

Public Safety
Police Personnel & Operations



FY2021 FIRST DRAFT BUDGET

EXPENSE HIGHLIGHTS: POLICE

Specific areas of note within the draft budget.

Police, Personnel

(12 total full-time employees: 11 sworn (incl. 1 contract employee), 1 civilian)

- **Salaries**—Last year, Chief Fitzgerald and Lieutenant Dasilva conducted a thorough review of regional agencies’ compensation packages for sworn officers. This analysis was in response to our recent difficulty recruiting qualified candidates. After months analyzing the data against our existing compensation package and wage structure, in December, Chief Fitzgerald presented me with the attached proposal.

As proposed, police salaries in FY2021 would increase approximately \$103,000 to account for increased salaries across all eligible employees, including a one-time 4% payout to employees who have reached the maximum step on the current pay scale.

The proposed salary adjustments decrease the total number of steps within the pay scale for police, while increasing the starting salary and adjusting the step increases in the first five years from 4% to 5%. Step increases in years 6-10 would be 2.5%/year.

Under the new proposed pay scale, three of our ten existing sworn officers (excluding one contract position) would be eligible for step increases beyond the initial year adjustment.

The proposed budget reflects the proposed wage structure, which impacts the budgets for salaries, overtime, FICA (federal withholding), sick leave, and pension contributions.

- **Health Insurance**—due to plan election and dependent changes, we are anticipating exceeding our budget in the current fiscal year by approximately 7%. As a result, the FY2021 budget reflects an increase above the 5% applied to all other departments to account for this correction.

Police, Operations

- No major operational changes are budgeted and expenses are expected to remain relatively flat.

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BOARD OF MANAGERS

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LEGAL COUNSEL
SUELLEN M. FERGUSON

Memo

To: Shana Davis-Cook, Village Manager
From: John M. Fitzgerald, Chief of Police
Date: December 17, 2019
Re: Police salary schedule modification proposal

I. The Problem

Police agencies locally and nationally are struggling to recruit and hire police officers. The low overall unemployment rate, the negative national narrative stigmatizing police, the constant public scrutiny of police behavior and the challenges of the work itself have combined to make this one of the most difficult times to find and retain police officers. A quick internet search will uncover numerous articles highlighting the problem in cities and towns everywhere.

Here in Chevy Chase Village, our recruitment problem is made even more difficult because we are in competition with other agencies which offer more than we do. We have done exit interviews with officers who have left us, we have spoken with those who have considered leaving, and we have asked applicants during interviews to learn what is important to them. Specifically, we know that three things are the most important factors in an applicant's mind when evaluating a police department:

- starting salary,
- a defined benefit pension, and
- a take-home car.

As you know, we do not provide a defined benefit pension or a take-home car program, and other agencies have increased their starting pay such that our starting salary is not as competitive as it once was.

II. Proposal in Brief

I am not proposing that we implement a defined benefit pension plan or a take-home car program. A pension plan would be extremely costly for the Village to buy into initially, and the ongoing financial liability would be significant and perpetual. In addition to being expensive, a take-home car program would expose the Village to the risk of additional liability, and it would not provide any direct or indirect benefit to our residents or police department operations.

That leaves us with one variable within our control to make the Village Police Department more competitive as an employer: pay. **I am recommending that we substantially increase the starting pay for police officers—without increasing our current maximum pay at the top of the scale—and that we provide greater annual raises in the early years of an officer's tenure before reducing the raises in the later years** (details below). These changes would make us stand out from our competition and it would offset the fact that we do not offer a (costly) pension system or a take-home car program.

III. Police Agency Comparison: Starting Salaries, Pensions, Take-home Cars

The below table gives you a quick view of where the Village Police Department stands today relative to other departments in the region. As we already knew, we are the outlier when it comes to a defined-benefit pension and take-home cars. What we now know is that our starting salary is not among the

higher-paying agencies; it is in the middle of the pack. And when you evaluate our starting pay in the context of not being able to offer a pension and a car, we are no longer competitive.

Comparison: Several Area Agencies' Pay and Select Benefits									
Agency →	Chevy Chase Village	Montgomery County	Rockville	Takoma Park	Gaithersburg	Prince George's County	Greenbelt	Howard County	Laurel
Starting \$	54,142	54,339	63,800	57,314	59,604	55,104	50,086	59,946	54,013
Max \$	93,766	93,706	98,876	90,931	103,023	99,366	88,462	109,408	97,696
Years to max	14	14	15	15-30	14	23	16	19	20
DB Pension	No	Yes	Yes	Yes	No	Yes	Yes	Yes	Yes
Take-home car	No	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes

A quick look at the estimated cost of implementing a take-home car program and a defined-benefit pension system will illustrate how costly these items are to a municipality.

IV. Cost of a Take-Home Car Program

A. Acquisition and Replacement Cost

ACQUISITION COST OF A FULLY-EQUIPPED NEW CAR	
ITEM	COST PER VEHICLE
Vehicle	\$36,500
Mobile radio	5,100
In-car video camera	4,795
Mobile computer	2,633
Printer	1,199
Decals	365
Other equipment (center console, siren controller, transport partition, emergency lights, etc.)	4,759
Install labor	2,500
Total acquisition cost per vehicle	\$57,851

Currently, we have four police cars (three marked and one unmarked). We estimate that a fully-implemented take-home car program for our 11 sworn employees would require the purchase of 10 additional cars for a total fleet of 14 cars. This number would give us three spare cars for periods when an officer's assigned car is in for routine maintenance and to provide a buffer if one or more cars go down for an extended period. Based on the above figures, purchasing and outfitting ten new cars would cost an estimated **\$578,510**.

Although our police car replacement policy is based on the age of our cars (5 years) rather than mileage, we would certainly have to revisit that policy for a take-home program. Regardless of what we ultimately would base our policy on, I believe that we would have to budget for the replacement of at least two cars (**\$120,000** in today's dollars) every year. The total cost could be slightly reduced by re-using some

of the durable items in a new car; this would depend on the age of the item and how long we keep each car prior to replacement.

B. Cost of Operation and Maintenance

ITEM	COST PER YEAR PER VEHICLE	COST FOR 14 VEHICLES PER YEAR
Fuel	2,436	34,104
Repairs and routine service	2,487	34,818
Insurance	705	9,870
Total annual operating cost of the fleet:		\$78,792

The estimated annual cost of operating a fleet of 14 cars would be **\$78,792**.

C. Other Foreseeable Costs

- **Added risk:** With more cars in our fleet and many more miles traveled, the Village has a greater exposure to liability from collisions.
- **Unusual circumstances:** If a car has a mechanical or other problem far outside the Village (and outside of Montgomery County), we would have to arrange for the car to be towed at significant cost of time and money.
- **Citizen complaints/public perception:** If one of our officers is seen speeding or driving in any manner that brings discredit upon us, we would likely receive a complaint and we would have to investigate and take appropriate personnel action if it was verified.

