

**CHEVY CHASE VILLAGE
BOARD OF MANAGERS
MARCH 12, 2018 MEETING**

STAFF REPORT

TO: BOARD OF MANAGERS
FROM: SHANA R. DAVIS-COOK, VILLAGE MANAGER 
DATE: 3/8/2018

SUBJECT: RESOLUTION NO. 03-01-18: FY2018 BUDGET AMENDMENT (NO. 2)
AN ORDINANCE TO AMEND THE FISCAL YEAR 2018 BUDGET TO TRANSFER A TOTAL OF \$55,000 TO THE "BROOKVILLE ROAD PARK REDEVELOPMENT" LINE ITEM IN THE CAPITAL BUDGET TO THE FUND THIS PROJECT; FUNDS WOULD BE TRANSFERRED AS FOLLOWS: \$10,000 FROM THE "PROFESSIONAL SERVICES" LINE ITEM IN THE OPERATING BUDGET, \$15,000 FROM THE "STORM DRAIN SYSTEM" LINE ITEM IN THE CAPITAL BUDGET, AND \$10,000 EACH FROM THE "STREETLIGHT UPGRADE", "PUBLIC SAFETY TECHNOLOGY", AND "MOBILE DATA TERMINALS/PUBLIC SAFETY" LINE ITEMS IN THE CAPITAL BUDGET.

Background

The Board originally approved \$82,000 for the Brookville Road Park development project in the FY2018 approved last April. Thus far, we have spent approximately \$12,000 completing the design work in order to advertise the project for bids.

Village staff has recommended a contract award to Aspen Landscape Contracting, Inc. at a project cost of \$105,948.15. The contract further stipulates that the Village will separately provide certain elements of the project such as the benches, trash cans, DogiPot pet waste bag dispensers and regulatory signage. These elements including a minor contingency place the remaining project cost around \$137,000.

The attached ordinance amends the adopted FY2018 capital budget to reflect a transfer of funds from various line items of the operating and capital budgets to the existing "Brookville Road Park Development" project line item in the amount of \$55,000. Funds will be transferred as follows:

Line Item	Amount
OPERATING	
Professional Services	\$10,000
CAPITAL	
Public Safety Technology	\$10,000
Mobile Data Terminals/Public Safety	10,000
Streetlight Upgrade	10,000
Storm Drain System	15,000
TOTAL: \$55,000 to Brookville Road Park Development	

By transferring funds from other budget categories, we avoid a further anticipated draw on reserves for the current fiscal year.

DRAFT MOTION

I move to approve Resolution No. 03-01-18, AS DRAFTED OR AMENDED AS
FOLLOWS _____.

Attachments

Budget Summary w/ amendments shown
Resolution No. 03-01-18

General Funds and SafeSpeed Budgets
Proposed for Board Amendment on March 12, 2018
w/amendments shown
=amounts changed

				FY2018	NEW VALUE	DIFF.
I. Revenue						
				2,200,000		
				960,500		
				43,000		
				425,757		
				1,162,500		
				4,791,757		
II. Costs						
	A. On-going Programs	Personnel	Operations	Total		
	<u>Department Services</u>					
	Police	1,456,779	794,220	2,250,999		
	Communications	400,265	22,720	422,985		
	Public Works	640,505	367,990	1,008,495		
	General Government	631,075	161,090	792,165		
	Professional Services	0	100,000	100,000	90,000	-10,000
	<u>Facilities, Fleet, & Infrastructure</u>					
	Village Hall		97,975	97,975		
	Parks, Trees, & Greenspaces		209,938	209,938		
	Lights		42,500	42,500		
	Subtotal	3,128,624	1,796,433	4,925,057	1,786,433; 4,915,057	-10,000
	Surplus/Deficit			(133,300)		
	B. Capital Projects					
	<u>Equipment</u>					
	Public Safety Technology			20,000	10,000	-10,000
	Mobile Data Terminals/Public Safety			12,000	2,000	-10,000
	Snow Blower			6,000		
	Pick Up Truck			42,000		
	Medium-Duty Dump Truck			110,000		
	<u>Projects</u>					
	Sidewalk Maintenance			3,500		
	Street Maintenance			111,000		
	Streetlight Upgrade			10,000	0	-10,000
	Buffer Area Sidewalk Replacement			71,500		
	Storm Drain System			15,000	0	-15,000
	Brookville Road Park Development			82,000	137,000	55,000
	Village Hall: P/W Yard, Fence, Wall Replacement			83,000		
	Chevy Chase Historical Society Relocation Project			15,000		
	Subtotal			581,000	591,000	10,000
	Total Costs			5,506,057		
	III. Budgeted Deficit/Draw on Reserves/Surplus			(714,300)		

Resolution No.: 03-01-18

Introduced: 03-12-18

Adopted: 03-12-18

Effective: 03-26-18

BOARD OF MANAGERS
FOR
CHEVY CHASE VILLAGE, MD

SUBJECT: AN ORDINANCE TO AMEND THE FISCAL YEAR 2018 BUDGET TO TRANSFER A TOTAL OF \$55,000 TO THE “BROOKVILLE ROAD PARK REDEVELOPMENT” LINE ITEM IN THE CAPITAL BUDGET TO THE FUND THIS PROJECT; FUNDS WOULD BE TRANSFERRED AS FOLLOWS: \$10,000 FROM THE “PROFESSIONAL SERVICES” LINE ITEM IN THE OPERATING BUDGET, \$15,000 FROM THE “STORM DRAIN SYSTEM” LINE ITEM IN THE CAPITAL BUDGET, AND \$10,000 EACH FROM THE “STREETLIGHT UPGRADE”, “PUBLIC SAFETY TECHNOLOGY”, AND “MOBILE DATA TERMINALS/PUBLIC SAFETY” LINE ITEMS IN THE CAPITAL BUDGET.

