

**Village of Martin's Additions**  
**7013 Brookville Road, Suite B, Chevy Chase, MD 20815**  
**Council Meeting Minutes**  
**April 15, 2021**  
**VIA ZOOM CONFERENCE CALL**

**Council Members Present:** Susan Fattig; Arthur Alexander; Todd Mann; Jeff Blander; **Village Manager:** Niles Anderegg; **Manager Assistant:** Martha Fessenden; **Building Administrator:** Doug Lohmeyer; **Village Attorney:** Ron Bolt; **Residents and other Attendees:** Keith Allen (Turner Ln); Tiffany Cissna (Bradley Ln); Marty Langelan (Chestnut St); Naomi Naierman (Quincy St); Larry Wasson (Delfield St); Holly Worthington (Turner Ln); Paula Goldberg (Bradley Ln); Mark Shaffer (Shepherd St); John MacDonald (Summit Ave); Lynn Welle (Oxford St); Katie Howard (Taylor St); Susan Kahn (Bradley Ln); Peter Kahn (Bradley Ln); Brian Oliver (Delfield St); John Starrels (Shepherd St.); Gary Glickman (Raymond St); Amanda Sahl (Brookville Rd); Alexander Kauders (Turner Ln); Rebecca Lungren (Delfield St); Lorie Mitchell (Cummings Ln); Susan Post (Turner Ln); Philip Hurst (Thornapple St); David Saulter (Brookville Rd); Alex Ghesquiere (Bradley Ln); George McAleese (Melville Pl); David Bjorklund (Turner Ln)

**7:31 PM Call to Order: Fattig**

The meeting was called to order at 7:31.

Keith Allen (Turner Ln) gave his weather report. The weather looks dry and tranquil through next week, with temperatures in the 60s. The warmest April day ever recorded was 95° on April 18, 1976. We should average out around normal for the rest of April with below normal rainfall.

**7:33 PM Opportunity for the Council to Hear Residents' Comments**

Peter Kahn (Bradley Ln) commented on the differences between the 2020 and 2021 election plans. He requested that the Election Committee adopt safeguards by presenting the community with a list of all reasons a ballot or envelope might be disqualified, and by allowing observers to examine all envelopes under consideration for disqualification and to lodge a protest for any disqualified ballot. He also requested a report back to the community on how many ballots are cast and how many are disqualified, and for what reasons. Susan Kahn (Bradley Ln) spoke of her concern that all votes be counted. She urged the Election Committee to err on the side of accepting rather than rejecting ballots. She requested that the Village and the Election Committee provide the community with a list of what issues would result in a disqualified ballot. Larry Wasson (Delfield St) expressed support for Peter and Susan's comments. In a response to an email query, he sent to the Election Committee, he was told that the Committee would follow the same practice as last year but would also be using legal counsel on a case-by-case basis. He viewed this response as a misdirection. Lynn Welle (Oxford St) asked for clarification about when ballots must be returned. Peter Kahn agreed that there is some confusion about deadlines. Marty Langelan (Chestnut St) asked that residents mail their ballots sooner rather than later to

ensure they are received by May 20 as she fears that ballots mailed by May 13 might still be in transit on May 20.

Susan Post (Turner Ln) asked where to find the candidate's statements, which are available on the Village website under the candidates' names on the Village Council Elections page. Lynn Welle asked about the current contract with waste management that expires at the end of June. He has suggestions on updating the contract, which will be put out to bid soon.

### **7:49 PM Approval of Minutes**

Jeff Blander commented that he plans to vote against approving the minutes from the March 18th Council meeting because, despite the thoroughness of the minutes, some substantive comments were omitted that he views as necessary to provide context to his call at the end of the meeting for more respect, kindness, and inclusiveness. He regarded those comments as hurtful and screen-shared a pledge of conduct that he drafted to guide behavior at meetings. Susan Fattig noted that, given the length of the meeting and so many details to report, the minutes effectively capture most of the comments. Still, there was another inaccuracy regarding an exchange she had with Jeff regarding a meeting he had attended. Despite that omission, Susan expressed a willingness to accept the minutes as written and the hope that the Council members would put these issues behind them.