In summary, it would cost almost \$600,000 to get a take-home car program started, and it would cost about \$200,000 per year to keep it going (replacement, fuel and maintenance). Such a program would be of no value to Village residents or to the Police Department; the only benefit would inure to the employee as a commuting perk that would expose the Village to unnecessary risk.

V. Cost of a Defined Benefit Pension Program

As you may know, the existence of defined-benefit (DB) pension systems has declined significantly in the private sector over the last 20 years or so. Although DB systems are still prevalent in the public sector, some governments have moved away from them due to their cost and the uncertainty surrounding market volatility. In spite of their recent decline, DB pensions continue to be the norm in public safety (police/fire) careers.

I have explored Maryland’s group public safety DB system, the Law Enforcement Officers’ Pension System (LEOPS); most of Maryland’s small- to mid-sized law enforcement agencies belong to this system. In order to join, a municipality must first pay the cost (\$7,500) of an actuarial study done by LEOPS to evaluate each employee’s years of service (how close to retirement are they?) and current salary so that LEOPS can determine how much the municipality must pay up front to ‘buy into’ the system and enroll all of its employees. This ‘initiation fee’ can easily be \$1 million or more.

Once enrolled, employers contribute 32.2% of each employee’s salary, and the employee contributes 7% of their earnings, for a combined investment rate of 39.2%. In the FY ’20 budget, police salaries total

\$1,149,834. The employer share (32%) of that is **\$370,000** per year. By contrast, today, the Village contributes a total of \$115,000 (10%) to our employer-funded, employee-directed retirement savings plan.

In the alternative, the Village could establish its own DB system. Like LEOPS, however, the Village would almost certainly have to engage an actuarial study to determine how much it would cost to establish the fund at the outset, and how much the ongoing cost would be. With some of our current employees nearing retirement age now, the initial investment could be sizable. Importantly, the employer's ongoing portion of the funding stream will likely be somewhere around 30% of each employee's salary (3 times our current obligation) in perpetuity. This is a very expensive employee benefit.

In summary, it is clear that a DB system would be expensive to establish, expensive to maintain, and the financial obligation to keep the system funded never ends. Employees who retire under a DB system expect a steady, continuous annuity regardless of market forces. The inverse of that means that the employer is on the hook to sustain the fund—regardless of market forces.

VI. Recommended Changes to the Salary Schedule

A. Overview

Due directly to our lack of a DB pension and/or a take-home car program, we have had an applicant decline a job offer, we have had officers resign and move to other police departments, and we currently have an officer who is actively looking to leave us. Further, our starting salary is such that an officer who leaves is unlikely to lose much—if any—pay. Simply put, we are not competitive as an employer.

Assuming (as I do) that the cost and feasibility of implementing either a pension system or take-home program make them non-starters for the Village, the only remaining variable that can make a meaningful difference in our appeal as an employer is *pay*. My goals are as follows:

- **Establish starting salary that is significantly above that of all other agencies in the area;** it must stand out from the rest. This number is intended to grab the attention of prospective applicants, principally in an effort to counterbalance those things that we do not provide.
- **Create a 2-tiered system of pay raises (steps) so that the increases are accelerated in the first four years, then tapered off in the remaining years.** These larger raises in the early years will likely influence our new-hires to stay with us for at least those 4 years as their salary will continue to be ahead of the competition. Once we taper off the steps after year 4, those officers may begin to look elsewhere—and if so, we would be in a very good position to hire a replacement.
- **Compress the salary schedule from 14 steps (currently) to 9 steps while keeping the maximum salary the same as it is now.** This would avoid the financial load that would result from raising maximum salaries for employees who have long tenure, while simultaneously reducing the time required to achieve the max by a combination of a higher starting pay and an accelerated step schedule.

- **Integrate incumbents into the new schedule.** If the Board accepts and implements this plan, it is possible that a new employee hired pursuant to the new pay schedule could earn more than a veteran employee. We recommend placing incumbents on the new pay scale based upon their years of service. For those employees who have worked for 14 or more years and are already at the maximum pay on our current 14-step scale, we suggest a one-time payout of 4% in recognition of the number of years that they served to get to that level.

B. Details: The Proposed Salary Schedule

A comparison of our current salary schedule with the proposed schedule is displayed in the table below. Right now, each merit step increase is 4% per year until reaching the maximum after the completion of 14 years of service. In the proposed schedule, the pay starts at a much higher point, and each step increase is 5% for the first four years, then it slows to 2.5% for the remaining 9 years when the employee reaches the maximum.

Current vs. Proposed Police Salary Schedule		
Completed years of service ↓	Current (4% step increases each year)	Proposed (5% step increases years 1-4; 2.5% years 5-9)
0 (start)	\$54,142	\$68,500 (26.5% increase over the current starting salary)
1	56,306	71,925
2	58,573	75,521
3	60,923	79,297
4	63,357	83,262 (slow-down point)
5	65,894	85,260
6	68,536	87,306
7	71,282	89,402
8	74,110	91,547
9	77,064	93,744 (max)
10	80,163	
11	83,366	
12	86,694	
13	90,168	
14	93,766 (max)	

VII. First Year Costs

The total costs include salary increases, the suggested one-time payouts, the Village’s 10% contributions to the employees’ retirement savings accounts, and other benefits that are a function of salaries. If this plan is implemented, there will be no need for a cost-of-living adjustment (COLA) for FY21 since this proposed schedule establishes a new pay level for everyone, and there will be only 3 merit step increases (5% for the 2 lowest-paid officers, and 2.5% for the third officer) during the fiscal year. All other sworn officers will be at their maximum pay.

The below table captures the various costs of implementing this proposal effective July 1, 2010 (FY21).

Total First-Year (FY21) Cost of Proposal				
<i>(Salary increases, one-time payouts, FICA, retirement contribution)</i>				
	Years of Service 6/30/2020	FY21 Salary (current schedule— 2% COLA assumed)	FY21 Proposed Salary	Actual payroll increase in FY21
	13.8	87,851.20	93,745.60	5894.40
	10.8	81,278.40	93,745.60	12,467.20
	4.9	66,907.20	85,102.40	18,195.20
	14.9	91,686.40	93,745.60	2,059.20
	17.1	94,018.40	93,766.40	(252)
	0.6	56,722.00	71,530.40	14,808.40
	2.2	58,373.60	73,379.60	15,006.00
	13	88,441.60	93,745.60	5,304.00
Salary subtotals:		625,278.80	698,761.20	
Subtotals X 1.03: (3% cushion for contingencies)		644,037.16	719,724.04	75,686.88
Maxed employees			One-time 4% payouts (proposed)	
	22.7	114,004.80	4,560	
	17.1	93,766.40	3,751	
	24.2	103,396.80	4,136	
			Payout total:	12,447
			Salary increase + one-time payouts:	588,133.88
			Additional FICA payment	6742.24
			Additional retirement contribution	8072.97
			Grand Total of Year 1 Costs	102,949.09

I respectfully recommend that we adopt the proposed salary schedule effective July 1, 2020 (FY21).

