

VILLAGE COUNCIL

MELANIE ROSE WHITE, *Mayor*
MICHAEL MEZEY, *Chairman*
BRUCE R. PIRNIE, *Vice Chairman*
ALFRED MULLER, M.D., *Secretary*
PAULA DURBIN, *Treasurer*
MICHAEL J. DORSEY, *Parliamentarian*
CAROLINA ZUMARAN-JONES, *Historian*
JULIAN P. MANSFIELD, *Village Manager*

VILLAGE OF FRIENDSHIP HEIGHTS

4433 SOUTH PARK AVENUE
CHEVY CHASE, MARYLAND 20815

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APPROVED MINUTES

PUBLIC SESSION

FRIENDSHIP HEIGHTS VILLAGE COUNCIL

Conducted via Zoom

May 18, 2021

ATTENDEES:

Melanie Rose White, Mayor
Michael Mezey, Chairman
Bruce Pirnie, Vice Chairman
Paula Durbin, Treasurer
Alfred Muller, MD Secretary
Michael Dorsey, Parliamentarian
Carolina Zumaran-Jones, Historian
Julian Mansfield, Village Manager
Robert Shapiro, Assistant Village Manager
Anne O'Neil, Program Director
Sabrina Hamm, Recording Secretary from The Professional Documents Service
19 Additional Participants at Highest Court

CALL TO ORDER:

Mayor White called the meeting to order at 7:30 p.m.

APPOINTMENT OF OFFICERS:

Dr. Muller moved, Mayor White seconded approval of the following slate of officers for the Council:

Melanie Rose White, Mayor
Michael Mezey, Chairman
Bruce Pirnie, Vice Chairman
Paula Durbin, Treasurer
Alfred Muller, MD, Secretary
Michael Dorsey, Parliamentarian
Carolina Zumaran-Jones, Historian

The motion carried unanimously (7-0-0).

Mayor White will recommend Council Committee appointments during the June 14, 2021 Council meeting. Members of the Community Advisory Committee and the Program Advisory Committee will also be appointed in June 2021.

COMMENTS/QUESTIONS TO AND FROM COUNCIL:

The Council received comments from the following persons:

- Afsaneh Mirfendereski congratulated the Councilmembers on their re-election; congratulated Al Muller on being elected to the Council; raised ideas for the Council website to improve communication; inquired whether there is a mechanism that can be used to reach all seven councilmembers; and reported the bus schedule listed on the Council's website is out-of-date.
- Joe Bucherer inquired whether the Village Council meeting agendas can be posted to the website. Mr. Mansfield stated the agendas are already posted along with the Zoom link. Ms. Zumaran-Jones suggested making the information easier to find.
- Barbara Tauben offered congratulations to the new and re-elected Council members.

Mr. Mezey thanked Roger Cochetti for running for the Village Council. Dr Muller suggested that Mr. Cochetti be invited to serve on the Citizens' Advisory Committee (CAC).

Mr. Dorsey offered information from the Freedom of Information Act that indicates public employees' name, grade, salary, title, and duty station is considered public information. Additionally, the 15th edition of the Maryland Public Information Manual dated November 2020 indicates information regarding salaries, and bonuses related to public employees may not be withheld as personnel matters.

MAYOR'S ANNOUNCEMENTS:

Mayor White announced that the Brookville Pharmacy will conduct COVID vaccine clinics at the Village Center every Friday through June 18, 2021. Vaccines will be available by appointment only to anyone 18 years of age and over, and can be scheduled via the Village's website (www.friendshipheightsmd.gov).

SECRETARY'S REPORT:

Ms. Durbin moved, Mayor White seconded, to approve the minutes from the Council's Public Session held on April 12, 2021 as presented. The motion carried by a vote of six in favor, zero opposed, and one abstained due to not being on the Council in April (Dr. Muller) (6-0-1).

TREASURER'S REPORT:

Mayor White presented a Council financial summary (attached) for period ending April 30, 2021.

COMMITTEE REPORTS:

Report from the Community Advisory Committee (CAC): Mayor White reported the Community Advisory Committee met on Wednesday, May 12, 2021 and discussed the following matters:

- (1) Comments were raised that Highland House West did not receive their May 2021 newsletter.
- (2) Comments were raised that 4620 N. Park's new driveway lights are working inconsistently and causing a disturbance to nearby residents. **A member of the CAC will send an email to the resident liaison for 4620 N. Park.**
- (3) A new dry cleaner will open at the former Papyrus site.
- (4) A small Kaiser Permanente will open in the Chevy Chase pavilion.
- (5) The Little Beet Restaurant re-opened on Friday, May 14, 2021 as a less formal, less expensive eatery.

(6) Requests were raised for the Village Center to re-open, and for the nurses to resume the provision of blood pressure checks.

The next CAC meeting will convene on Wednesday, June 9, 2021 at 5:15 p.m.

