MEETING OF
UNIVERSITY PARK MAYOR AND COMMON COUNCIL
WILL BE HELD
VIA VIDEO AND AUDIO CONFERENCE
7:30 p.m.
June 15, 2020
REGULAR SESSION

The Council meeting will be conducted entirely remotely with no in-person meeting attendance. To join the Council meeting through a video conference, please use the link below.

Join Meeting: https://us02web.zoom.us/j/88658156566?pwd=V3VOWVNvRWVyM1dWZGxpZE8yQ05TQT09
To join with audio only: +1 301 715 8592 US
Meeting ID: 886 5815 6566
Password: 004796

Public Participation:
Participants who join the video/audio conference will be muted and video turned off during the meeting except for Mayor, Council and staff. Participants will have the opportunity to speak during Public Comment - agenda item #5. During that time, all participants will be taken off mute. If you would like to make a comment, please state your name and Mayor Carey will call on you to speak. Public comments will be limited to three minutes.

Public comments or questions may also be made by emailing the Town Clerk Andrea Marcavitch at amarcavitch@upmd.org. All electronic comments must be submitted by 6 p.m. on June 15, 2020. Comments received will be read by the Town Clerk during public comment.

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** – Mayor Carey

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 INSTALL A DRY WELL (Michael Stinger, 4400 Underwood Street) Ward 3

To combine down spouts and sump pump drainage to deposit into a dry well and direct overflow to the front slope located on Lot 15, Block 14 and Section 3 at 4400 Underwood Street.

5. PUBLIC COMMENT

6. NEW BUSINESS

A. PANDEMIC HAZARD PAY

Motion: To approve the pandemic hazard pay proposal outlined in the staff report dated June 11, 2020.

Moved by: **Seconded by:**

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

B. ENDORSE MML PRESIDENT STATEMENT REGARDING RACIAL INJUSTICE

Motion: To endorse the June 9, 2020 Statement by MML President Ryan Spiegel regarding racial injustice, and refer to the Committee on Policy, Rules, and Municipal Structure with a request that it recommend for Council approval a broader and more inclusive Town of University Park resolution.

Moved by: **Seconded by:**

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

7. APPROVAL OF MINUTES AND CLOSED SESSION MINUTES: *June 1, 2020*

Moved by: **Seconded by:**

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

8. DEPARTMENT AND COUNCIL REPORTS

A. MAYOR'S REPORT~ *Mayor Len Carey*

B. COUNCIL AND COMMITTEE REPORTS

C. REPORT FROM THE TOWN ADMINISTRATOR~ *David Deutsch*

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

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

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

F. REPORT FROM THE TOWN TREASURER ~ *Dan Baden*

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

9. ADJOURNMENT

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

Agenda Item 4A
Stinger 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: 6/1/20
Permit Application: Approved [ ]
Rejected [ ]
Check/Cash Amt.: _____
Permit Number: _____
Date Issued: _____

Name of Applicant(s): Michael Stinger

Telephone Number: (814) 883-1579 Home (814) 883-1579 Cell

Work: _____ Email: mvstinger@gmail.com

Street Address of Property: 4400 Underwood Street

Lot Number: 15 Block Number: 14 Section Number: 3

Person/Company Doing the Work: Work to be performed by homeowner

Address/Phone: As above

Signature of Property Owner: [signature] Date: 28 MAY 20

Description of Work

Check all that apply:

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

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

Materials: _____

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

Dimensions: 40' maximum extent, Height at Apex: below-grade

Materials: Sch40 PVC, 3/4" stone

Please Specify Reason for Structure: Bury downspouts and direct water away from foundation while addressing water within property.

[ ] **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

(PG County Permitting Office confirmed no permit required on 28 MAY 2020)

***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.*

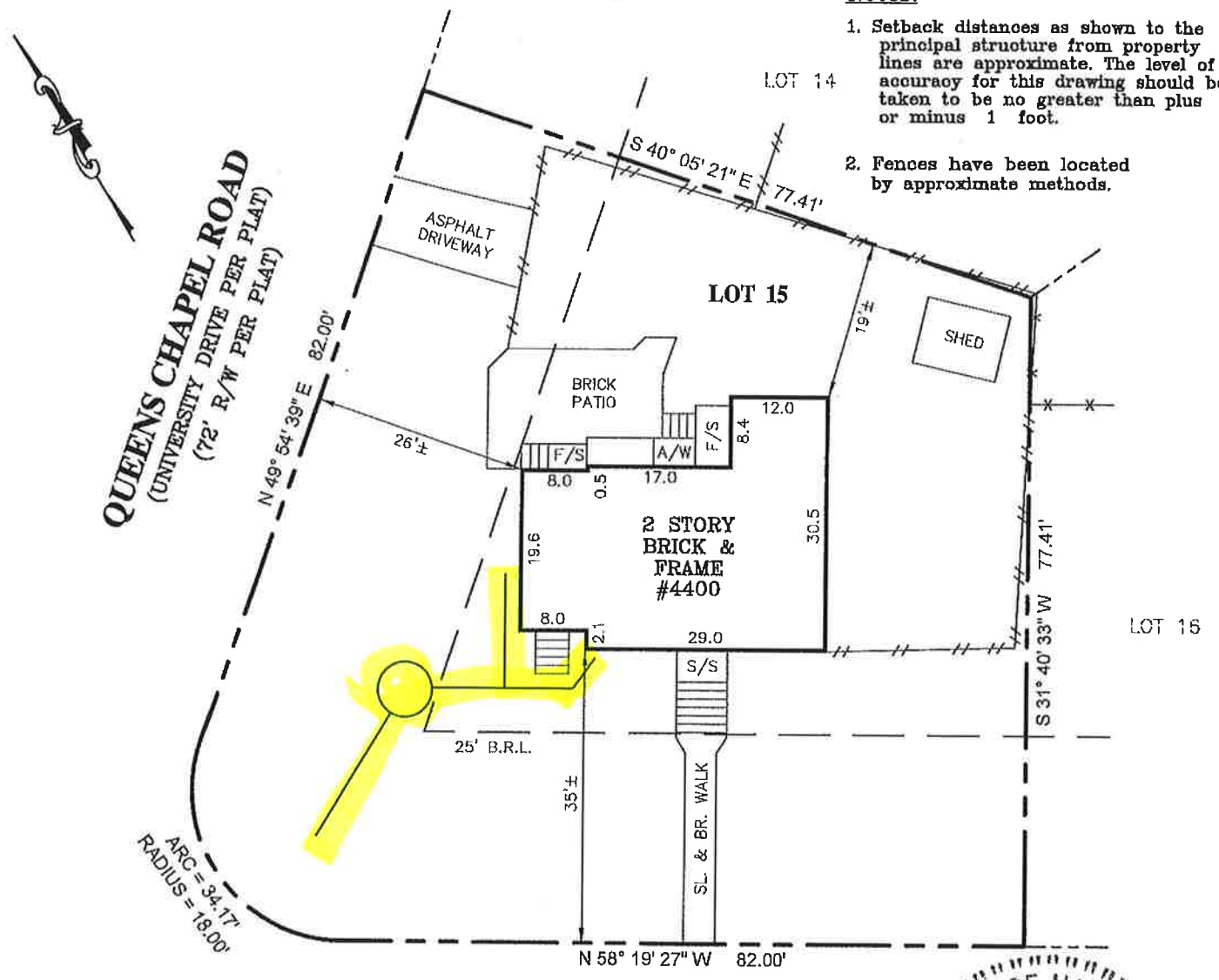
Revised 5/2012

CONSUMER INFORMATION NOTES:

1. This plan is a benefit to a consumer insofar as it is required by a lender or a title insurance company or its agent in connection with contemplated transfer, financing or re-financing.
2. This plan is not to be relied upon for the establishment or location of fences, garages, buildings, or other existing or future improvements.
3. This plan does not provide for the accurate identification of property boundary lines, but such identification may not be required for the transfer of title or securing financing or re-financing.
4. Building line and/or Flood Zone information is taken from available sources and is subject to interpretation of originator.
5. No Title Report furnished.

Notes:

1. Setback distances as shown to the principal structure from property lines are approximate. The level of accuracy for this drawing should be taken to be no greater than plus or minus 1 foot.
2. Fences have been located by approximate methods.



LOCATION DRAWING
LOT 15, BLOCK 14
SECTION THREE
UNIVERSITY PARK
PRINCE GEORGE'S COUNTY, MARYLAND

UNDERWOOD STREET
(RUSHE ROAD PER PLAT)
(50' R/W)

STATE OF MARYLAND
JEFFREY A. FOSTER
REG. NO. 587
PROPERTY LINE SURVEYOR

SURVEYOR'S CERTIFICATE

"THE INFORMATION SHOWN HEREON HAS BEEN BASED UPON THE RESULTS OF A FIELD INSPECTION PURSUANT TO THE DEED OR PLAT OF RECORD. EXISTING STRUCTURES SHOWN HAVE BEEN FIELD LOCATED BASED UPON MEASUREMENTS FROM PROPERTY MARKERS FOUND OR FROM EVIDENCE OF LINES OF APPARENT OCCUPATION."