WHEREAS, §5-205 *et seq.* of the Local Government Article, Annotated Code of Maryland, authorizes the Board of Managers to provide for the control and management of its finances and spend money for any public purpose and for the safety, health, and general welfare of the Village and its occupants; and

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

CAPS
[Brackets]
Asterisks * * *

: Indicate matter added to existing law.
: Indicate matter deleted from law.
: Indicate matter remaining unchanged in existing law but not set forth in Ordinance

WHEREAS, Section 206 of the Chevy Chase Village Charter authorizes the Board of Managers to adopt such ordinances as it deems necessary for the health, safety and welfare of the Village; and

WHEREAS, Section 403 of the Chevy Chase Village Charter authorizes the Board to adopt and amend a budget; and

WHEREAS, the Board of Managers has determined that an additional \$55,000 is needed to fund the Brookville Road Park Redevelopment project; and

WHEREAS, the Board of Managers has determined that this amendment to the Budget Ordinance is required to reflect the increased expenditure through a transfer from other line items in the approved operating and capital budgets to fund the expenditure.

WHEREAS, the Board of Managers finds that the budget amendment as hereinafter set forth is necessary to assure the good government of the Village; for the protection and preservation of the Village's property, rights and privileges; for the preservation of peace and good order; for securing persons and property from violence, danger and destruction; and for the protection and promotion of the health, comfort, and convenience of the residents of the Village.

NOW THEREFORE, the Board of Managers of Chevy Chase Village does hereby adopt the following ordinance:

AN ORDINANCE TO AMEND THE FISCAL YEAR 2018 BUDGET TO TRANSFER A TOTAL OF \$55,000 TO THE "BROOKVILLE ROAD PARK REDEVELOPMENT" LINE ITEM IN THE CAPITAL BUDGET TO THE FUND THIS PROJECT; FUNDS WOULD BE TRANSFERRED AS FOLLOWS: \$10,000 FROM THE "PROFESSIONAL SERVICES" LINE ITEM IN THE OPERATING BUDGET, \$15,000 FROM THE "STORM DRAIN SYSTEM" LINE ITEM IN THE CAPITAL BUDGET, AND \$10,000 EACH FROM THE "STREETLIGHT UPGRADE", "PUBLIC SAFETY TECHNOLOGY", AND "MOBILE DATA

TERMINALS/PUBLIC SAFETY” LINE ITEMS IN THE CAPITAL BUDGET.

SECTION 1.

BE IT ORDAINED AND ORDERED this 12th day of March, 2018, by the Board of Managers of Chevy Chase Village, acting under and by virtue of the authority granted to it by §5-201 *et seq.* of the Local Government Article, Annotated Code of Maryland, and 206 and Sec. 403 of the Village Charter, that the budget adopted for the 2018 fiscal year, from July 1, 2017 through June 30, 2018, be and the same hereby is amended to:

Authorize a transfer of \$55,000 to the “Brookville Road Park Redevelopment” line item in the capital budget to the fund this project; funds would be transferred as follows: \$10,000 from the “Professional Services” line item in the operating budget, \$15,000 from the “Storm Drain System” line item in the capital budget, and \$10,000 each from the “Streetlight Upgrade”, “Public Safety Technology”, and “Mobile Data Terminals/Public Safety” line items in the capital budget.

AND BE IT FURTHER ORDAINED AND ORDERED, this 12th day of March, 2018, by the Board of Managers of Chevy Chase Village, acting under and by virtue of the authority granted to it by §5-201 *et seq.* of the Local Government Article, Annotated Code of Maryland and Sec. 206 and Sec. 403 of the Village Charter 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 26th day of March, 2018, provided the same is posted at the Village Office for fourteen (14) days prior thereto.

CHEVY CHASE VILLAGE

Michael L. Denger, Chair
Board of Managers
Chevy Chase Village

ATTEST:

Shana R. Davis-Cook, Village Manager

**General Funds and SafeSpeed Budgets
Proposed for Board Amendment on March 12, 2018**

I. Revenue		FY2018	
Income Tax			2,200,000
Property Tax			960,500
Investments & Misc. Income			43,000
Cost Recoveries/Grants			425,757
SafeSpeed Citation Revenue			1,162,500
Total Revenue			4,791,757
II. Costs			
A. On-going Programs	Personnel	Operations	Total
<u>Department Services</u>			
Police	1,456,779	794,220	2,250,999
Communications	400,265	22,720	422,985
Public Works	640,505	367,990	1,008,495
General Government	631,075	161,090	792,165
Professional Services	0	90,000	90,000
<u>Facilities, Fleet, & Infrastructure</u>			
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Lights		42,500	42,500
Subtotal	3,128,624	1,786,433	4,915,057
Surplus/Deficit			(123,300)
B. Capital Projects			
<u>Equipment</u>			
Public Safety Technology			10,000
Mobile Data Terminals/Public Safety			2,000
Snow Blower			6,000
Pick Up Truck			42,000
Medium-Duty Dump Truck			110,000
<u>Projects</u>			
Sidewalk Maintenance			3,500
Street Maintenance			111,000
Streetlight Upgrade			0
Buffer Area Sidewalk Replacement			71,500
Storm Drain System			0
Brookville Road Park Development			137,000
Village Hall: P/W Yard, Fence, Wall Replacement			83,000
Chevy Chase Historical Society Relocation Project			15,000
Subtotal			591,000
Total Costs			5,506,057
III. Budgeted Deficit/Draw on Reserves/Surplus			(714,300)