

**Village of Martin's Additions**

7013 Brookville Road (Suite B, 2nd floor)

Chevy Chase, MD 20815-3263

**Agenda for  
Council Meeting  
March 17, 2016**

- 7:30 PM Call to Order: Krajeck
- 7:30 PM Opportunity for Council to hear residents' comments: Krajeck
- 7:40PM Introduction of New Village Manager: Krajeck
- 7:40 PM Introduction of Police Officer (tentative): Krajeck
- 7:45PM Update from the Centennial Celebration Committee: Naierman
- 7:50PM Update from the Election Committee, including reiterating the election schedule and process: Anderson
- 8:05PM Action on Council Meeting Minutes of February 18, 2016 and Council Work Session Minutes of February 24, 2016: Krajeck
- 8:05PM Update on Street Light Improvement Project: Hill
- 8:15PM Introduction of Fiscal Year 2017 Budget and tax rates: Hill
- 8:25PM Financial matters, including FY16 budget amendments, and Treasurer's Report: Hill
- 8:35PM Manager's Report, including WSSC water main replacement update: Boa, Acting Village Manager
- 8:40PM Opportunity for Council to hear residents' comments: Krajeck
- 8:50 PM The Council will entertain a motion to enter closed session pursuant to Maryland Code, General Provisions Article, Section 3-305(b)(3) to discuss the leasing of the Village office and Section 3-305(b)(7) to consult with legal counsel to obtain legal advice related thereto.
- 9:30PM 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.

## Centennial Celebration Committee: update to VMA Council 3/17/2016

1. The Committee consists of: Naomi Naierman (chair), Richard Krajeck, Susan Fattig, and Michelle Malloy.
2. Budget estimate: Thus far the budget estimate is \$18,847, including expenses related to the program itself, such as children's entertainment, videography and AV equipment.
3. The event will take place at the Woman's Club of Chevy Chase Sunday, April 17, 2016.
4. The event will be from 2-5pm. Displays will be up and food/drink will be available at 2pm. The Committee asks that Council members take turns greeting attendees for 15 minute intervals from 2-3pm. Staff will host a registration table with resident name tags (preprinted with name and street, and ribbons for Councilmembers past and present).
5. The program will run from 3-4pm.
6. Theme: "Our Village Centennial: Celebrating 100 Years of Community in Martin's Additions."
7. The Committee is interviewing long-time residents for the Celebration.
8. The Committee will develop a DVD from the Centennial Celebration events to be given to Village residents as a souvenir.
9. Village residents are invited to display their artwork, publications, or other items at the Celebration.
10. We are looking into sponsorships for the Celebration, including a donated tree and plaque to commemorate the centennial. There will also be a raffle with items donated by local vendors.

# Martin's Additions - Street Lighting Replacement Project

Summary of Proposed Alternatives - Scott Watson Associates, Lighting Consultants

November 17, 2015

## Previous History:

Several years ago, Scott Watson Associates was engaged by the Martins Additions Village Council to explore upgrading the existing street lighting system. This system consists of overhead lights, bracket-mounted to utility poles. Most of the existing street lights are incandescent, which produce light of acceptable brightness and a pleasant color but have a short life, resulting in frequent outages in the village. We had recently completed upgrading the street lighting in Garrett Park and Chevy Chase View to Teardrop-style decorative street lights using 55-watt Philips QL Induction lamps in 3000K color temperature, and the Council indicated that a similar solution would be welcomed in Martin's Additions.

Coincidentally, PEPCO had recently mounted a sample of this street light on Georgia Street, near Bradley Lane, so the residents could come out and see it. Based on the reaction of the community, we were given the go-ahead to design a new street-lighting system with these fixtures, using only the existing utility poles in one scenario, and adding some, in another scenario, to provide more sensible spacing of the fixtures on some streets.

We produced a layout with a couple of variations and obtained pricing from PEPCO to remove the existing lights, install new ones, and maintain them. The upgrade was not implemented at that time, however.

## Recent Work:

I was contacted recently by Jean Sperling, the former Village manager, and advised that the street lighting project was once again under discussion. I informed her that in the intervening years, the originator of the QL induction lamp, Philips Lighting Co., had changed its focus to LED lighting and had ceased to produce Induction lamps. The production of these lamps had not been licensed to a separate company. This made us question whether QL was still going to be the best solution for Martins Additions' street lighting.

