

Village of Martin's Additions

7013 Brookville Road (Suite B, 2nd floor)

Chevy Chase, MD 20815-3263

Agenda for

Council Meeting

August 18, 2016

- 7:30 PM Call to Order: Krajeck
- 7:30 PM Update from Police Officer (tentative): Krajeck
- 7:35 PM Opportunity for Council to hear residents' comments: Krajeck
- 7:45 PM Ratification of Election of Officers: Krajeck
- 7:50PM Update on Committee Appointments: Krajeck
- 7:55PM Action on Meeting Minutes of June 16, 2016 Monthly Council Meeting: Krajeck
- 7:55PM Public Hearing on Ordinance No. 6-16-1, renewal of RCN Cable TV Franchise: Krajeck
- 8:00PM Update from Centennial Celebration Committee: Naierman
- 8:05PM *Martin's Edition* Newsletter Contents: Krajeck
- 8:10PM Update on Streetlights: Trollinger
- 8:15PM Discussion on Established Building Line: Krajeck
- 8:25PM Annual Survey: Cissna
- 8:35PM Arborist Contract: Krajeck
- 8:45PM Financial matters, including Treasurer's Report: Alexander
- 8: 50PM Manager's Report, including: street repaving; WSSC water main replacement project; leaf bags; and contracts: Trollinger
- 9:00PM Opportunity for Council to hear residents' comments: Krajeck
- 9:05PM The Council will entertain a motion to enter closed session pursuant to Maryland Code, General Provisions Article, Section 3-305(b)(1) to discuss the appointment, assignment, and performance evaluation of an appointee (independent contractor) over whom the Village Council has jurisdiction.
- 9:20PM Adjournment: Krajeck

Following are draft meeting materials up for discussion by the Village Council at the monthly meeting.

Feel free to bring copies to the meeting.

Village of Martin's Additions
7013 Brookville Road, Suite B, Chevy Chase, MD 20815
Minutes for Council Meeting on
June 16, 2016

Council Members Present: Richard Krajeck (Chair), Arthur Alexander, Tiffany Cissna, Susan Fattig; Katya Hill **Village Manager:** Matt Trollinger; **Assistant Village Manager:** Beth Boa; **Attorney:** Ron Bolt; **Building Administrator:** Doug Lohmeyer; **Residents and other attendees:** Anita Difanis (Bradley Ln), Marc Efron (Raymond St), Jon and Cris Fleming (Shepherd St), Dan and Kirsten Gardner (Delfield St), Marty Langelan (Chestnut St), Naomi Naierman (Quincy St), Steve Schmal (Summit Ave), Lynn Welle (Oxford St).

7:45 PM Call to Order: Krajeck

7:45 PM Opportunity for Council to hear residents' comments: Krajeck

Steve Schmal (Summit Ave) raised the issue of the Village newsletter, *Martin's Edition*, asking when the policy was enacted that restricted it to Village business. He feels that this policy is counter to the goal of encouraging residents' involvement in the community. He said that the google groups listserv is unofficial and it is not clear how many people are on that listserv. He asked that the Council reconsider this policy and stated he would help develop guidelines for not-for-profit organizations and governmental institutions to submit items.

Discussion ensued on the role of the newsletter. Chairman Krajeck said that the decision was made on the basis that non-Village business diluted the effectiveness of the newsletter. Councilmembers Alexander and Fattig enjoyed the previous format with local and community news items. Councilmember Cissna stressed that the newsletter is the voice of Village government and that many Village residents have expressed appreciation for the current format. Steve Schmal said the current format of the newsletter is dull.

Naomi Naierman (Quincy St) recommended that the communication needs of the Village be examined so that staff can be contacted in emergencies and there is a method of back and forth electronic communication between staff, the Council, and residents. Councilmember Cissna reminded those in attendance that the staff regularly monitors their email outside of "office hours" and responds to inquiries/issues as needed.

8:00 PM Update from the Centennial Celebration Committee: Naierman

The video from the Celebration has been posted on the Village website and the second video of interviews will be posted as well. Staff will make DVDs of the first video for

those residents that have requested them (so far only four have been requested.) The Centennial Celebration expenses are below the \$20,000 budget.