CHEVY CHASE VILLAGE
 FY2021 CONSOLIDATED BUDGET
 FIRST DRAFT - Budget Work Session 2/24/2020

		FY'18		FY'19		FY'20		FY'21	
<i>Police Department</i>		<i>Actuals</i>	<i>Actuals</i>	<i>Actuals</i>	<i>Actuals</i>	<i>Budgeted</i>	<i>Budgeted</i>	<i>Proposed</i>	<i>Proposed</i>
Personnel:		<i>Line Items</i>	<i>Subtotals</i>						
Payroll			1,027,237		1,047,733		1,149,834		1,267,769
	Salaries	1,022,509		1,043,047		1,137,834		1,253,769	
	Overtime	4,728		4,686		12,000		14,000	
Employer Obligations			92,920		95,792		114,784		125,800
	FICA-Employer	74,726		75,163		87,984		96,500	
	Unemployment Insurance	1,639		629		6,800		6,800	
	Workers' Compensation	16,555		20,000		20,000		22,500	
Employee Benefits			226,872		266,696		312,169		346,080
	Sick Leave	7,906		8,751		11,000		12,500	
	Health/Dental/Vision Insurance	102,954		136,964		167,794		187,980	
	Life & Disability Insurance	11,360		14,969		15,000		15,750	
	Pension Contributions	103,065		104,594		115,525		127,200	
	Employee Relations	1,587		1,418		2,850		2,650	
Organizational Development			3,772		3,357		5,750		5,750
	Conferences	1,682		1,763		3,000		3,000	
	Dues & Subscriptions	1,360		954		1,000		1,000	
	Employee Recruiting	730		0		1,000		1,000	
	Program Accreditation	0		0		0		0	
	Seminars & Training	0		640		750		750	
	Subtotal	1,350,801	1,350,801	1,413,578	1,413,578	1,582,537	1,582,537	1,745,399	1,745,399

CHEVY CHASE VILLAGE
 FY2021 CONSOLIDATED BUDGET
 FIRST DRAFT - Budget Work Session 2/24/2020

Operations	<i>Actuals Line Items</i>	FY'18	<i>Actuals Line Items</i>	FY'19	<i>Budgeted Line Items</i>	FY'20	<i>Proposed Line Items</i>	FY'21
		<i>Actuals Subtotals</i>		<i>Actuals Subtotals</i>		<i>Budgeted Subtotals</i>		<i>Budgeted Subtotals</i>
Communications		9,044		9,914		11,050		11,050
Internet Access	450		584		550		550	
Office Phone Usage	3,998		4,552		5,000		5,000	
Cell Phone Usage	1,135		1,183		1,500		1,500	
CJIS Logins	700		651		1,100		1,100	
MDT Wireless Service	2,761		2,944		2,900		2,900	
General		11,773		8,051		14,550		14,550
Books & Publications	0		564		100		100	
Reimbursements: Mileage/Other	526		355		350		350	
Printing	320		230		600		600	
Uniforms: Cleaning	3,630		3,410		4,300		4,300	
Uniforms: Cloth	5,711		297		3,800		3,800	
Uniforms: Equipment	1,586		3,195		5,400		5,400	
Insurance		10,339		11,796		11,000		12,000
Police Liability Insurance	5,884		7,714		6,500		7,000	
Police Vehicle Insurance	4,455		4,082		4,500		5,000	
Insurance Deductible	0		0		0		0	
Professional Services		500		0		500		500
Public Safety(Legal)	0		0		0		0	
Medicals & Physicals	452		0		500		500	

CHEVY CHASE VILLAGE
 FY2021 CONSOLIDATED BUDGET
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Service Contracts		475,092		329,437		355,700		355,700
Police Copier Service	2,065		2,389		2,700		2,700	
Police Svc Cnt (Radios/Lasers)	0		0		1,000		1,000	
Gun Range	2,200		1,100		2,000		2,000	
Contractor Processing	470,827		325,948		350,000		350,000	
Supplies		9,943		8,218		13,050		13,050
Police Office Supplies	4,521		2,383		5,000		5,000	
Small Tools & Supplies	383		0		550		550	
Police Ammunition	1,528		2,059		4,000		4,000	
Street Signage	3,511		3,776		3,500		3,500	
Vehicle Operations		20,036		23,052		23,000		23,000
Fuel	10,634		11,163		13,000		13,000	
Maintenance	0		0		2,500		2,500	
Repairs	9,402		11,889		7,500		7,500	
Equipment M&R		735		480		1,500		1,500
Equipment Repair & Maintenance	375		480		1,000		1,000	
Office Equipment & Furniture	360		0		500		500	
Computer & Technical Support		690		3,018		3,700		3,700
Software Upgrades	0		0		200		200	
Hardware Systems	410		2,956		1,000		1,000	
Installations & Setup & Peripherals	280		62		500		500	
SW/Hardware New Sys/Apps	0		0		2,000		2,000	
Subtotal	538,104	538,152	393,966	393,966	434,050	434,050	435,050	435,050
Total Police	1,888,905	1,888,953	1,807,544	1,807,544	2,016,587	2,016,587	2,180,449	2,180,449

Public Safety
Communications Center Personnel & Operations



FY2021 FIRST DRAFT BUDGET

EXPENSE HIGHLIGHTS: COMMUNICATIONS

Specific areas of note within the draft budget.

Communications, Personnel

(5 full-time employees)

- Aside from the standard increases related to salaries and benefits (see pages labeled 3-1), the remaining personnel expenses in this department remain flat.
- **Health/Dental/Vision Insurance**—has been adjusted to reflect actuals. In addition to the 5% increase across all departments, four members of the department have elected coverage (compared to three last fiscal year).

Communications, Operations

- **Office Equipment & Furniture**—decreased by \$1,500 to \$1,000. Funding was increased in FY2020 for the replacement of the department’s two 24-hour chairs. As of the date of this memo, one chair had been replaced and the second chair is slated to be purchased by the end of the fiscal year.