Over the years, I had watched the development of LED street lights and had assessed and measured several installations, none of which was as comfortable as our installations in Garrett Park or Chevy Chase View. Although the light levels were often good, and the uniformity of lighting at street level was generally acceptable, I found that the glariness of the LED fixtures, at most viewing angles, was not acceptable, and the color of the light was very often too cool (blueish). Since Martin's Additions is used to incandescent light, I have always believed that the best upgrade would maintain an incandescent feel to the lighting, meaning a color temperature of 3000K (equivalent to halogen).

Last Fall, we were fortunate in that Chevy Chase Village had PEPCO install a mock-up of several LED fixtures in two styles and various spacings. I took a lighting tour with the Village Council and a few concerned citizens, and we came back with the impression that the Teardrop fixture, while somewhat brighter at certain viewing angles than the "cobra-head" alternative, produced a better quality of light. We agreed that the 4000K, 77-watt LEDs, which were on display, were too bright and

too cool-colored. Some people liked the presence of an external glare shield (referred to by the manufacturer as a “short skirt”) on the fixture, and some did not. We saw one installation where the street lights were mounted on every utility pole, which produced very even light that was much too bright, and we saw others where the lights are on every other pole, which is what we had originally proposed for Martins Additions. Although this results in areas of darkness between the pools of light under the light fixtures, the average light levels are about the same as what you have now, which we believe you would like to maintain.

Since the look and feel of the Induction light had been approved several years previously, I wanted any new fixture to match this look as closely as possible. It is often the case that LED fixtures do not exactly match, in every way, the output of the older-style fixtures they are designed to. Before considering a change from induction lighting to LED and risking the possibility of an unpleasant surprise, we asked PEPCO to hang two sample LED fixtures on Bradley Lane, east of Brookville Road, for us to see and measure. Both had a 38-watt LED source, but only one had the “short skirt” glare shield. These were hung last spring. I measured them, and some members of the Board came out to look at them and discuss them with me.

I was not happy with the distribution of the fixtures, which seemed to be asymmetrical, so we subsequently had PEPCO replace one of them with a different version, which uses 55 watts and is intended to spread the light better along the street, with less penetration into the yards across the street. Both fixtures are still hanging on Bradley Lane. The 55-watt version is closer to Brookville Road, and the 38-watt version is the next one to the east. Both have the “skirt” shield, since I believe this makes the fixture less glaring when viewed from a distance or from the second-floor windows of the nearby houses.

The Board and concerned citizens can see these fixtures and compare them to an incandescent one on Brookville Road, opposite the end of the eastern portion of Bradley Lane, and you can also walk over to the QL induction sample on Georgia Street, a short distance away. We have sent charts comparing the output at street level and the luminance (brightness) of all the fixtures, and these show that the 55-watt LED lantern is close in output to the originally-approved 55-watt induction fixture. Therefore, either one could be considered for the upgrade.

The 3000K color temperature is appropriate and looks good to me, but both of the LED fixtures seem glarier to me than the Induction fixture. I think it might be helpful for the Board members to go out and decide for themselves, individually, which fixture they prefer. Then there can be a discussion and a vote on which one to use. If it turns out to be the induction fixture, PEPCO is still installing these and stocking replacement parts. The installations we designed for Garrett Park and Chevy Chase view have been running for many years, and there have only been a couple of replacements in each installation, apparently due to storm damage. The light levels are virtually the same as they were initially, and the installations look good. I think it would be beneficial for the Board to see these again.

Based on the longevity of these installations, I believe that if the Board were to install induction lighting now, it would be 20 years before the question would need to come up again. At that time, if induction lamps are still available and in plentiful supply, you could simply group-relamp with induction and wait another 20 years before thinking about it again. If induction lamps have become

less available by then, it is probable that LEDs will have improved considerably, so there could be a good retrofit that could be installed directly into the induction fixtures.

