

Village of Martin's Additions
7013 Brookville Road (Suite B, 2nd floor)
Chevy Chase, MD 20815-3263

Agenda for
Annual Meeting
May 10, 2018

- 8:00PM Call to Order: Krajeck
- 8:01PM Opportunity for Council to hear residents' comments: Krajeck
- 8:15PM Village Business: Krajeck
- Minutes of April 19, 2018 Council Meeting
 - April Treasurer's Report
 - FY2018 State of the Village
- 8:30PM FY2018 Budget and Tax Rate Public Hearing: Alexander
- Budget Content Presentation: Old and New
 - Project Outlook for Year: Repaving Streets; Other Potential Projects
 - Action on Tax Rates (3-18-2) and Budget Ordinance (3-18-1)
- 8:50PM Opportunity for Council to hear residents' comments: Krajeck
- 9:00PM Adjournment: Krajeck*

*Please note: The Election results will be emailed to residents rather than announced at the Annual Meeting this year.

Village of Martin's Additions
7013 Brookville Road, Suite B, Chevy Chase, MD 20815
Minutes for Council Meeting on
April 19, 2018

Council Members Present: Richard, Krajeck; Tiffany Cissna; Katya Hill; Susan Fattig; **Council Members Absent:** Arthur Alexander; **Village Manager:** Matthew Trollinger; **Assistant Village Manager:** Tina Lurie; **Attorney:** Ron Bolt; **Building Administrator:** Doug Lohmeyer; **Residents and other attendees:** Keith Allen (Turner Ln.); Ted Stoddard (Turner Ln.); Marty Langelan (Chestnut St.); Susan Post (Turner Lane); Naomi Naierman (Quincy St.); Elissa Bean (Turner Ln.)

7:31 PM Call to Order: Krajeck

7:30 PM Opportunity for Council to hear residents' comments: Krajeck

Council member Krajeck called on Keith Allen (Turner Ln.) to give the weather report. Mr. Allen reported it would be in the 50's and 60's and chilly at night through April.

7:34PM Committee Updates:

Marty Langelan (Chestnut St.) talked about the election packets. She requests two new committee members be approved, as the election committee is shorthanded. Two would be approved tonight, and one would be appointed. Ms. Langelan said that as of tonight's meeting, there have been seven requests for absentee ballots.

7:37PM Motion by Council member Hill to make Naomi Naierman (Turner Ln.) a temporary member of the Election Committee. Seconded by Council member Fattig; all in favor.

7:37PM Action on Meeting Minutes of March 15, 2018: Krajeck

Motion by Council member to approve the minutes as presented. Seconded by Council member Hill. All in favor.

7:38PM Building Administrator's Report: Lohmeyer

Doug Lohmeyer gave the below Building Manager's report.

7210 Chestnut St.

The Village has issued a demolition permit for the removal of the ex. house. The demolition has been completed. The applicant is working with the architect to finalize the architectural plans for the new house. Nothing has been submitted to Montgomery County Department of Permitting Services (MCDPS) or the Village.

3405 Cummings La.

The applicant has submitted for a building permit from MCDPS and the Village. The Village issued a building permit on 9/11/17 and construction is on-going.

7208 Delfield St.

A dumpster permit has been issued for interior kitchen improvements in the ex. house. A performance bond has been posted to cover any damage to the Village right of way. The applicant recently amended the MCDPS permit for additional interior improvements.

3501 Shepherd St.

The applicant has submitted a building permit application to make several improvements to the existing house. The County has issued their building permit and the Village is waiting for the applicant's architect to respond to several questions.

3510 Taylor Street

The homeowner is replacing the old falling wall along the Village sidewalk and within right of way. The work is almost complete. A right of way license is being processed.

3512 Taylor Street

The staff noticed that when the retaining wall was re-built, the contractor left a 2-inch-wide depressed area between the existing Village sidewalk and the base of the new wall, which may cause a pedestrian to trip and fall. The staff is attempting to contact the homeowner to correct the situation.

3405 Thornapple St.

The staff issued a building permit to relocate the existing house from the adjacent lot and add improvements to the old structure. The work appears to be completed. However, several sections of ex. curb have chips and cracks and I recommend they also be replaced. MCDPS has release their building permit and the staff recommends releasing the Village's building permit.

MCDPS will not release the sediment control permit until the applicant removes the excess dirt that was placed on the lot at 3407. The additional grading was not approved by MCDPS. The owner has placed some materials on-site and covered it with a tarp but has not begun the re-grading of the lot. I recommend the Village retain the performance bond until the grading has been completed, the MCDPS has released their sediment control permit, the old driveway apron has been removed, and the damaged section of curb are replaced.