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CHEVY CHASE VILLAGE
 FY2021 CONSOLIDATED BUDGET
 FIRST DRAFT - Budget Work Session 2/24/2020

		FY'18		FY'19		FY'20		FY'21	
		Actuals Line Items	Actuals Subtotals	Actuals Line Items	Actuals Subtotals	Budgeted Line Items	Budgeted Subtotals	Proposed Line Items	Proposed Subtotals
Communications									
Personnel:									
Payroll			273,508		252,943		276,932		293,172
	Salaries	247,858		233,251		255,932		272,172	
	Overtime	25,650		19,692		21,000		21,000	
Employer Obligations			20,091		19,579		22,812		24,428
	FICA-Employer	19,799		18,678		20,812		22,428	
	Unemployment Insurance	0		398		1,000		1,000	
	Workers' Compensation	292		503		1,000		1,000	
Employee Benefits			68,436		56,764		69,105		81,232
	Sick Leave	1,047		1,033		3,000		4,000	
	Health/Dental/Vision Insurance	39,213		29,432		32,125		41,632	
	Life & Disability Insurance	3,595		3,462		4,750		5,050	
	Pension Contributions	23,698		22,136		27,980		29,500	
	Employee Relations	883		701		1,250		1,050	
Organizational Development			225		225		225		225
	Conferences	303		0		0		0	
	Dues & Subscriptions	57		0		75		75	
	Employee Recruiting	375		375		0		0	
	Seminars & Training	0		0		150		150	
	Subtotal	362,770	362,260	329,661	329,511	369,074	369,074	399,057	399,057

CHEVY CHASE VILLAGE
 FY2021 CONSOLIDATED BUDGET
 FIRST DRAFT - Budget Work Session 2/24/2020

Operations	Actuals Line Items	FY'18	Actuals Line Items	FY'19	FY'20	FY'20	Proposed Line Items	FY'21
		Actuals Subtotals		Actuals Subtotals	Budgeted Line Items	Budgeted Subtotals		Proposed Subtotals
Communications		1,423		1,812		2,570		2,570
Office Phone Usage	161		524		1,000		1,000	
Cell Phone Usage	863		868		1,000		1,000	
CJIS Logins	399		385		420		420	
General								
Reimbursements: Mileage/Other	0		35		50		50	
Printing	0		0		100		100	
Service Contracts		13,934		14,520		15,000		16,000
RMS/CAD/Mobile Software	13,934		14,520		15,000		16,000	
Supplies		539		957		2,000		2,000
Comm Ctr Office Supplies	539		957		2,000		2,000	
Equipment M&R		277		340		1,000		1,000
Equipment Repair & Maintenance	277		340		1,000		1,000	
Computer & Technical Support		1,081		997		4,650		3,150
Office Equipment & Furniture	897		897		2,500		1,000	
Hardware Systems	154		100		1,000		1,000	
Installations, Setup & Support	0		0		150		150	
SW/Hardware New Sys/Apps	30		0		1,000		1,000	
Subtotal	17,254	17,254	18,626	18,626	25,220	25,220	24,720	24,720
Total Communications	380,024	379,514	348,287	348,137	394,294	394,294	423,777	423,777

Public Works
Personnel & Operations



FY2021 FIRST DRAFT BUDGET

EXPENSE HIGHLIGHTS: PUBLIC WORKS
Specific areas of note within the draft budget.

Public Works, Personnel

(6 full-time employees)

- Beyond the standard increases related to salaries and benefits (see pages labeled 3-1), the remaining personnel expenses in this department remain flat.
- **Employee Recruiting**—established a small budget of \$500 for the advertising of any positions that may become available. Although we have had expenses related to employee recruiting in prior years, we had not established a separate line in the detailed budget.

Public Works, Operations

- **Contract Collection: Refuse and Recycling**—Both line items have been increased by approximately \$60,000 to reflect anticipated increases under a new contract, which is bring rebid this late winter/spring and will go into effect on July 1, 2020.
- All department-specific operating expenses are unchanged.

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BOARD OF MANAGERS

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CHEVY CHASE VILLAGE
 FY2021 CONSOLIDATED BUDGET
 FIRST DRAFT - Budget Work Session 2/24/2020

Public Works		<i>Actuals</i> <i>Line Items</i>	FY'18	FY'19	FY'20	FY'21			
			<i>Actuals</i> <i>Subtotals</i>	<i>Actuals</i> <i>Line Items</i>	<i>Actuals</i> <i>Subtotals</i>	<i>Budgeted</i> <i>Line Items</i>	<i>Budgeted</i> <i>Subtotals</i>	<i>Proposed</i> <i>Line Items</i>	<i>Proposed</i> <i>Subtotals</i>
Personnel:									
Payroll			409,979	366,375	431,987	447,219			
	Salaries	408,692		365,983	430,987	446,219			
	Overtime	1,287		392	1,000	1,000			
Employer Obligations			40,626	41,035	49,988	53,636			
	FICA-Employer	30,663		27,015	32,988	34,136			
	Unemployment Insurance	581		497	2,000	2,000			
	Workers' Compensation	9,382		13,523	15,000	17,500			
Employee Benefits			121,095	114,808	142,498	150,975			
	Sick Leave	1,747		2,526	3,000	4,000			
	Health/Dental/Vision Insurance	70,843		67,504	87,498	91,875			
	Life & Disability Insurance	4,945		4,646	6,200	6,500			
	Pension Contributions	42,394		39,007	44,000	47,000			
	Employee Relations	1,166		1,125	1,800	1,600			
	Temporary Labor		8,097	17,110	13,000	13,000			
	Contract Labor/Temp Staff	8,097		17,110	13,000	13,000			
Organizational Development			0	659	750	1,250			
	Employee Recruiting			659	0	500			
	Seminars & Training	0		0	750	750			
	Subtotal	579,797	579,797	539,987	539,987	638,223	638,223	666,080	666,080

CHEVY CHASE VILLAGE
 FY2021 CONSOLIDATED BUDGET
 FIRST DRAFT - Budget Work Session 2/24/2020

Operations	<i>Actuals</i> <i>Line Items</i>	FY'18 <i>Actuals</i> <i>Subtotals</i>	<i>Actuals</i> <i>Line Items</i>	FY'19 <i>Actuals</i> <i>Subtotals</i>	<i>Budgeted</i> <i>Line Items</i>	FY'20 <i>Budgeted</i> <i>Subtotals</i>	<i>Proposed</i> <i>Line Items</i>	FY'21 <i>Proposed</i> <i>Subtotals</i>
Communications		2,661		2,686		3,000		3,000
Office Phone Usage	445		0		300		300	
Cell Phone Usage	2,216		2,686		2,700		2,700	
Refuse & Recycling		262,535		248,633		304,360		424,300
Brush	6,844		2,652		22,000		22,000	
Leaves	12,348		8,045		10,000		10,000	
Refuse	21,687		14,358		25,000		25,000	
Contract Collection: Refuse	147,253		148,320		159,560		219,500	
Contract Collection: Recycling	74,403		75,258		87,800		147,800	
General		1,300		1,156		2,500		2,500
Public Works Uniforms	1,300		1,156		2,500		2,500	
Insurance		4,491		5,387		4,900		5,600
Public Works Vehicle Ins.	3,924		5,000		4,300		5,000	
Professional Services		0		0		0		0
Medicals & Physicals	567		387		600		600	
Weather Events		13,735		17,439		33,500		33,500
Weather Events: Labor	6,910		6,752		17,500		17,500	
Weather Events: Material	5,273		9,275		15,000		15,000	
Weather Events: Equipment	1,552		1,412		1,000		1,000	
Supplies		2,661		3,182		4,000		4,000
Tools & Supplies	2,661		3,182		4,000		4,000	
Vehicle Operations		29,458		46,680		41,000		41,000
Fuel	11,309		10,871		13,000		13,000	
Parts & Supplies	0		0		4,000		4,000	
Repairs & Maintenance	18,149		35,809		24,000		24,000	
Equipment M&R		0		298		1,000		500
Equipment Repair & Maintenance	0		298		1,000		500	
Subtotal	316,841	316,841	325,461	325,461	394,260	394,260	514,400	514,400
Total Public Works	896,638	896,638	865,448	865,448	1,032,483	1,032,483	1,180,480	1,180,480