Jeffrey A. Foster

MARYLAND PROPERTY LINE SURVEYOR REG. NO. 587
Expires: 04-02-2019

REFERENCES

PLAT BK. 3
PLAT NO. 16

LIBER
FOLIO

SNIDER & ASSOCIATES
LAND SURVEYORS
20270 Goldenrod Lane, Suite 110
Germantown, Maryland 20876
301/948-5100, Fax 301/948-1286

DATE OF LOCATIONS		SCALE:	1" = 20'
WALL CHECK:		DRAWN BY:	K.W.L.
HSE. LOC.:	7-11-17	JOB NO.:	17-02461

SNIDER & ASSOCIATES

Invoice

20270 Goldenrod Lane, Sulte 110
Germantown, MD 20876

Phone: 301-948-5100
Fax: 301-948-1286

DATE	INVOICE #
7/10/2017	17-2461

SNIDER JOB #
17-2461

BILL TO:

KVS TITLE, LLC
7550 WISCONSIN AVENUE, STE 500
BETHESDA, MD 20814

PROPERTY ADDRESS:

4400 UNDERWOOD STREET
HYATTSVILLE, MD
PRINCE GEORGE'S

CLIENT CASE #	SUBDIVISION/SECTION	LOT/PARCEL	BLOCK/SQ
17-21343	UNIVERSITY PARK	15	14

FOR PROFESSIONAL SERVICES RENDERED

Description of Services Provided	Amount
RUSH HOUSE LOCATION	255.00
Total Amount Due:	**$255.00**

This invoice is due and payable upon receipt. Your prompt payment will be appreciated. Thank you. We need our job number to insure proper credit. Please return one copy of the bill with your remittance. FOR YOUR CONVENIENCE WE ACCEPT MOST MAJOR CREDIT CARDS WITH AN ADDITIONAL FEE OF 3.5% OF THE BALANCE DUE.

Drainage Plan for 4400 Underwood Street
Rough Out

Michael Stinger
mvstinger@gmail.com
+1-814-883-1579

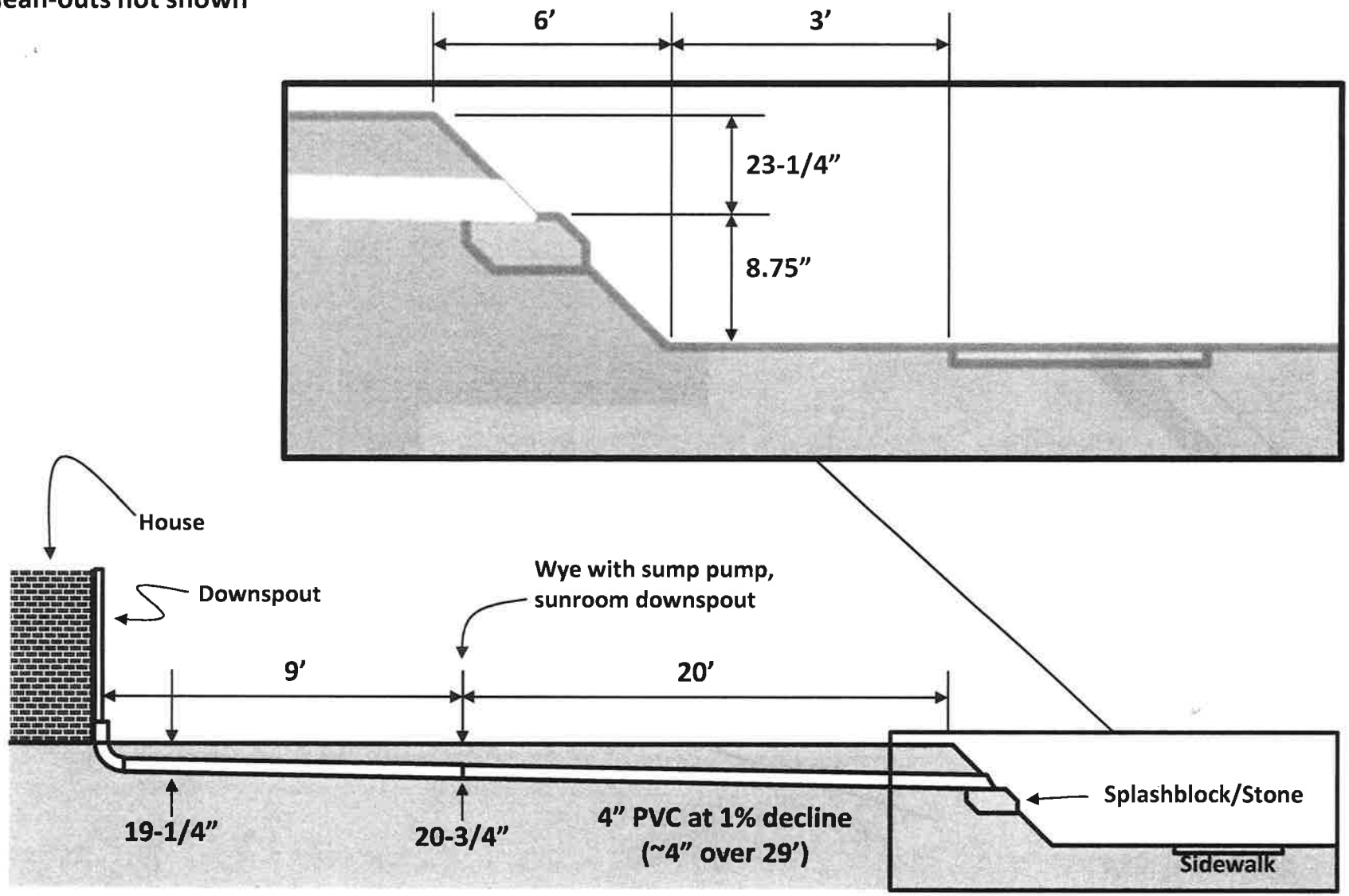
15 MAY 2020

Sump pump outlet
S
Sunroom downspout
D
D
Roof downspout
29'
North
© 2020 Google

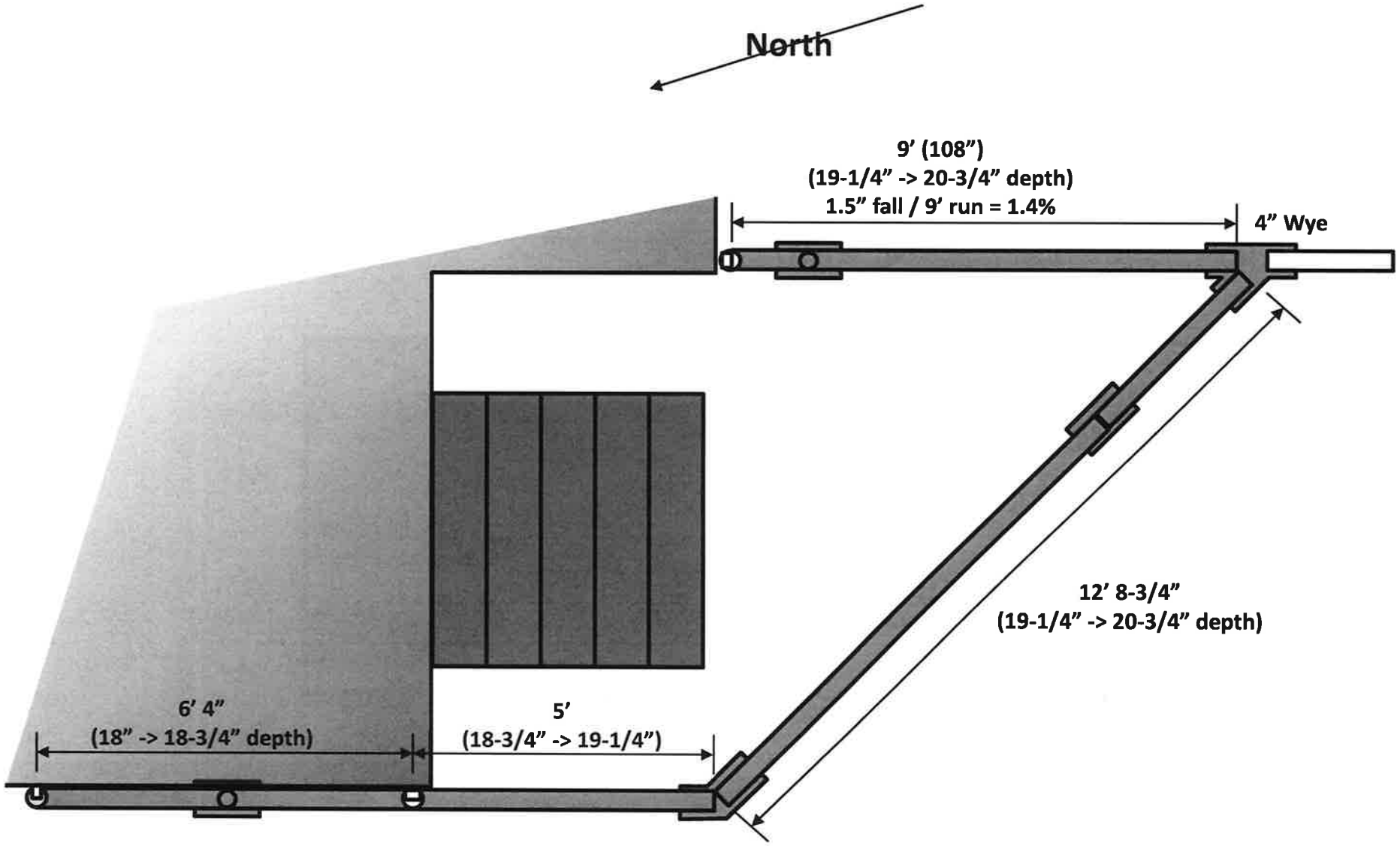
4400 Underwood Street
South side/on Underwood

Clean-outs not shown

NOT TO SCALE



Drop 1.2” per 10’ (1%)