**Todd Mann moved that the minutes of the March 18, 2021, Council meeting be approved; Susan seconded. Motion passed (Mann, Alexander, and Fattig in favor; Blander opposed).**

### **8 PM Committee Updates**

#### **Community Engagement Committee**

Keith Allen (Turner Ln) reported that the Committee's April 13 meeting was attended by Renee Redpath, Sallie Van Tassel, Jeff Blander, and Natalie and Lynn Welle, along with a nice representation of other residents. Keith introduced new residents Matt and Jordan Canter on Turner Lane. Topics discussed were an Independence Day picnic if the County opens up by July 4; a movie in the park on Labor Day weekend; and the Halloween parade. Other ideas: yard parties, Shakespeare in the park, and victory garden gift bags. The role of street captains to welcome new residents was also discussed. Keith encouraged people to show support for the Olympia Café and other shops. He acknowledged the passing of long-time resident and former Council member Frank Correl and said another idea the Committee had was to have bricks to honor those who had contributed so much to the Village over the years. Jeff Blander acknowledged his fellow committee members and said their initial meeting was a breath of fresh air.

#### **Election Committee**

Tiffany Cissna reviewed last year's elections practices as compared to this year's. She noted that the ballot packet from last year, including the envelope and affidavit, will look very similar to

last year's and will again include instructions. The 2021 plan is on the website and specifies that a report will be issued. She also noted that the signature is part of the affidavit and will not be compared against any other signature. Electec will be used as the vendor again and the lead time is about two weeks more than last year. Last year, 601 ballot packages were mailed and about 300 were returned and deemed valid. None were disqualified. She went over a sample of last year's ballot to show the similarities with this year's ballot. The Election Plan states that May 6, 2021 is the deadline for adding a person to the voter roll. Ballots must be postmarked by May 13 and/or received by the vendor by 5 PM, May 20. The tally of votes will be provided to the voters by Memorial Day. A Candidate Forum will be held next week. Questions for the forum may be submitted prior to the forum via email to [vmaelections@martinsadditions.org](mailto:vmaelections@martinsadditions.org) up until 5 PM, April 18. Questions may also be submitted at the forum. Tiffany explained that voters do not need to send their ballots back immediately; they may choose to wait until after the Candidates Forum. Instructions on how to complete the affidavit will be provided with the ballot and in future communications from the Elections Committee.

George McAleese said he hoped that everyone would participate in next week's Candidate Forum and urged residents to submit questions. Susan noted that no ballots were disqualified last year but that some were disqualified in previous years, so the mail-in voting process was reliable last year. In response to a comment from Jeff Blander, Niles Anderegg confirmed that names on the ballot envelopes will match how names appear on the voter roll. Jeff also noted the concern about potential postal service delivery delays but urged people to hold their ballots until they can attend the Candidates Forum. Niles commented that Electec has a good relationship with their local postmaster, and this year's ballot envelopes will be trackable. Susan Kahn asked if a ballot will be invalidated if any one piece of information is missing on the returned envelope. Tiffany responded that there will be a control number on each ballot and any decision to disqualify to a ballot return envelope will be made on a case-by-case basis by the Election Committee. Niles noted that the election service provider reviews the envelopes for 7 items and refers any questionable envelopes to the Election Committee. Last year only 6 envelopes were reviewed, and all were accepted. The 7 items are: is the ballot envelope unopened; is it properly completed; does the ballot control number match the control number assigned to the voter by the vendor; is the person who signed the ballot the person who was issued the ballot; is the name on the ballot envelope a qualified voter (i.e., on the voter roll); has the envelope been cancelled or spoiled; and was the ballot envelope received by the due date. Last year, ballots from voters who had accidentally switched envelopes within the same household were accepted by the Election Committee. Peter Kahn expressed concern about the Election Committee being able to identify voters when they look at envelopes being adjudicated. Tiffany noted that the Committee is still determining when observers will join the process. Peter asked that the post-election report include data on the number of ballots disqualified as well as vote totals for candidates. George clarified that the Committee would be reviewing disputed ballot envelopes, but ballots will remain secret. Larry Wasson asked how observers are selected. Tiffany responded that candidates or their representatives may select one observer. Ron Bolt noted the rules are unchanged from last year so if the vendor could read all the names on returned ballot envelopes last year, they will most likely be able to read all the names this year and the number of disputed ballot envelopes should be few. Niles explained that any questionable envelope will be brought to the Election Committee before the ballots are run through the machine. Peter asked about the observer's role. Tiffany noted that last year observers did not speak during the counting process;