Centennial Celebration Committee update attached.

8:00 PM Update from the Election Committee: Naierman

The 2016 Election Committee is pleased to present our final, year-end report to the Council members and residents of Martin's Additions. Following is a summary of the Committee's actions:

- o Held an open community solicitation and successfully recruited six candidates for the Council's consideration to fill the vacant seat on the Council in August 2015.
- o Analyzed the electoral process in VMA, in order to improve the process and address residents' concerns about previous elections.
- o Conducted the first-ever village-wide survey about VMA elections, to obtain residents' comments and suggestions.
- o Created and publicized a Committee email address, held open meetings, posted dozens of Committee notices and articles in the VMA newsletter, and listed the names of all the Committee members to make it easy for people to reach us.
- o Developed and recommended an official set of Election Rules and Procedures for VMA, which the Council adopted in February 2016.
- o Designed and implemented new procedures to enable residents to request and receive absentee ballots by email.
- o Improved the security and privacy of the absentee voting process, by assigning randomized control numbers for absentee ballots and providing a new secure P.O. Box address for ballots to be returned by mail.
- o Extended the voting hours at the polling table to 8 p.m. to make voting more accessible for residents.
- o Solicited nominations for the 2016 election, standardized the guidelines for candidates' statements, obtained the new conflict-of-interest disclosure forms from the candidates, designed the ballots, prepared the election materials, and met all electoral deadlines.
- o Wrote and mailed the official election information packet to all VMA households, posted the information on Constant Contact, and held the public Candidates Forum on April 28.
- o Updated the official list of eligible voters.
- o Responded to all requests for absentee ballots.
- o Staffed the polling table on May 12, conducted the election, counted the 228 ballots cast, and announced the voting results at the Council Meeting on May 12.
- o Provided a prompt written report on the election results to the Council, and posted the report on Constant Contact and in the VMA newsletter.

- o Held a final open Committee meeting on May 31 to review the election process and welcome residents' comments.

To complete our service, the Committee will draft a memo outlining the details of the electoral operating procedures, time-lines, and logistics, for the benefit of the new 2017 Election Committee.

It has been a pleasure to serve on the 2016 Committee. We believe the new written Election Rules and Procedures ensure fair and efficient elections and we were pleased to implement them this year. We thank the Council and the VMA staff for the consistent support they provided to assist us in carrying out our tasks. We are especially pleased that this Committee was able to help to set a new tone of open, accessible, and responsive local government by warmly inviting community participation throughout the past year.

8:05 PM Update from the Ethics Committee: Marc Efron

The Ethics Committee developed an Ethics Questionnaire for staff and Council members in FY2016. The Committee will consider whether to redo the entire code of ethics based on the Maryland Model Code of Ethics. The Maryland Model Code is much more detailed than Village Code of Ethics. Ron Bolt (Attorney) noted that the Village is exempted from adopting the Maryland Model Code.

8:10PM Review the Taylor-Brookville Intersection and Proposed State Highway Plans: Krajeck.

The Council reviewed the two State Highway (SHA) options for fixing the Taylor-Brookville intersection due to the limited sight of pedestrians and cars at the intersection. The Council agreed that option 1 is preferable; which is also preferred by Section 3 and the Maryland state delegates. Matt Trollinger, (Village Manager) will contact SHA about the Council's preference and ask for a timeline on the project. He will copy the congressional and state lawmakers for Martin's Additions.

Proposed State Highway Plans attached.

8:20 PM Action on Annual Meeting Minutes of May 12, 2016: Krajeck

Motion by Councilmember Fattig to approve the draft minutes for the Annual meeting held on May 12, 2016; seconded by Councilmember Alexander. All in favor.

The minutes as approved are attached.

8:20 PM Introduction of Ordinance No. 6-16-1, renewal of RCN Cable TV Franchise: Bolt

Motion by Councilmember Alexander to introduce Ordinance No. 6-16-1, renewal of RCN Cable TV Franchise; seconded by Councilmember Hill. All in favor.

There will be a public hearing on the ordinance at the July 21, 2016 Council meeting.

Ordinance No. 6-16-1, renewal of RCN Cable TV Franchise attached.