General Government
Personnel & Operations



FY2021 FIRST DRAFT BUDGET

EXPENSE HIGHLIGHTS: GENERAL GOVERNMENT

Specific areas of note within the draft budget.

General Government, Personnel

(5 full time employees, including one contract employee)

- Beyond the standard increases related to salaries and benefits (see pages labeled 3-1), the remaining personnel expenses in this department remain flat.
- **Dues & Subscriptions**—increased by \$500 to reflect an anticipated increase in dues paid to the Maryland Municipal League the rate for which is set by the village's assessable property base, and dues paid to the International City/County Management Association, dues for which are based on a percentage of the manager's salary.

General Government, Operations

- **Halloween Party**—an increase of \$100 to fund continued enhancements in the *Haunted House*—a popular element of this annual event—and to increase the number of pizzas ordered for the event since we ran out in 2019.
- **Bank Charges**—resulting from the new investment account with UBS, we have reestablished an expense line in the amount of \$3,000. As a reminder, we have budgeted for an almost \$15,000 increase in interest income from these investments.

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FY2021 FIRST DRAFT BUDGET

EXPENSE HIGHLIGHTS: PROFESSIONAL SERVICES

Specific areas of note within the draft budget.

Professional Services

- **Legal**—Village Counsel has indicated that she intends to seek an increase in her hourly rate before the end of FY2020. The last increase was in 2015. Legal expenses continue to track well below budget, and we do not expect the proposed rate increase to impact our budget projections for FY2021.

The Village has also engaged ongoing legal representation under a retainer not to exceed \$5,000 as part of a coalition of communities in the appeal of the FCC’s recent orders pertaining to cable franchise agreements.

- **Engineers & Other**—as the Board is aware, we continue to increase our use of civil engineering expertise in the review and maintenance of public spaces (such as the Buffer) and in the review of Village and private property projects.

Additionally, the recent effort to review and increase salaries for sworn personnel warrants a review of our other civilian positions to ensure that our compensation remains fair and competitive. The last such review was done in 2007 and involved a more comprehensive assessment of staffing. In FY2021, I would like to work with a firm to specifically review compensation for non-sworn positions to determine whether any adjustments are warranted. I would propose any approved changes be implemented in FY2022.

To accommodate the increased use of our civil engineer as well as a comp and class study \$20,000 has been shifted from legal (which continues to track well under budget) to cover our increased use of engineering support. Overall, the budget category will remain at \$100,000 with \$70,000 allocated to legal and \$30,000 to Engineers & Other.

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CHEVY CHASE VILLAGE
 FY2021 CONSOLIDATED BUDGET
 FIRST DRAFT - Budget Work Session 2/24/2020

		Budgeted	FY'18	Actuals	FY'19	Budgeted	FY'20	Proposed	FY'21
		Line Items	Budgeted Subtotals	Line Items	Actuals Subtotals	Line Items	Budgeted Subtotals	Line Items	Proposed Subtotals
General Government									
Personnel:									
Payroll			386,959		399,140		476,024		501,850
	Salaries	381,755		395,708		471,524		497,350	
	Overtime	5,204		3,432		4,500		4,500	
Employer Obligations			28,877		29,474		41,121		42,900
	FICA-Employer	28,223		28,544		36,271		38,050	
	Unemployment Insurance	420		427		850		850	
	Workers' Compensation	234		503		4,000		4,000	
Employee Benefits			85,159		102,729		147,400		155,400
	Sick Leave	3,304		3,580		5,000		6,000	
	Health/Dental/Vision Insurance	42,640		57,081		86,776		91,150	
	Life & Disability Insurance	3,855		4,038		6,200		6,500	
	Pension Contributions	34,562		36,882		47,924		50,250	
	Employee Relations	798		1,148		1,500		1,500	
Organizational Development			32,736		61,896		25,800		26,300
	Conferences	4,483		4,205		6,800		6,800	
	Dues & Subscriptions	15,627		16,908		15,500		16,000	
	Employee Recruiting	9,934		2,481		500		500	
	Temp Labor	2,692		38,051		0		0	
	Seminars & Training	0		251		3,000		3,000	
	Subtotal	533,731	533,731	593,239	593,239	690,345	690,345	726,450	726,450

CHEVY CHASE VILLAGE
 FY2021 CONSOLIDATED BUDGET
 FIRST DRAFT - Budget Work Session 2/24/2020

	<i>Actuals Line Items</i>	<i>FY'18 Actuals Subtotals</i>	<i>Actuals Line Items</i>	<i>FY'19 Actuals Subtotals</i>	<i>Budgeted Line Items</i>	<i>FY'20 Budgeted Subtotals</i>	<i>Proposed Line Items</i>	<i>FY'21 Proposed Subtotals</i>
Operations								
Communications		6,385		6,669		8,100		8,100
Office Phone Usage	3,961		4,424		5,000		5,000	
Cell Phone Usage	1,464		1,285		2,100		2,100	
MDT Wireless Service	960		960		1,000		1,000	
Community Events		21,366		24,560		27,500		27,600
Halloween	1,482		1,651		1,700		1,800	
Winter Holiday Party	14,475		15,239		15,500		15,500	
Other Community Events	3,255		4,565		8,500		8,500	
Annual Meeting	295		188		200		200	
July 4th	1,859		2,917		1,600		1,600	
General		25,892		19,797		33,350		36,350
Payroll Processing	5,084		5,229		6,500		6,500	
Bank Charges	0		0		0		3,000	
Newsletter	6,784		7,143		8,500		8,500	
Elections	0		0		1,500		1,500	
Books & Publications	0		0		100		100	
Meeting Expenses	0		101		1,500		1,500	
Reimbursements: Mileage/Other	754		445		500		500	
Metered Postage	2,010		1,292		1,500		1,500	
Bulk Permit Postage	3,725		2,925		4,000		4,000	
General Postage	520		399		750		750	
Printing	7,015		2,263		8,500		8,500	