### **Summary of four available options:**

In the subsequent pages, please find cost estimates for four scenarios for upgrading your lighting:

- A. Replace, one-for-one, with HPS (high-pressure sodium) cobra-head lights, as was done in Section 3 about five years ago. This is PEPCO's standard lighting system upgrade. The light from these fixtures is yellowish white, and there are significant dark areas between fixtures. You can walk around in Section 3 to see how this looks. We do not recommend this option.
- B. Replace, one-for-one, with LED Cobra-heads. These will have a cool color temperature, 4000K (more blueish than incandescent), and depending on which version is used (full cut-off vs. drop lens), there will either be very dark areas on the streets between well-shielded fixtures, or the fixtures will be glary but the streets will look more evenly lit. We do not recommend any cobra-head option.
- C. Replace the existing with induction Tear Drops, per the sample on Georgia Street. The color will be 3000K, almost the same as the existing incandescent. A tour of Chevy Chase View will show basically how this will look. This is our preferred approach. We have broken this into two options. Option C is a system installed and maintained by PEPCO. Option C1 is a system installed by PEPCO but maintained by Martin's Additions. PEPCO's monthly maintenance fee is quite different for the two options.
- D. Replace the existing fixtures with LED Tear Drops, per the sample near the intersection of Bradley and Brookville. PEPCO has agreed to provide this option in 3000K color temperature, rather than their preferred 4000K, which we feel is too cool-colored for residential street lighting. Again, this is priced two ways - as a PEPCO-maintained installation and as one that is client-maintained.

### **Costs for new street lighting proposals:**

A brief summary and explanation of the costs is as follows, first regarding installation and second regarding recurring monthly costs. After this, you will find a chart that summarizes both sections, for easy comparison.

#### **Installation Costs:**

- A. **Standard upgrade:** Remove the existing fixtures and install 70-watt HPS cobra-head lights on the existing brackets (2200K - very yellowish - color temperature). Based on a quantity of 76 new fixtures at \$467 each, PEPCO will charge \$35,492 for this installation.
- B. **Enhanced standard upgrade:** Remove the existing fixtures and install "70-watt equivalent" LED cobra-head lights on the existing brackets (4000K - cool white - color temperature). Based on a quantity of 76 new fixtures at \$892 each, PEPCO will charge \$67,792 for this installation.

- C. **Induction Teardrop Upgrade:** Remove the existing fixtures and brackets and install Teardrop Esplanade decorative fixtures and brackets using 55-watt QL induction lighting systems (3000K - warm white- color temperature). Based on a unit price of \$3,427 each, PEPCO will charge \$260,452 for this installation. An alternative installation, where we would add up to seven poles to more evenly distribute the light along some streets, would add roughly \$40,000 to this price.
- D. **LED Teardrop Upgrade:** Remove the existing fixtures and brackets and install Teardrop Esplanade decorative fixtures and brackets using 55-watt LED lighting systems (3000K color temperature). Based on a unit price of \$3,627 each, PEPCO will charge \$275,652 for this installation. Again, an alternative installation, where we would add up to seven poles to more evenly distribute the light along some streets, would add roughly \$40,000 to this price.

### **Maintenance Costs:**

PEPCO's monthly price for operation and maintenance of a street lighting system consists of three components. One is Fixed Charges, the next is O&M (operating and maintenance) charges, which include an allowance for fixture replacement on PEPCO-maintained systems, and the last is the energy charge, at roughly 3¢ per kilowatt-hour. These are broken out in the chart at the end of this report.

Before considering the maintenance costs for the proposed lighting upgrades, we should first look at the maintenance costs for the present lighting system, which has 65 luminaires of three types:

11 HPS fixtures at \$7.21 per month = \$952 per year

38 incandescent globes at \$12.49 per month = \$5,695 per year

16 open incandescent fixtures at \$6.51 per month = \$1,250 per year

This comes to \$7,897 per year or \$157,940 for 20 years.

Below is a summary of the maintenance costs for the various proposed alternatives. Alternatives A and B are PEPCO-maintained. Options C and D are priced two ways - PEPCO-maintained and client-maintained. With PEPCO's maintenance, if anything happens to a lighting fixture, you call PEPCO and they fix it. With client maintenance, Martins Additions will need to have a PEPCO-approved contractor repair or replace a damaged fixture and/or bracket. It will also be prudent to have at least one, and perhaps two, replacement fixtures and brackets on hand, in storage, for immediate access, since it can take several weeks to have these fixtures made, and LED modules are constantly being upgraded, so there is no guarantee that a particular LED module will have an exact, easily-available replacement in the future. Based on the experience of Chevy Chase View and Garrett Park with QL induction fixtures, there should be very little maintenance expected over the anticipated 20-year life of the lamps. We have no experience with LED street-lighting maintenance over time, but the LED lighting systems themselves are rated for approximately the same life as QL.

