	<u>52.67%</u>
II - Police & PS - Operating					
5303-03 · Citations - Red Light Camera	1,284.53	3,780.93	8,700.00	(4,919.07)	43.46%
6300-03 · Bike Patrol		161.98	2,000.00	(1,838.02)	8.1%
6303-03 · Body Worn Cameras	9,509.00	4,509.00	11,000.00	(6,491.00)	40.99%
6305-03 · Computer		0.00	2,000.00	(2,000.00)	0.0%
6307-03 · Crossing Guards	462.00	4,056.32	7,200.00	(3,143.68)	56.34%
6315-03 · Police Supplies & Manuals	527.87	5,259.36	9,240.00	(3,980.64)	56.92%
6320-03 · Gasoline	3,149.30	13,129.26	22,000.00	(8,870.74)	59.68%
6323-03 · Home Security Reimb. Program		100.00	1,500.00	(1,400.00)	6.67%
6325-03 · Medical Exams	4,850.00	6,445.50	2,000.00	4,445.50	322.28%
6327-03 · MILES Computer		0.00	100.00	(100.00)	0.0%
6329-03 · Mobile Data Terminals	541.26	2,830.88	6,375.00	(3,544.12)	44.41%
6330-03 · Travel, Meetings, Prof. Dues	795.00	920.00	3,500.00	(2,580.00)	26.29%
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	3,580.16	4,615.82	9,400.00	(4,784.18)	49.1%
6351-03 · Uniforms					
6360-03 · Uniform Cleaning	110.18	982.34	8,300.00	(7,317.66)	11.84%
6365-03 · Uniform Purchase	270.00	4,285.48			
Total 6351-03 · Uniforms	<u>380.18</u>	<u>5,267.82</u>	<u>8,300.00</u>	<u>(3,032.18)</u>	<u>63.47%</u>
6355-03 · Training		4,898.26	3,000.00	1,898.26	163.28%
6370-03 · Vehicle Maintenance	1,293.31	7,714.48	6,500.00	1,214.48	118.68%
Total II - Police & PS - Operating	<u>26,372.61</u>	<u>63,689.61</u>	<u>108,315.00</u>	<u>(44,625.39)</u>	<u>58.8%</u>
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	<u>0.00</u>	<u>5,824.00</u>	<u>44,289.00</u>	<u>(38,465.00)</u>	<u>13.15%</u>
Total Police & Public Safety	<u>87,514.41</u>	<u>633,043.67</u>	<u>1,111,235.00</u>	<u>(478,191.33)</u>	<u>56.97%</u>