CHEVY CHASE VILLAGE
 FY2021 CONSOLIDATED BUDGET
 FIRST DRAFT - Budget Work Session 2/24/2020

Insurance		24,753		22,050		32,850		32,850
General & Excess Liability	17,300		16,183		24,850		24,850	
Primary Endorsements (LGIT)	888		0		1,000		1,000	
Public Officials	4,474		3,776		5,000		5,000	
Treasury, Fidelity & Crime	2,091		2,091		2,000		2,000	
Professional Services		17,652		22,020		22,500		23,250
Accounting & Audit	8,850		13,439		12,750		13,500	
Legal:Notices	0		0		1,500		1,500	
Website Maintenance & Improvement	8,802		8,581		8,250		8,250	
Service Contracts		9,201		8,263		9,515		9,515
Admin Copier/Fax Service	7,134		6,231		7,100		7,100	
Postage Meter & Scale Rental	713		678		915		915	
Accounting Software Contract	1,354		1,354		1,500		1,500	
Supplies		3,888		4,941		7,500		7,500
Administration Office Supplies	3,888		4,941		7,500		7,500	
Equipment M&R		600		600		600		600
Equipment Repair & Maintenance	0		535		600		600	
Computer & Technical Support		6,483		13,012		14,975		14,975
Office Equipment & Furniture	152		112		625		625	
Software Upgrades	0		0		1,750		1,750	
Hardware Systems	0		1,286		3,000		3,000	
Data Backup	6,320		8,022		7,500		7,500	
Installations & Setup	0		0		200		200	
Peripherals	11		192		400		400	
SW/Hardware New Sys/Apps	0		3,400		1,500		1,500	
Subtotal	115,620	116,220	121,847	121,912	156,890	156,890	160,740	160,740
Total General Government	649,351	649,951	715,086	715,151	847,235	847,235	887,190	887,190
Professional Services	<i>Actuals</i>	<i>FY'18</i>	<i>Actuals</i>	<i>FY'19</i>	<i>Budgeted</i>	<i>Budgeted</i>	<i>Proposed</i>	<i>Proposed</i>
	<i>Line Items</i>	<i>Actuals</i>	<i>Line Items</i>	<i>Actuals</i>	<i>Line Items</i>	<i>Subtotals</i>	<i>Line Items</i>	<i>Subtotals</i>
Legal-General Counsel	36,864	36,864	43,763	43,763	90,000	90,000	70,000	70,000
Engineers & Other	3,739	3,739	17,165	17,165	10,000	10,000	30,000	30,000
Total Professional Services	40,603	40,603	60,928	60,928	100,000	100,000	100,000	100,000
Subtotal On Going Operations	3,855,521	3,855,659	3,797,293	3,797,208	4,390,599	4,390,599	4,771,896	4,771,896

Facilities, Fleet & Infrastructure
Village Hall
Parks, Trees & Greenspaces
Tree Program & Lights



FY2021 FIRST DRAFT BUDGET

EXPENSE HIGHLIGHTS: FACILITIES, FLEET & INFRASTRUCTURE

Specific areas of note within the draft budget.

Village Hall

- **Janitorial Services**—we have adjusted the budget in anticipation that costs will increase when this contract is re-bid this spring. The new contract will go into effect on July 1, 2020.
- **Generator**—slightly increased by \$800. The generator is in good working order, but is requiring more maintenance due to age.
- **Heating & Air Conditioning**—major systems throughout the building have been replaced or repaired in recent years. Ellen Sands has spent time investigating maintenance contracts with local vendors, however, they do not provide the level of fiscal surety we had hoped and many of the system failures that we had experienced in recent years would continue to be invoiced above the annual maintenance fees. For now, we have determined that we would not see any measurable savings by entering into a formal maintenance agreement. We will continue to have the systems routinely inspected and maintained, which appears to be a more economical route for now. We have increased the budget by \$2,500 to reflect the cost of ongoing maintenance and repairs.
- **Boiler**—we have entered into an annual maintenance contract for the building’s boiler system. The contract is \$600/year.

Parks, Trees & Greenspaces

- **Turf & Shrubs**—in FY2020, we increased this line in anticipation of the potential replacement of the stands of boxwood along Connecticut Avenue and in the area along Chevy Chase Circle between Magnolia Parkway and Grafton Street. The boxwood had been declining in recent years and we anticipated that full replacement would be required.

After consulting with a boxwood expert, the Village Arborist, Dr. Tolbert Feather, has begun a multi-year maintenance program, which we believe will help revive the historic stands of boxwood in Village rights-of-way. Accordingly, the budget has been reduced by \$14,500 to \$2,500, which is the amount we spend on average each year.

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- **Tree Program**

- increased our routine pruning budget by \$10,000 to \$75,000 to reflect a more thorough pruning program. As the Board is aware, Dr. Feather and Director of Public Works Jerry Lesesne now conduct a quarterly assessment of public trees, coupled with our aggressive planting program have resulted in increased pruning expenses.
- increased the removals budget by \$20,000 to \$45,000 as removals have also increased in recent years due to the quarterly assessments by Dr. Feather and Mr. Lesesne, as well as environmental impacts.
- additional removals have also increased our stump grinding costs. Stump grinding operations are almost always performed by our Public Works staff and the cost to rent the stump grinder averages around \$3,000/week. The budget was increased by \$2,000 to \$7,500.

- All remaining expenses remain unchanged.

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CHEVY CHASE VILLAGE
 FY2021 CONSOLIDATED BUDGET
 FIRST DRAFT - Budget Work Session 2/24/2020

Facilities, Fleet & Infrastructure Village Hall	<i>Actuals Line Items</i>	FY'18	<i>Actuals Line Items</i>	FY'19	FY'20	FY'20	FY'21	FY'21
		<i>Actuals Subtotals</i>		<i>Actuals Subtotals</i>	<i>Proposed Line Items</i>	<i>Proposed Subtotals</i>	<i>Proposed Line Items</i>	<i>Proposed Subtotals</i>
Systems & Structures		2,920		4,702		17,500		17,500
Building:Systems & Structures	0		358		10,000		10,000	
Building:Repair & Maintenance	455		2,118		3,000		3,000	
Building:Finshes/Public	2,465		2,226		4,500		4,500	
Insurance		2,150		2,070		2,475		2,475
Boiler	0		0		275		275	
Property (LGIT)	2,150		2,070		2,200		2,200	
Service Contracts		47,752		39,063		43,396		52,000
Janitorial Services	26,527		28,371		30,536		35,000	
Security Cameras	3,071		3,268		3,360		3,600	
Generator	629		1,699		1,500		2,300	
Heating & Air Conditioning	17,525		5,725		8,000		10,500	
Boiler							600	
Supplies		2,796		3,968		4,450		4,750
Consumables:Building	2,796		3,968		4,200		4,500	
Small Tools & Supplies	0		0		250		250	
Utilities		31,664		32,438		38,000		38,500
Building Electricity	21,812		21,246		22,000		22,500	
Gas	6,150		5,602		9,000		9,000	
Water & Sewer	3,702		5,590		7,000		7,000	
Subtotal	87,282	87,282	82,241	82,241	105,821	105,821	115,225	115,225