- A. **Standard upgrade** with HPS cobra-heads: 76 HPS cobra-heads at \$6.81 per month, comes to \$6,211 per year.

- B. **Enhanced Standard Upgrade** with LED cobra-heads: 76 LED cobra-heads at \$1.58 per month, comes to \$1,441 per year.
- C. **QL Teardrop upgrade, PEPCO-maintained:** 76 QL Teardrops at \$4.83 per month comes to \$4,405 per year.
- C1. **QL Teardrop upgrade, client-maintained:** 76 QL Teardrops at \$1.26 per month comes to \$1,149 per year.
- D. **LED Teardrop upgrade, PEPCO-maintained:** 76 LED Teardrops at \$9.45 per month comes to \$8,618 per year.
- D1. **LED Teardrop upgrade, client-maintained:** 76 LED Teardrops at \$1.58 per month comes to \$1,441 per year (same as Option B, above).

Note that the monthly costs for PEPCO-maintained systems are considerably higher than for client-maintained, and in particular, the O&M cost for the LED Teardrop, which includes their "optional replacement coverage," is quite high.

Please see the table after this section for a summary of costs, over the 20-year expected life of a QL induction or LED lighting system. The costs are in today's dollars, figured at PEPCO's current rates. PEPCO's applicable rate charts are appended after the chart, for reference. Schedule MD-SL lists the energy charges; Schedule MD-SSL-OH lists other monthly charges for non-LED luminaires, and Schedule MD-SSL-OH-LED lists monthly charges for LED luminaires.

### **Conclusion:**

I hope I have explained the included street lighting options and their costs in an understandable way. All of the fixtures, as noted, are on display nearby. You can talk to Chevy Chase View and Garrett Park about their experience with the utility-pole-mounted induction street lights, and with Section 3 about their experience with HPS cobra-heads.

Respectfully submitted,



Scott M. Watson, IALD

# MARTINS ADDITIONS STREET LIGHTING SUMMARY

NOVEMBER 17, 2015

OPTIONS	DESCRIPTION	INSTALLATION	MONTHLY COST/ FIXTURE				YEARLY MAINT.	20 YRS MAINT.	TOTAL
			FIXED	O&M	ENERGY	TOTAL			
<b>A</b>	Standard upgrade to 70W HPS Cobra Heads (2200K)	\$35,492	4.43	1.84	0.54	6.81	6,211	124,220	\$159,712
<b>B</b>	Enhanced standard upgrade to 70W equivalent LED Cobra-heads (4000K)	\$67,792	0.38	0.78	0.42	1.58	1,441	28,820	\$96,612
<b>C</b>	Upgrade to QL Induction Teardrop Globes on decorative brackets, PEPCO-maintained	\$260,452	0.06	4.35	0.42	4.83	4,405	88,099	\$348,551
<b>C1</b>	Upgrade to QL Induction Teardrop Globes on decorative brackets, Client-maintained	\$260,452	0.06	0.78	0.42	1.26	1,149	22,980	\$283,432
<b>D</b>	Upgrade to LED Teardrop Globes on decorative brackets, PEPCO-maintained	\$275,652	0.38	8.65	0.42	9.45	8,618	172,360	\$448,012
<b>D1</b>	Upgrade to LED Teardrop Globes on decorative brackets, client-maintained	\$275,652	0.38	0.78	0.42	1.58	1,441	28,820	\$304,472
Existing	Existing installation	N/A	per description in report				7,897	157,940	\$157,940

NOTE: ALL NUMBERS ARE IN TODAY'S DOLLARS AT CURRENT PRICING.

## MD - SL

### STREET LIGHTING SERVICE SCHEDULE "SL"

#### AVAILABILITY

Available for Distribution Service and Standard Offer Service when modified by Rider "SOS" for street, highway and park lighting purposes in the Maryland portion of the Company's service area when owned by agencies of Federal, State and Municipal governments.

Also available for holiday lighting and seasonal street decoration lighting where the lights are in public space and where the only load supplied is lighting load. Schedule "SL" is not available for services that supply any load other than lighting and telecommunications network devices supplied under Rider "SL-TN".