8:25 PM Financial matters, including Treasurer's Report: Hill

Councilmember Hill reported that in the month of May Village revenues were greater than expenses. The Village's financial status is in great shape.

Motion by Councilmember Alexander to approve the Treasurer's Report; seconded by Councilmember Fattig. All in favor.

Motion by Councilmember Hill to approve budget amendments for Legal expenses and Building Administrator expenses; seconded by Councilmember Fattig. All in favor.

Treasurer's Report attached.

8:30 PM Public Hearing on Ordinance 4-16-1 to amend Chapter 7 of the Village Code and adding a Counsel for Ethics Committee Reference in Code: Krajeck

Changes to the Established Building Line (EBL), legal counsel for Ethics Committee, and other edits were proposed.

Discussion ensued on proposed Section 7-402 which would limit application of the EBL front setback to new construction. Discussion was held on whether the existing front setback for front porches should be modified, because the proposal may result in porches being located much closer to front property lines. The Council agreed to revisit the porch/setback issue at a later time and to not edit the EBL application at this time.

Motion by Councilmember Cissna to approve Ordinance 4-16-1, as amended; seconded by Councilmember Krajeck. All in favor.

Ordinance 4-16-1, as adopted, is attached.

8:45 PM Manager's Report: Trollinger

Village Manager Matt Trollinger gave his report.

Administrative Matters:

- Community Events:
 - o Celebration on the Sidewalk/Election: The Village celebrated its annual Celebration on the Sidewalk on May 12. Thanks to all who showed up and voted, and to the volunteers, artists, and businesses who gave their time and donated. Special thanks to the Election Committee (Lee Ann Anderson, Chair; Natalie Welle, Steve Trowern, Marty

Langelan, and Naomi Naierman), and Beth Boa, the Assistant Village Manager, all of whom put in a great deal of time and effort to make the Celebration a success.

- Website: Google Analytics reports that we had 2,796 page views from April 9 – May 8, and 2,189 views from May 9- June 8, which is a bump up from previous months, likely due to the election.
- Contacting the Office: The VMA Office is staffed from at least 9:00 am – 5:00 pm Monday through Friday, although someone is often in the office earlier than that. Outside of the regular office hours, the best way to get in contact with Village staff is via email at martinsadditions@gmail.com.
- Annual MML Convention: From June 26-29, Village Staff will be attending the Maryland Municipal League Annual Convention. Staff will be accessible via email, and will be checking the office voicemail periodically. We are also working out ways to potentially staff the office for parts of the day, and will notify residents via Constant Contact. Councilmembers Cissna and Fattig can cover the office part of the time.
- Newsletter: continues to be published monthly online.
- Directory: Staff has put together and sent out 2016 Village Directories to residents. There are extra copies in the office if residents need them.
- FEMA reimbursement for snow plowing: FEMA reviewed and approved of VMA's worksheet for reimbursement costs resulting from the 2016 snowstorm. VMA will be receiving a reimbursement check of \$17,184.03 within the next four weeks.
- Contracts:
 - o Municipal Code Enforcement: Staff is working to finalize an RFP for Code Enforcement and Municipal Operations. Currently, work is done on an informal basis.
 - o Lease: The Village has signed its lease option, and will remain at its Brookville Market location. Trollinger will write up a background on the lease explaining its origin and amendments, as well as the handwritten notes on the original lease.

Safety and police:

- Police continue to contribute safety tips to newsletter on a semi-monthly basis to increase community awareness and help prevent crime.

Utilities: WSSC

- Staff met with Dwayne Green, Construction Inspector for WSSC, Greg Staley of Rustler Construction (WSSC's contractor for the Village), and Michael Alves of Power Enterprises Construction (sub-Contractor for Quincy Street) to go over any issues that have arisen over the past month, progress on the project, and expectations moving forward. Trollinger will update Quincy and Oxford residents about this meeting.
- Bradley Lane is almost entirely complete, with the exception of the tie-in at the dead end.
- Work continues on Quincy. New expectations are for the project to be finished in mid-July. Individual house connections will begin in about two weeks. Staff will notify residents ahead of time when their house's connection is being done.
- Work is expected to be completed by approximately Friday July 15, weather permitting.
- Last week the Village received a letter from WSSC about sewer main replacements that will be affecting VMA. WSSC is planning to replace the sewer mains

at the intersection of Quincy and Oxford, on about half of Raymond Street, and part of Thornapple between Delfield and Summit. The project is still in the planning stage. WSSC has not selected a contractor for the work yet, so does not have a specific timetable, but are tentatively hoping to complete all work in the Fall of 2016 and Fall of 2017.

