



**Village Manager's Presentation of the FY2019  
First Draft the Operating and Capital Budget**  
Board of Managers' Budget Work Session  
Wednesday, February 28, 2018 at 7:30 p.m.  
**REVISIONS TO THE BUDGET PACKET**

**To:** Board of Managers  
**From:** Shana R. Davis-Cook, Village Manager   
**CC:** Village Department Heads  
Village Financial Review Committee  
**Date:** February 28, 2018

---

Staff has identified areas in the briefing packet disseminated to you last week that need to be corrected. A summary follows:

- **Revenue Summary (pg. 2-4)**—this page was inadvertently printed without the FY2019 proposed revenue column shown. The correct version is attached.
- **Expense Highlights—Police (pg. 3-3)**—my memo references that the “Contractor Collections” line item in the budget had been eliminated, however, the basis for this change is not clearly stated. Previously, the contractor held back 30% of paid citations once they entered the “collections” period. This 30% hold-back cost for processing collections was renegotiated and eliminated under the revised contract that went into effect January 1, 2018, however, the contractor does continue to send delinquency notices to owners of vehicles who have failed to pay the issued citation.
- **CIP Memo (pg. 3-27)**—two of the figures on this sheet were incorrect. A revised version is attached.
- **CIP (tab 4, page 4)**—two of the figures on this sheet were incorrect. A revised version is attached.

CHEVY CHASE VILLAGE  
5906 Connecticut Avenue  
Chevy Chase, Maryland 20815  
Phone (301) 654-7300  
Fax (301) 907-9721  
ccv@montgomerycountymd.gov  
www.chevychasevillagemd.gov

BOARD OF MANAGERS  
MICHAEL L. DENGER  
*Chair*  
ELISSA A. LEONARD  
*Vice Chair*  
DAVID L. WINSTEAD  
*Secretary*  
MINH LE  
*Assistant Secretary*

GARY CROCKETT  
*Treasurer*  
ROBERT C. GOODWIN, JR.  
*Assistant Treasurer*  
RICHARD M. RUDA  
*Board Member*