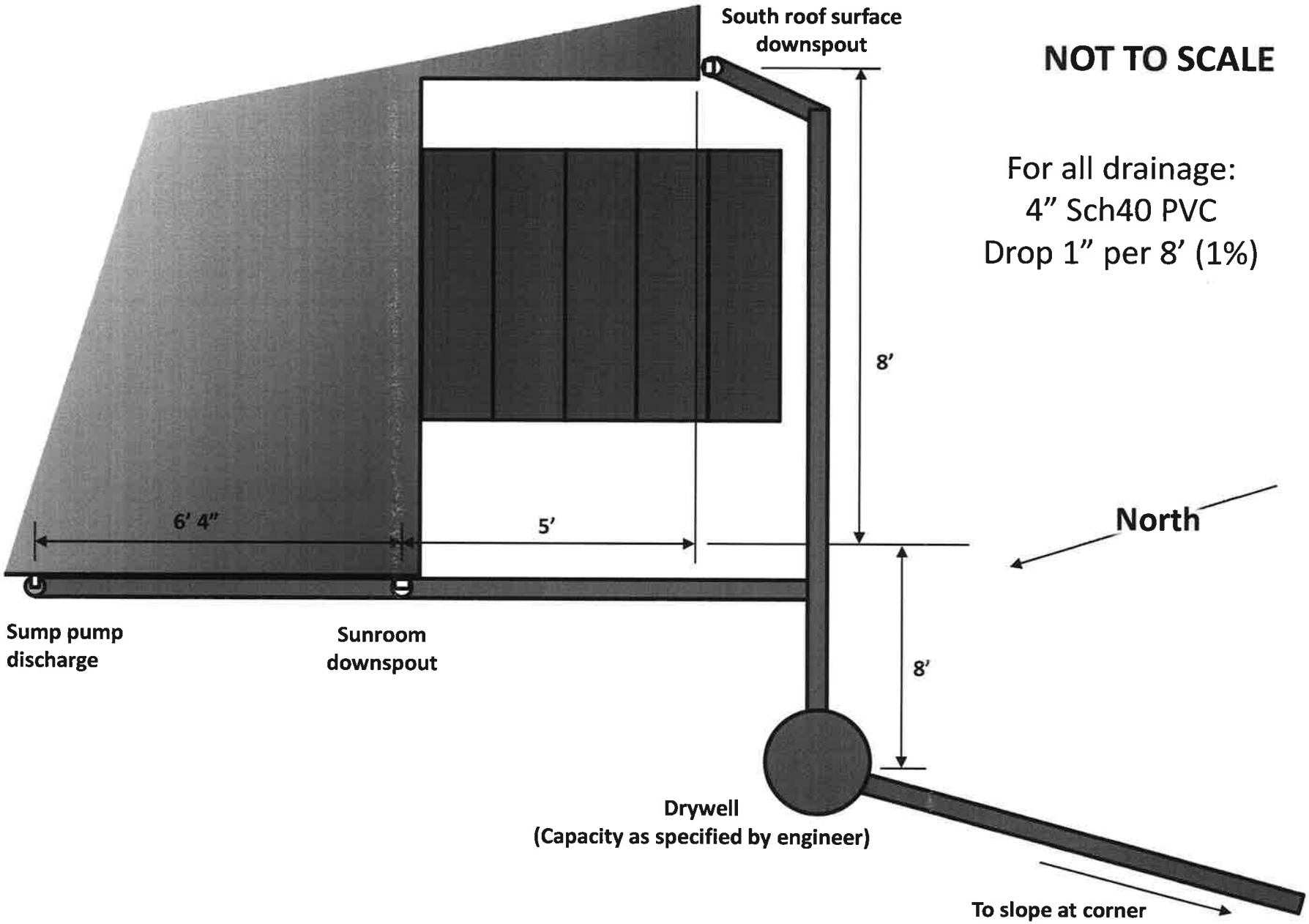
Drainage Plan for 4400 Underwood Street

Michael Stinger
mvstinger@gmail.com
+1-814-883-1579

28 MAY 2020

Note: Prince Georges County Permitting Office confirmed on 28 MAY 2020 that no county permit is required.

North
Sump pump outlet
S
Sunroom downspout (Sunroom roof surface)
D
D
Roof downspout
(South roof surface)
Drywell
Outlet and stone pit
© 2020 Google


South roof surface
downspout
NOT TO SCALE
For all drainage:
4" Sch40 PVC
Drop 1" per 8' (1%)
8'
6' 4"
5'
North
Sump pump
discharge
Sunroom
downspout
8'
Drywell
(Capacity as specified by engineer)
To slope at corner

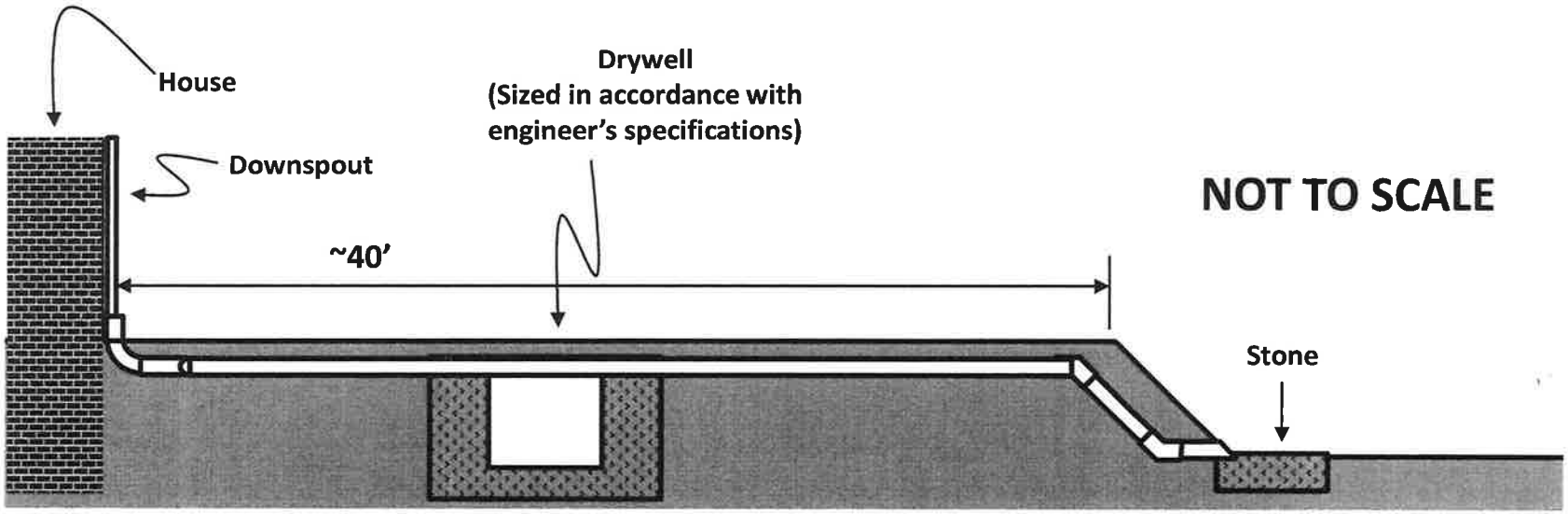
4400 Underwood Street
South side/on Underwood

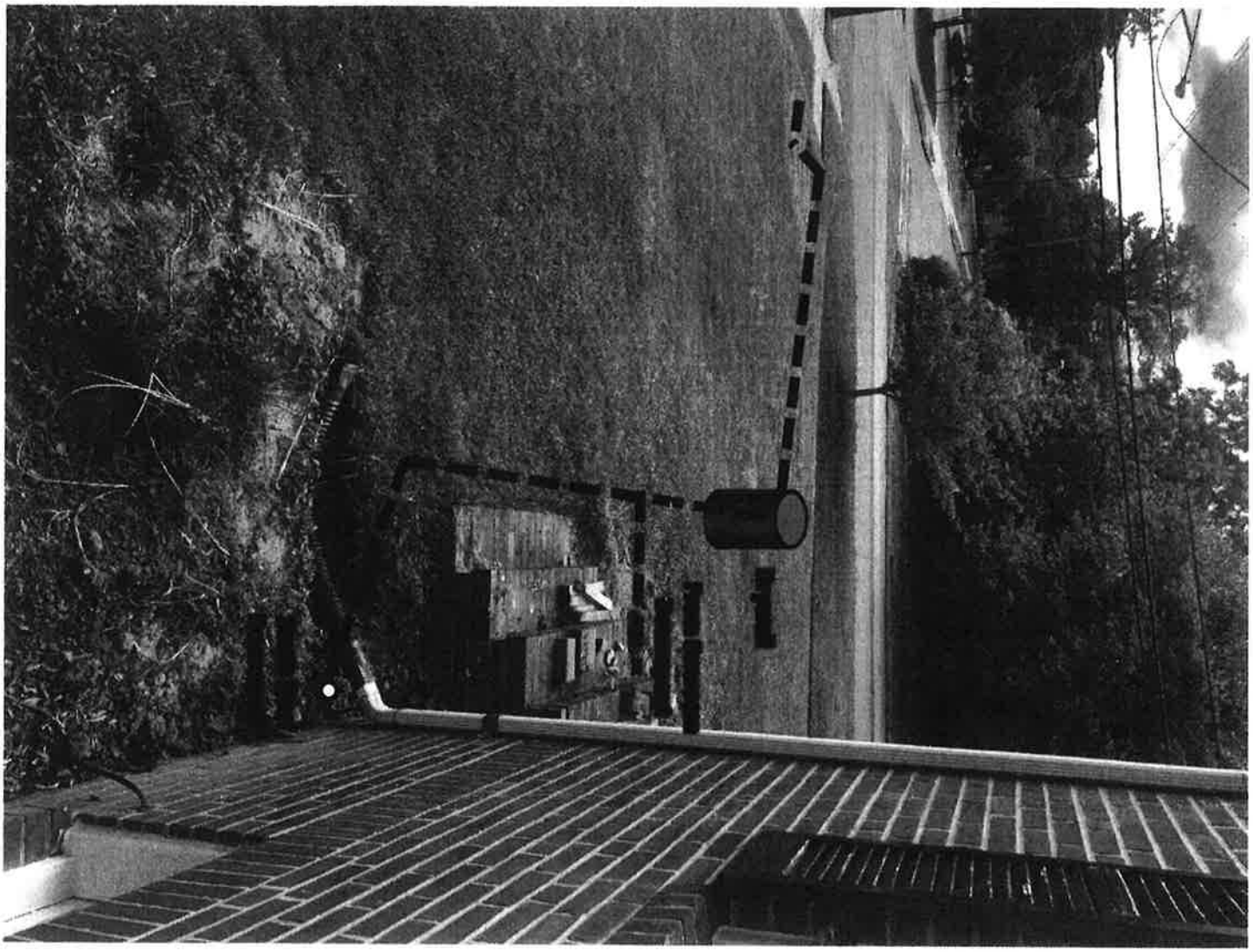
Only south roof to drywell shown- equivalent for sump pump and sunroom downspout to drywell path

Clean-outs not shown

Drywell constructed using one or more of the **NDS 40-gallon Flo-Well Storm Drainage Dry Well** surrounded by clean crushed stone and installed as indicated by manufacturer. Overflow directed to slope at corner.