Streets Lighting:

- PEPCO sent one its engineers to VMA to observe the layout of the Village, and assess the locations of new poles, according to our design. Staff expects PEPCO to send a price for the 8 new poles within the next two weeks.
- Staff has been in discussions with PEPCO about reducing the cost of new installations. VMA's current mercury vapor lights are out-dated, and have been largely phased out by PEPCO.
- VMA also has the option to sign a master agreement with PEPCO, buying the light fixtures from them outright, and then installing new lights on its own. However, this would require the Village, not PEPCO, to maintain all street lights, including replacing any lights that go out in the future. According to PEPCO, no municipality in the area has ever signed its master agreement and taken over maintenance responsibilities. Trollinger will write an update for residents on the status of the streetlights.

Streets & Sidewalks:

- Street Repaving: Staff is finalizing an RFP to be sent out to potential bidders. All bids would be due by mid-August, when a contractor would be selected. Trollinger will send out RFP next week.
 - o Washington Gas sent over reimbursement agreements for paving repairs. Trollinger will ask Joe Cutro (Engineer) to examine agreement to determine if it covers needed repairs. Doug Lohmeyer (Building Administrator) advised trying to negotiate with WGL on needed repairs.
- Corner of Quincy and Oxford: Montgomery County is unlikely to agree to moving the storm drain. Staff is considering other options, including adding bollards at the corner, and designating a No Parking area directly across from the corner. Lohmeyer estimates that it would cost \$15,000-\$20,000 to change the storm drain; he will check the pricing.

Sanitation:

- Bulk Trash: Next pickup July 9, again coordinated with A Wider Circle pick up on Friday July 8.

Building Administration:

- Please see report from Doug Lohmeyer, our Building Administrator, attached.

9:25 PM Building Administrator's Report: Lohmeyer

Doug Lohmeyer, Village Building Administrator, gave his report.

7210 / 7212 Chestnut St.

Both lots are owned by the people who live at 7212. Recently, a neighbor contacted the Village office about the trash, debris, and rodents at 7210. The County has been contacted and they have instructed the owners to clean up the lot. The clean-up is on-going and we are monitoring it with the staff at the County.

It appears that the owners are preparing to demolish the existing house at 7210, but no demolition or building permits have been applied for at the County or the Village. The homeowner has been advised of the Village requirements and we are monitoring the situation.

7219 Chestnut St.

The homeowner is having stone tiles placed over top of the existing concrete lead sidewalk. Since the existing sidewalk runs from the front porch to the curb, some of the work is occurring in the Village right of way. The work should be completed in the next few days. A right of way license agreement is required for that portion of the sidewalk in the Village right of way. We are preparing that agreement for the homeowner's signature and recordation.

3414 Cummings Lane

The construction of the detached garage, pool, pool decking, and driveway is on-going.

7210 Delfield St.

The homeowner has planted 4 rose bushes, outside the new fence at the front of the property. They are within the Village right of way and a right of way license agreement is required. We are preparing the agreement for the homeowner's signature and recordation.

3505 Raymond Street

Work is continuing on the original house improvements and a new building permit was issued for the front porch addition, which has not begun.

3507 Raymond St.

The homeowner has submitted plans and a building permit application to the Village make interior improvements and to add a deck to the rear of the house. The initial Village review has been completed and we are waiting for the County building permit approval, before the Village permit is issued.

3512 Taylor Street

The staff noticed that the existing retaining wall along the front property line was being totally removed and is being re-built. I visited the site and determined that the old and

new retaining walls are anywhere from 3' for 4' inside the Village right of way. The work should be finished by the end of this week.

