

Village of Martin's Additions

7013 Brookville Road (Suite B, 2nd floor)

Chevy Chase, MD 20815-3263

**Agenda for
Council Meeting
February 16, 2017**

The Village Council may entertain a motion during the open meeting to close a portion of the meeting, in accordance with Section 3-305(b) of the Open Meetings Act (Maryland Code, General Provisions Article)

- 7:30 PM Call to Order: Krajeck
- 7:30 PM Village Police Update: Krajeck
- 7:35PM Opportunity for Council to hear residents' comments including north end sidewalks: Krajeck
- 7:45 PM Election Committee Update: Langelan
- 7:50 PM Action on Meeting Minutes of January 19, 2017 Monthly Council Meeting: Krajeck
- 7:50 PM Discussion/Possible Introduction of Ordinance 2-17-1 To Amend the Code of Ordinances to require a pre-permit Consultation Meeting for Certain Construction Projects: Bolt
- 8:00 PM Discussion/Possible Introduction of Ordinance 1-17-1 To Amend the Code of Ordinances to Further Regulate the Construction of Curb Cuts, Driveways, and Aprons in the Public Right-of-Way: Bolt
- 8:10 PM Financial matters, including Treasurer's Report and budget amendment: Alexander
- 8:15 PM Manager's Report, including: street repaving; streetlights; RFPs and contracts: Trollinger
- 8:25PM Building Administrator's Report: Lohmeyer
- 8:30 PM Opportunity for Council to hear residents' comments: Krajeck
- 8:40 PM Adjournment: Krajeck

Following are draft meeting materials up for discussion by the Village Council at the monthly meeting.

Feel free to bring copies to the meeting.

**Village of Martin's Additions
Treasurer's Report
January 2017**

	<u>Jan 17</u>	<u>Budget</u>	<u>Jul '16 - Jan 17</u>	<u>YTD Budget</u>	<u>Annual Budget</u>
Income					
4000 · Revenue					
4010 · Permit Fees	2,440.00	1,666.00	5,103.00	11,662.00	20,000.00
4020 · Cable TV Franchise Fees			2,057.96	4,000.00	8,000.00
4040 · County Revenue Sharing			26,907.00	26,800.00	26,800.00
4050 · Highway Users Fees		1,000.00	17,624.34	19,000.00	23,000.00
4060 · Income Tax	8,040.63	110,000.00	342,473.07	260,000.00	600,000.00
4080 · Personal Property Tax	1,027.94	100.00	5,100.99	5,800.00	6,000.00
4090 · Real Property Tax	58,633.43	61,850.00	145,477.81	142,950.00	150,000.00
4095 · Utility Property Tax			0.00	1,000.00	12,300.00
4100 · Holiday Fund	530.00	200.00	9,520.00	6,500.00	6,500.00
4110 · Interest	1,089.84	300.00	5,873.86	1,041.00	4,000.00
4140 · Washington Gas - Street Work			72,898.20		
Total 4000 · Revenue	<u>71,761.84</u>	<u>175,116.00</u>	<u>633,036.23</u>	<u>478,753.00</u>	<u>856,600.00</u>
4200 · Prior Years Surplus	0.00		0.00	2,562,376.00	2,562,376.00
Total Income	<u>71,761.84</u>	<u>175,116.00</u>	<u>633,036.23</u>	<u>3,041,129.00</u>	<u>3,418,976.00</u>
Expense					
5000 · General Government					
5010 · Office Expenses	1,176.18	1,500.00	6,523.58	10,500.00	18,000.00
5025 · Office Furniture & Equipment			0.00	6,000.00	12,000.00
5030 · Insurance	402.00		5,616.00	5,000.00	5,000.00
5040 · Printing & Mailing			643.12	2,500.00	5,000.00
5050 · Dues & Subscriptions/Conference			3,807.54	5,120.00	10,000.00
5055 · Storage Rental	257.00	268.00	1,542.00	1,876.00	3,200.00
5060 · Office Lease	2,190.67	2,191.00	19,331.88	19,045.00	30,000.00
5065 · Telephone	822.85	250.00	1,909.17	1,750.00	3,000.00
5080 · Holiday Fund	528.50	200.00	9,516.50	6,500.00	6,500.00
Total 5000 · General Government	<u>5,377.20</u>	<u>4,409.00</u>	<u>48,889.79</u>	<u>58,291.00</u>	<u>92,700.00</u>

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Treasurer's Report
January 2017**