3407 Thornapple St.

The staff has meet with the owner's attorney and engineer regarding the siting of a new house on the lot. The owner's attorney feels the Village Code is in conflict with the County Code regarding building setbacks and that the County Code should be followed. A Village waiver hearing is scheduled for Wed. April 25, 2018 at 7:30.

Maryland State Highway Administration – Brookville Road & Bradley La.

The MSHA contractor has completed their improvements to the intersection. On Monday, April 16th after a heavy rain, water was not ponding onto the Village sidewalk. We will continue to monitor the situation.

Oxford Street Storm Drain Repairs

On Friday, April 13th, the crew from Montgomery County Department of Transportation reset the two concrete inlet tops at the corner of Oxford St. and Quincy.

7:40PM Financial Matters, including Treasurer's Report, Public Hearing on Ordinance No. 3-18-1 (FY19 Budget), and Public Hearing on Resolution No. 3-18-2 (FY19 Tax Rates): Krajeck

Council member Krajeck read the Treasurer's report on behalf of Arthur Alexander, who could not attend the meeting. Council member Cissna moved to accept the Treasurer's report. Council member Fattig seconded. All in favor.

Council member Krajeck opened a discussion on the proposed budget and tax rates for FY 2019 by asking if there are any comments or questions from residents; there were none.

7:42PM Public Hearing and Action on Policy No. 2-18-1A (Election Rules and Procedures): Krajeck

Marty Langelan (Chestnut St.) says she supports the adoption of Resolution 2-16-2A, and thanked the Council for previously adopting on an emergency basis so that they could go into effect for this election. Council member Fattig moves to adopt Resolution 2-16-2A and Council member Cissna seconds. All in favor.

7:44PM Public Hearing and Action on Charter Amendments 2018-1 through 2018-7: Krajeck

Village Attorney Ron Bolt discussed the Charter Amendments. Council member Cissna moved to adopt Charter Amendments 2018-1 through 2018-7. Council member Fattig seconded. All in favor.

7:46PM Update on Small Cell Tower Legislation: Bolt

Village Attorney Ron Bolt opened a discussion on small cell phone towers legislation. He talked about health concerns from people that work and live by the towers and he mentions proposed set back changes from 60 feet to 20 feet. The Town of Somerset opposes the proposed set back rules. He recommended Martin's Additions look into writing their own regulations to pre-empt the wireless industry from creating their own rules. He is currently working with a consultant to help write regulations. Council member Krajeck suggested Martin's Additions could join and share expert consultation fee costs with Section 5 and Somerset.

Council member Krajeck asked for resident comments. Marty Langelan (Chestnut St.) mentions about the health concerns, and suggests the towers be kept as far away from houses as possible.

7:56PM Manager's Report: Trollinger

Village Manager Trollinger gives his report.

**Manager's Report
April 19, 2018**

Administrative Matters:

- **Recycling Bins:** Residents who need to "upgrade" to a larger recycling bin should contact the Village office and we can order one for you. The recycling Toters come in 36 gallon and 48 gallon sizes.
- **Office Redesign and Orientation:** New furniture arrived and was installed on February 27. The Village will also be fixing up the walls by spackling holes and repainting, fixing the lights, and shampooing the carpet. We are scheduling to have the work done after the election, when there is a longer break in between meetings so the walls can properly dry.
- **Archiving:** Staff has been boxing up materials to send to Maryland State Archives in accordance with the state-approved archival and document retention plan.
- **2018 Village Election:** The Election Committee had its most recent meeting on Tuesday April 17. Nominations have closed, and staff has delivered the election and annual meeting materials to Spectrum Printing for delivery to residents by April 20th. Materials must be delivered by April 25 in accordance with the VMA Charter.
- **Additional Community Events**
 - **Arbor Day:** The Village is hosting an Arbor Day celebration on Sunday, April 29th. Next week the Village will be planting a small redbud tree in the "butterfly garden." We have also ordered a plaque in honor of the Village's longtime volunteer Tree Supervisor, Dan Gardner. On the 29th there will be a small reception at Shepherd Park with refreshments.
 - **Independence Day:** The Village has begun preliminary plans for its 4th of July celebration. We have reached out to vendors for food, rides, and walk-around entertainment. We have tentatively scheduled the event for Sunday July 1.
- **Plant Award:** The Village was awarded the highest level of the State of Maryland's Plant Award in recognition of our tree canopy and care for green space.
- **Welcome Bags:** The office has received new canvas bags for new residents as part of a welcome package. Thank you to the "Street Captains," organized by the Community Engagement Committee, for volunteering and helping to welcome new residents on their streets. If any residents know of a new resident, please let the Village office know and we can arrange for them to get a welcome bag.
- **Village Directory:** Village staff continues to work on the updated 2018 Directory. We recently sent out a mailing to over 85 houses that we haven't received information on yet. We have entered the resident information from those who have submitted forms. We have cross-referenced the list with voter rolls to ensure up-to-date voter rolls for Martin's Additions. We will next send an electronic draft of the directory to residents so they can proof their information and to make any adjustments. After that, we will send the information to the printer. We expect to have directories mailed by the end of May.
- **Bill-paying:** Staff will begin integrating Bill.com into its bill-paying system starting in May, and will be running QuickBooks concurrently with the accountant in-office.
- **Centennial Plaque:** The Village has received a temporary replacement plaque for the Centennial tree in Shepherd Park, and has ordered a permanent plaque. The Village has installed a temporary plaque while we wait for delivery of the permanent replacement.
- **Contracts:**
 - **GIS:** Staff will be meeting with CNA next week to go over any additional system requirements that may be needed, and to plan out the first steps to update the Village's GIS database.
 - **Waste Management:** The Village's trash and recycling contract with Waste Management will end in July 2018. Village has drafted an Invitation to Bid that was sent to five trash and recycling companies and have posted the RFP on the Village and MML websites. Assistant Manager Tina Lurie has taken over responsibility for the contract at the request of the Ethics Committee, as Village Manager Trollinger's father works for a waste and recycling company.
 - **Village Signs:** The Village received multiple proofs for new Village signs, and after Council deliberation the Village has made a selection. Signs By Tomorrow estimates that the signs will be delivered on May 8, with installation shortly thereafter. The proof of the new signs is posted on the Village website.

Utilities: WSSC

- WSSC is returning to VMA for a sewer main replacement project. The following streets will be affected: Quincy, Raymond, Chestnut, Taylor, and Thornapple. WSSC held an information meeting on January 31. Village staff attended the meeting, along with a few residents. Unfortunately, WSSC has *still* not selected a contractor, so specific start-time information was not available. They expect work to begin in the spring and for the project to last 100 days in its entirety.
 - At the request of the Village, WSSC is actively looking into whether they can add our portion of the work onto an already active contract.
 - The Village has drafted a letter that gives the timeline of the numerous delays and the road work that VMA has had to delay in turn. We plan to send this letter to WSSC's Board of Directors, as well as the Village's representatives in Annapolis.
- Other streets that may affect traffic for VMA residents: a section of Brookville Road, and Cummings Lane beyond the boundaries of the Village.

Streets & Sidewalks:

- The Village's Traffic Engineer, Joseph Cutro, estimates that the cost for sign replacement will be \$7,500 – 8,000 throughout Martin's Additions. A preliminary sign inventory has been completed. Mr. Cutro is currently out of town, but upon his return the Village will schedule the replacement of signs.
 - The Village conducted a traffic study on Quincy Street and on Shepherd Street. We have also scheduled traffic studies for Cummings Lane and Thornapple Street.
 - Mr. Cutro, with the help of the Village's Building Administrator and Engineer, Doug Lohmeyer, has also developed a design plan to fix larger vehicles from hopping over the curb at the Quincy/Oxford intersection. The Village has requested a quote from A.B. Veirs for the project.
- State Highway originally planned construction work to incorporate redesign plans for the Brookville/Taylor intersection in the fall. However, the project has been delayed and is now scheduled for spring of this year. The redesign will move the stop signs closer to each other, reduce the distance pedestrians will have to cross the street, and increase visibility in all directions. Because of the delays, the Village and Section 3 are working to meet with the State Highway's new District Engineer to help move the project along.
- State Highway performed work at the Bradley/Brookville intersection to fix ponding issues. While the work was welcome, the Village (along with Section 3 and Chevy Chase Village) was not informed of the work ahead of time. Village staff has been in communication with the project manager to assure that the Village is notified of any future work ahead of time with exact dates. The project manager indicated the State Highway wants to bring all intersections on Brookville Road into ADA compliance, and that long-term they would like to repair and replace the sidewalk along Brookville Road. No definitive plans have been made.

Sanitation:

- The next bulk pickup will be May 12, in coordination with A Wider Circle.

Building Administration:

- Please see report from Doug Lohmeyer, attached.