The homeowner has been contacted. The Village no longer issues permits for retaining walls. We are in the process of preparing a right of way license agreement and a performance bond has been requested.

3506 Turner Lane

The staff observed the installation of a new landscape retaining wall in the front yard. The right of way license agreement has been prepared, but the homeowner has not returned the signed and executed copy.

3507 Turner Lane

The building permit has been issued. Work is wrapping up on the two story addition. Ms. Metwalli called and asked for a final review and the return of the performance bond.

After visiting the site, I observed two issues with the new construction. The steps at the rear of the house were originally proposed to project north off the rear of the house. They were constructed projecting to the west. The new location does not extend beyond the side of the house, so no setback issues were created by the change. The second issue relates to the covered front porch, which was revised from 36" to 30" during the Variance Hearing. The new porch extends 35.5" from the front wall of the house. I spoke to Ms. Metwalli and she said her contractor carefully constructed the porch 29.5" from the existing house soffit. I explained that the Village Code states the "Front wall plane means the horizontal surface along the face of the exterior wall facing the front yard" and that measurements are made from the front wall of the house and not the soffit.

If the Council decides to amend the Code to agree with the County EBL section, the front porch depth will not be an issue, because improvements to existing house will be excluded from the EBL calculations. I recommend The Council and Ron discuss the front porch issue.

MCDOT – Quincy and Oxford

Presently, large trucks are having difficulty making the turning movement at the intersection of Quincy and Oxford and the rear wheels are driving across the curb and sidewalk. We met at the site and discussed several options to improve the turning movement. One option would be to post "No Parking" signs on the north side of Quincy. Another option would be to place bollards at the southwest corner. The third option is for MCDOT to replace or modify their storm drain inlet and for the Village to rebuild the curb fillet at the southwest corner of the intersection.

In April, we met with the MCDOT maintenance staff and discussed rebuilding the existing brick inlet to allow a larger turning radius at the western side of the intersection.

The MCDOT staff said they would consider possible modifications and get back to us. The staff has since decided that if they make this change, other tight intersections will also need to be modified. But, they said they would discuss our request with their managers. We are still waiting for that decision.

MSHA – Brookville Road

When the WSSC contractor was flushing the fire hydrant on the east side of Brookville Road, the staff noticed that the existing MSHA storm drain inlet, just north of Shepherd St. was missing a grate and a large hole was located adjacent to the sidewalk and bike lane. The MSHA maintenance crew has rebuilt the inlet, but the opening, where the water enters the inlet, is restricted. I contacted MSHA and they agreed the opening is too small. They are scheduled to enlarge the opening in September.

Lohmeyer has been contacting AMT about updating the survey to resolve boundary survey discrepancies on Village lots. The Office will update AMT with any changes building lines in the front.

9:35 PM Opportunity for Council to hear residents' comments: Krajeck

Lynn Welle (Oxford St) asked to be part of a meeting with WSSC, Lohmeyer, and Trollinger to look at the possible realignment at the corner of Quincy and Oxford Streets. He asked that the boulders be removed from that corner.

9:45 PM Councilmember Fattig made a motion to enter closed session pursuant to Maryland Code, General Provisions Article, Section 3-305(b)(1) to discuss the appointment, assignment, and compensation of a specific appointee over whom it has jurisdiction, and Section 3-305(b)(7) to consult with counsel to obtain legal advice on a legal matter, concerning an existing contract; seconded by Councilmember Cissna. All in favor. Present were Doug Lohmeyer, Ron Bolt, Matt Trollinger and Beth Boa. An RFP will be developed for the Code Enforcement/ Municipal Operations contractor position in the Village. The closed session adjourned at 10:15 pm.