this year, the Election Committee is discussing how observers might raise challenges on behalf of their candidates if they witness anything improper. Ron noted that there is currently no process laid out in the election rules for handling challenges. Niles has discussed this issue with the vendor who asked to discuss the matter with Ron before the vote count is conducted.

### **Public Safety Task Force**

Niles Anderegg reported on an administrative meeting held by the Public Safety Task Force on Monday, April 12, to set up the task force. Mark Shaffer was chosen as Chair, and Amanda Sahl as Vice Chair. They divided up their work into three working groups: public safety, public health, and another on survey questions that would seek community input. Residents may submit comments and suggestions to the task force's email address, [publicsafetytaskforce@martinsadditions.org](mailto:publicsafetytaskforce@martinsadditions.org). Their first open meeting will be held Monday, April 26, at 8 PM. Jeff Blander commented on the importance of the task force's work at this time.

### **9:03 PM Building Administrator's Report: Lohmeyer**

The Village Council received Building Administrator Douglas Lohmeyer's report on ongoing building projects in the Village. (See attached.)

### **9:07 PM Discussion and Possible Introduction of an Ordinance to Clarify the Intent of the Garage Door Width Requirement in the Building Code**

Ron Bolt noted that a permit was issued about a year ago at 7200 Delfield that allowed a front-loading garage door facing Taylor Street at a width of 16 feet wide. The Village Code provides that a house can only have one front-loading garage and the door cannot exceed 10 feet if it is facing a front lot line. The Building Administrator, in reviewing the application, found that, because the frontage of the house was on Delfield and not Taylor, that requirement did not apply, but Ron interprets the code differently. Seeing that the current language of the code may lead to multiple interpretations, he drafted an ordinance to clarify the language. The ordinance would change the language from "*the* front lot line" to "*a* front lot line" and a phrase would be added to specify that corner lots have two or more front lot lines. Another section would be similarly clarified regarding corner lots. The proposed ordinance does not change the requirements for corner lots; it just clarifies the existing regulations. The proposed ordinance would not impact the permit already issued to 7200 Delfield.

**Arthur Alexander moved to introduce the ordinance; Jeff Blander seconded, after calling for a public forum separate from the Council meeting at which the Council votes on adoption. Motion passed unanimously.**

Holly Worthington (Turner Ln) commented that an ordinance that prohibits a two-car garage on a corner lot would affect property values and that the change might be construed as taking away property rights. She urged the Council to hold a public forum on the proposed ordinance.

### **9:12 PM Financial Matters, including Treasurer's Report: Alexander**

Arthur Alexander gave the Treasurer's Report. (See attached.) Revenues are coming in as expected and expenditures are going out less than expected. He acknowledged an "eagle-eyed resident" who pointed out that the Village Charter posted on the Village web page requires that property taxes be above a certain minimum, which would mean that the Village may have been violating the Charter for the last ten years or so. The Charter, however, was amended in 2007 and the change was not reflected in the posted Charter, so VMA is not in violation of the Charter. Martin's Additions has the lowest tax rate for any municipality in the State (\$.005 per hundred).