Mr. Trollinger reported that Spectrum Printing dropped off the extra election packets, which went out in the mail on April 18. He then reported the Village is having an Arbor Day celebration on April 29. This will allow us to be certified as a Tree City for 2018. A redbud tree will be planted in Dan Gardner's honor in the Butterfly garden. Paula Goldberg will talk about trees. The Celebration on the Sidewalk is May 10. A July 4th celebration is planned for July 1 in Shepherd Park.

A temporary replacement for the Centennial plaque has been installed. A new permanent weatherproof plaque is being ordered.

Manager Trollinger and Doug Lohmeyer will be meeting with CNA, the firm hired to update the GIS (geographic information system) to see what new software or equipment is needed in the office and to begin the process up updating the system.

Invitations to Bid have gone out to trash companies. Manager Trollinger has recused himself from the hiring process and Assistant Manager Lurie will look over over the bids.

WSSC update: We drafted a letter to our representatives in Annapolis and we cc'd the Board of Directors of the WSSC local office. Council member Krajeck says to send the letter out.

Brookville Road Park is renovating its dog park. Originally here was talk of it being limited in use to Chevy Chase Village residents only, however that is no longer the case.

Keith Allen (Turner Ln.) reported that he sees a lot of dogs at Shepherd Park near his house. He has seen up to 22 dogs.

Naomi Naierman (Quincy St.) says the dog parks need rat traps because of the amount of poop that is deposited. Council member Cissna asks Manager Trollinger to contact Chevy Chase Village for more information on their proposed plans, and to send out a message to VMA residents when information is available.

Council member Krajeck requested that the Village's traffic engineer, Joe Cutro, give a report at the June Council meeting, after his study is finished.

Manager Trollinger reported that State Highway has a new District Engineer. Both Mr. Trollinger and the Section 3 Manager, Andy Harney have spoken with him about making sure the redesign plans at the intersection of Brookville and Taylor is a priority.

8:24PM Opportunity for Council to hear residents' comments: Krajeck

Elissa Bean (Turner Ln.) made sure that the Council was aware of Community Engagement plans, which were included in the Manager Report.

Keith Allen (Turner Ln.) asked a clarifying question about the numbering on the financial matters.

8:27PM Adjournment: Krajeck

Council member Hill moved to adjourn, Council member Cissna seconded, all in favor.

Treasurer’s Report and FY2019 Budget, May 10, 2018
Arthur Alexander, Treasurer

In previous reports, I discussed the sources of the Village’s revenues and explained the Council’s decision to reduce the property tax. In this report, to mark the passage of the fiscal year 2019 budget, I describe the spending trends of the past decade.

Table 1 shows that despite the ups and downs of Village revenues and expenditures, spending last year was almost the same as it was 10 years ago. Percentage shares by major budget category have bounced around, depending on special projects or other episodic needs, such as snow removal. Office expenses, including rent, has been around 15% of the total; staff salaries and benefits have varied from 10% to 20%, depending on vacancies and the use of assistants; staff costs have averaged about 20% of total spending in recent years. Professional fees also have varied because of special needs; for example, during the period that we were planning for our new streetlights, we made heavier use of a lighting specialist. The professional categories including accounting, legal, and police account for about one-third of the total. The “Other” category is where we put community events as well as the installation and maintenance of Village trees; this account represents roughly 10% of the total.

Capital expenditures for roads, lighting, sidewalks, and other long-lasting items occur infrequently, but can be very large when required. This is shown by the payments made in 2017 to cover repaving and streetlights, whereas in more than half of all recent years, no capital expenditures were made at all. To cover these large but infrequent needs, the Council regularly sets aside funds from its surplus. We expect to complete the road-repaving project in the coming year, if the WSSC completes its sewer renewal projects as planned.

Table 1: Village of Martin’s Additions Spending by Major Category, Fiscal Years 2007-17

Year	Office expenses %	Salaries, benefits %	Professional fees %	Streets %	Snow removal %	Waste, recycling %	Other %	Total current spending \$	Capital spending \$
2007	14.6	11.4	19.5	12.8	3.1	14.1	14.4	579,550	
2008	13.3	10.3	20.6	14.9	1.6	14.9	21.7	575,275	159,065
2009	14.7	12.9	28.3	9.8	0.8	14.8	11.6	550,614	29,510
2010	12.8	14.3	19.0	7.2	12.8	13.7	8.5	655,590	25,270
2011	17.3	26.1	19.9	8.4	1.7	19.9	10.3	406,066	
2012	14.6	22.7	23.1	6.5	0.4	18.6	8.4	454,478	
2013	15.1	22.8	22.8	6.1	0.7	20.7	7.9	409,688	
2014	15.3	23.9	20.8	8.1	3.9	17.1	10.7	521,971	
2015	12.8	24.6	22.7	7.9	6.0	17.5	8.6	540,579	
2016	13.1	21.1	36.3	6.3	4.9	18.3	10.6	532,142	3,816
2017	15.1	20.9	31.6	5.6	1.9	17.1	7.8	570,995	865,205