NDS 40 Gallon Flo Well Storm Drainage Dry Well





Agenda Item 6A
Memo from Town Administrator
Re: Pandemic Hazard Pay

TOWN OF UNIVERSITY PARK

MAYOR
Lenford C. Carey

COMMON COUNCIL
David Brosch
Joe Schultz
Laurie Morrisey
Linda Verrill
David Caskey
Martha Wells
Roland Stephen

TOWN ADMINISTRATOR
David J. Deutsch

MEMORANDUM

DATE: June 11, 2020

TO: Mayor and Town Council

FROM: David J. Deutsch, Town Administrator

RE: Pandemic Hazard Pay

At your May 18, 2020 Council Meeting you approved amendments to the FY20 and FY21 Budgets in order to acknowledge the potential receipt of up to $161,000 in federal COVID-19 Relief funds being allocated to Prince George's County municipalities. The necessary documentation was submitted on May 20, 2020. Although formal approval of the Town's request has not yet been obtained, conversations between Town and County staffs indicate the County is reacting positively to the University Park submission. A County decision is expected by June 22, 2020.

The additional compensation for employees is pegged at $2.50 per hour, retroactive to March 1, 2020, as allowed by the County. The additional pay (Pandemic Hazard Pay) is in recognition of the stress employees have incurred by performing their jobs while the COVID-19 statistics show our county as the one jurisdiction with the most cases of COVID infection in Maryland. All Town employees are eligible for the payment, except for the bus drivers who have not worked during the pandemic.

In selecting the $2.50 compensation level we surveyed a number of jurisdictions in Maryland and beyond to determine what some other jurisdictions are doing. We found a range in Maryland from no payment to $4.00 per hour for M-NCPPC Public Safety staff. We recommend the $2.50 per hour amount as a reasonable recognition of Town staff.

Agenda Item 6B
Endorse MML President Statement Regarding Racial Injustice

Maryland Municipal League

The Association of Maryland's Cities and Towns

Statement by MML President Ryan Spiegel regarding racial injustice with the unanimous support of the Executive Committee - June 9, 2020

The recent deaths of George Floyd, Ahmaud Arbery, and Breonna Taylor, along with so many others throughout our nation, are a tragic reminder of the terrible legacy and ongoing effects of systemic racism. The Maryland Municipal League condemns racism, bigotry, and hatred in all forms. We are committed to the values written into the U.S. Constitution that express freedom, justice, and equality, which should be at the heart of every level of government in America, especially the municipal governments that are closest to the People.

MML is proud of its diverse leadership and membership and of the hard work that municipal government officials and employees do everyday throughout Maryland, but the work to meet the promise of America comes up short for many. We will continue working to support the 157 cities and towns of Maryland and the 1.5 Million Marylanders who live in them, providing a platform for education, research, and sharing of experiences as municipalities confront the realities of society's racial disparities and both conscious and unconscious biases – whether in education, housing, criminal justice, health, jobs, or other aspects of American life. We explicitly stand against anti-blackness.

MML is there for our members who are working to invest in improvements and reforms to local government operations, to acknowledge the good things that municipalities and their personnel are already doing, and to ensure public safety during the COVID-19 pandemic while protecting the right to peaceably assemble. In solidarity with our members and with all who have worked to end racism and discrimination, MML also regularly endeavors to improve its own organizational operations to align with these principles.

We encourage any of the mayors, councilmembers, or other municipal officials in Maryland to reach out to us if we can be of assistance in your efforts to connect, share, educate, learn, and better our communities as we Reimagine a Tomorrow in which no one is subjected to fear, violence, or other disadvantage simply because of the color of their skin.

1212 West Street, Annapolis, Maryland 21401

410-268-5514 | 800-492-7121 | FAX: 410-268-7004 | www.mdmunicipal.org

Introduced:	Mayor Byrd
1st Reading:	June 8, 2020
Passed:	June 8, 2020
Posted:	June 9, 2020
Effective:	June 8, 2020

RESOLUTION NUMBER 2085

A RESOLUTION REGARDING "BLACK LIVES MATTER" IN THE CITY OF GREENBELT

WHEREAS, issues of systemic racism continue to plague the United States of America; and

WHEREAS, the murders of African-American men and women by police officers in various cities across the nation have raised awareness of racism and illuminated deep-seated fears within our communities; and

WHEREAS, we cannot ignore the widening gap of trust between the people who work in law enforcement and many in the communities they serve; and

WHEREAS, closing this gap requires that we address the underlying inequities that continue to divide working people in our country along racial and economic lines; and

WHEREAS, the City's Community Pledge is designed to strengthen the diversity and celebration of all people, to be a respectful, welcoming community that is open, accessible, safe and fair; **NOW THEREFORE,**

BE IT RESOLVED by the Council of the City of Greenbelt, Maryland, that **Black Lives Matter**, in Greenbelt, in Maryland, in the United States of America, and all around the globe.

BE IT FURTHER RESOLVED that this resolution shall take effect immediately upon passage.

PASSED by the Council of the City of Greenbelt, Maryland, at its regular meeting of June 8, 2020.

Colin Byrd
Colin A. Byrd
Mayor

ATTEST:

Bonita Anderson
Bonita Anderson, City Clerk

CITY OF HYATTSVILLE, MARYLAND

RESOLUTION 2020-05

A Resolution in defense of Black lives and a commitment to enacting policies that unequivocally defend Black life and aim to undo the effects of systemic racism affecting Black people in the City of Hyattsville.

WHEREAS, the first enslaved Africans were brought as captives to what is now the Commonwealth of Virginia in 1619; and

WHEREAS, Black people were bought and sold as slave labor for nearly 250 years and suffered unspeakable acts of violence, including: assault, rape, mutilation, and murder at the hands of their captors; and

WHEREAS, the Thirteenth, Fourteenth, and Fifteenth Amendments to the Constitution of the United States of America were enacted following the end of this country's Civil War, which resulted in the abolishment of the practice of slavery and the extension of civil and legal protections to Black people who were formerly enslaved; and

WHEREAS, many states adopted Jim Crow laws following the end of this country's Civil War and the enactment of the Thirteen, Fourteenth, and Fifteenth Amendments; and

WHEREAS, Jim Crow laws perpetuated the racist legal and social system existing prior to the Civil War and resulted in Black people being treated as second-class citizens; and

WHEREAS, this country's ugly history of state-sanctioned violence against Black people persists despite the Thirteenth, Fourteenth, and Fifteenth Amendments and the adoption of the Civil Rights Acts of 1964 and 1968; and

WHEREAS, Black people, generally, are unfairly targeted and profiled by law enforcement throughout this country at rates beyond what can be reasonably explained; and

WHEREAS, racial profiling of Black people results in disproportionate rates of arrest, incarceration, and overall exposure to the criminal legal system for Black people; and

WHEREAS, Black people experience inequalities across many aspects of daily living, including, but not limited to, housing, education, employment, and health as a result of this country's aforementioned history, laws, and law enforcement practices, which erodes the quality of life for Black people; and

WHEREAS, Black people are justifiably outraged by this country's devaluation of Black life and humanity; and

WHEREAS, approximately thirty percent (30%) of the residents of the City of Hyattsville identify as Black or African American; and

WHEREAS, these residents deserve to be treated fairly, with dignity, and to have their humanity, existence, and contributions valued; and

WHEREAS, it is indisputable that Black lives matter.

NOW, THEREFORE, BE IT RESOLVED, that the City of Hyattsville, Maryland, will commit to enacting policies that unequivocally defend Black life and aim to undo the effects of systemic racism affecting Black people in the City of Hyattsville.

INTRODUCED by the Mayor and City Council of the City of Hyattsville, Maryland, at a regular meeting on June 1, 2020, at which meeting copies were available to the public for inspection, and at which time a public hearing took place.

ADOPTED by the Mayor and City Council f the City of Hyattsville, Maryland, at a regular meeting on June 1, 2020, at which meeting copies were made available to the public for inspection.

APPROVED:

City of Hyattsville, Maryland

6/1/2020
Date

Candace B. Hollingsworth
Mayor

ATTEST/WITNESS:

City of Hyattsville, Maryland

6/1/2020
Date

Laura Reams
City Clerk

COUNCIL OF THE TOWN OF RIVERDALE PARK, MARYLAND
Resolution 2020-R-18

Introduced by: CM Marsha Dixon

Date Introduced: June 2, 2020

Date Adopted: June 2, 2020

Date Effective: June 2, 2020

FOR THE PURPOSE OF establishing a commitment to policies, programs and initiatives that aim to undo the effects of systemic racism and unequivocally support and defend African Americans and Black people, hereinafter referred to as Black people.