Report from Citizens Coordinating Committee on Friendship Heights: Mayor White reported the CCCFH met on Wednesday, April 21, 2021. Discussions were held concerning the following matters:

- (1) Mayor White's term as Chair of the CCCFH will end on Wednesday, May 19, 2021. However, she will still serve on the Executive Board as the Ex Officio Chair.
- (2) The CCCFH voted to approve the Summer Citizens Association as a member of the committee, which brought the total number of organizations to 23.
- (3) An update and discussion was had regarding Thrive Montgomery 2050. The CCCFH recently created an informative flyer regarding the initiative which will soon be distributed throughout the community.

The next meeting of the CCCFH will be held on Wednesday, May 19, 2021 at 7:30 p.m.

OLD BUSINESS:

Broker Presentation - Possible Tenant for 4602 North Park Avenue

Brad Riddle reported a group of local artists expressed an interest in leasing 4602 N. Park Avenue. They presented a plan to have six individual artists working at the property, with each of them being fully liable for any potential lease agreement. In addition to working on their art at the location, they also intend to periodically hold art shows throughout the year. They proposed leasing the property for one year for \$3,000 per month, plus the cost of utilities and trash. While the proposed rent is below the asking rent of \$5,000 per month, Mr. Riddle asked the Council to strongly consider the offer from the artists since the commercial real estate market - in particular office space rentals - remains quite challenging as a result of the COVID-19 pandemic. The vacancy rate in the area remains high, with the current supply far outweighing the current level of demand. Mr. Riddle noted the short lease term does not lock the Village into a long-term commitment at the reduced rate. **Dr. Muller moved and Mr. Dorsey seconded for purpose of discussion that rental be tabled so that a village concierge service could be implemented and located in 4602 North Park Avenue (proposal attached). The motion was defeated by a vote of one in favor, six opposed. (6-1).**

Following a Council discussion as well as comments received from Carol Kleinman and Jan Rowland, **Mr. Dorsey moved, Ms. Zumaran-Jones seconded, to have Brad Riddle proceed with negotiating a one-year lease with the group of local artists. The motion carried by a vote of six in favor, one opposed (Dr. Muller), and zero abstained (6-0-1).**

Mr. Riddle then reported on an unsolicited inquiry from Zelda Heller, a Long & Foster agent, who represents 1788 Holdings who are interested in purchasing 4602 N. Park Avenue as part of assemblage of properties on Parcel 6 for high-rise development.

Ms. Heller was later in attendance during the Council Meeting, and expressed being open to a suggestion or price regarding the purchase of 4602 N. Park Avenue. Mr. Mezey stated there is no interest from the Village Council in placing the house on the market. If the Council decides to place the property on the market, Ms. Heller's client will be able to bid on the property along with others.

Proposal to Remove Five Village Trees

The Council advertised for bids to remove five Village trees according to the arborist's recommendations. The trees to be removed include two river birch trees outside the Village Center, one maple tree in Humphrey Park, and two pin oaks on The Hills Plaza. Proposals were provided by six companies (Village Manager's summary attached). Management recommended contracting with Adirondack Tree Experts.

Mr. Dorsey moved, Ms. Zumaran-Jones seconded, to contract with Adirondack Tree Experts to remove the five trees noted by the arborist at a cost of \$5,250. The motion carried unanimously (7-0-0).

Report on Village Response to Coronavirus

Mr. Mansfield reported the vaccination clinics will continue at the Village Center every Friday until mid-June 2021. Montgomery County has announced the anticipated loosening of some COVID restrictions at the end of May 2021, and an intention to re-open some facilities in June 2021. It is therefore anticipated that the Village Center will re-open sometime in June 2021. **Mr. Mansfield and Ms. O'Neil will develop a re-opening plan for the Center that will be shared with the Council.**

Ms. O'Neil reported the County has announced plans to re-open two senior centers at 50 percent capacity—Damascus and Holiday Park—on Monday, June 14, 2021. Attendance will require pre-participation, completion of a self-assessment questionnaire, and wearing a mask. People will only be able to sit together if they are members of the same household. Groups must maintain a minimum of six feet of distance from other groups. Any food service offered will be pre-packaged.

Programs

Ms. O'Neil reported all of the outdoor summer concerts have been arranged, and will begin in June 2021.

NEW BUSINESS:

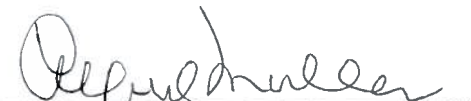
Request from The Carleton to Remove Three Magnolia Trees

Mr. Steve Butler, Manager of The Carleton Condominium, submitted a request to the Council to have three magnolia trees removed from The Carleton's property. The roots of the trees are disturbing the property's sprinkler system and the building's foundation. One tree is at the front corner of the building, and two are on Willard Avenue. **Mr. Pirnie moved, Dr. Muller seconded, denying the tree removal request submitted by The Carleton to afford time for the arborist to review the matter and propose possible solutions. The motion carried unanimously (7-0-0).**

ADJOURNMENT:

There being no further business before the Council, Ms. Durbin moved, Ms. Zumaran-Jones seconded, for adjournment of the meeting at 9:07 p.m.