10:15 PM Adjournment: Krajeck

**The Village of Martin's Additions
Ordinance Granting Non-Exclusive Franchise for the
Operation of a Cable Television System**

Resolution No.: 6-16-1
Introduced: June 16, 2016
Adopted:
Effective Date:

WHEREAS, Maryland Code, Local Government Article, Section 5-202, as amended, grants to the legislative body of every incorporated municipality in Maryland, including the Village of Martin's Additions, general power to pass such ordinances not contrary to the Constitution of Maryland, or the public general law, as deemed necessary in order to assure the good government of the municipality, to protect and preserve the municipality's rights, property, and privileges, to preserve peace and good order, to secure persons and property from danger and destruction, and to protect the health, comfort and convenience of the citizens of the municipality;

WHEREAS, Maryland Code, Local Government Article, Section 5-204(d) and Section 1-708(c), as amended, authorize the legislative body of each municipal corporation in the State of Maryland to grant a franchise for a cable television system;

WHEREAS, Section 501 of the Charter of the Village of Martin's Additions authorizes the Village Council to pass such ordinances as it may deem necessary for the preservation of the property, rights, and privileges of the Village of Martin's Additions (the "Village") and its residents;

WHEREAS, Starpower Communications, L.L.C. has applied for renewal of its non-exclusive franchise for the operation of a cable television system within Montgomery County, Maryland, including within the corporate limits of the Village;

WHEREAS, on behalf of the Village and other participating municipalities, Montgomery County, Maryland negotiated a franchise agreement renewal with Starpower Communications, L.L.C., upon the terms and conditions set forth in that certain Cable Franchise Agreement by and between Montgomery County, Maryland and Starpower Communications, L.L.C., and conducted a public hearing on said Franchise Agreement on May 3, 2016 (the "Franchise Agreement");

WHEREAS, the Franchise Agreement was approved by the Montgomery County Council on May 3, 2016;

WHEREAS, the Franchise Agreement is to be administered by Montgomery County, Maryland within the Village, according to Montgomery County Chapter 8A;

WHEREAS, the Village Council introduced the following Ordinance in public session assembled on the 19th day of May, 2016;

WHEREAS, the Village Council, after proper notice to the public, considered the following Ordinance at a public hearing held on the ___ day of _____, 2016; and

WHEREAS, the Village Council finds that the foregoing Ordinance would assure the good government of the municipality, protect and preserve the municipality's rights, property, and privileges, preserve peace and good order, secure persons and property from danger and destruction, and protect the health, comfort and convenience of the citizens of the Village of Martin's Additions, and is necessary for the preservation of the property, rights, and privileges of the Village and its residents.

NOW, THEREFORE, the Village Council does hereby adopt the foregoing uncodified Ordinance.

BE IT ORDAINED AND ORDERED, this ___ day of _____, 2016, by the Village Council, acting under and by virtue of the authority given it by the Maryland Code and the Village Charter that a non-exclusive franchise for the operation of a cable communications system be and the same is hereby granted upon the following conditions:

1. Starpower Communications, L.L.C. shall enter into an agreement with the Village upon the same terms and conditions as are set forth in the Franchise Agreement; and
2. The franchise within the Village shall be effective from the effective date of the Franchise Agreement until the end of the term of the Franchise Agreement in the unincorporated areas of Montgomery County.

AND BE IT FURTHER ORDAINED AND ORDERED, by the Village Council, acting under and by virtue of the authority granted to it by the Maryland Code and the Village Charter, that:

1. The Chair of the Village Council be and is hereby authorized to execute any and all documents necessary to effectuate the intent and purpose of this Ordinance;
2. 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
3. This Ordinance shall take effect on the _____ day of _____, 2016.

ATTEST:

THE VILLAGE OF MARTIN'S ADDITIONS

_____, Secretary

_____, Chair
Village Council

Martin's Additions

Induction versus LED Street Lights and Process

Comparison of Technology (supplied by one of our key vendors/manufacturers)

R&D over the past 5+ years has been directed towards improving LED technology and continues on that course today. All indications point towards LED technology being the future of utility roadway lighting - at least for the foreseeable future. The industry trend is to improve the efficiency (lumens per watt) and drive costs downward and both are occurring.

Induction lighting in the utility market appears to have been simply a short-lived stopgap trend between the transition from HID lighting (HPS, MV, and MH) to LED. At this point, I am not aware of any utilities who are still ordering induction fixtures. They don't provide any lasting benefits that cannot be achieved or improved by LED technology. And because of all of the R&D is going into LEDs, improvements are being introduced continuously while induction lighting is fully matured without any improvements coming. In fact, the concern is induction lighting components will become obsolete soon.