The detailed breakdown for next year’s FY2019 budget proposal is shown in Table 2, next page. A few points deserve mention. The first one is that we prefer to project costs conservatively, planning for higher spending while working to restrain actual outlays. We do not like to be surprised by out-of-control costs. So far this fiscal year, for example, the Village is spending about \$100,000 less than budgeted. Among the planned increases, office expenses are temporarily higher as we upgrade office furnishings, some of which had actually collapsed. Another major item that was temporarily high is the update to the GIS (geographic information system) data, which had not been performed for several years; next year we return to a regular maintenance level. We are planning lower spending on streets because their recent repaving reduces the need for minor repairs. Overall, FY2019 continues the spending pattern of the past decade.

Table 2: Detailed spending and budget projections for FY2018 and FY2019 (\$)

	2017 actual	2018 budget	2019 budget	Change
Total 5000 · General Government	86,367	109,000	109,000	0
5010 · Office Expenses	15,774	15,000	15,000	0
5025 · Office Furniture & Equipment	11,177	25,000	25,000	0
5030 · Insurance	5,616	6,000	6,000	0
5040 · Printing & Mailing	4,628	5,000	5,000	0
5050 · Dues & Subscriptions/Conference	3,883	10,000	10,000	0
5055 · Storage Rental	3,123	4,000	4,000	0
5060 · Office Lease	29,139	32,000	32,000	0
5065 · Telephone	3,251	4,000	4,000	0
5080 · Holiday Fund	9,776	8,000	8,000	0
Total 5100 · Salaries & Benefits	119,478	155,000	155,000	0
5110 · Managerial & Office Salaries	103,585	132,000	132,000	0
5120 · Payroll Taxes & Benefits	15,893	23,000	23,000	0
Total 5200 · Professional Fees	180,154	201,500	180,500	-21,000
5210 · Accounting & Auditing	41,800	39,000	39,000	0
5222 · Building Review & Permits	36,000	30,000	30,000	0
5224 · Enforcement & Oversight	10,943	10,000	12,000	2,000
5226 · Municipal Operations	7,958	10,000	12,000	2,000
5230 · Legal	40,713	40,000	40,000	0
5240 · Police	30,789	31,000	31,000	0
5242 · Lighting Consultant	2,464	0	0	
5244 · Traffic Engineering	9,487	10,000	10,000	0
5246 · Records Retention & Disposal	0	1,500	1,500	0
5247 · GIS Update	0	30,000	5,000	-25,000
Total 5305 · Streets - General	31,765	68,000	61,000	-7,000
5310 · Street Lighting - PEPCO	14,802	16,000	16,000	0
5322 · Street Cleaning - Fall/Spring	16,159	15,000	15,000	0
5324 · Street Maintenance - Other	804	25,000	15,000	-10,000
5326 · Leaf Vacuuming	0	12,000	15,000	3,000
Total 5349 · Snow Removal	10,801	13,000	25,000	12,000
5350 · Snow Removal - Shovel	1,250	1,000	5,000	4,000
5351 · Snow Removal - Plowing	9,551	12,000	20,000	8,000
Total 5400 · Waste & Recycling	97,667	101,000	101,000	0
5410 · Waste Collection & Recycling	83,609	85,000	85,000	0
5420 · Leaf Bags	13,955	15,000	15,000	0
5425 · Recycling Bins	103	1,000	1,000	0
Total 5500 · Other	44,277	85,000	84,000	-1,000
5510 · Tree Maintenance	5,693	35,000	35,000	0
5515 · Tree Replacement	4,377	12,000	6,000	-6,000
5518 · Right-of-Way Landscaping	6,885	8,000	8,000	0
5520 · Community Events	20,447	25,000	30,000	5,000
5530 · Website	6,875	5,000	5,000	0
5630 · Tree Planting Initiatives	483	2,000	2,000	0
Total current expenditures	570,992	734,500	717,500	-17,000

Resolution No.: 3-18-2
Introduced: March 15, 2018
Adopted:
Effective Date: July 1, 2018

THE VILLAGE OF MARTIN'S ADDITIONS

SUBJECT: A RESOLUTION TO APPROVE LEVYING A TAX ON CERTAIN REAL AND PERSONAL PROPERTY UNDER THE PROVISIONS OF SECTION 6-203 OF THE TAX-PROPERTY ARTICLE OF THE ANNOTATED CODE OF MARYLAND, AS AMENDED