#### **9:30 PM Manager's Report: Anderegg**

Niles Anderegg gave the Manager's Report. (See attached.) Tree work began this week, prioritized by need. Residents should let Niles know if they see Village trees that need attention. Netting is going up to protect young Village trees from the soon-to-arrive cicadas. Landscaping efforts are underway to deal with erosion in the garden at the end of Cummings and Brookville. An invitation to bid for the waste and recycling contract and an RFP for street maintenance will be issued shortly. A shredding event will take place on the second or third Saturday in June.

#### **9:27 PM Opportunity for Council to Hear Residents' Comments: Fattig**

Susan Kahn (Bradley Ln) reiterated the need for a crosswalk and/or stop sign at Bradley and Brookville. Niles said that a letter had been sent to the State about that issue. Amanda Sahl (Brookville Rd) seconded the call for a stand-alone forum on garage door widths. Tiffany Cissna (Bradley Rd) asked whether netting would cover trees recently planted through the Village program. Niles explained that Mulheron will be netting Village trees at this time, but he will consult with the Council about extending the service. Holly Worthington reiterated her call for a stand-alone public forum on the proposed ordinance. Ron Bolt clarified that the proposed ordinance to clarify the VMA Code would not change the front-loading garage door width restriction. Rather, it would clarify the existing code language. He explained how the County and Village define front yards and that how the County applies a "side street" interpretation for certain corner lots, but the Village does not. He noted that, by comparison, the same front setback and the same non-vegetative surface area requirements apply to all front yards of a corner lot, as intended for the front-loading garage door width requirement, as well. The requirements are not changing; the proposed ordinance just clarifies the language in the code. In 2009 consultant Chris Jakubiak recommended size limitations on garage widths because a front-loading garage adds to the apparent mass of a structure, so a size limitation was included in the code. Jeff Blander recognized Katya Hill and Todd Mann, the two outgoing members of the VMA Council. Jeff stated he first learned of their decision not to run when the candidate statements were released and wishes them well.

#### **9:35 PM Motion to Enter Closed Session**

**While in open session, Arthur Alexander moved to enter closed session in accordance with Section 3-305(b)(1) of the Open Meetings Act (Maryland Code, General Provisions Article;**

**involving one or more employee(s), to undertake a periodic performance review; seconded by Todd Mann. Motion passed unanimously. Present at the meeting were Susan Fattig, Todd Mann, Arthur Alexander, and Niles Anderegg. The council discussed the personnel matter, and no actions were taken. The meeting adjourned at 10:00 PM.**



## **VILLAGE OF MARTIN'S ADDITIONS**

### **COUNCIL MEETING APPENDIX**

**April 15, 2021**

Materials included in this appendix were either included in the Council monthly meeting packet distributed before the meeting or submitted to the Council as part of the meeting. All materials appear as submitted.



## **VILLAGE OF MARTIN'S ADDITIONS**

7013 Brookville Road (Second Floor, Suite B)

Chevy Chase, MD 20815-3263

Phone (301) 656-4112

[www.martinsadditions.org](http://www.martinsadditions.org)

### **Agenda for Council Meeting Thursday, April 15, 2021, 7:30 PM**

*The Council may entertain a motion in open session to enter into a closed session, in accordance with Section 3-305(b) of the Open Meetings Act (Maryland Code, General Provisions Article).*

7:30 PM Call to Order: Fattig

7:31 PM Opportunity for Council to Hear Residents' Comments: Fattig

7:41 PM Committees and Taskforces Updates: Fattig

7:51 PM Building Administrator's Report: Lohmeyer ([Pages 3-5](#))

7:55 PM Approval of Minutes

8:00 PM Discussion and possible introduction of an ordinance to clarify the intent of the garage door width requirement in the building code ([Pages 6-8](#))

8:10 PM Financial Matters, including Treasurer's Report Alexander ([Page 9](#))

8:15 PM Manager's Report: Anderegg ([Page 10](#))

8:20 PM Opportunity for Council to Hear Residents' Comments: Fattig

8:30 PM Adjournment: Fattig

\*Please note: Listed times are approximate.