Below is a chart found on Premier Lighting website.

	<u>Induction</u>	<u>LED</u>
Energy Efficiency	Up to 90 Lumens/Watt	Up to 130 Lumens/Watt and improving
Durability	Heavy-duty – has no electrode or filament, shock & vibration resistant	Heavy-duty – has no electrode or filament, shock & vibration resistant
Lifetime	100,000 hours at R50	at least 100,000 hours at L70 and improving
Lumen Depreciation	35% by rated life	30% loss at rated life and improving
Cold Tolerant	– 40 F (may require warm up time at low temperatures)	-30 F (instant on)
Performance	Turns on instantly, no flickering or glare	Turns on instantly, no flickering
Color Temperatures	Multiple Options (2700 to 6500 Kelvin)	Multiple Options (2700 to 6500 Kelvin)
Color Rendering	Average 80 CRI	70 to 90 CRI
Dimmable?	No- unless special ballast	Yes- most
Warranty	3 to 5 years	at least 5 years
Cost	Moderate upfront cost	Moderate upfront cost and improving

Comparison of Installation Costs (Induction from Pepco Tariff & LED Custom)

Assumptions:

- The estimates are high level and costs would be finalized upon a formal request for proposal by Martin's Additions identifying specific street lights, Pepco field visit, Pepco design and Pepco formal cost proposal based on existing field conditions.
- The estimates are based on conversion of existing street lights not new installations.
- The estimates do not include traffic control plans/permits, any secondary, or any other unforeseen cost which would be determined in Pepco field visit as identified above.
- The estimates include fixture, long life photocell, labor to remove exiting fixture, labor to install new fixture and associated overhead/gross-up.
- The estimates for the Teardrops include the ornamental brackets and associated labor/overhead/gross.

Costs (per unit for existing street light conversions)

- Option 1a (standard offering) - 70W HPS Cobra Head utilizing existing bracket - \$915 (flat fee from tariff)
- Option 1b (standard offering) - 70W HPS LED Equivalent Cobra Head utilizing existing bracket - \$851 (custom estimate)
- Option 2 (standard offering) - 55W Induction Teardrop utilizing ornamental bracket - \$3,242 (flat fee from tariff)
- Option 3 (standard offering) - 100W HPS LED Equivalent Teardrop utilizing ornamental bracket - \$3194 (custom estimate)
- Option 4 (custom offering) - Based on 55W LED Teardrop utilizing ornamental bracket - \$3194 (custom estimate)

The cost of the 55W Induction and 55W LED are relatively the same (\$3,200) regardless if 3000K or 4000K though our "standard offerings" is 4000K. However, as previously agreed, 3000k is available and we would stock a few spares.

Comparison of SSL-MD-OH Monthly Rate (Cost from Pepco Tariff)

	<u>FIXED CHARGES</u>	<u>O&M CHARGES</u>
Induction 55 Watt	\$ 0.06	\$ 4.35
Induction 85 Watt	\$ 0.06	\$ 4.35
LED HPS Equivalent (Any Wattage)	\$ 0.38	\$ 0.78

Existing Fixtures

Replacement

If your existing fixtures can no longer be maintained, as they fail, they would be replaced with our standard HPS Cobra Heads.

Purchase

Our process is for Martin's Additions to first agree on the terms of the Master Sales Agreement and then we will discuss price. Even if Martin's Additions purchases and maintains the street lights, they still pay a monthly fixed and O&M charge for the distribution system feeding the street lights (O&M charge for either Induction or LED would be the same \$0.78)



Master Sales Agreement 09-25-09.pdf

Conversion Process

- Decide on exact fixture that you want (ie. Induction 55W at 3000K or LED 55W at 3000K) and if LED, supply the cut-sheet/specifications for the sample fixtures installed.
- Decide on particulars for our manufacturer since custom fixture (could marginally effect the price). They will then create the part #, drawing and formal quote. Since custom fixture, this could take up to three months lead time for delivery (versus normal 6 weeks).
 - Black or Green (current standard)?
 - With short skirt at bottom of fixture?
 - With internal 120 degree house side shield?
 -
- Send request with above specifics to Amy Ramirez who will prepare formal proposal (keep in mind that it will take longer than usual since custom non-stock fixture and above manufacture requirements).