CHEVY CHASE VILLAGE
 FY2021 CONSOLIDATED BUDGET
 FIRST DRAFT - Budget Work Session 2/24/2020

	<i>Actuals</i>	<i>FY'18</i>	<i>Actuals</i>	<i>FY'19</i>	<i>Budgeted</i>	<i>FY'20</i>	<i>Proposed</i>	<i>FY'21</i>
<i>Parks, Trees & Greenspace</i>	<i>Line Items</i>	<i>Actuals</i>	<i>Line Items</i>	<i>Actuals</i>	<i>Line Items</i>	<i>Budgeted</i>	<i>Line Items</i>	<i>Proposed</i>
		<i>Subtotals</i>		<i>Subtotals</i>		<i>Subtotals</i>		<i>Subtotals</i>
Communications		7,734		9,570		8,250		8,250
Emergency Phones	3,053		1,569		1,450		1,450	
Security Cameras/Contracts/Phones	4,681		8,001		6,800		6,800	
Grounds & Amenities		51,296		42,802		63,000		51,500
Fixtures, Accessories & Fence	16,873		5,656		5,000		8,000	
Turf & Shrubs	2,096		2,329		17,000		2,500	
Landscape Maintenance Services	27,661		29,732		30,000		30,000	
Belmont Buffer M&R	3,416		5,085		6,000		6,000	
Landscape Design	0		0		0		0	
Western Grove Park Maintenance	1,250		0		5,000		5,000	
Service Contracts		5,001		9,276		7,388		7,388
Pest Control Services	1,137		1,017		1,388		1,388	
Irrigation Systems	3,864		8,259		6,000		6,000	
Supplies		250		0		250		250
Small Tools & Supplies	0		0		250		250	

Capital Equipment Purchases
Capital & Special Projects

Memo

To: Board of Managers
From: Ellen Sands, Director of Municipal Operations
CC: Shana Davis-Cook, Village Manager
 Demetri Protos, Finance Director
Date: 2/20/2020
Re: Draft FY2021 – FY2026 Capital Improvements Program Budget

This year's Capital Improvements Program (CIP) budget includes projects/expenditures totaling \$666,500 for FY2021 and \$2,370,000 over the life of the six-year CIP. The proposed combined FY2021 CIP represents an increase of \$125,000 over its combined value in FY2020. At this time we have completed many Village-wide Capital Projects (Brookville Road Park, the sidewalks at the Village Hall and Buffer and Public Works fence replacement) and resources are being dedicated to the stormwater infrastructure project, ongoing repairs and maintenance projects such as improvements to the Village Hall and replacements of vehicles and equipment.

In order to assist the Board in reviewing the FY2021 – FY2026 CIP, a brief description of the projects and expenditures for FY2021 and comparison summary are provided below.

Projects:

Sidewalk Maintenance:

This ongoing project proactively maintains and repairs Village sidewalks. The brick sidewalks are set in stone dust and are designed to settle and shift to accommodate tree roots. Repairs due to this settling or to address puddling of water in low spots are usually modest adjustments to the stone dust base and the work can typically be carried out by the Public Works Department, however, major repairs may be assigned to a contractor. We continue routine monitoring of all sidewalks, to proactively identify possible safety concerns. Sidewalks are repaired using the Village's approved brick type and pattern, and existing bricks are re-used whenever possible.

FY2021 Value	Total 6-Yr. Value
\$3,500	\$21,000

Street Maintenance and Repair Program:

This project provides for the on-going maintenance and repair of the Village's roadways, curbs and storm drainage infrastructure using concrete and hot mix asphalt. The Village maintains a total of 8.1 miles of roadway or 27 lane miles. All streets have now been repaved and are in good condition. Village roadways will be repaved on a revolving 20-year basis as their condition warrants. Funding allocations reflect ongoing maintenance and repairs. The budgeted figures reflect current costs that can be affected

by oil price volatility, labor costs and adherence to the Village's living wage policy. Several repairs were made this past fiscal year either due to normal deterioration or, in one case, a tree being uprooted. All repairs were made within budget and oil prices have not risen hence the value has not been adjusted.

FY2021 Value	Total 6-Yr. Value
\$50,000	\$300,000

Streetlight Upgrades:

This program serves to enhance and upgrade existing streetlights in addition to installing new LED or high-pressure sodium streetlights in identified dark areas, thereby creating safer pedestrian and vehicular access throughout the Village. These replacements occur on an as-needed basis and no overall replacement program is planned until LED technology and Pepco subsidies stabilize. Pepco representatives have indicated informally that subsidies will be increasing in the next year at which time it would be prudent to consider full LED conversion. One new light was installed in FY20, pursuant to a resident request at a cost of \$1,000. The yearly expenditure has not been adjusted since last year.

FY2021 Value	Total 6-Yr. Value
\$10,000	\$60,000

Municipal Storm Drain System:

The project for the Hesketh/West Irving Street block is now in the late design and early construction drawing stage. In response to the Board's direction at your meeting on February 10, 2020, the Village's civil engineer has been directed to pursue installation of a drainpipe and inlet system at the western end of the project block, extending from Cedar Parkway east to about mid-block. It is anticipated that the revised project scope will address the most critical flooding areas. The Board also directed the engineer to explore property-by-property solutions at the eastern end of the block. The cost of the pipe portion of the project has been revised downwards by \$100,000, however, because it remains to be seen how many properties may require accommodations at the east end of the block, the budget allocation for the construction phase of the project remains unchanged. Additionally, we continue to assess other areas in the Village that may require stormwater management solutions.

FY2021 Value	Total 6-Yr. Value
\$330,000	\$840,000

Public Safety Technology and Equipment

This project would further enhance the Village Police Department's strategies and practices to prevent and reduce crime throughout the Village as supported by the Village Public Safety Committee. Currently being explored are body-worn cameras, GPS-enabled bait items, protective apparel, and other crime-fighting equipment to support officers' efforts to deter crime and respond to emergencies. No actual expenditures are anticipated in the balance of FY2020.

FY20201 Value	Total 6-Yr. Value
\$20,000	\$120,000

*Laurel Park Hydrology and Engineering Study:
(No change since last year due to the County's current budget priorities).*

This project will study the water runoff and flow through Laurel Park and the existing "rain garden" located at the south end of Laurel Park. Sections of the stream bed have been experiencing erosion due to the increased severity of weather events in recent years and the installation of two (2) curb inlets that were installed at the south end of the park back in 2011. The study will determine what mitigation measures should be implemented to slow the velocity of storm water entering the park, and how adjacent roadways should be protected from stream bank cut back. The study will also review the overall placement of the existing "rain garden" to determine the most effective location and proper design to maximize its potential to filter storm water runoff.