Respectfully submitted:


Alfred Muller, MD, Secretary

The Friday Memo

June 3, 2021

Page 2

Council consideration regarding a potential tenant for the space at 4602 North Park Avenue.

Here is his summary of the presentation:

There is a group of local artists that are interested in leasing 4602 N. Park Ave. The group is led by Jan Rowland, Jan Konner & Amy Sabrin. They have a plan of having six (6) individual artists working at the property with each of them being fully liable for any potential lease agreement. In addition to working on their art at the location they also plan on having art shows periodically during the year. They have proposed leasing the property for one (1) year for \$3,000 per month plus utilities and trash. While the proposed rent is well below the asking rent (\$5,000 per month) I believe the deal should be strongly considered by the Friendship Heights Village Council. The commercial real estate market, in particular office space, remains very challenging for owners as a result of the Covid-19 pandemic. The vacancy rate in the area remains high with supply far outweighing current demand. The short length of the lease (1 year) does not lock the Village into a long-term commitment at the reduced rate. The potential deal can act as a bridge to next year with the hopes of the commercial real estate market further recovering from the impact of the pandemic.

Proposals to Remove Village Trees—Following the report by the Council Infrastructure Committee at last month's meeting, we advertised for bids to remove five Village trees, per the arborist's recommendation. The trees to be removed include two river birch outside the Village Center, one maple in Humphrey Park, and two pin oaks on The Hills Plaza.

We received six proposals (all attached):

Adirondack Tree Experts: \$5,250

Bartlett Tree Experts: \$7,350

Forest Valley Tree & Turf: \$7,650

Mona Contracting: \$14,000

Moore & More Aesthetics: \$11,500

Price-Less Landscaping & Design: \$9,500

We recommend Adirondack Tree Experts. They have done a good job pruning and removing trees for us, plus they are the low bidder.

Report on Village Response to Corona Virus—Brookville Pharmacy held a vaccine clinic today at the Village Center and is scheduled to hold additional clinics on Fridays at the Center through mid-June.

Concierge Service for Friendship Heights

I move that before approving a new tenant for 4602 North Park Avenue, we discuss ways the tax payer owned property might be better used as a community amenity. And I have a specific suggestion for such use as an example, if I could have a second to discuss my motion.

I propose we use the village's 4602 property as office space for a concierge service, provided by a contractual entity, selected by the same methodology we use for our shuttle bus and landscaping services.

The contractual service would provide assistance to residents of all ages, but primarily seniors, including but not limited to rides to doctors and other appointments, shopping and entertainment; household tasks, dog walking and other services carried out by other community concierge services. With further legal consultation, these services could be expanded to include medical and/or social service advice now provided to some degree at the Village Center by a Suburban Hospital nurse.

The contractual group would have the rent free use of space in 4602 North Park Avenue, including provision of all office supplies, including desks, phones, printers and computers. They would also coordinate any programs they offer with the Village Program Advisory Committee and have an agreed upon number of their members on that committee. Any soliciting for residents requesting the above services would be advertised in the Village newsletter, as well as advertisements for programs, open to all residents, most to be held at the Center, but others more appropriately held in smaller settings such as homes, or building party rooms.

It would be my hope that the contractual group, with many of their expenses assumed by the Village, would be able to greatly reduce, or even eliminate any charges they presently assess their members.

It is intended that this collaboration would be a win win situation for both the Village and the contractee, with village residents being the biggest winners of this newest amenity, open to all.

**FRIENDSHIP HEIGHTS VILLAGE COUNCIL
TREASURER'S REPORT
AS OF APRIL 30, 2021**

General Fund

Cash on Hand—End of last fiscal year	5,404,223.32
Receipts—Operations not including reimbursements	
Fiscal year to date	1,933,756.66
Rental Deposits & other adjustments	<u>.00</u>
Subtotal	<u>7,337,979.98</u>
Disbursements—Operations including reimbursements	
Fiscal year to date	(1,674,252.54)
Rental Deposits & other adjustments	<u>(3,100.00)</u>
Total Cash on Hand General Fund 4/30/21	<u>5,660,627.44</u>

Capital Improvements Fund

Cash on Hand—End of last fiscal year	53,342.72
Receipts—Fiscal year to date	47.70
Disbursements—Fiscal year to date	<u>(42,093.21)</u>
Total Cash on Hand Capital Improvements Fund 4/30/21	<u>11,297.21</u>

OPEB Trust Fund Reserve

Cash on Hand—End of last fiscal year	1,332.97
Receipts—Fiscal year to date	3,001.80
Disbursements—Fiscal year to date	<u>(3,000.00)</u>
Total Cash on Hand OPEB Trust Fund Reserve 4/30/21	<u>1,334.77</u>