WHEREAS, Section 6-203 of the Tax-Property Article, of the Annotated Code of Maryland (as amended), grants authority to municipal corporations to levy a tax on personal property, land, and improvements thereon, within the municipal corporation; and

WHEREAS, the Village of Martin's Additions is a municipal corporation within the meaning of Section 6-203 of the Tax-Property Article; and

WHEREAS, pursuant to Section 703 of the Village Charter, the Village Council has the authority to levy a tax on all real property in the Village at the rate determined in accordance with Section 703 of the Village Charter; and

WHEREAS, pursuant to Section 601 of the Village Charter, the Annual Meeting of the residents of Martin's Additions was held on May 10, 2018 after due notice and advertisement of the time and place of the meeting and said notice included the proposed budget for 2018-2019 and the proposed tax rates to be levied upon real and personal property; and

WHEREAS, after due deliberation and consideration of all information and testimony presented to the Village Council, the Village Council finds that the proposed tax rates on real and personal property will serve the best interests of the Village.

NOW, THEREFORE, be it:

RESOLVED: That the Village Council of the Village of Martin's Additions, pursuant to the authority granted by the Village Charter and Section 6-203 of the Tax-Property Article of the Annotated Code of Maryland, hereby levies a tax at the rate of five thousandths of a cent (\$.0050) per One Hundred Dollars of assessable value (fair market value) on real property subject to taxation by the Village; fifty cents (\$.50) per One Hundred Dollars of assessed value of assessable personal property subject to taxation by the Village; and one dollar and forty-five cents (\$1.45) per One Hundred Dollars of assessed value of assessable utility property subject to taxation by the Village; and be it further

RESOLVED: That the tax levied hereby be certified to the County Council for

Montgomery County, Maryland, and that Montgomery County, Maryland be, and hereby is, authorized and directed to collect and pay over said tax to the Village of Martin's Additions; and be it further

RESOLVED: That the Director of Finance for Montgomery County, Maryland be advised of this resolution.

I, Susan Fattig, Secretary of the Village Council of the Village of Martin's Additions, hereby certify that the foregoing resolution was adopted by the Village Council at its meeting on May 10, 2018.

Susan Fattig, Secretary

Ordinance No.: 3-18-1
Introduced: March 15, 2018
Adopted:
Effective Date: July 1, 2018

THE VILLAGE OF MARTIN'S ADDITIONS

SUBJECT: AN ORDINANCE TO ADOPT A BUDGET FOR FISCAL YEAR
JULY 1, 2018 TO JUNE 30, 2019.

WHEREAS, Local Government Article, Section 5-202 of the Maryland Code grants to the legislative body of every incorporated municipality in Maryland, including the Village of Martin's Additions, general power to pass such ordinances not contrary to the Constitution of Maryland, or public general law, as they may deem necessary in order to assure the good government of the municipality, to protect and preserve the municipality's rights, property, and privileges, to preserve peace and good order, to secure persons and property from danger and destruction, and to protect the health, comfort and convenience of the citizens of the municipality;

WHEREAS, Maryland Code, Local Government Article, Section 5-205, as amended, authorizes the legislative body of each municipal corporation in the State of Maryland to spend money for any public purpose and to affect the safety, health, and general welfare of the municipality and its occupants;

WHEREAS, Section 501 of the Charter of the Village of Martin's Additions authorizes the Village Council to pass such ordinances as it may deem necessary for the preservation of the property, rights, and privileges of the Village and its residents;

WHEREAS, the Village Council introduced the following Ordinance in public session assembled on the 15th day of March, 2018;

WHEREAS, the Village Council, after proper notice to the public, considered the following Ordinance at a public hearing held on the 10th day of May, 2018;

WHEREAS, prior to adopting this Ordinance, the Village Council held a public meeting on May 10, 2018 to adopt tax rates for the forthcoming fiscal year and, by the attached Resolution, adopted the tax rates for the forthcoming fiscal year; and

WHEREAS, the Village Council finds that the foregoing Ordinance would assure the good government of the municipality, protect and preserve the municipality's rights, property, and privileges, preserve peace and good order, secure persons and property from danger and destruction, and protect the health, comfort and convenience of the citizens of the Village of Martin's Additions, and is necessary for the preservation of the property, rights, and privileges of the Village and its residents.

NOW, THEREFORE, the Village Council does hereby adopt the foregoing Ordinance.

BE IT ORDAINED AND ORDERED, this 10th day of May, 2018, by the Village Council, acting under and by virtue of the authority given it by the Maryland Code and the Village Charter, that the attached Budget be and is hereby adopted.