#### CHARACTER OF SERVICE

Electricity supplied to multiple lights normally will be sixty hertz, single phase, 120 volts.

#### MONTHLY RATE

<b>Distribution Service Charge</b>	
<b>Standard Night Burning</b>	\$0.02197 per kwhr
<b>24-Hour Burning</b>	\$0.02199 per kwhr

**Generation and Transmission Service Charges** - Customers who do not receive service from an alternative Electric Supplier as defined in the Company's General Terms and Conditions will receive Generation and Transmission Services from the Company under the provisions of Rider "SOS" – Standard Offer Service.

**Billing Credit** - A monthly billing credit in the amount of \$0.74 will be applied to the bill of each customer receiving a consolidated bill from an alternative supplier for services provided both by Pepco and by the alternative supplier.

The above charges do not include furnishing and/or maintaining street lighting equipment.

#### MEASUREMENTS OF ELECTRICITY

If electricity delivered for street lighting is unmetered, monthly kilowatt-hour consumption will be computed on the basis of manufacturers' wattage ratings of installed lamps, auxiliary devices where required, and scheduled 4,200 hours of burning time. If metered, watt-hour meters will be read to the nearest multiple of the meter constant and bills rendered accordingly.

Lights controlled for night burning only will be billed at the monthly rate for Standard Night Burning street lights. Lights not controlled for night burning only will be billed at the monthly rate for 24-Hour Burning street lights.

#### METER READING

Watt-hour meters will be read to the nearest multiple of the meter constant and bills rendered accordingly.

## **MD - SL**

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### **GROSS RECEIPTS TAX**

A surcharge of 2.0408% is applied to the transmission and distribution components of the customer's bill to recover the amount attributable to the Gross Receipts Tax.

### **GENERAL TERMS AND CONDITIONS**

This schedule is subject in all respects to the Company's "General Terms and Conditions for Furnishing Electric Service" and the Company's "Electric Service Rules and Regulations."

### **APPLICABLE RIDERS**

Standard Offer Service – Type I Non-Residential  
Administrative Credit  
Telecommunications Network Charge  
Delivery Tax Surcharge  
Montgomery County Surcharge  
Maryland Environmental Surcharge  
Empower MD Charge  
Non-Residential Direct Load Control  
Demand Resource Surcharge  
Grid Resiliency Charge

**MD - SSL - OH**

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**CHARGES FOR SERVICING  
STREET LIGHTS SERVED FROM OVERHEAD LINES  
SCHEDULE "SSL-OH"****AVAILABILITY**

Available in the Maryland portion of the Company's service area to Municipal, County, Federal and State Governmental Agencies for servicing street, highway and park lighting equipment mounted on Company-owned wooden poles or on poles of another utility with whom the Company has an attachment agreement, when the electricity supplied to such equipment is furnished by the Company from overhead lines.

Available only for lights having a manufacturer's nominal rating of:

Incandescent*	10,000 lumens or less
Mercury Vapor*	175, 250 and 400 Watts
High Pressure Sodium	70, 100, 150, 250 and 400 Watts
Induction QL	55 and 85 Watts

\*Not available for new installation or replacement of defective fixtures.

**CHARACTER OF SERVICE**

Service rendered under this schedule will consist of (1) furnishing, installing and maintaining street lighting luminaries and mounting arms or brackets, (2) furnishing, installing, connecting, operating and maintaining electric service circuits connecting the street lighting equipment to the Company's overhead distribution system, (3) group relamping, (4) washing of globes, (5) furnishing and installing replacement globes, lamps, ballasts and light sensitive switches as needed to maintain the system in an operating mode; all normally limited to standard items of equipment meeting ANSI Standards for street lighting equipment and accepted by the Company for maintenance.

If the Customer agrees in writing with the Company, the Customer may own their street lighting equipment at all locations to include the bracket, fixture, ballast, light sensitive switch unit, and lamp. The maintenance for which can be supplied by the customer or the Company. The supply circuits terminating at the luminaire would still be owned and maintained by the Company.

Street lights will be installed on existing Company-owned distribution poles or on existing poles owned by another utility where practicable.