## **VILLAGE OF MARTIN'S ADDITIONS**

7013 Brookville Road (Second Floor, Suite B)

Chevy Chase, MD 20815-3263

Phone (301) 656-4112

[www.martinsadditions.org](http://www.martinsadditions.org)

### **Virtual Meeting Information**

Below is the information for those residents who wish to dial in remotely or video in to the Council meeting.

#### **1. Dial-In Option**

Call: 1 301 715 8592

When prompted, enter the Meeting ID: **864 3344 2028#** (you must enter the "#")

Passcode: **645277**

#### **2. Web/Video Option:**

- a. Go to the Zoom meeting  
link: <https://us02web.zoom.us/j/86433442028?pwd=bXltRVZvc1FtUXFMSVVRTclBpWTRyQTo9>
- b. It will take you to Zoom to download, which is free. Then the meeting will launch. You can view the meeting or just listen in and talk when prompted.

Meeting ID: **864 3344 2028**

Passcode: **645277**

Topic: VMA Council Meeting

Time: April 15, 2021 07:30 PM Eastern Time

TO: The Council at the Village of Martin's Additions

FROM: Doug Lohmeyer

DATE OF MEMO: April 15, 2021

SUBJECT: Building Administrator's Report

---

**3506 Bradley Lane.**

Demolition and building permit applications were submitted to the Village office. The staff has initially reviewed the information. Waiting for MCDPS approval. The resident's information meeting was held on Wed. June 17th. The County has not issued their building permit and the project is on hold until spring.

**6609 Brookville Rd.**

The applicants have submitted an application to remove the existing porch and add an addition to the existing house. The County issued their building permit on Nov. 18<sup>th</sup>. The Village building permit was issued on Dec. 7<sup>th</sup>. Work has begun on the addition.

**7200 Chestnut**

The applicants applied for a Village building permit to construct an addition to the west side of the existing house. The County issued their building permit on Sept. 3<sup>rd</sup>. The Village building permit was issued on Oct. 9, 2020. The construction has begun.

**7210 Chestnut**

The construction of the new house and front yard landscaping have been completed. As soon as the Right of Way Agreement is recorded, the Village building permit can be closed.

**7200 Delfield St.**

The property owners have applied for a Village demolition and building permit for a new house. The County issued their building permit on Oct. 23<sup>rd</sup>. The Village issued the demo and dumpster permits on Dec. 14<sup>th</sup> and the building permit on Jan. 4, 2021. The old house has been removed and the new house is under construction.

### **7220 Delfield St.**

The applicants have submitted an application to demolish the existing house and rebuild a new house. The plans have been revised and are waiting County approval. The Village information meeting was held on Dec. 14<sup>th</sup>.

### **113 Quincy St.**

The applicants have submitted an application to build a detached garage at the left rear of the house. The MCDPS permit was issued on Aug. 10<sup>th</sup>. The Village permit was issued on Oct. 13, 2020. The construction is under way.

### **120 Quincy**

The homeowners have submitted concept plans for the Village's review. The plans propose to construct several additions to the existing house. They have not applied to MCDPS.

### **3505 Raymond St.**

The new homeowners have applied for a variance to relocate the existing HVAC units from the rear of the house to the right side of the house. The Village Code does not allow HVAC units to project into the minimum side yard setback, so a variance is required. The Variance Hearing on Oct. 29<sup>th</sup> was suspended and a continuation meeting has not been scheduled.

### **3515 Raymond St.**

The applicant has submitted plans to remove the existing house and to construct a new house. MCDPS issued the building permit on Feb. 2<sup>nd</sup> and the Village issued their building permit on Feb. 9, 2021. The ex. house is being removed and the new house is under construction.