VILLAGE MANAGER  
SHANA R. DAVIS-COOK  
LEGAL COUNSEL  
SUELLEN M. FERGUSON

<b>Revenue Summary</b> <i>Base Operations</i>	<b>FY '10</b> <i>Actual</i>	<b>FY '11</b> <i>Actual</i>	<b>FY '12</b> <i>Actual</i>	<b>FY '13</b> <i>Actual</i>	<b>FY '14</b> <i>Actual</i>	<b>FY '15</b> <i>Actual</i>	<b>FY '16</b> <i>Actual</i>	<b>FY '17</b> <i>Actual</i>	<b>FY '18</b> <i>projected</i>	<b>FY '19</b> <i>Proposed</i>
<b>Income Tax:</b>	\$1,557,096	\$1,414,503	\$1,949,829	\$2,466,517	\$2,668,924	\$2,135,739	\$2,681,733	\$2,744,170	\$2,300,000	\$2,200,000
<b>Property Tax:</b>										
Personal Property	\$4	1,894	\$59	\$0	0					
Corporate Property	110,538	3,458	173,073	94,588	96,714	116,289	122,719	123,950	105,206	100,000
Corporate Utilities	13,722	18,896	17,127	17,246	12,376	4,823	17,414	19,152	7,407	15,000
Real Estate	961,676	972,057	968,623	984,403	996,069	876,804	865,608	861,114	850,000	845,000
Prior Years Collections	823	5,802	753	202	1,360	0	0	0	500	500
Subtotal	\$1,086,763	\$1,002,107	\$1,159,635	\$1,096,439	\$1,106,519	\$997,916	\$1,005,741	\$1,004,216	\$963,113	\$960,500
<b>WSSC/Wash Gas Reimbursement</b>				\$170,506	\$306,639	\$1,101,637		\$23,142		
<b>W.Newlands Repaving Reimbursement</b>							\$28,042			
<b>One Time Income Tax Adjustment</b>							\$161,741			
<b>Investment &amp; Misc. Income:</b>										
Cable TV Franchise Fee	\$10,151	\$16,956	\$21,667	\$24,431	\$26,305	\$26,907	\$25,363	\$33,423	\$26,000	\$25,000
Interest Income	83,257	23,914	19,259	23,417	23,201	19,234	83,064	38,344	35,000	25,000
Sale of Property	850	0	6,220	425	80	10,144	22,368	15,360	0	0
Misc.	4,636	2,570	3,309	4,538	4,311	5,488	3,742	2,723	3,000	3,000
Subtotal	\$78,894	\$43,440	\$50,455	\$52,811	\$53,897	\$61,773	\$134,537	\$87,850	\$64,000	\$53,000
<b>Cost Recoveries/Grants:</b>										
County Tax Duplication	\$105,837	\$89,961	\$89,961	\$100,524	\$100,524	\$100,524	\$100,524	\$100,524	\$100,524	\$100,000
Martin's Addition-PCS	37,450	3,400	0	0	0	0	0	0	0	0
Illeg of Chevy Chase Sec 3-PCS	9,775	500	0	0	0	0	0	0	0	0
Illeg of Chevy Chase Sec 5-PCS	8,650	875	0	0	0	0	0	0	0	0
Chevy Chase View-PCS	20,325	1,500	0	0	0	0	0	0	0	0
Other/Trials/Section 5		0	0	0	0	0	0	0	0	0
Grants/Reimbursements	13,023	28,895	13,338	39,267	776	868	0	22,508	1,600	1,600
Recycling Revenue	1,327	532	700	859	551	1,284	518	710	700	500
State Police Grant	108,352	108,352	108,356	108,401	108,484	110,831	98,230	101,142	110,308	108,000
Fines-Parking	4,511	6,409	3,008	4,616	3,836	8,656	5,051	3,649	5,200	4,000
Fines-Ordinance	625	450	350	150	2,600	50	650	650	250	250
Fingerprinting	8,322	6,065	1,775	2,268	1,325	475	125	0	250	250
Licenses-Other/R-O-Way	550	6,215	3,300	6,030	1,350	2,885	1,635	2,480	2,000	2,000
Permits-Building	27,715	24,980	18,321	23,905	16,513	24,425	26,775	18,255	18,000	15,000
Tree Removal Permit	8,650	12,820	9,143	12,261	9,650	5,480	8,610	5,555	7,000	8,000
Permits-Sign	228	190	222	222	226	130	85	180	100	100
Permits-Other	340	0	450	350	0	0	0	0	0	0
Belmont Buffer Stipend	18,586	18,962	19,639	19,974	20,246	20,677	20,669	20,880	21,271	20,000
Reimbursements-Post Office	3,937	0	0	0	0	6,117	0	0	8,000	8,000
Rental Income-Post Office	84,562	71,444	71,552	71,552	78,057	78,057	78,207	84,562	78,057	78,057
Rental Income-Hall	9,135	10,925	9,120	17,335	14,612	9,836	13,576	16,427	12,500	12,500
Highway User Fees	11,898	8,354	21,506	\$18,816	54,902	60,538	66,853	68,227	66,000	65,000
Subtotal	\$485,081	\$402,129	\$371,952	\$427,580	\$414,652	\$433,733	\$421,608	\$443,729	\$431,780	\$423,257
<b>Total Revenue</b>	\$3,207,834	\$2,862,179	\$3,531,871	\$4,213,853	\$4,550,631	\$4,730,798	\$4,433,302	\$4,303,107	\$3,758,873	\$3,636,757
<b>Revenue Summary</b> <i>Safe Speed</i>										
Speed Camera Citations	\$2,569,428	\$2,083,703	\$1,751,390	\$1,354,136	\$1,231,542	\$1,416,212	\$1,231,825	\$1,019,075	\$925,000	\$950,000
Citations-Collections			\$101,727	\$229,840	\$113,945	\$89,080	\$94,780	\$63,380	\$50,000	\$60,000
Speed Camera Interest	\$11,900	\$8,431	\$4,270	\$4,081	\$1,215	\$1,043	\$2,952	\$1,093	\$1,000	\$2,500
<b>Total Revenue</b>	\$2,581,328	\$2,092,134	\$1,857,387	\$1,588,067	\$1,346,702	\$1,506,335	\$1,329,557	\$1,083,548	\$976,000	\$1,012,500
<b>Total Combined Revenue</b>	\$5,789,162	\$4,954,313	\$5,389,258	\$5,801,920	\$5,897,333	\$6,237,133	\$5,762,859	\$5,386,655	\$4,734,873	\$4,649,257

**CIP Comparison Summary**

**Projects:**

	CIP Value as of FY2018	CIP Value as of FY2019	Difference
<b>Infrastructure</b>			
Sidewalk Maintenance Program	\$21,000	\$21,000	\$0
Street Maintenance and Repair Program	\$686,000	\$300,000	(\$386,000)
Streetlight Upgrades	\$60,000	\$60,000	\$0
Buffer Area Sidewalk Replacement	\$71,500	\$0	(\$71,500)
Municipal Storm Drain System	\$265,000	\$265,000	\$0
<b>Public Safety</b>			
Public Safety Technology and Equipment	\$120,000	\$120,000	\$0
<b>Public Spaces</b>			
Laurel Park Hydrology and Engineering Study	\$100,000	\$100,000	\$0
Brookville Road Park Development	\$82,000	\$0	(\$82,000)
<b>Village Hall/Office</b>			
Village Hall Sidewalk, Public Works Yard Fence & Wall Replacement	\$83,000	\$0	(\$83,000)
<b>Total</b>	<b>\$1,488,500</b>	<b>\$866,000</b>	<b>(\$622,500)</b>