FRIENDSHIP HEIGHTS VILLAGE COUNCIL
4433 SOUTH PARK AVENUE
CHEVY CHASE, MARYLAND 20815

Profit & Loss [Budget Analysis]

April 2021
5/5/21
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	Selected Period	Budgeted	\$ Difference
REVENUES			
Property taxes			
A-Real property taxes- current	\$2,864.61	\$4,000.00	-\$1,135.39
B-Real property taxes-prior	\$2,831.38	\$0.00	\$2,831.38
C-Personal prop tax-current	\$6.00	\$0.00	\$6.00
D-Personal prop tax-prior	\$90.26	\$0.00	\$90.26
E-Business corp taxes-current	\$0.00	\$0.00	\$0.00
F-Business corp taxes-prior	\$0.00	\$0.00	\$0.00
Total Property taxes	\$5,792.25	\$4,000.00	\$1,792.25
G-Income taxes	\$0.00	\$0.00	\$0.00
H-Gasoline-highway taxes	\$9,482.59	\$5,666.00	\$3,816.59
I-Permits & Licenses	\$0.00	\$1,250.00	-\$1,250.00
J-Revenue sharing	\$0.00	\$0.00	\$0.00
K-Rentals-community center	\$0.00	\$1,250.00	-\$1,250.00
L-Programs-community center	\$0.00	\$584.00	-\$584.00
M-Parking violations	\$13,698.75	\$20,834.00	-\$7,135.25
N-4602 Rental Income	\$0.00	\$5,000.00	-\$5,000.00
O-Newsletter income	\$1,527.56	\$2,500.00	-\$972.44
P-Duplicating income	\$0.00	\$0.00	\$0.00
Q-Produce sales commissions	\$472.95	\$0.00	\$472.95
R-Telephone commission	\$0.00	\$0.00	\$0.00
S-Other income	\$0.00	\$0.00	\$0.00
T-Interest income	\$997.89	\$6,666.00	-\$5,668.11
Total REVENUES	\$31,971.99	\$47,750.00	-\$15,778.01
EXPENDITURES			
GENERAL GOVERNMENT			
1-Elections	\$1,939.29	\$0.00	\$1,939.29
2A-Financial admin & account.	\$0.00	\$250.00	-\$250.00
2B-Administrative costs	\$617.64	\$1,000.00	-\$382.36
2C-Memberships & Conferences	\$1,898.25	\$1,000.00	\$898.25
2D-Legal counsel & consultants	\$1,163.80	\$2,084.00	-\$920.20
2F-Village council reports	\$0.00	\$0.00	\$0.00
3A-Salaries	\$66,644.88	\$62,250.00	\$4,394.88
3B-Health & life insurance	\$15,642.29	\$12,125.00	\$3,517.29
3C-FICA	\$5,479.86	\$4,791.00	\$688.86
3D-Workers compensation	\$0.00	\$0.00	\$0.00
3E-Retirement Contribution	\$4,812.67	\$4,834.00	-\$21.33
4A-Xerox Copiers	\$63.57	\$84.00	-\$20.43
4B-Aquarium	\$0.00	\$0.00	\$0.00
4C-Heating & cooling maint	\$1,266.00	\$1,000.00	\$266.00
4D-Building security maint	\$0.00	\$1,125.00	-\$1,125.00
5A-Public officers liab ins	\$0.00	\$0.00	\$0.00
5B-Treasurer's bond	\$0.00	\$0.00	\$0.00
5C-Building & general liab ins	\$0.00	\$0.00	\$0.00
6-Telephone & utilities	\$2,444.75	\$3,750.00	-\$1,305.25
7-Hospitality & special events	-\$105.53	\$400.00	-\$505.53
8A-Equipment & supplies	\$689.13	\$1,250.00	-\$560.87
8B-Office & building furniture	\$0.00	\$0.00	\$0.00
8D-4602 N. Park maintenance	\$387.63	\$834.00	-\$446.37
8E-Comput equipment & supplies	\$191.05	\$250.00	-\$58.95
8F-Center maint & repairs	\$548.00	\$2,084.00	-\$1,536.00
8G-Maintenance service	\$304.99	\$11,250.00	-\$10,945.01
Total GENERAL GOVERNMENT	\$103,988.27	\$110,361.00	-\$6,372.73
PUBLIC SAFETY			
9A-Security patrol contract	\$4,329.26	\$10,000.00	-\$5,670.74
9B-Police Field Office	\$53.51	\$334.00	-\$280.49
9C-Security vehicle maint	\$518.74	\$1,000.00	-\$481.26