	Jan 17	Budget	Jul '16 - Jan 17	YTD Budget	Annual Budget
5100 - Salaries & Benefits					
5110 - Managerial & Office Salaries	7,258.12	11,000.00	55,967.76	77,000.00	132,000.00
5120 - Payroll Taxes & Benefits	1,020.69	1,916.00	6,847.51	13,420.00	23,000.00
Total 5100 - Salaries & Benefits	8,278.81	12,916.00	62,815.27	90,420.00	155,000.00
5200 - Professional Fees					
5210 - Accounting & Auditing	3,000.00	3,000.00	26,800.00	27,000.00	42,000.00
5220 - Building & Permitting					
5222 - Building Review & Permits	1,900.00	1,667.00	18,700.00	11,665.00	20,000.00
5224 - Enforcement & Oversight	805.00	1,000.00	4,135.00	7,000.00	12,000.00
5226 - Municipal Operations	805.00	1,500.00	3,897.50	10,500.00	18,000.00
Total 5220 - Building & Permitting	3,510.00	4,167.00	26,732.50	29,165.00	50,000.00
5230 - Legal	2,743.50	4,166.00	19,029.50	29,170.00	50,000.00
5240 - Police	2,374.90	2,500.00	16,984.41	17,500.00	30,000.00
5242 - Lighting Consultant			0.00	2,500.00	5,000.00
5244 - Traffic Engineering	3,008.00		5,395.00	750.00	3,000.00
Total 5200 - Professional Fees	14,636.40	13,833.00	94,941.41	106,085.00	180,000.00
5300 - Streets					
5305 - Streets - General					
5310 - Street Lighting - PEPCO	1,373.39	1,350.00	7,317.31	9,300.00	16,000.00
5322 - Street Cleaning - Fall/Spring			10,054.47	14,000.00	28,000.00
5324 - Street Maintenance - Other		1,250.00	242.50	8,750.00	15,000.00
Total 5305 - Streets - General	1,373.39	2,600.00	17,614.28	32,050.00	59,000.00
5349 - Snow Removal Services					
5350 - Snow Removal - Shovel Bvl. Rd.		3,000.00	0.00	3,000.00	5,000.00
5351 - Snow Removal - Plowing	1,400.00	12,000.00	2,100.00	12,000.00	20,000.00
Total 5349 - Snow Removal Services	1,400.00	15,000.00	2,100.00	15,000.00	25,000.00
Total 5300 - Streets	2,773.39	17,600.00	19,714.28	47,050.00	84,000.00

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	<u>Jan 17</u>	<u>Budget</u>	<u>Jul '16 - Jan 17</u>	<u>YTD Budget</u>	<u>Annual Budget</u>
5400 · Waste & Recycling					
5410 · Waste Collection & Recycling	6,961.76	7,100.00	55,460.08	49,500.00	85,000.00
5420 · Leaf Bags			13,955.00	14,025.00	14,025.00
5425 · Recycling Bins			13.57	500.00	1,000.00
Total 5400 · Waste & Recycling	<u>6,961.76</u>	<u>7,100.00</u>	<u>69,428.65</u>	<u>64,025.00</u>	<u>100,025.00</u>
5500 · Other					
5510 · Tree Maintenance	860.00	7,000.00	1,730.00	23,000.00	35,000.00
5515 · Tree Replacement	4,350.00		4,350.00	4,000.00	4,000.00
5518 · Right-of-Way Landscaping	1,056.00	500.00	5,133.24	3,500.00	6,000.00
5520 · Community Events			5,021.10	2,000.00	10,000.00
5530 · Website	114.90	115.00	1,994.34	855.00	1,500.00
Total 5500 · Other	<u>6,380.90</u>	<u>7,615.00</u>	<u>18,228.68</u>	<u>33,355.00</u>	<u>56,500.00</u>
5600 · Initiatives					
5620 · Street Light Study			2,464.35		
5630 · Tree Planting Initiatives Prog.			0.00	4,000.00	4,000.00
Total 5600 · Initiatives	<u>0.00</u>		<u>2,464.35</u>	<u>4,000.00</u>	<u>4,000.00</u>
5800 · Designated Funds					
5810 · Designated - Street	123,541.42		287,080.40	500,000.00	500,000.00
5811 · Designated Street Lighting			0.00	500,000.00	500,000.00
5812 · Designated - Sidewalk			0.00	250,000.00	250,000.00
5813 · Designated - Wynne Decision			0.00	150,000.00	150,000.00
Total 5800 · Designated Funds	<u>123,541.42</u>		<u>287,080.40</u>	<u>1,400,000.00</u>	<u>1,400,000.00</u>
5900 · Undesignated Fund Balance			0.00	1,346,751.00	1,346,751.00
Total Expense	<u>167,949.88</u>	<u>63,473.00</u>	<u>603,562.83</u>	<u>3,149,977.00</u>	<u>3,418,976.00</u>
Net Income	<u><u>-96,188.04</u></u>	<u><u>111,643.00</u></u>	<u><u>29,473.40</u></u>	<u><u>-108,848.00</u></u>	<u><u>0.00</u></u>