WHEREAS, racial prejudice is most harmful when it is held by people in positions of power, it is incumbent on elected and appointed officials, and other individuals in positions of power and influence to speak out; and

WHEREAS, it is important to understand the history of Black people being bought and sold as slave labor for nearly 250 years as individuals suffered unspeakable acts of violence, including: assault, rape, mutilation, and murder at the hands of their captors; and

WHEREAS, the Town of Riverdale Park is located on land that was previously the Riversdale plantation at which enslaved persons were held, and that the original plantation house stands prominently in Town; and

WHEREAS, the ugly history of violence and discrimination against Black people persists despite the Thirteenth, Fourteenth, and Fifteenth Amendments and the adoption of the Civil Rights Acts of 1964 and 1968; and

WHEREAS, today as a result of this history, implicit and explicit biases, racial profiling, institutional structures, and interpersonal relationships, Black people continue to experience inequalities across many aspects of daily living, including, but not limited to, housing, education, employment, the criminal legal system, and health care; and

WHEREAS, the American Academy of Pediatrics, the American Medical Association and the American College of Physicians are emphasizing that racism is a public health issue; and

WHEREAS, the American Academy of Pediatrics issued a 2019 policy statement that says in part that *"Racism is a social determinant of health that has a profound impact on the health status of children, adolescents, emerging adults, and their families... and that evidence to support the continued negative impact of racism on health and well-being through implicit and explicit biases, institutional structures, and interpersonal relationships is clear;"* and

WHEREAS, the Town has adopted a Diversity and Inclusion policy statement that guides the delivery of all Town services, and requires in part that all Black people within the Town and in their interactions with the Town are to be treated fairly, with dignity and equity, and to have their humanity, existence, and contributions valued; and

NOW, THERFORE, BE IT RESOLVED that the Mayor and Town Council of the Town of Riverdale Park do hereby establish this commitment to policies, programs and initiatives that aim to undo the effects of systemic racism and unequivocally support and defend Black people.

ATTEST:

Jessica E. Barnes, Town Clerk

COUNCIL OF THE TOWN OF RIVERDALE PARK:

Alan K. Thompson, Mayor

Agenda Item 7
Draft 6/1/20 Council Minutes
And
Closed Session Minutes

Approved on

MEETING OF
UNIVERSITY PARK MAYOR AND COMMON COUNCIL
VIA VIDEO AND AUDIO CONFERENCE
7:30 p.m.
June 1, 2020
MINUTES

A closed session began at 7 p.m. to discuss (i) the appointment, employment, assignment, promotion, discipline, demotion, compensation, removal, resignation or performance evaluations of appointees, employees, or officials over whom it has jurisdiction; or (ii) any other personnel matter that effects one or more specific individuals.

1. **CALL TO ORDER:** ***Mayor Carey*** at 7:32 p.m.

   Present: Mr. Brosch, Mr. Schultz, Ms. Morrissey, Ms. Verrill, Mr. Caskey, Ms. Wells, Mr. Stephen
   Absent: None
   Excused: None

2. **PLEDGE OF ALLEGIANCE** – Mayor Carey

3. **APPROVAL OF THE AGENDA**

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

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

4. **CONSENT AGENDA**

   Motion: To approve the following consent agenda item.

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

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

   A. BUILDING PERMIT APPLICATION TO REPLACE 4' FENCE
   (Robert Cox and Monica Hesse, 4302 Tuckerman Street) Ward 1
   To replace 4' fence located on Lots 12-14, Block 6 and Section 1 at 4302 Tuckerman Street.

   B. BUILDING PERMIT APPLICATION TO ADD TWO-STORY ADDITION
   (Kevin Cheek, 4433 Wells Parkway) Ward 3
   To demo garage and add a 19'x 22' two-story addition located on Lot 10 and Block 3 at 4433 Wells Parkway.

C. BUILDING PERMIT APPLICATION TO REPLACE SHED
(Nicholas Pyenson, 4009 College Heights Drive) Ward 6
To replace existing shed with a 12'6"x 10'1" shed located on Lot 5, Block 34 and Section 7 at 4009 College Heights Drive.

5. 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)

BUILDING PERMIT APPLICATION WITH SPECIAL EXCEPTION FOR A 6' FENCE
(John Perhonis and Kathy Karlson of 4330 Clagett) Ward 5

A request has been made for a building permit to install a 120' section of non-conforming 6' fence on the side and rear property lines located on Lot 7 and Block 26 at 4330 Clagett. 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 120' section of non-conforming 6' deer fence on the side and rear property lines located on Lot 7 and Block 26 at 4330 Clagett Road, requiring a Special Exception per Section 4-115 Sub-sections A-E of the Town Code. Applicant shows that unique topography and safety are at issue. 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: Mr. Caskey **Seconded by:** Ms. Verrill

Yea: 5 **Nay:** 2 **Abstain:** 0

Roll Call Vote:		
	Mr. Brosch	Yea
	Mr. Schultz	Nay
	Ms. Morrissey	Yea
	Ms. Verrill	Yea
	Mr. Caskey	Yea
	Ms. Wells	Nay
	Mr. Stephen	Yea

Motion approved

PUBLIC COMMENT:

- A resident said that the Town Code says "exceptional, peculiar, unusual" and everyone agrees that deer are a problem but here is nothing exceptional, peculiar or unusual, this is a common condition. Council has a duty to uphold the laws as given or change them to proper procedures.
- A resident asked if the Council could include "deer fence" as part of the motion to show that it is not just any fence.
- A resident said that with the development of the Cafritz property the environment for many animals has shrunk and that is a fact of life that residents are going to live with going forward. The special exceptions language is vague, and the topic needs to be taken up by the appropriate committee.
- A resident of Clagett Road is also concerned about the deer and the possibility of tick bites. Due to the changing environment there seems to be a health and a security concern that needs to be addressed. This resident would be in favor of some long-term consideration by the Council for this type of topic

B. SPECIAL UTILITY PERMIT: PEPCO VEGETATION MANAGEMENT FOR TREE REMOVAL

Motion: To approve Special Utility Permit for Pepco SP-2020-01 to remove trees listed in Appendix A from the Town right-of-way as itemized on the permit and with the conditions as proposed, as amended.

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

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

Roll Call Vote:	Mr. Brosch	Yea
	Mr. Schultz	Yea
	Ms. Morrissey	Yea
	Ms. Verrill	Yea
	Mr. Caskey	Yea
	Ms. Wells	Yea
	Mr. Stephen	Yea

Motion approved

PUBLIC COMMENT

- The resident at 4326 Clagett Road requested that the oak tree in front of their home not be removed but pruned if necessary. If the tree must be removed, then she would ask that the Town replace it with another tree that provides the same security and shade as the oak tree. The resident suggested that she plant a tree in her front yard and the Town wait to remove the oak tree until her tree provides her with the proper shade.

Motion: To amend the Special Utility Permit for Pepco SP-2020-01 to allow the tree at 4326 Clagett Road to remain for this cycle but to be pruned, with an understanding that the tree may need to be removed in some future cycle.

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

Yea: 6 **Nay:** 1 **Abstain:** 0

Roll Call Vote:	Mr. Brosch	Yea

Mr. Schultz	Yea
Ms. Morrissey	Yea
Ms. Verrill	Nay
Mr. Caskey	Yea
Ms. Wells	Yea
Mr. Stephen	Yea

Motion approved

C. SPECIAL UTILITY PERMIT: PEPCO VEGETATION MANAGEMENT FOR TREE PRUNING

Motion: To approve Special Utility Permits for Pepco SP-2020-02 to prune trees from the Town right-of-way as itemized on the permit and with the conditions as proposed.

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

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

6. PUBLIC COMMENT

- A Councilmember made a statement on Black Lives Matter. She reminded the Council of the recent Legislation in support of the concept of a Welcoming Town. She said, "let's keep working to making University Park a beacon for Justice for All, we know that Black Lives Matter".
- A Councilmember urged all to remember how fortunate we are and to reflect on how to make the world a better place.
- A resident questioned the language, "when is it acceptable to use lethal force on somebody", University Park's policy says, "a police officer can make that determination in the moment". Maybe this is something that can be explored and looked at to be improved.
- A resident said we are paying for the hateful and divisive rhetoric of our President and that the residents of University Park have a special responsibility to try and act appropriately in the future.
- A Councilmember said that there is a group of people looking at ways to help those in need during the COVID pandemic. He will report back as soon as there are specific details.

7. CONTINUING BUSINESS

A. FY2020 PUBLIC WORKS BUDGET TRANSFER

Motion: To transfer $3,000 from Public Works line item 6410-04, *Snow Removal,* to Public Works line item 6580-05, *Vehicle Maintenance,* to cover higher than anticipated costs.

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

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

Two readings required for approval. This is the second reading.

B. ADOPTION OF LEGISLATIVE RESOLUTION 20-O-05: AMENDMENT OF THE FISCAL YEAR 2020 BUDGET – COVID-19 FUNDING (*Second Reading*)

Motion: To adopt Legislative Resolution 20-O-05 amending the Fiscal Year 2020 Budget to establish a new

revenue line item to receive COVID-19 funding from Prince George's County, and a new expenditures line item for authorized COVID-19 expenditures from that funding source.

The earliest date this motion may be considered for passage is June 1, 2020.

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

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

C. ADOPTION OF EMERGENCY LEGISLATIVE RESOLUTION 20-O-06: AMENDING CHAPTER 13, ARTICLE 2, SECTION 13-203 *RENTAL PROPERTY LICENSE AND RENEWALS*

Motion: To adopt emergency Legislative Resolution 20-O-06 to amend Chapter 13 "Housing", Article 2, "Rental Housing Code", Section 13-203, "Rental property license and renewals" of the Code of Ordinances of the Town of University Park to allow a required inspection to be postponed or altered in scope by resolution of the Mayor and Council.

The earliest date this motion may be considered for passage is June 1, 2020.

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

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

8. NEW BUSINESS

A. APPROVE AMENDMENT TO UPPD GENERAL ORDER SECTION 400.1, *FIREARMS*

Motion: To approve amendment of the General Order Manual revising section 400.1, *Firearms* to change the patrol rifle authorized for use from one which is personally owned to one which is issued by the University Park Police Department.

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

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

PUBLIC COMMENT (*Responses from Councilmembers, the Mayor or staff are italicized.)*

- A resident asked if the patrol rifles require training that the officers may not have had? *There is a patrol rifle program and the officers go to the range twice a year. The weapons are sighted to each specific officer, so they are not interchangeable.* Are the weapons capable of full-automatic function or are they self-loading only? *This question was researched, and the answer is they are self-loading only, discharging one round for each trigger-pull.*

B. APPROVE AMENDMENT TO UPPD GENERAL ORDER BY ADDING SECTION 604.0, *POLICE SPECIALTY CERTIFICATION PAY BONUS*

Motion: To approve amendment of the General Order Manual by adding new section 604.0, *Police Specialty Certification Pay Bonus* to establish requirement eligibility for officers to a receive Police Specialty Certification Pay Bonus which enhances the officer's skill level, job readiness and professional development, and creates value for the University Park Police Department and the Town of University Park.