This project is currently in the planning phase. However, after consultation with Montgomery County Department of Environmental Protection (DEP) personnel, the opportunity exists to partner with the County in support of the design and construction of the project. In light of the County's current budget priorities under which they are only focusing on critical projects, the project has been deferred until FY2022; however, county DEP personnel has committed to assist the Village to continue monitoring the erosion in the stream bed to determine whether earlier action is warranted.

FY2021 Value	Total 6-Yr. Value
\$0	\$100,000

*Village Hall Repairs
Floor Refinishing at the Village Hall*

As an historic structure and resource, our Village Hall requires upkeep and repair. The oak floors are subject to a high volume of foot traffic and heavy use during public events. Floors in the admin and entry areas were refinished in 2009, however, the floors in Humphrey Hall, and the Tuohey Conference and Lambert Rooms have not been refinished since the building renovation in 2002. Additionally, there are a few areas of damaged wood that have become hazardous, with broken and splintering boards.

Since the last re-finishing, commercial grade polyurethane finishes have improved quite a bit, so once refinished we can expect better protection of these floors than previously. Additionally, if the condition of the finish is monitored it is possible to perform a "buff and re-coat" refinishing prior to requiring a wholesale sand and refinish. The preferred product now is a two-step seal and coat process.

FY2021 Value	Total 6-Yr. Value
\$25,000	\$25,000

Equipment Expenditures:

Public Works Equipment:

Staff recommends an alteration to the replacement schedule in order to replace the skid steer loader in FY2021, because it is not meeting our needs. Due to the non-articulated "skid" operation of the axles the current skid steer cannot be used on turf so it is not useful for tree planting and it can damage asphalt roadways in hot weather. Further, because it can only accommodate one accessory at a time it is burdensome for Public Works staff to use because they have to stop to change out attachments. The Director of Public Works has researched a better equipment option which can be used on turf and which has front and rear attachment options so that it can accommodate both a bucket (for moving earth) and an auger (for digging tree planting holes).

FY2021 Value	Total 6-Yr. Value
\$48,000	\$112,000

Vehicle Expenditures:

Public Safety Vehicles – Police Cruisers

The Police department’s fleet includes three marked and one unmarked surveillance vehicle for the performance of public safety operations. The marked vehicles are replaced every five years and the surveillance vehicle is replaced on an as-needed basis. Cost of the vehicles includes all equipment, including mobile data terminals (laptops) for each. Two fully outfitted cruiser replacements are scheduled for FY2021.

FY2021 Value	Total 6-Yr. Value
\$108,000	\$456,000

Public Works Vehicles:

Vehicles are evaluated annually for adjustments to the replacement schedule. The medium duty dump truck is scheduled to be replaced this fiscal year.

FY2021 Value	Total 6-Yr. Value
\$120,000	\$354,000

CIP Comparison Summary

Projects:

	CIP Value as of FY2020	CIP Value as of FY2021	Difference
Infrastructure			
Sidewalk Maintenance Program	\$21,000	\$21,000	\$0
Street Maintenance and Repair Program	\$300,000	\$300,000	\$0
Streetlight Upgrades	\$60,000	\$60,000	\$0
Municipal Storm Drain System	\$840,000	\$840,000	\$0
Public Safety			
Public Safety Technology and Equipment	\$120,000	\$120,000	\$0
Public Spaces			
Laurel Park Hydrology and Engineering Study	\$100,000	\$100,000	\$0
Village Hall/Office			
Repair/Refinish Wood Floors	\$0	\$25,000	(\$25,000)
Total	\$1,441,000	\$1,466,000	(\$25,000)

Expenditures:

	CIP Value as of FY2020	CIP Value as of FY2021	Difference
General Government			
<i>Equipment:</i>	\$18,000	\$20,000	(\$2,000)
<i>Vehicles:</i>	\$28,000	\$40,000	(\$12,000)
Subtotal:	\$46,000	\$60,000	(\$14,000)
Public Safety			
<i>Communications Equipment:</i>	\$30,000	\$30,000	\$0
<i>Vehicles:</i>	\$336,000	\$348,000	(\$12,000)
Subtotal:	\$366,000	\$378,000	(\$12,000)
Public Works			
<i>Equipment:</i>	\$38,000	\$112,000	\$74,000
<i>Vehicles:</i>	\$354,000	\$354,000	\$0
Subtotal:	\$392,000	\$466,000	(\$74,000)
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Overall Total	\$804,000	\$904,000	(\$100,000)

CHEVY CHASE VILLAGE
 FY2021 CONSOLIDATED BUDGET
 FIRST DRAFT - Budget Work Session 2/24/2020

Capital Equipment Purchases

Department/Category								
General Government		0		0	0	0		50,000
Equipment Purchases, Computer Server	0		0		0		10,000	
Vehicle Purchases	0		0		0		40,000	
New Technology		3,539		0		128,000		158,000
Radio Upgrades	0		0		0		30,000	
Vehicle Purchases	0		0		108,000		108,000	
Public Safety Technology	3,539		0		20,000		20,000	
Communications		0		0		0		0
Equipment Purchases	0		0		0		0	
Public Works		152,819		0		0		168,000
Equipment Purchases	0		0		0		48,000	
Vehicle Purchases	152,819		0		0		120,000	
Subtotal	156,358	156,358	0	0	128,000	128,000	376,000	376,000

CHEVY CHASE VILLAGE
 FY2021 CONSOLIDATED BUDGET
 FIRST DRAFT - Budget Work Session 2/24/2020

Capital and Special Projects

Street Light Upgrades	0	0	0	0	10,000	10,000	10,000	10,000
Street Maintenance	102,436	102,436	0	0	50,000	50,000	50,000	50,000
Buffer Area Sidewalk Replacement	73,400	73,400	0	0	0	0	0	0
Municipal Storm Drain System	0	0	9,701	9,701	100,000	100,000	330,000	330,000
Sidewalk Maintenance	0	0	5,130	5,130	3,500	3,500	3,500	3,500
Brookville Road Park Development	121,430	121,430	12,757	12,757	0	0	0	0
Village Hall Floor Refinishing & Maintenance							25,000	25,000
Village Hall Sidewalk, P/W Yard Fence Wall Rep	94,624	94,624	1,553	1,553	0	0	0	0
Historical Society Donation	15,000	15,000	0	0	0	0	0	0
Subtotal	406,890	406,890	29,141	29,141	163,500	163,500	418,500	418,500
Subtotal Capital Projects	563,248	563,248	29,141	29,141	291,500	291,500	794,500	794,500
Total Expenses	4,703,887	4,703,590	4,133,954	4,133,869	5,057,908	5,057,908	5,972,109	5,972,109