**Town of University Park
Treasurer's Report
January 31, 2020**

	<u>January 2020</u>	<u>Jul '19 - Jan 20</u>	<u>Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>
Public Works					
I - Personnel - PW					
A - Salaries - PW					
6545-05 · Mechanic	5,703.76	41,321.54			
6550-05 · Public Works	26,999.34	214,546.55	581,959.00	(367,412.45)	36.87%
6551-05 · Public Works - OT	2,810.06	10,675.40			
6553-05 · Contract Labor	12,679.36	27,593.88			
6554-05 · Public Works - Sick	1,612.08	8,315.91			
6555-05 · Public Works - Vacation	4,343.78	20,645.75			
Total A - Salaries - PW	<u>54,148.38</u>	<u>323,099.03</u>	<u>581,959.00</u>	<u>(258,859.97)</u>	<u>55.52%</u>
B - Payroll Tax & Benefits - PW					
6600-05 · Life Insurance - Employee -PW	137.50	1,140.90			
6605-05 · Health Insurance	8,640.22	99,759.12			
6610-05 · Payroll Taxes - PW	3,087.24	22,550.14	265,602.00	(243,051.86)	8.49%
6620-05 · Workers Comp Insurance - PW		8,425.72			
6625-05 · Unemployment Insurance - PW	119.82	100.53			
6630-05 · State Retirement - PW		50,163.84			
Total B - Payroll Tax & Benefits - PW	<u>11,984.78</u>	<u>182,140.25</u>	<u>265,602.00</u>	<u>(83,461.75)</u>	<u>68.58%</u>
Total I - Personnel - PW	<u>66,133.16</u>	<u>505,239.28</u>	<u>847,561.00</u>	<u>(342,321.72)</u>	<u>59.61%</u>
II - Operating - Parks & Rec					
6202-02 · Cemetery Upkeep		0.00	100.00	(100.00)	0.0%
6210-02 · Tree Maintenance	3,025.00	12,805.00	20,000.00	(7,195.00)	64.03%
6215-02 · Tree Replacement		7,990.20	8,000.00	(9.80)	99.88%
6217-02 · Tree Replacement Program	100.00	1,625.94	4,000.00	(2,374.06)	40.65%
6220-02 · Upkeep of Park	1,433.45	3,543.91	8,000.00	(4,456.09)	44.3%
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		6,360.00	10,000.00	(3,640.00)	63.6%
Total II - Operating - Parks & Rec	<u>4,558.45</u>	<u>35,545.05</u>	<u>57,200.00</u>	<u>(21,654.95)</u>	<u>62.14%</u>
III - Operating - Streets					
6410-04 · Snow Removal Supplies		0.00	5,000.00	(5,000.00)	0.0%
6420-04 · Street Lights	2,387.51	13,159.45	28,000.00	(14,840.55)	47.0%
6425-04 · Street Repairs	550.00	4,233.65	19,500.00	(15,266.35)	21.71%
6435-04 · Street Trees - Replacement		10,019.00	10,000.00	19.00	100.19%
6440-04 · Street Tree - Maintenance	2,700.00	14,371.00	28,000.00	(13,629.00)	51.33%
Total III - Operating - Streets	<u>5,637.51</u>	<u>41,783.10</u>	<u>90,500.00</u>	<u>(48,716.90)</u>	<u>46.17%</u>
IV - Operating - Gen./Sanit					
Uniforms					
6570-05 · Uniform Purchases		3,819.08	4,000.00	(180.92)	95.48%
Total Uniforms	0.00	3,819.08	4,000.00	(180.92)	95.48%
6500-05 · Fuel	5,634.77	16,362.38	28,000.00	(11,637.62)	58.44%
6501-05 · Composting	3,386.30	7,725.36	4,000.00	3,725.36	193.13%
6505-05 · Landfill	3,747.09	17,348.37	64,000.00	(46,651.63)	27.11%
6510-05 · Landfill - Compost (MD Environ)	854.55	6,100.01			
6515-05 · Medical Exams		0.00	500.00	(500.00)	0.0%
6535-05 · Recycling Costs		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	(182.49)	5,774.04	8,000.00	(2,225.96)	72.18%
6580-05 · Vehicle Maintenance	1,725.55	17,066.01	20,000.00	(2,933.99)	85.33%
6585-05 · Work & Storage Space	3,779.03	32,915.77	44,000.00	(11,084.23)	74.81%
6590-05 · Tiger Mosquito Repression Prog.		0.00	100.00	(100.00)	0.0%
Total IV - Operating - Gen./Sanit	<u>18,944.80</u>	<u>116,320.40</u>	<u>191,600.00</u>	<u>(75,279.60)</u>	<u>60.71%</u>

**Town of University Park
Treasurer's Report
January 31, 2020**

	<u>January 2020</u>	<u>Jul '19 - Jan 20</u>	<u>Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>
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		1,989.98	100,000.00	(98,010.02)	1.99%
6517-05 · Leaf/Utility Truck Purchase		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	8,902.00	9,217.00	81,500.00	(72,283.00)	11.31%
Total V - Capital Outlay - PW	<u>8,902.00</u>	<u>16,490.41</u>	<u>2,845,606.00</u>	<u>(2,829,115.59)</u>	<u>0.58%</u>
Total Public Works	104,175.92	715,378.24	4,032,467.00	(3,317,088.76)	17.74%
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	103,120.92	206,241.84	206,254.00	(12.16)	99.99%
6051-01 · Debt Service - 2019 Bond		0.00	125,268.00	(125,268.00)	0.0%
6054-01 · Leaf/Utility Truck Lease Pymt.		28,218.81	29,000.00	(781.19)	97.31%
6507-05 · Packer Lease Payment		58,192.76	58,200.00	(7.24)	99.99%
Total III. Debt Service	103,120.92	292,653.41	418,722.00	(126,068.59)	69.89%
IV. Unreserved Funds	0.00	0.00	1,043,130.00	(1,043,130.00)	0.0%
Total Reserves & Debt Service	<u>103,120.92</u>	<u>292,653.41</u>	<u>1,773,206.00</u>	<u>(1,480,552.59)</u>	<u>16.5%</u>
Total Expense	<u>347,324.48</u>	<u>1,983,681.82</u>	<u>7,860,597.00</u>	<u>(5,876,915.18)</u>	<u>25.24%</u>
Net Income	<u><u>474,225.61</u></u>	<u><u>877,619.51</u></u>	<u><u>0.00</u></u>	<u><u>877,619.51</u></u>	<u><u>100.0%</u></u>