## MD - SSL - OH

### MONTHLY RATE

	<u>FIXED CHARGES</u>	<u>O&amp;M CHARGES COMPANY MAINTAINED</u>	<u>O&amp;M CHARGES CUSTOMER- SUPPLIED MAINTENANCE</u>
<u>Incandescent Lights*</u> - Night Burning			
Without Globes - all sizes	\$ 0.48	\$5.27	\$0.78
With Globes - all sizes	\$ 6.46	\$5.27	\$0.78
Fire Alarm Designation	\$ 3.00	\$5.23	\$0.78
<u>Other:</u>			
Attachments to Poles Owned By Another Utility	\$ 0.16 each		
<u>Mercury Vapor Lights*</u> - Night Burning			
100 Watt	\$2.72	\$ 1.83	\$0.78
175 Watt	\$2.74	\$ 1.83	\$0.78
250 Watt	\$3.37	\$ 1.83	\$0.78
400 Watt	\$4.18	\$ 1.83	\$0.78
<u>High Pressure Sodium Lights</u> - Night Burning			
70 Watt	\$ 4.33	\$ 1.84	\$0.78
100 Watt	\$ 4.84	\$ 1.83	\$0.78
150 Watt	\$ 5.03	\$ 1.83	\$0.78
250 Watt	\$ 6.93	\$ 1.83	\$0.78
400 Watt	\$ 7.91	\$ 1.83	\$0.78
<u>Induction QL</u> - Night Burning			
55 Watt	\$ 0.06	\$ 4.35	\$0.78
85 Watt	\$ 0.06	\$ 4.35	\$0.78

\*Not available for new installation or replacement of defective fixtures.

The above charges will be separate from and in addition to charges for electricity supplied under the provisions of Schedule "SL".

### CONTRIBUTION-IN-AID-OF-CONSTRUCTION

The Company will install, remove, or convert each street light upon payment by the customer of a one-time contribution in aid of construction equal to the average estimated cost per street light during the most recent three year period available. This fee shall be updated annually.

For a new overhead street light, this cost shall normally include the following:

1. The luminaire including the lamp, ballast, globe, light-sensitive switch, and mounting arm or bracket; plus,
2. Connection of the street light to the Company owned low voltage (120 volts) overhead distribution system; plus,
3. Installation of replacement poles if required by either the Company or another utility; plus,
4. Tree trimming and adjusting Company owned facilities or the facilities of another utility, in order to provide adequate clearances for the street light.

As discussed under Character of Service, if the Customer agrees in writing with the Company, the Customer may install their own street light and mount. The contribution-in-aid-of-construction shall include only the estimated cost of connecting the new supply (items 2-4 above).

## MD - SSL - OH

For removing a street light, the contribution-in-aid-of-construction shall normally include the estimated reasonable cost of removing the existing luminaire (and/or bracket, if also removed). This removal charge shall not apply where the light is removed temporarily for repairs to the light or pole, or relocated in the immediate vicinity at the convenience of the Company (or other utility owning the pole on which the light is mounted).

For conversions from one size or wattage of light to another or one type of light to another, the contribution-in-aid-of-construction shall be the estimated reasonable cost of removing the existing equipment and the installation of the new equipment. This charge does not apply if the street light is converted at the convenience of the Company or if the street light is owned by the customer. The Customer is required to inform the Company of the date and characteristic of such conversions as soon as possible.

Beginning on the effective date of this schedule, the rates are as follows:

	<u>Luminare &amp; Mount</u>	<u>New Supply Connection</u>	<u>Type Conversion</u>	<u>Wattage Conversion</u>
<u>High Pressure Sodium</u>				
All Standard Wattages	\$ 915.00	\$ 1,415.00	\$ 467.00	\$ 496.00
<u>Induction QL</u>				
All Standard Wattages	\$ 3,242.00	\$ 1,415.00	\$ 3,336.00	\$ 3,254.00

The cost of removal only for all light types is \$ 196.00.

If the Customer requests that the Company provide facilities or an installation of excess of, or different than, those normally installed or if such excess installation is required by local, state, or federal ordinance, the total estimated additional cost shall be contributed by the Customer.

This contribution shall be in addition to any other service connection fee or contribution required under the "General Terms and Conditions." The contribution-in-aid-of-construction shall not be less than zero.

### NON-STANDARD EQUIPMENT

Non-standard equipment, including all equipment not meeting ANSI Standards, if accepted by the Company for maintenance, will be subject to special contract charges and arrangements.

### GROSS RECEIPTS TAX

A surcharge of 2.0408% is applied to the transmission and distribution components of the customer's bill to recover the amount attributable to the Gross Receipts Tax.