### **3514 Shepherd St.**

The homeowner has submitted an application to remove the ex. deck at the rear of the house and to build a new, larger deck in its place. The Village has issued a permit, but the work has not begun.

### **3517 Shepherd St.**

The applicant has submitted an application to add an addition to the right front side of the existing house. The County issued their building permit on Nov. 10<sup>th</sup>. The Village issued the building permit on Nov. 24. Work on the addition has begun.

### **7200 Summit Ave.**

On April 28, 2020, the homeowners submitted a Variance Application for the front and rear setbacks in order to construct a new porch and bay window at the front of the existing house and an addition on the north (right) side of the house. The Variance was approved by the Council on July 16, 2020. The applicants have not submitted to MCDPS or the Village.

### **7203 Summit**

The homeowners have submitted plans for re-build the existing detached garage at the rear of the existing house. The plans were approved by MCDPS on Jan. 19<sup>th</sup> and the Village issued the building permit on Feb. 9, 2021. Work has begun on the garage.

### **3407 Thornapple St.**

On May 29<sup>th</sup>, the building permit was extended and work on the house appears to be complete. The Applicant revised the plans to show a two-car detached garage at the rear of the lot. The MCDPS and the Village has issued their revised building permits. According to the builder, the new homeowners may not construct the detached garage. The Village will contact the new residents to verify this information, so the Village can close out the building permit.

### **Miscellaneous Items**

The staff is presently working with the following properties:

1. The MSHA has responded to the Village's letter regarding water ponding at the Village street intersections along Brookville Rd. The MSHA staff stated they are working with WSSC and MCDOT and will get back to us soon. The Village staff has been in contact MSHA to get a progress report.

Ordinance No.: 2021-04-1

Introduced:

Adopted:

Effective Date:

## **THE VILLAGE OF MARTIN'S ADDITIONS**

**SUBJECT: AN ORDINANCE TO AMEND THE CODE OF ORDINANCES TO CLARIFY THE FRONT-LOADING GARAGE RESTRICTIONS**

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, Land Use Article, Section 20-509 grants to the legislative body of incorporated municipalities in the Maryland-Washington Regional District, general power to adopt building regulations for the protection of the public health, safety, and welfare; the preservation, improvement, and protection of lands, water, and improvements in the municipal corporation; and to regulate the construction, repair, or remodeling of buildings on land zoned for single-family residential uses at it relates to fences, walls, hedges, and similar barriers; signs; residential parking; residential storage; the location of structures, including setback requirements; the dimensions of structures, including height, bulk, massing, and design; and lot coverage, including impervious surfaces;

WHEREAS, Maryland Code, Local Government Article, Section 5-211 authorizes the legislative body of each municipal corporation in the State of Maryland to make reasonable regulations concerning buildings to be erected within the limits of the municipality, including a building code and the requirement for building permits;

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, after proper notice to the public, the Village Council introduced the Ordinance in an open meeting conducted on the \_\_\_\_ day of \_\_\_\_\_, 2021; and considered the Ordinance in an open meeting conducted on the \_\_\_\_ day of \_\_\_\_\_, 2021;

WHEREAS, to comply with Maryland Code, Land Use Article, Section 20-509, on the \_\_\_\_ day of \_\_\_\_\_, 2021, a copy of following Ordinance was submitted to the Montgomery County Council for its comments;

WHEREAS, the Montgomery County Council did not provide any comments;

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 following Ordinance.

BE IT ORDAINED AND ORDERED, this \_\_\_\_ day of \_\_\_\_\_, 2021, by the Village Council, acting under and by virtue of the authority given it by the Maryland Code and the Charter of the Village of Martin's Additions, that the Village Code is hereby amended as follows:

\* \* \*

#### **Section 6-101. Definitions**

For the purposes of this Chapter, the following words and phrases shall have the following meanings:

\* \* \*

(17) "Front-loading garage" means a garage with a door that faces a front lot line.