FRIENDSHIP HEIGHTS VILLAGE COUNCIL

Profit & Loss | Budget Analysis |

April 2021

5/5/21

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	Selected Period	Budgeted	\$ Difference
Total PUBLIC SAFETY	\$4,901.51	\$11,334.00	-\$6,432.49
PUBLIC WORKS			
10-Bus contract	\$33,900.00	\$40,000.00	-\$6,100.00
11A-Street maintenance	\$0.00	\$0.00	\$0.00
11B-Sidewalk maintenance	\$600.00	\$0.00	\$600.00
11C-Snow removal	\$6,873.90	\$0.00	\$6,873.90
11D-Storm drain maintenance	\$0.00	\$0.00	\$0.00
12A-Waste collection	\$1,011.00	\$2,000.00	-\$989.00
12B-Recycling	-\$198.25	\$291.00	-\$489.25
13-Street lighting	\$1,908.93	\$2,084.00	-\$175.07
14-Street signs	\$0.00	\$0.00	\$0.00
15-Trees	\$0.00	\$0.00	\$0.00
16-Villagescape	\$1,007.00	\$1,166.00	-\$159.00
Total PUBLIC WORKS	\$45,102.58	\$45,541.00	-\$438.42
HEALTH, SOCIAL & SHOPPING			
17B-Health & social services	\$0.00	\$1,000.00	-\$1,000.00
17C-Housing program	\$0.00	\$0.00	\$0.00
17D-Rothstein Scholarship	\$0.00	\$0.00	\$0.00
Total HEALTH, SOCIAL & SHOPPING	\$0.00	\$1,000.00	-\$1,000.00
RECREATION AND PARKS			
18C-Lecture fees	\$0.00	\$834.00	-\$834.00
18D-Musicians fees	\$0.00	\$2,000.00	-\$2,000.00
18E-Instructors fees	-\$324.50	\$0.00	-\$324.50
18F-Trip fees	\$104.00	\$0.00	\$104.00
18G-Art & theme shows	\$0.00	\$250.00	-\$250.00
18H-Equipment purchases-R & P	\$0.00	\$0.00	\$0.00
18I-Consumable supplies	\$0.00	\$500.00	-\$500.00
18J-Art supplies	\$0.00	\$0.00	\$0.00
18K-Lunches, brunches, etc.	\$0.00	\$1,166.00	-\$1,166.00
18L-Hospitality	\$0.00	\$0.00	\$0.00
18M-Center special events	\$0.00	\$10,000.00	-\$10,000.00
18O-Bamberger Current Events	\$0.00	\$0.00	\$0.00
19-Reading room materials	\$390.23	\$334.00	\$56.23
20C-Village newsletter	\$1,915.00	\$2,416.00	-\$501.00
21A-Village Parks-electricity	\$74.80	\$166.00	-\$91.20
21B-Village Parks-water	\$56.49	\$875.00	-\$818.51
21C-Village Parks-fount maint	\$0.00	\$0.00	\$0.00
21D-Village Parks-light maint	\$0.00	\$250.00	-\$250.00
21E-Village Parks-furniture	\$0.00	\$500.00	-\$500.00
21F-Village Parks-Walk Maint	\$0.00	\$0.00	\$0.00
21G-Art Fund	\$0.00	\$250.00	-\$250.00
23-Village Parks-landscaping	\$6,627.20	\$8,334.00	-\$1,706.80
24-Arborist	\$2,900.00	\$1,250.00	\$1,650.00
Total RECREATION AND PARKS	\$11,743.22	\$29,125.00	-\$17,381.78
CAPITAL IMPROVEMENTS FUND			
26-Cap. Improve. Fund Deposit	\$0.00	\$0.00	\$0.00
DEBT SERVICE			
25A-Interest	\$0.00	\$0.00	\$0.00
25B-Interest	\$0.00	\$0.00	\$0.00
25C-Principal	\$0.00	\$0.00	\$0.00
25D-Service charges	\$0.00	\$0.00	\$0.00
Suspense	\$0.00	\$0.00	\$0.00
Total DEBT SERVICE	\$0.00	\$0.00	\$0.00
Total EXPENDITURES	\$165,735.58	\$197,361.00	-\$31,625.42
Net Profit / (Loss)	-\$133,763.59	-\$149,611.00	\$15,847.41