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

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

C. POLICE, TRAFFIC AND PUBLIC SAFETY COMMITTEE RECOMMENDATION

Motion: On recommendation of the Police, Traffic and Public Safety Committee to authorize the Director of Public Works to obtain quotes from three or more engineering firms with rideable contracts for design and engineering of Queens Chapel Road and, if desirable, to complete all additional design work required for the later stages of the project.

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

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

D. RESOLUTION 2020-R-04: TO AUTHORIZE USE OF RENTAL INSPECTION CHECKLIST

Motion: To adopt Resolution 2020-R-04 to authorize the use of a Rental Inspection Checklist to be completed by the homeowner or property manager in lieu of an on-site inspection by the Code Compliance Officer as amended.

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

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

Motion: To amend the motion by including the following: Once the emergency has ended, for all newly issued rental licenses, an in-person inspection is required.

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

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

E. REVISE TOWN ADMINISTRATOR'S EMPLOYMENT AGREEMENT

Motion: To revise the Town Administrator's employment agreement allowing an increase from 20 hours per week to 24 hours per week.

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

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

F. MUNICIPAL AUTHORITY

Discussion regarding municipal authority legislation.

- Ms. Verrill said that the Policy, Rules and Municipal Structure Committee recommends that the Council direct the Town Attorney to draft Municipal Authority Legislation for Council consideration and adoption.
- The Committee had a discussion on confusion surrounding the County's short-term rental policy and in trying to find a way to move forward the idea of asserting municipal authority.
- State law allows the Town to exempt itself from County Legislation in some areas (zoning and building codes do not apply).
- The advantage of this provision is that the Town retains control over what is happening and the other

government is not allowed to tell the residents in Town what the law is if the Town government has decided that it is going to exercise its jurisdictional authority.

- Ms. Verrill asked that Mayor Carey send the draft Municipal Authority Legislation to the Policy, Rules and Municipal Structure Committee for review.

9. APPROVAL OF MINUTES: *May 18, 2020* as amended.

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

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

10. MAYOR AND COUNCIL REPORTS

A. MAYOR'S REPORT

- There was recently a Town election and the new and re-elected Councilmembers and Mayor will be sworn-in on June 15. The details of this event will be available soon.
- Mr. Caskey has been asked to temporarily step in as Acting Chair of the Development Overview Committee. Ms. Wells asked to temporarily step back as Chair of this Committee.

B. TOWN ADMINISTRATOR'S REPORT

- A Council Request Follow-Up Report has been prepared and is currently under review and should be ready for Council next week. This report will help keep track of items discussed and will be updated monthly.
- In reference to the Federal COVID19 funds through the County, the County Emergency Management Agency indicated that they are able to consider requests for personal protective equipment the Town needs currently and projected through the end of the calendar year. The staff is completing a list that will be submitted to the County.

C. COUNCIL AND COMMITTEE REPORTS

Police, Traffic and Public Safety Committee - Mr. Schultz

- The Committee met on May 20. The minutes are available on the Town website.
- The Committee is discussing the increase of cars speeding through town, speed cameras and revisiting traffic planning.
- A Councilmember asked if the Committee could revisit the discussion on decreasing the speed limit in Town.

Sustainability Committee - Mr. Schultz

- The Committee will meet on Saturday, June 6 to clean a section of the stream.

Development Overview Committee - Mr. Caskey

The next meeting is scheduled for Thursday, June 11, 2020.

Policy, Rules and Municipal Structure Committee - Ms. Verrill

The next meeting is scheduled for Thursday, June 4, 2020 at 7:00 p.m. via Zoom.

Ms. Wells - Ward 6

- Congratulations to Mayor Carey, Ms. Morrissey, Mr. Stephen for re-election to the Council and a

welcome Mr. Biermann to the Council.

Ms. Verrill - Ward 4

- Thank you to Andrea Marcavitch and Stephanie Herold in doing a great job with putting together a very successful election via mail and drop-box. The Town may want to consider doing future elections this way.

11. ADJOURNMENT by consent at 9:52 p.m.

Public Record of Closed Session

Motion: To close public meeting			**Motion: To resume public meeting**		
Moved by: Ms. Wells	Seconded by: Ms. Verrill		Moved by: Ms. Wells	Seconded by: Mr. Stephen	
Yea: 6	Nay: 0	Abstain: 0	Yea: 6	Nay: 0	Abstain: 0

TIME: 7:01 p.m.

DATE: June 1, 2020

PLACE (IF OTHER THAN TOWN HALL): Via audio/visual conference call

PERSONS PRESENT: Mayor Carey, Mr. Schultz, Mr. Caskey, Mr. Stephen, Ms. Verrill, Ms. Morrissey, Ms. Wells, Town Attorney Suellen Ferguson and Town Clerk Andrea Marcavitch

AUTHORITY FOR CLOSING SESSION:

THE COUNCIL VOTED TO MEET IN CLOSED SESSION UNDER THE FOLLOWING PART(S) OF SECTION 10-508 TO:

(1) DISCUSS (I) THE APPOINTMENT, EMPLOYMENT, ASSIGNMENT, PROMOTION, DISCIPLINE, DEMOTION, COMPENSATION, REMOVAL, RESIGNATION OR PERFORMANCE EVALUATIONS OF APPOINTEES, EMPLOYEES, OR OFFICIALS OVER WHOM IT HAS JURISDICTION; OR (II) ANY OTHER PERSONNEL MATTER THA EFFECTS ONE OR MORE SPECIFIC INDIVIDUALS; OR

2) PROTECT THE PRIVACY OR REPUTATION OF INDIVIDUALS WITH RESPECT TO A MATTER NOT RELATED TO PUBLIC BUSINESS; OR

3) CONSIDER THE ACQUISTION OF REAL PROPERTY FOR A PUBLIC PURPOSE AND MATTERS DIRECTLY RELATED THERETO; OR

4) CONSIDER A MATTER THAT CONCERNS THE PROPOSAL FOR A BUSINESS OR INDUSTRIAL ORGANIZATIONS TO LOCATE, EXPAND OR REMAIN IN THE STATE; OR

5) CONSIDER THE INVESTMENT OF PUBLIC FUNDS; OR

6) CONSIDER THE MARKETING OF PUBLIC SECURITIES; OR

7) CONSULT WITH COUNSEL TO OBTAIN LEGAL ADVICE; OR

8) CONSULT WITH STAFF, CONSULTANTS, OR OTHER INDIVIDUALS ABOUT PENDING OR POTENTIAL LITIGATION; OR

9) CONDUCT COLLECTIVE BARGAINING NEGOTIATIONS OR CONSIDER MATTERS THAT RELATE TO NEGOTIATIONS; OR

10) DISCUSS PUBLIC SECURITY, IF THE PUBLIC BODY DETERMINES THAT PUBLIC DISCUSSION WOULD CONSTITUTE A RISK TO THE PUBLIC OR TO PUBLIC SECURITY, INCLUDING:
    (i) DEPLOYMENT OF FIRE AND POLICE SERVICE AND STAFF; AND
    (ii) THE DEVELOPMENT AND IMPLEMENTATION OF EMERGENCY PLANS;

11) PREPARE, ADMINISTER, OR GRADE A SCHOLASTIC, LICENSING, OR QUALIFYING EXAMINATION; OR

12) CONDUCT OR DISCUSS AN INVESTIGATIVE PROCEEDING ON ACTUAL OR POSSIBLE CRIMINAL CONDUCT; OR

13) COMPLY WITH A SPECIFIC CONSTITUTIONAL, STATUTORY, OR JUDICIALLY IMPOSED REQUIREMENT THAT PREVENTS PUBLIC DISCLOSURES ABOUT A PARTICULAR PROCEEDING OR MATTER; OR

14) BEFORE A CONTRACT IS AWARDED OR BIDS ARE OPENED, DISCUSS A MATTER DIRECTLY RELATED TO A NEGOTIATING STRATEGY OR DISCLOSURE WOULD ADVERSELY IMPACT THE ABILITY OF THE PUBLIC BODY TO PARTICIPATE IN THE COMPETITIVE BIDDING OR PROPOSAL PROCESS.

LIST OF TOPICS DISCUSSED: Discussed Town Administrator's hours and costs.

ACTIONS TAKEN: None

MEETING ADJOURNED: 7:13 p.m.

SIGNED:

Agenda Item 8B
Memo from Town Administrator
Re: Council Follow-up Tracker

TOWN OF UNIVERSITY PARK

MAYOR
Lenford C. Carey

COMMON COUNCIL
David Brosch
Joe Schultz
Laurie Morrisey
Linda Verrill
David Caskey
Martha Wells
Roland Stephen

TOWN ADMINISTRATOR
David J. Deutsch

MEMORANDUM

DATE: June 12, 2020

TO: Town Council

FROM: David J. Deutsch, Town Administrator

RE: Council Follow-up Tracker

Attached is the "Council Follow-up Tracker" that we have been working on, to provide a timely mechanism for monitoring the progress on matters raised by Council. The Town Clerk was quite helpful in formatting the tool.

I expect the actual implementation of the Tracker will begin next month with the new fiscal year. It is our intent and commitment to maintain the chart and to provide the Council with a monthly copy.