AND BE IT FURTHER ORDAINED AND ORDERED, by the Village Council, acting under and by virtue of the authority granted to it by the Maryland Code, and the Village Charter, that:

- (1) Pursuant Maryland Code, Local Government Article, Section 5-205(b)(4), the Village Council may spend money for a purpose different from the purpose for which the money was appropriated or spend money not appropriated in the attached Budget if approved by a two-thirds vote of the Village Council;
- (2) If any part or provision of this Ordinance is declared by a court of competent jurisdiction to be invalid, the part or provision held to be invalid shall not affect the validity of the Ordinance as a whole or any remaining part thereof; and
- (3) This Ordinance shall take effect on the 1st day of July, 2018.

ATTEST:

THE VILLAGE OF MARTIN'S ADDITIONS

Susan Fattig, Secretary

Richard Krajeck, Chair
Village Council

**Village of Martin's Additions
FY2019 Budget
Draft #1**

	FY17 Actual	FY18 Actual Thru Jan 18	YTD Budget	FY 18 Annual Budget	Proposed FY19 Budget
Income					
4000 - Revenue					
4010 - Permit Fees	10,722.00	4,552.00	11,662.00	12,000.00	15,000.00
4020 - Cable TV Franchise Fees	11,480.00	3,188.43	2,000.00	8,000.00	8,000.00
4040 - County Revenue Sharing	26,907.00	26,832.00	26,800.00	26,800.00	26,800.00
4050 - Highway Users Fees	21,872.00	18,066.12	17,720.00	23,000.00	23,000.00
4060 - Income Tax	717,755.00	380,795.17	340,200.00	700,000.00	700,000.00
4080 - Personal Property Tax	5,190.00	4,866.90	5,520.00	6,000.00	6,000.00
4090 - Real Property Tax	155,671.00	152,398.90	138,980.00	150,000.00	15,000.00
4095 - Utility Property Tax	14,537.00	918.72	0.00	15,000.00	15,000.00
4100 - Holiday Fund	9,780.00	8,359.34	8,000.00	8,000.00	8,000.00
4110 - Interest	15,666.00	11,753.56	2,905.00	20,000.00	20,000.00
4135 - Other Revenue	907.00				
4136 - WSSC - Street Work					100.00
4140 - Washington Gas - Street Work	72,898.00				
Total 4000 - Revenue	1,063,385.00	611,731.14	553,787.00	968,800.00	836,900.00
4200 - Prior Years Surplus	2,837,685.00	0.00	2,669,694.17	2,464,871.00	2,690,671.00
Total Income	3,901,070.00	611,731.14	3,223,481.17	3,433,671.00	3,527,571.00
Expense					
5000 - General Government					
5010 - Office Expenses	15,774.00	7,433.35	8,750.00	15,000.00	15,000.00
5025 - Office Furniture & Equipment	11,177.00	9,976.75	12,500.00	25,000.00	25,000.00
5030 - Insurance	5,616.00	5,344.00	6,000.00	6,000.00	6,000.00
5040 - Printing & Mailing	4,628.00	560.35	2,912.00	5,000.00	5,000.00
5050 - Dues & Subscriptions/Conference	3,883.00	4,481.09	4,000.00	10,000.00	10,000.00
5055 - Storage Rental	3,123.00	1,835.20	2,044.00	4,000.00	4,000.00
5060 - Office Lease	29,139.00	21,852.45	20,337.00	32,000.00	32,000.00
5065 - Telephone	3,251.00	2,041.03	2,044.00	4,000.00	4,000.00
5080 - Holiday Fund	9,776.00	8,359.34	8,000.00	8,000.00	8,000.00
Total 5000 - General Government	86,367.00	61,883.56	66,587.00	109,000.00	109,000.00