FRIENDSHIP HEIGHTS VILLAGE COUNCIL
4433 SOUTH PARK AVENUE
CHEVY CHASE, MARYLAND 20815

Profit & Loss | Budget Analysis |

July 2020 through April 2021

5/5/21

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	Selected Period	Budgeted	\$ Difference	Budgeted
REVENUES				
Property taxes				
A-Real property taxes- current	\$611,095.73	\$622,000.00	-\$10,904.27	\$630,000.00
B-Real property taxes-prior	\$4,762.76	\$0.00	\$4,762.76	\$0.00
C-Personal prop tax-current	\$20,231.38	\$0.00	\$20,231.38	\$0.00
D-Personal prop tax-prior	\$4,281.98	\$0.00	\$4,281.98	\$0.00
E-Business corp taxes-current	\$0.00	\$0.00	\$0.00	\$0.00
F-Business corp taxes-prior	\$0.00	\$0.00	\$0.00	\$0.00
Total Property taxes	\$640,371.85	\$622,000.00	\$18,371.85	\$630,000.00
G-Income taxes	\$998,857.79	\$923,000.00	\$75,857.79	\$1,421,000.00
H-Gasoline-highway taxes	\$50,735.86	\$56,668.00	-\$5,932.14	\$68,000.00
I-Permits & Licenses	\$11,929.53	\$12,500.00	-\$570.47	\$15,000.00
J-Revenue sharing	\$95,245.00	\$95,245.00	\$0.00	\$95,245.00
K-Rentals-community center	\$616.27	\$12,500.00	-\$11,883.73	\$15,000.00
L-Programs-community center	-\$2,642.12	\$5,832.00	-\$8,474.12	\$7,000.00
M-Parking violations	\$93,806.25	\$208,332.00	-\$114,525.75	\$250,000.00
N-4602 Rental Income	\$0.00	\$50,000.00	-\$50,000.00	\$60,000.00
O-Newsletter income	\$26,653.56	\$25,000.00	\$1,653.56	\$30,000.00
P-Duplicating income	\$0.00	\$0.00	\$0.00	\$0.00
Q-Produce sales commissions	\$8,377.05	\$0.00	\$8,377.05	\$0.00
R-Telephone commission	\$0.00	\$0.00	\$0.00	\$0.00
S-Other income	\$0.00	\$0.00	\$0.00	\$0.00
T-Interest income	\$9,805.62	\$66,668.00	-\$56,862.38	\$80,000.00
Total REVENUES	\$1,933,756.66	\$2,077,745.00	-\$143,988.34	\$2,671,245.00
EXPENDITURES				
GENERAL GOVERNMENT				
1-Elections	\$1,939.29	\$0.00	\$1,939.29	\$5,000.00
2A-Financial admin & account.	\$11,488.74	\$11,500.00	-\$11.26	\$12,000.00
2B-Administrative costs	\$4,599.40	\$10,000.00	-\$5,400.60	\$12,000.00
2C-Memberships & Conferences	\$14,838.37	\$23,000.00	-\$8,161.63	\$25,000.00
2D-Legal counsel & consultants	\$11,196.50	\$20,832.00	-\$9,635.50	\$25,000.00
2F-Village council reports	\$2,365.00	\$3,000.00	-\$635.00	\$3,000.00
3A-Salaries	\$623,043.85	\$622,500.00	\$543.85	\$747,000.00
3B-Health & life insurance	\$136,030.57	\$117,500.00	\$18,530.57	\$141,750.00
3C-FICA	\$47,738.27	\$47,918.00	-\$179.73	\$57,500.00
3D-Workers compensation	\$0.00	\$0.00	\$0.00	\$0.00
3E-Retirement Contribution	\$45,140.98	\$48,332.00	-\$3,191.02	\$58,000.00
4A-Xerox Copiers	\$623.73	\$832.00	-\$208.27	\$1,000.00
4B-Aquarium	\$0.00	\$0.00	\$0.00	\$0.00
4C-Heating & cooling maint	\$9,798.00	\$10,000.00	-\$202.00	\$12,000.00
4D-Building security maint	\$6,163.95	\$4,500.00	\$1,663.95	\$4,500.00
5A-Public officers liab ins	\$0.00	\$0.00	\$0.00	\$0.00
5B-Treasurer's bond	\$0.00	\$0.00	\$0.00	\$0.00
5C-Building & general liab ins	\$12,583.00	\$12,583.00	\$0.00	\$12,583.00
6-Telephone & utilities	\$28,484.18	\$37,500.00	-\$9,015.82	\$45,000.00
7-Hospitality & special events	\$2,331.87	\$19,200.00	-\$16,868.13	\$20,000.00
8A-Equipment & supplies	\$9,470.89	\$12,500.00	-\$3,029.11	\$15,000.00
8B-Office & building furniture	\$0.00	\$0.00	\$0.00	\$0.00
8D-4602 N. Park maintenance	\$16,066.12	\$8,332.00	\$7,734.12	\$10,000.00
8E-Comput equipment & supplies	\$879.31	\$2,500.00	-\$1,620.69	\$3,000.00
8F-Center maint & repairs	\$7,414.92	\$20,832.00	-\$13,417.08	\$25,000.00
8G-Maintenance service	\$38,193.39	\$112,500.00	-\$74,306.61	\$135,000.00
Total GENERAL GOVERNMENT	\$1,030,390.33	\$1,145,861.00	-\$115,470.67	\$1,369,333.00
PUBLIC SAFETY				
9A-Security patrol contract	\$44,708.24	\$100,000.00	-\$55,291.76	\$120,000.00
9B-Police Field Office	\$1,761.11	\$3,332.00	-\$1,570.89	\$4,000.00
9C-Security vehicle maint	\$5,445.41	\$10,000.00	-\$4,554.59	\$12,000.00

FRIENDSHIP HEIGHTS VILLAGE COUNCIL

Profit & Loss [Budget Analysis]

