

Ordinance to Provide Adoption and
Amendment of the Personnel Manual by
Resolution
Sponsored by: Councilmember Sweet

AMENDED LEGISLATIVE RESOLUTION 25-O-05

Resolution and Ordinance of the Town of University Park, to authorize adoption and amendment of TOWN PERSONNEL POLICIES, INCLUDING the Town Personnel Manual, by Common Council resolution.

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, pursuant to §5-206 of the Local Government Article, Annotated Code of Maryland the Mayor and Council may establish a merit system for Town employees; and

WHEREAS, the Common Council has adopted by ordinance a Town Personnel Manual in furtherance of its commitment to treat its employees fairly and transparently and to establish consistent rules for benefits, expectations and discipline; and

WHEREAS, the Mayor and Council have determined that it is more efficient and in the public interest to allow the adoption and amendment of TOWN PERSONNEL POLICIES, INCLUDING the Town Personnel Manual by written resolution in lieu of by ordinance.

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 the resolution

UNDERLINED CAPITALS INDICATE MATTER ADDED IN THE AMENDMENT

[Brackets] indicate matter deleted in amendment.

Section 1: NOW THEREFORE be it resolved and ordained by the Mayor and Common Council of the Town of University Park that Chapter 2 "Administration", §2-117, "Personnel ~~[Manual]~~ POLICIES" of the Code of the Town of University Park, be enacted to read as follows:

§ 2-117. PERSONNEL ~~[MANUAL]~~ POLICIES.

THE TERMS AND CONDITIONS OF PERSONNEL POLICIES, INCLUDING A PERSONNEL MANUAL, TO APPLY TO TOWN EMPLOYEES AND ELECTED OFFICIALS MAY BE ADOPTED AND AMENDED BY RESOLUTION OF THE COMMON COUNCIL, EXCEPT AS OTHERWISE REQUIRED BY LAW.

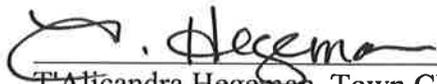
Section 2: Be it further resolved that this resolution shall become effective twenty (20) days after enactment by the Mayor and Common Council of University Park. If any section, subsection, provision, sentence, clause, phrase or word of this Ordinance is for any reason held to be illegal or otherwise 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 Town that the remainder of the Ordinance shall be and shall remain in full force and effect, valid and enforceable.

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 6th day of October, 2025.

ATTEST:

MAYOR AND COMMON COUNCIL
TOWN OF UNIVERSITY PARK


Alicandra Hegeman, Town Clerk

By: 
Laurie K. Morrissey, Mayor

APPROVED AS TO FORM AND LEGAL
SUFFICIENCY

By: _____
Suellen M. Ferguson, Town Attorney