Cc: Mayor Carey

Town Council Tasks & Follow-Up Tracker

Item Number	Council Requester	Request Date	Brief Description	Staff Assigned	Projected Completion Date	Status	Completion Date	Notes
2020-01	Verrill	5/18/2020	List of qualifying Special Certificates for Officers	Baker	6/1/2020	In progress		
				Baden		On-going		
				Deutsch		Stuck		
				Marcavitch		Completed		
				Carey				
				Beall				

Agenda Item 8F
5/31/20 Treasurer's Report

Town of University Park
Treasurer's Report
May 31, 2020

Cash Balances

Bank of America - General Fund	$3,101.84
Suntrust - General Fund	120,936.73
Suntrust - Debit Card A/C	17,846.15
MD Local Government Investment Pool	2,156,993.55
Police Benevolence Fund	4,385.71
Employee Holiday Fund	0.00
BB&T Bank - CD	4,208.20
Petty Cash	500.00
Total	**$2,307,972.18**

Town of University Park
Treasurer's Report
May 31, 2020

	May 2020	Jul '19 - May 20	Budget	$ Over Budget	% of Budget
Income					
General Fund Revenues					
I - Taxes					
4000-00 · Real Estate Tax Revenue	1,976.41	2,435,560.37	2,424,892.00	10,668.37	100.44%
4005-00 · Business Personal Property Tax	10.35	54,416.09	60,000.00	(5,583.91)	90.69%
4010-00 · Penalties & Interest on Taxes	101.05	3,084.93	1,000.00	2,084.93	308.49%
4020-00 · State Income Tax	156,445.01	598,716.93	652,815.00	(54,098.07)	91.71%
Total I - Taxes	158,532.82	3,091,778.32	3,138,707.00	(46,928.68)	98.51%
II - State Shared					
4015-00 · Highway Users	17,760.93	70,474.57	116,590.00	(46,115.43)	60.45%
4025-00 · Police Protection		37,131.00	49,730.00	(12,599.00)	74.67%
4030-00 · Bank Stock	10,257.22	10,257.22	10,257.00	0.22	100.0%
Total II - State Shared	28,018.15	117,862.79	176,577.00	(58,714.21)	66.75%
III - County					
4055-00 · Landfill Rebate		3,128.00	6,256.00	(3,128.00)	50.0%
4071-00 · COVID19 County		0.00	161,000.00	(161,000.00)	0.0%
Total III - County	0.00	3,128.00	167,256.00	(164,128.00)	1.87%
IV - Licenses & Permits					
4075-00 · Cable TV Franchise Payments	6,923.84	29,057.46	36,000.00	(6,942.54)	80.72%
4076-00 · Cable TV - Capital Equipment	4,403.57	18,203.44	22,600.00	(4,396.56)	80.55%
4080-00 · Building Permits & Fees	602.08	1,777.92	1,500.00	277.92	118.53%
Total IV - Licenses & Permits	11,929.49	49,038.82	60,100.00	(11,061.18)	81.6%
V - Miscellaneous					
4085-00 · Accident Reports		220.00			
4095-00 · Rental License Fees	12,250.00	23,300.00	31,200.00	(7,900.00)	74.68%
4100-00 · Fines - Police		710.00	4,000.00	(3,290.00)	17.75%
4105-00 · Vehicle Release	50.00	675.00	2,000.00	(1,325.00)	33.75%
4120-00 · Interest Income	1,230.74	28,008.30	37,500.00	(9,491.70)	74.69%
4125-00 · Intrest Income - 2019 Bond		4,327.48			
4150-00 · Revenue -Miscellaneous		1,806.25	1,889.00	(82.75)	95.62%
4155-00 · Revenue - Recycling	418.40	1,669.00	2,000.00	(331.00)	83.45%
4160-00 · Sale of Asset		850.00	17,000.00	(16,150.00)	5.0%
4170-00 · Red Light Camera	50.00	12,275.00	20,750.00	(8,475.00)	59.16%
4244-00 · Sale of Energy Credits	429.75	4,062.83	500.00	3,562.83	812.57%
4248-00 · PEPCO - Solar Array Excess Gen.		0.00	2,000.00	(2,000.00)	0.0%
Total V - Miscellaneous	14,428.89	77,903.86	118,839.00	(40,935.14)	65.55%
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		10,188.00	40,750.00	(30,562.00)	25.0%
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	10,188.00	2,706,750.00	(2,696,562.00)	0.38%
VII - Prior Year's Surplus	0.00	0.00	1,915,737.00	(1,915,737.00)	0.0%
Total General Fund Revenues	212,909.35	3,349,899.79	8,283,966.00	(4,934,066.21)	40.44%
Total Income	212,909.35	3,349,899.79	8,283,966.00	(4,934,066.21)	40.44%
Gross Profit	212,909.35	3,349,899.79	8,283,966.00	(4,934,066.21)	40.44%

Town of University Park
Treasurer's Report
May 31, 2020

	May 2020	Jul '19 - May 20	Budget	$ Over Budget	% of Budget
Expense					
General Government					
I - Personnel - Gen Govt					
A Salaries - General Government					
6103-01 · Administration Expenses	5,145.16	6,807.01	68,450.00	(61,642.99)	9.94%
6104-01 · Mayor's Salary	1,538.46	17,538.44	20,000.00	(2,461.56)	87.69%
6105-01 · General Government - Reg	13,782.24	143,147.12	184,207.00	(41,059.88)	77.71%
6108-01 · General Government - Sick		2,950.31			
6109-01 · General Government - Vacation		13,064.50			
Total A Salaries - General Government	20,465.86	183,507.38	272,657.00	(89,149.62)	67.3%
B - Payroll Tax & Benefits - GG					
6600-01 · Life Insurance - Employee - G	57.07	684.84			
6605-01 · Health Insurance - GG	122.85	2,166.68			
6610-01 · Payroll Taxes - GG	1,427.66	12,673.03	31,942.00	(19,268.97)	39.68%
6620-01 · Worker's Comp Insurance - GG		383.78			
6625-01 · Unemployment Insurance - G	2.57	151.95			
6630-01 · State Retirement - GG	113.60	14,891.40			
6635-01 · Payroll Taxes - Mayor	117.69	1,353.46	3,590.00	(2,236.54)	37.7%
6640-01 · Unemployment - Mayor	4.62	23.08			
Total B - Payroll Tax & Benefits - GG	1,846.06	32,328.22	35,532.00	(3,203.78)	90.98%
Total I - Personnel - Gen Govt	22,311.92	215,835.60	308,189.00	(92,353.40)	70.03%
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	1,357.00	12,547.05	15,000.00	(2,452.95)	83.65%
6020-01 · Building Utilities	(880.02)	3,517.81	7,000.00	(3,482.19)	50.25%
6027-01 · Council Retreat / Orientation		0.00	1,000.00	(1,000.00)	0.0%
6028-01 · COVID-19	5,247.60	6,544.35	161,000.00	(154,455.65)	4.07%
6030-01 · Recording Secretary	175.00	3,000.00	5,000.00	(2,000.00)	60.0%
6050-01 · Elections		174.89	6,500.00	(6,325.11)	2.69%
6053-01 · Employee Awards and Events		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	252.60	15,326.74	20,500.00	(5,173.26)	74.77%
6065-01 · Insurance		32,157.00	32,200.00	(43.00)	99.87%
6070-01 · Legal Advertisement	798.00	1,220.00	1,500.00	(280.00)	81.33%
6075-01 · Legal Fees	8,372.00	36,541.00	45,000.00	(8,459.00)	81.2%
6080-01 · Travel		1,051.46	20,000.00	(18,948.54)	5.26%
6085-01 · Memberships and Dues		6,098.28	6,000.00	98.28	101.64%
6090-01 · Newsletter	909.00	19,377.88	25,000.00	(5,622.12)	77.51%
6095-01 · Office Expenses	581.10	24,435.93	21,000.00	3,435.93	116.36%
6097-01 · Publications		0.00	8,000.00	(8,000.00)	0.0%
6110-01 · Small Equipment	900.77	6,133.27	6,950.00	(816.73)	88.25%
6115-01 · Telephone	510.26	8,281.83	10,000.00	(1,718.17)	82.82%
6128-01 · Training		500.00	1,500.00	(1,000.00)	33.33%
6130-01 · Website Maintenance & Design		6,260.00	8,800.00	(2,540.00)	71.14%
Total II -Operating - Gen. Government	18,223.31	192,940.26	416,200.00	(223,259.74)	46.36%

Town of University Park
Treasurer's Report
May 31, 2020

	May 2020	Jul '19 - May 20	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					
6154-01 · TAF - HHUP	345.00	(2,270.00)			
6152-01 · Senior Programs - Helping Hi	72.15	2,288.54	5,000.00	(2,711.46)	45.77%
Total 6152-01 · Senior Programs - Helping H	417.15	18.54	5,000.00	(4,981.46)	0.37%
6203-02 · UPCA Grant	0.00	0.00	8,000.00	(8,000.00)	0.0%
6250-02 · Azalea Classic		6,000.00	6,000.00	0.00	100.0%
Total III - Grants & Donations	417.15	12,018.54	40,000.00	(27,981.46)	30.05%
IV -Capital Outlay - Gen. Govt.					
6137-01 · Town Hall Security/Lighting	2,870.00	11,320.00	11,800.00	(480.00)	95.93%
6138-01 · Town Hall Design & Construction	0.00	0.00	240,000.00	(240,000.00)	0.0%
Total IV -Capital Outlay - Gen. Govt.	2,870.00	11,320.00	251,800.00	(240,480.00)	4.5%
V - Transit					
6125-07 · Transit - Call-A-Bus		13,965.28			
6126-01 · Transit - Salaries	3,682.80	48,737.95	88,500.00	(39,762.05)	55.07%
6610-07 · Payroll Tax - Transit	281.74	3,761.23			
6620-07 · Workers Comp Insurance - Van		1,203.33			
6625-07 · Unemployment Insurance - Trans	4.63	51.00			
6630-07 · State Retirement - Van	58.79	5,558.07			
Total V - Transit	4,027.96	73,276.86	88,500.00	(15,223.14)	82.8%
Total General Government	47,850.34	505,391.26	1,104,689.00	(599,297.74)	45.75%