\* \* \*

(19) "Front lot line" means ~~the~~ a lot line running along the front of the lot separating it from ~~the~~ a street. **Corner lots have two or more front lot lines.**

\* \* \*

(22) "Garage" means an accessory building or portion of a main building designed, arranged, or used for the housing of private motor vehicles.

(23) "Garage, front-loading" (see front-loading garage).

\* \* \*

#### **Section 7-402. Construction Standards and Requirements**

\* \* \*

(k) No more than one (1) front-loading garage shall be permitted on a lot. The door width of a front-loading garage shall not exceed ten (10) feet. **Corner lots are subject to these restrictions with respect to all street frontages.**

\* \* \*

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 Charter of the Village of the Village of Martin's Additions, that:

(1) 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

(2) This Ordinance shall take effect on the \_\_\_\_ day of \_\_\_\_\_, 2021 (at least 20 days after adoption).

ATTEST:

THE VILLAGE OF MARTIN'S ADDITIONS

\_\_\_\_\_  
Katya Hill, Secretary

\_\_\_\_\_  
Susan Fattig, Chair  
Village Council

**Bold underline** indicates new material  
~~Strikethrough~~ indicates material deleted  
\* \* \* indicates material unchanged

**Village of Martin's Additions  
Financial Report for March 2021  
Arthur Alexander, Treasurer  
April 15, 2021**

March 2021

	<u>Actual</u>	<u>Budgeted</u>
Revenues	\$ 573,530	591,000
Expenses (excluding capital projects)	489,913	575,036
Net Income (revenues minus expenses)	83,617	15,964
Capital investment expenses	\$ 43,830	
Investment reserves (less expenditures)	1,456,170	
Emergency reserves	1,000,000	

Current assets less designated reserves: \$575,541

During March 2021, we transferred \$55,000, as planned, from the Village's savings account in the Maryland Local Government Investment Pool (MLGIP) to the checking account to cover projected expenses. We expect to transfer the same amount in April 2021.

Capital expenses for the year to date include sidewalk repairs and contractor costs for the Walkability Task Force. Overall, the Village is spending less than originally budgeted, although several accounts will catch up as the year progresses. For example, tree planting and maintenance is running under-budget, but that will increase in coming months.



From: Niles Anderegg, Village Manager  
To: Village Council  
Subject: Village Office Update  
Date: 4/13/2020

## **Overview**

The Village Office has been conducting reviews of internal operating procedures and preparing a calendar for 2021 of important dates and deadlines. In addition, the Village Office has provided logistical support to Village committees and task forces such as the Public Safety Task Force, the Community Engagement Task Force, and the Election Committee.

## **2021 Election**

The Office completed the RFP process for election services and chose Electec Election Services, which was last year's vendor as well. The Office has worked with the Election Committee to approve all the material in the ballot packet and the ballots, which will go out this week. If you are unsure if you are on the voter roll or if you have an address other than your Martin's Additions address that you would like your ballot sent to, please reach out to the Office.

## **Public Safety Task Force**

The Office held an orientation session and attended an administrative meeting for the Public Safety Task Force in preparation for the first public meeting to be held on April 26.

## **Tree Work**

This week the Village's Tree Care contractor performed work on Priority One trees in the Village. There will be further rounds of pruning and other tree care work to follow in the spring and summer. In addition, the Village will be getting some nets for the smaller and younger trees in the Village to prevent damage from cicadas this summer.

## **Landscaping**

The Village's landscape contractor, Green Sweep, performed cleanup work and maintenance on the landscaping near two Village's signs and the garden at Cummings and Brookville Road. This work included improving the irrigation of the garden to prevent erosion.

## **RFPs**

The Village will soon release the invitation to bid for the waste and recycling contract with an expected closing date of May 18. In addition, the street maintenance RFP will be released this week with a closing date in early May.