Note: It is not standard practice for Pepco to install custom street lights but we are honoring a previous agreement between Pepco and Martin's Additions.

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

FROM: Doug Lohmeyer

DATE OF MEMO: August 13, 2016

SUBJECT: Building Administrator's Report

7219 Chestnut St.

The homeowner placed stones tiles over the top of the existing concrete lead sidewalk. A right of way license agreement was prepared for that portion of the sidewalk in the Village right of way. We are waiting for the homeowner to return the executed and notarized agreement, which will be recorded in the land records at Montgomery County.

3414 Cummings Lane

The construction of the detached garage, pool, pool decking, and driveway is on-going. The Village recently extended the building permit.

7210 Delfield St.

The homeowner has planted rose bushes and other plants, outside the new fence at the front of the property and within the Village right of way. A right of way license agreement was prepared for the plantings in the Village right of way. We are waiting for the homeowner to return the executed and notarized agreement, which will be recorded in the land records at Montgomery County.

3505 Raymond Street

Work is continuing on the original house improvements and a new building permit has been issued for the front porch addition and the relocation of two A/C compressors at the rear of the house.

3507 Raymond St.

The homeowner has submitted plans and a building permit application to the Village make interior improvements and to add a deck to the rear of the house. The Village has issued a building permit, but the work has not begun.

3512 Taylor Street

The staff noticed that the existing retaining wall along the front property line was being totally removed and re-built. The Village no longer issues permits for retaining walls. A right of way license agreement was prepared for the wall in the Village right of way. We are waiting for the homeowner to return the executed and notarized agreement, which will be recorded in the land records at Montgomery County.

3504 Turner Lane

The staff observed the installation of a new landscape retaining wall in the front yard. The Village no longer issues permits for retaining walls. A right of way license agreement was prepared for the wall in the Village right of way. We are waiting for the homeowner to return the executed and notarized agreement, which will be recorded in the land records at Montgomery County.

3507 Turner Lane

The building permit has been issued. Work is wrapping up on the two story addition. Ms. Metwalli called and asked for a final review and the return of the performance bond.

When I visited the site, I measured the front porch roof, which was reduced from 36" to 30" during the Variance Hearing. The new porch roof extends 35.5" from the front wall of the house.

The contractor has removed the porch roof and re-built the roof. It now extends 30" from the front wall. In my opinion, the improvements, as revised, comply with the Village Code, the building permit should be closed, and the performance bond should be refunded.

MCDOT – Quincy and Oxford

Presently, large trucks are having difficulty making the turning movement at the intersection of Quincy and Oxford and the rear wheels are driving across the curb and sidewalk.

In April, we met with the MCDOT maintenance staff and discussed rebuilding the existing brick inlet to allow a larger turning radius at the western side of the intersection. In July, I again met with the staff at MCDOT. They have determined the cost of re-

building the inlet was too expensive and set a bad precedent. We discussed enlarging the radius without changing the inlet. We will soon meet with Joe Cutro to discuss this option and cost.

MSHA – Brookville Road

When the WSSC contractor was flushing the fire hydrant on the east side of Brookville Road, the staff noticed that the existing MSHA storm drain inlet, just north of Shepherd St. was missing a grate and a large hole was located adjacent to the sidewalk and bike lane. The MSHA maintenance crew has rebuilt the inlet, but the opening, where the water enters the inlet, is restricted. I contacted MSHA and they agreed the opening is too small. They are scheduled to enlarge the opening in Sept.

AMT GIS Update

AMT last updated the Village GIS computer data in 2014. We are presently compiling the information for a new update. The update will include the new front yard construction projects since 2014, the WSSC water main replacement project from 2012 and 2016, and any changes to trees within the Village right of way. We hope to submit this information to AMT in Sept.

Recently, residents have been questioning the location of their property lines. We are also compiling a folder of individual lot surveys, which may help clarify where the individual property lines are located. AMT provided a street right of way survey in 2007. We will ask AMT to review the individual property line surveys and compare that information to the survey they provided in 2007.