Town of University Park
Treasurer's Report
May 31, 2020

	May 2020	Jul '19 - May 20	Budget	$ Over Budget	% of Budget
Police & Public Safety					
I - Police & PS - Personnel					
A - Salaries - P & PS					
6344-03 · Police - Vacation	1,257.48	14,785.54			
6345-03 · Police - Regular	47,432.12	523,541.21	670,540.00	(146,998.79)	78.08%
6346-03 · Police - OT		19,345.07			
6348-03 · Police - Holiday		10,003.36			
6349-03 · Police - Sick Plan		9,766.10			
Total A - Salaries - P & PS	48,689.60	577,441.28	670,540.00	(93,098.72)	86.12%
B - Payroll Tax & Benefits - PS					
6600-03 · Life Insurance - Employee - P	123.75	1,347.50			
6605-03 · Health Insurance - Police & P	4,052.79	59,265.68			
6610-03 · Payroll Taxes - Police & PS	3,689.50	44,723.67	237,091.00	(192,367.33)	18.86%
6620-03 · Workers Comp Insurance - PS		29,967.60			
6625-03 · Unemployment Insurance - PS		290.72			
6630-03 · State Retirement - PS	401.50	58,422.02			
Total B - Payroll Tax & Benefits - PS	8,267.54	194,017.19	237,091.00	(43,073.81)	81.83%
Total I - Police & PS - Personnel	56,957.14	771,458.47	907,631.00	(136,172.53)	85.0%
I.I - Code Compliance					
6380-03 · Code Compliance Salary	1,793.32	20,876.98	27,000.00	(6,123.02)	77.32%
6631-03 · Code Compliance- Payroll Tax	137.20	1,610.81			
6632-03 · Code Compliance- Unemploymen	3.98	25.50			
6633-03 · Code Compliance Operating Costs		977.81	2,500.00	(1,522.19)	39.11%
Total I.I - Code Compliance	1,934.50	23,491.10	29,500.00	(6,008.90)	79.63%
II - Police & PS - Operating					
5303-03 · Citations - Red Light Camera	156.65	4,877.48	8,700.00	(3,822.52)	56.06%
6300-03 · Bike Patrol		161.98	2,000.00	(1,838.02)	8.1%
6303-03 · Body Worn Cameras		9,531.00	11,000.00	(1,469.00)	86.65%
6305-03 · Computer		0.00	2,000.00	(2,000.00)	0.0%
6307-03 · Crossing Guards		5,145.32	7,200.00	(2,054.68)	71.46%
6315-03 · Police Supplies & Manuals	1,500.00	8,271.75	9,240.00	(968.25)	89.52%
6320-03 · Gasoline	1,174.43	18,953.84	22,000.00	(3,046.16)	86.15%
6323-03 · Home Security Reimb. Program		100.00	1,500.00	(1,400.00)	6.67%
6325-03 · Medical Exams		6,500.50	7,000.00	(499.50)	92.86%
6327-03 · MILES Computer		0.00	100.00	(100.00)	0.0%
6329-03 · Mobile Data Terminals		4,640.89	6,375.00	(1,734.11)	72.8%
6330-03 · Travel, Meetings, Prof. Dues		1,115.00	3,500.00	(2,385.00)	31.86%
6340-03 · Radio Maintenance		0.00	500.00	(500.00)	0.0%
6350-03 · Small Equipment - Police		12,252.90	14,400.00	(2,147.10)	85.09%
6351-03 · Uniforms					
6360-03 · Uniform Cleaning	156.61	1,708.75	8,300.00	(6,591.25)	20.59%
6365-03 · Uniform Purchase	776.16	5,722.72			
Total 6351-03 · Uniforms	932.77	7,431.47	8,300.00	(868.53)	89.54%
6355-03 · Training		5,013.68	6,000.00	(986.32)	83.56%
6370-03 · Vehicle Maintenance		8,455.53	8,500.00	(44.47)	99.48%
Total II - Police & PS - Operating	3,763.85	92,451.34	118,315.00	(25,863.66)	78.14%
III - Police & PS - Cap. Outlay					
6335-03 · Police Car	10,247.15	49,542.25	49,500.00	42.25	100.09%
6558-03 · Purchase of Speed Signs		5,824.00	6,289.00	(465.00)	92.61%
Total III - Police & PS - Cap. Outlay	10,247.15	55,366.25	55,789.00	(422.75)	99.24%
Total Police & Public Safety	72,902.64	942,767.16	1,111,235.00	(168,467.84)	84.84%

	May 2020	Jul '19 - May 20	Budget	$ Over Budget	% of Budget
Public Works					
I - Personnel - PW					
A - Salaries - PW					
6545-05 · Mechanic	5,497.60	63,311.94			
6550-05 · Public Works	34,297.76	339,742.36	571,959.00	(232,216.64)	59.4%
6551-05 · Public Works - OT		10,759.63			
6553-05 · Contract Labor		28,834.88			
6554-05 · Public Works - Sick	292.64	14,107.36			
6555-05 · Public Works - Vacation	945.60	27,931.30			
Total A - Salaries - PW	41,033.60	484,687.47	571,959.00	(87,271.53)	84.74%
B - Payroll Tax & Benefits - PW					
6600-05 · Life Insurance - Employee -P	132.69	1,690.22			
6605-05 · Health Insurance	8,991.89	135,423.16			
6610-05 · Payroll Taxes - PW	3,038.13	34,460.37	256,402.00	(221,941.63)	13.44%
6620-05 · Workers Comp Insurance - PW		8,425.72			
6625-05 · Unemployment Insurance - P	23.55	245.37			
6630-05 · State Retirement - PW	405.40	50,974.67			
Total B - Payroll Tax & Benefits - PW	12,591.66	231,219.51	256,402.00	(25,182.49)	90.18%
Total I - Personnel - PW	53,625.26	715,906.98	828,361.00	(112,454.02)	86.43%
II - Operating - Parks & Rec					
6202-02 · Cemetery Upkeep		0.00	100.00	(100.00)	0.0%
6210-02 · Tree Maintenance		19,740.00	20,000.00	(260.00)	98.7%
6215-02 · Tree Replacement		7,990.20	8,000.00	(9.80)	99.88%
6217-02 · Tree Replacement Program		1,753.10	4,000.00	(2,246.90)	43.83%
6220-02 · Upkeep of Park	12.47	7,553.05	8,000.00	(446.95)	94.41%
6227-02 · Park Usage Concept Plan		0.00	100.00	(100.00)	0.0%
6230-02 · Playing Field Maintenance		5,020.00	7,000.00	(1,980.00)	71.71%
6235-02 · Park Landscape Maintenance		6,605.00	10,000.00	(3,395.00)	66.05%
Total II - Operating - Parks & Rec	12.47	48,661.35	57,200.00	(8,538.65)	85.07%
III - Operating - Streets					
6410-04 · Snow Removal Supplies		0.00	2,000.00	(2,000.00)	0.0%
6420-04 · Street Lights	2,117.36	22,023.70	28,000.00	(5,976.30)	78.66%
6425-04 · Street Repairs	117.97	6,554.61	24,500.00	(17,945.39)	26.75%
6435-04 · Street Trees - Replacement		10,019.00	10,000.00	19.00	100.19%
6440-04 · Street Tree - Maintenance	4,225.00	21,426.00	28,000.00	(6,574.00)	76.52%
Total III - Operating - Streets	6,460.33	60,023.31	92,500.00	(32,476.69)	64.89%
IV - Operating - Gen./Sanit					
Uniforms					
6570-05 · Uniform Purchases		5,767.79	5,500.00	267.79	104.87%
Total Uniforms	0.00	5,767.79	5,500.00	267.79	104.87%
6500-05 · Fuel	1,968.24	23,921.40	28,000.00	(4,078.60)	85.43%
6501-05 · Composting		5,024.28	5,000.00	24.28	100.49%
6505-05 · Landfill	3,370.08	34,474.19	64,000.00	(29,525.81)	53.87%
6510-05 · Landfill - Compost (MD Environ)	1,456.00	18,514.26			
6515-05 · Medical Exams	96.00	96.00	500.00	(404.00)	19.2%
6535-05 · Recycling Costs	773.01	5,076.78	12,000.00	(6,923.22)	42.31%
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	40.63	7,936.61	8,000.00	(63.39)	99.21%
6580-05 · Vehicle Maintenance	3,280.12	32,493.78	33,000.00	(506.22)	98.47%
6585-05 · Work & Storage Space	2,815.08	44,911.74	45,700.00	(788.26)	98.28%
6590-05 · Tiger Mosquito Repression Prog.		0.00	100.00	(100.00)	0.0%
Total IV - Operating - Gen./Sanit	13,799.16	183,787.45	208,800.00	(25,012.55)	88.02%

	May 2020	Jul '19 - May 20	Budget	$ Over Budget	% of Budget
V - Capital Outlay - PW					
6504-05 · Capital Outlay Trash Container		5,505.93	7,000.00	(1,494.07)	78.66%
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		12,517.00	81,500.00	(68,983.00)	15.36%
Total V - Capital Outlay - PW	0.00	20,012.91	2,845,606.00	(2,825,593.09)	0.7%
Total Public Works	73,897.22	1,028,392.00	4,032,467.00	(3,004,075.00)	25.5%
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		206,241.84	206,254.00	(12.16)	99.99%
6051-01 · Debt Service - 2019 Bond		74,401.59	125,268.00	(50,866.41)	59.39%
6054-01 · Leaf/Utility Truck Lease Pymt.		28,962.81	29,000.00	(37.19)	99.87%
6507-05 · Packer Lease Payment		58,192.76	58,200.00	(7.24)	99.99%
Total III. Debt Service	0.00	367,799.00	418,722.00	(50,923.00)	87.84%
IV. Unreserved Funds	0.00	0.00	1,305,499.00	(1,305,499.00)	0.0%
Total Reserves & Debt Service	0.00	367,799.00	2,035,575.00	(1,667,776.00)	18.07%
Total Expense	194,650.20	2,844,349.42	8,283,966.00	(5,439,616.58)	34.34%
Net Income	18,259.15	505,550.37	0.00	505,550.37	100.0%