July 2020 through April 2021

5/5/21

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	Selected Period	Budgeted	\$ Difference	Budgeted
Total PUBLIC SAFETY	\$51,914.76	\$113,332.00	-\$61,417.24	\$136,000.00
PUBLIC WORKS				
10-Bus contract	\$335,070.00	\$400,000.00	-\$64,930.00	\$480,000.00
11A-Street maintenance	\$0.00	\$0.00	\$0.00	\$10,000.00
11B-Sidewalk maintenance	\$9,389.88	\$0.00	\$9,389.88	\$20,000.00
11C-Snow removal	\$69,354.44	\$50,000.00	\$19,354.44	\$50,000.00
11D-Storm drain maintenance	\$0.00	\$0.00	\$0.00	\$0.00
12A-Waste collection	\$10,110.00	\$20,000.00	-\$9,890.00	\$24,000.00
12B-Recycling	\$1,596.50	\$2,918.00	-\$1,321.50	\$3,500.00
13-Street lighting	\$17,376.22	\$20,832.00	-\$3,455.78	\$25,000.00
14-Street signs	\$206.50	\$1,000.00	-\$793.50	\$1,000.00
15-Trees	\$5,810.00	\$7,500.00	-\$1,690.00	\$15,000.00
16-Villagescape	\$10,070.00	\$11,668.00	-\$1,598.00	\$14,000.00
Total PUBLIC WORKS	\$458,983.54	\$513,918.00	-\$54,934.46	\$642,500.00
HEALTH, SOCIAL & SHOPPING				
17B-Health & social services	\$110.90	\$10,000.00	-\$9,889.10	\$12,000.00
17C-Housing program	\$0.00	\$0.00	\$0.00	\$0.00
17D-Rothstein Scholarship	\$0.00	\$0.00	\$0.00	\$0.00
Total HEALTH, SOCIAL & SHOPPING	\$110.90	\$10,000.00	-\$9,889.10	\$12,000.00
RECREATION AND PARKS				
18C-Lecture fees	\$2,530.00	\$8,332.00	-\$5,802.00	\$10,000.00
18D-Musicians fees	\$5,268.59	\$16,000.00	-\$10,731.41	\$20,000.00
18E-Instructors fees	-\$1,000.71	\$0.00	-\$1,000.71	\$0.00
18F-Trip fees	\$414.00	\$0.00	\$414.00	\$0.00
18G-Art & theme shows	\$239.88	\$2,500.00	-\$2,260.12	\$3,000.00
18H-Equipment purchases-R & P	\$0.00	\$0.00	\$0.00	\$0.00
18I-Consumable supplies	\$1,205.23	\$5,000.00	-\$3,794.77	\$6,000.00
18J-Art supplies	\$0.00	\$0.00	\$0.00	\$0.00
18K-Lunches, brunches, etc.	\$884.37	\$11,668.00	-\$10,783.63	\$14,000.00
18L-Hospitality	\$0.00	\$0.00	\$0.00	\$0.00
18M-Center special events	\$153.00	\$35,000.00	-\$34,847.00	\$40,000.00
18O-Bamberger Current Events	\$0.00	\$0.00	\$0.00	\$0.00
19-Reading room materials	\$1,919.59	\$3,332.00	-\$1,412.41	\$4,000.00
20C-Village newsletter	\$19,510.00	\$24,168.00	-\$4,658.00	\$29,000.00
21A-Village Parks-electricity	\$844.14	\$1,668.00	-\$823.86	\$2,000.00
21B-Village Parks-water	\$7,137.94	\$5,250.00	\$1,887.94	\$7,000.00
21C-Village Parks-fount maint	\$9,372.11	\$11,250.00	-\$1,877.89	\$15,000.00
21D-Village Parks-light maint	\$2,007.31	\$2,500.00	-\$492.69	\$3,000.00
21E-Village Parks-furniture	\$0.00	\$1,000.00	-\$1,000.00	\$2,000.00
21F-Village Parks-Walk Maint	\$0.00	\$0.00	\$0.00	\$0.00
21G-Art Fund	\$0.00	\$2,500.00	-\$2,500.00	\$3,000.00
23-Village Parks-landscaping	\$74,967.56	\$83,332.00	-\$8,364.44	\$100,000.00
24-Arborist	\$7,400.00	\$12,500.00	-\$5,100.00	\$15,000.00
Total RECREATION AND PARKS	\$132,853.01	\$226,000.00	-\$93,146.99	\$273,000.00
CAPITAL IMPROVEMENTS FUND				
26-Cap. Improve. Fund Deposit	\$0.00	\$0.00	\$0.00	\$0.00
DEBT SERVICE				
25A-Interest	\$0.00	\$0.00	\$0.00	\$0.00
25B-Interest	\$0.00	\$0.00	\$0.00	\$0.00
25C-Principal	\$0.00	\$0.00	\$0.00	\$0.00
25D-Service charges	\$0.00	\$0.00	\$0.00	\$0.00
Suspense	\$0.00	\$0.00	\$0.00	\$0.00
Total DEBT SERVICE	\$0.00	\$0.00	\$0.00	\$0.00
Total EXPENDITURES	\$1,674,252.54	\$2,009,111.00	-\$334,858.46	\$2,432,833.00
Net Profit / (Loss)	\$259,504.12	\$68,634.00	\$190,870.12	\$238,412.00

FRIENDSHIP HEIGHTS VILLAGE COUNCIL

Account Transactions

7/1/20 To 4/30/21

5/5/21
4:19:03 PM

Page 1

FHV.FY2021.Upgrade.myo
Job No.