**Expenditures:**

	CIP Value as of FY2018	CIP Value as of FY2019	Difference
<b>General Government</b>			
<i>Equipment:</i>	\$18,000	\$18,000	\$0
<i>Vehicles:</i>	\$35,000	\$28,000	(\$7,000)
<b>Subtotal:</b>	<b>\$53,000</b>	<b>\$46,000</b>	<b>\$7,000</b>
<b>Public Safety</b>			
<i>Communications Equipment:</i>	\$46,000	\$35,000	(\$11,000)
<i>Vehicles:</i>	\$156,000	\$272,000	\$116,000
<b>Subtotal:</b>	<b>\$202,000</b>	<b>\$307,000</b>	<b>\$105,000</b>
<b>Public Works</b>			
<i>Equipment:</i>	\$44,000	\$38,000	(\$6,000)
<i>Vehicles:</i>	\$464,000	\$312,000	(\$152,000)
<b>Subtotal:</b>	<b>\$498,000</b>	<b>\$350,000</b>	<b>(\$158,000)</b>
-----	-----	-----	-----
<b>Overall Total</b>	<b>\$763,000</b>	<b>\$703,000</b>	<b>(\$60,000)</b>

## CIP Comparison Summary

### Projects:

	CIP Value as of FY2018	CIP Value as of FY2019	Difference
<b>Infrastructure</b>			
Sidewalk Maintenance Program	\$21,000	\$21,000	\$0
Street Maintenance and Repair Program	\$686,000	\$300,000	(\$386,000)
Streetlight Upgrades	\$60,000	\$60,000	\$0
Buffer Area Sidewalk Replacement	\$71,500	\$0	(\$71,500)
Municipal Storm Drain System	\$265,000	\$265,000	\$0
<b>Public Safety</b>			
Public Safety Technology and Equipment	\$120,000	\$120,000	\$0
<b>Public Spaces</b>			
Laurel Park Hydrology and Engineering Study	\$100,000	\$100,000	\$0
Brookville Road Park Development	\$82,000	\$0	(\$82,000)
<b>Village Hall/Office</b>			
Village Hall Sidewalk, Public Works Yard Fence and Wall Replacement	\$83,000	\$0	(\$83,000)
	-----		-----
<b>Total</b>	<b>\$1,488,500</b>	<b>\$866,000</b>	<b>(\$622,500)</b>

### Expenditures:

	CIP Value as of FY2018 CIP	CIP Value as of FY2019	Difference
<b>General Government</b>			
<i>Equipment:</i>	\$18,000	\$18,000	\$0
<i>Vehicles:</i>	\$35,000	\$28,000	(\$7,000)
<b>Subtotal:</b>	<b>\$53,000</b>	<b>\$46,000</b>	<b>(\$7,000)</b>
<b>Public Safety</b>			
<i>Communications Equipment:</i>	\$46,000	\$35,000	(\$11,000)
<i>Vehicles:</i>	\$156,000	\$272,000	\$116,000
<b>Subtotal:</b>	<b>\$202,000</b>	<b>\$307,000</b>	<b>\$105,000</b>
<b>Public Works</b>			
<i>Equipment:</i>	\$44,000	\$38,000	(\$6,000)
<i>Vehicles:</i>	\$464,000	\$312,000	(\$152,000)
<b>Subtotal:</b>	<b>\$508,000</b>	<b>\$350,000</b>	<b>(\$158,000)</b>
<b>Overall Total</b>	<b>\$763,000</b>	<b>\$703,000</b>	<b>(\$60,000)</b>

### Consolidated Year over Year:

	Est. FY18	Proposed					
		FY19	FY20	FY21	FY22	FY23	FY24
<b>Equipment</b>	\$0	\$7,000	\$81,000	\$0	\$0	\$9,000	\$0
<b>Vehicles</b>	\$157,000	\$84,000	\$200,000	\$178,000	\$0	\$0	\$86
<b>Projects</b>	\$396,000	\$139,500	\$124,500	\$179,500	\$229,500	\$229,500	229,500
	-----	-----	-----	-----	-----	-----	
<b>Total</b>	<b>\$553,000</b>	<b>\$230,500</b>	<b>\$405,500</b>	<b>\$357,000</b>	<b>\$299,500</b>	<b>\$238,500</b>	<b>\$315,000</b>
<b>Difference</b>	<b>(\$322,500)</b>	<b>\$175,000</b>	<b>(\$48,000)</b>	<b>(\$57,500)</b>	<b>(\$61,000)</b>	<b>\$76,500</b>	

Revised