**Village of Martin's Additions
FY2019 Budget
Draft #1**

	<u>FY17 Actual</u>	<u>FY18 Actual Thru Jan 18</u>	<u>YTD Budget</u>	<u>FY 18 Annual Budget</u>	<u>Proposed FY19 Budget</u>
5100 - Salaries & Benefits					
5110 - Managerial & Office Salaries	103,585.00	60,781.61	77,000.00	132,000.00	132,000.00
5120 - Payroll Taxes & Benefits	15,893.00	8,292.13	13,419.00	23,000.00	23,000.00
Total 5100 - Salaries & Benefits	119,478.00	69,073.74	90,419.00	155,000.00	155,000.00
5200 - Professional Fees					
5210 - Accounting & Auditing	41,800.00	24,900.00	27,000.00	39,000.00	39,000.00
5220 - Building & Permitting					
5222 - Building Review & Permits	36,000.00	13,100.00	23,331.00	30,000.00	30,000.00
5224 - Enforcement & Oversight	10,943.00	2,747.50	5,831.00	16,000.00	12,000.00
5226 - Municipal Operations	7,958.00	2,415.00	5,831.00	12,500.00	12,000.00
Total 5220 - Building & Permitting	54,901.00	18,262.50	34,993.00	58,500.00	54,000.00
5230 - Legal	40,713.00	18,998.00	23,331.00	40,000.00	40,000.00
5240 - Police	30,789.00	16,531.53	17,500.00	31,000.00	31,000.00
5242 - Lighting Consultant	2,464.00				
5244 - Traffic Engineering	9,487.00	2,368.00	5,831.00	10,000.00	10,000.00
5246 - Records Retention & Disposal	0.00	0.00	750.00	1,500.00	1,500.00
5247 - GIS Update	0.00	0.00	10,000.00	30,000.00	5,000.00
Total 5200 - Professional Fees	180,154.00	81,060.03	119,405.00	210,000.00	180,500.00
5300 - Streets					
5305 - Streets - General					
5310 - Street Lighting - PEPCO	14,802.00	7,956.18	9,331.00	16,000.00	16,000.00
5322 - Street Cleaning - Fall/Spring	16,159.00	7,260.00	10,000.00	15,000.00	15,000.00
5324 - Street Maintenance - Other	804.00	10,110.80	8,750.00	25,000.00	15,000.00
5326 - Leaf Vacuuming	0.00	8,250.00	18,000.00	12,000.00	15,000.00
Total 5305 - Streets - General	31,765.00	33,576.98	46,081.00	68,000.00	61,000.00
5349 - Snow Removal Services					
5350 - Snow Removal - Shovel Bvl. Rd.	1,250.00	0.00	2,500.00	1,000.00	5,000.00
5351 - Snow Removal - Plowing	9,551.00	6,725.00	10,000.00	12,000.00	20,000.00
Total 5349 - Snow Removal Services	10,801.00	6,725.00	12,500.00	13,000.00	25,000.00
Total 5300 - Streets	42,566.00	40,301.98	58,581.00	81,000.00	86,000.00

**Village of Martin's Additions
FY2019 Budget
Draft #1**

	FY17 Actual	FY18 Actual Thru Jan 18	YTD Budget	FY 18 Annual Budget	Proposed FY19 Budget
5400 - Waste & Recycling					
5410 - Waste Collection & Recycling	83,609.00	56,429.51	49,581.00	85,000.00	85,000.00
5420 - Leaf Bags	13,955.00	14,025.00	15,000.00	15,000.00	15,000.00
5425 - Recycling Bins	103.00	94.17	581.00	1,000.00	1,000.00
Total 5400 - Waste & Recycling	97,667.00	70,548.68	65,162.00	101,000.00	101,000.00
5500 - Other					
5510 - Tree Maintenance	5,693.00	17,557.00	20,419.00	35,000.00	35,000.00
5515 - Tree Replacement	4,377.00	10,722.00	5,000.00	12,000.00	6,000.00
5518 - Right-of-Way Landscaping	6,885.00	3,018.99	5,450.00	8,000.00	8,000.00
5520 - Community Events	20,447.00	9,149.70	4,500.00	25,000.00	30,000.00
5530 - Website	6,875.00	689.40	2,912.00	5,000.00	5,000.00
Total 5500 - Other	44,277.00	41,137.09	38,281.00	85,000.00	84,000.00
5600 - Initiatives					
5630 - Tree Planting Initiatives Prog.	483.00	0.00	1,162.00	2,000.00	2,000.00
Total 5600 - Initiatives	483.00	0.00	1,162.00	2,000.00	2,000.00
5800 - Designated Funds					
5810 - Designated - Street and Sidewalks	738,699.00	0.00	0.00	0.00	500,000.00
5811 - Designated Street Lighting	126,508.00	0.00	0.00	0.00	0.00
5812 - Designated - Capital Projects	0.00	0.00	0.00	0.00	500,000.00
Total 5800 - Designated Funds	865,207.00	0.00	0.00	0.00	1,000,000.00
5900 - Undesignated Fund Balance	2,464,871.00	0.00	1,387,294.17	2,690,671.00	1,810,071.00
Total Expense	3,901,070.00	364,005.08	1,826,891.17	3,433,671.00	3,527,571.00
Net Income	0.00	247,726.06	1,396,590.00	0.00	0.00