ID#	Src	Date	Memo/Payee	Debit	Credit
3-4000 Reserve-Capital Improvements					
CR013553	CR	7/1/20	Interest Income July 2020		\$12.16
CR013573	CR	8/3/20	Interest Income August 202		\$9.59
CR013584	CR	9/1/20	Interest Income September		\$6.27
CR013593	CR	10/1/20	Interest Income October 202		\$5.49
CR013618	CR	11/2/20	Interest Income November		\$4.82
22116	CD	11/3/20	OGP Contractors Inc.	\$2,320.00	
CR013641	CR	12/1/20	Interest Income December 2		\$4.30
22157	CD	12/3/20	Home Depot Credit Service	\$217.21	
22182	CD	12/15/20	Bay Town Painting, Inc.	\$35,000.00	
CR013650	CR	1/4/21	Interest Income January 202		\$2.41
CR013666	CR	2/1/21	Interest Income February 2		\$1.14
CR013682	CR	3/1/21	Interest Income March 2021		\$0.82
CR013688	CR	4/1/21	Interest Income April 2021		\$0.70
22365	CD	4/27/21	Acker & Sons, Inc.	\$4,556.00	
				\$42,093.21	\$47.70

FRIENDSHIP HEIGHTS VILLAGE COUNCIL

Account Transactions

7/1/20 to 4/30/21

5/5/21

4:19:20 PM

Page 1

FHV.FY2021.Upgrade.myo
Job No.

ID#	Src	Date	Memo/Payee	Debit	Credit
3-5200 Reserve-OPEB Trust					
CR013554	CR	7/1/20	OPEB Interest income July		\$0.30
CR013572	CR	8/3/20	OPEB Interest income Aug		\$0.24
CR013583	CR	9/1/20	OPEB Interest income Sept		\$0.16
CR013594	CR	10/1/20	OPEB Interest income Octo		\$0.14
CR013619	CR	11/2/20	OPEB Interest income Nov		\$0.12
CR013642	CR	12/1/20	OPEB Interest income Dece		\$0.11
GJ002769	GJ	1/4/21	Record OPEB funding for F		\$3,000.00
GJ002771	GJ	1/4/21	Record Cap.Bk Dec. cash an	\$3,000.00	
CR013651	CR	1/4/21	OPEB Interest income Janu		\$0.32
CR013667	CR	2/1/21	OPEB Interest income Febr		\$0.28
CR013681	CR	3/1/21	OPEB Interest income Marc		\$0.07
CR013687	CR	4/1/21	OPEB Interest income Apri		\$0.06
				<u>\$3,000.00</u>	<u>\$3,001.80</u>

FRIENDSHIP HEIGHTS VILLAGE COUNCIL

4433 SOUTH PARK AVENUE

CHEVY CHASE, MARYLAND 20815

Balance Sheet

As of April 2021

5/5/21

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Assets		
Cash on hand & in banks		
Capital Bank-Operating	\$81,603.47	
Capital Bank-ICS	\$1,018,409.66	
Capital Bank-Imprest	\$1,000.00	
Capital Bank-Money Market	\$245,000.00	
Sandy Spring Bank-Operating	\$18,000.00	
Sandy Spring Bank-ICS	\$404,477.44	
Bank of America-Checking	\$11,254.30	
Petty cash on hand	\$200.00	
MLGIP-Investment account	\$2,899,859.37	
US Treasury Securities	\$750,000.00	
Sandy Spring Bank-Money Market	\$230,823.20	
Total Cash on hand & in banks		\$5,660,627.44
Other assets		
MLGIP-Cap. Improve. Fund	\$11,297.21	
MLGIP-OPEB Reserve	\$1,334.77	
Total Other assets		\$12,631.98
Total Assets		<u>\$5,673,259.42</u>
Liabilities		
Rental deposits		\$9,503.47
Total Liabilities		<u>\$9,503.47</u>
Equity		
Fund balances		
Reserve-Capital Improvements	\$11,297.21	
Reserve-Rothstein Scholarship	\$6,512.71	
Reserve-VISA World Points	\$11,000.00	
Reserve-OPEB Trust	\$1,334.77	
Reserve-Center Donations	\$21,608.47	
General Fund-Current Yr Earni	\$259,504.12	
General Fund-Historical Earnin	\$5,352,498.67	
Total Equity		<u>\$5,663,755.95</u>
Total Liability & Equity		<u>\$5,673,259.42</u>