## MD - SSL - OH - LED

### CHARGES FOR SERVICING STREET LIGHTS SERVED FROM OVERHEAD LINES SCHEDULE "SSL-OH-LED"

#### AVAILABILITY

Available in the Maryland portion of the Company's service area to Municipal, County, Federal and State Governmental Agencies for servicing street, highway and park lighting equipment mounted on Company-owned wooden poles or on poles of another utility with whom the Company has an attachment agreement, when the electricity supplied to such equipment is furnished by the Company from overhead lines.

Available only for LED lights having a high pressure sodium (HPS) equivalent manufacturer's nominal rating of: 50, 70, 100, 150 and 250 Watts.

#### CHARACTER OF SERVICE

Service rendered under this schedule will consist of (1) furnishing, installing, and maintaining street lighting luminaries and mounting arms or brackets, (2) furnishing, installing, connecting, operating and maintaining electric service circuits connecting the street lighting equipment to the Company's overhead distribution system, (3) washing of globes, (4) furnishing and installing replacement globes, fixtures, and light sensitive switches as needed to maintain the system in an operating mode; all normally limited to standard items of equipment meeting ANSI Standards for street lighting equipment and accepted by the Company for maintenance.

If the Customer agrees in writing with the Company, the Customer may own its street lighting equipment at all locations to include the bracket, fixture, light sensitive switch unit, and lamp. The maintenance for which can be supplied by the Customer or the Company. The supply circuits terminating at the luminaire would still be owned and maintained by the Company.

Street lights will be installed on existing Company-owned distribution poles or on existing poles owned by another utility where practicable.

#### MONTHLY RATE

	<u>FIXED CHARGE</u>	<u>O&amp;M CHARGE</u>	<u>OPTIONAL REPLACEMENT CHARGE</u>
<u>Utility Grade</u>			
50 Watt	\$ 0.38	\$ 0.78	\$ 3.76
70 Watt	\$ 0.38	\$ 0.78	\$ 5.22
100 Watt	\$ 0.38	\$ 0.78	\$ 5.64
150 Watt	\$ 0.38	\$ 0.78	\$ 6.23
250 Watt	\$ 0.38	\$ 0.78	\$ 6.26

## MD - SSL - OH - LED

Electric--P.S.C. Md. No. 1  
Second Revised Page No. 17.4

### MONTHLY RATE (continued)

	<u>FIXED CHARGE</u>	<u>O&amp;M CHARGE</u>	<u>OPTIONAL REPLACEMENT CHARGE</u>
<u>Decorative Grade</u>			
70 Watt	\$ 0.38	\$ 0.78	\$ 7.87
100 Watt	\$ 0.38	\$ 0.78	\$ 7.95
150 Watt	\$ 0.38	\$ 0.78	\$ 8.69
250 Watt	\$ 0.38	\$ 0.78	\$ 9.50

The above charges will be separate from and in addition to charges for electricity supplied under the provisions of Schedule "SL".

### CONTRIBUTION-IN-AID-OF-CONSTRUCTION

The Company will supply for the Customer a luminaire (including lamp, globe and light-sensitive switch) mounting arm and/or bracket required, upon payment by the Customer of a one-time contribution-in-aid-of-construction equal to the estimated reasonable installed cost of such equipment agreed to by the Company and the Customer at the time of the installation.

For a new overhead street light, this cost shall normally include the following:

1. The luminaire including the lamp, globe, light-sensitive switch, and mounting arm or bracket; plus,
2. Connection of the street light to the Company owned low voltage (120 volts) overhead distribution system; plus,
3. Installation of replacement poles if required by either the Company or another utility; plus,
4. Tree trimming and adjusting Company owned facilities or the facilities of another utility, in order to provide adequate clearances for the street light.

As discussed under Character of Service, if the Customer agrees in writing with the Company, the Customer may install their own street light and mount. The contribution-in-aid-of-construction shall include only the estimated cost of connecting the new supply (items 2-4 above).

For removing a street light, the contribution-in-aid-of-construction shall normally include the estimated reasonable cost of removing the existing luminaire (and/or bracket, if also removed). This removal charge shall not apply where the light is removed temporarily for repairs to the light or pole, or relocated in the immediate vicinity at the convenience of the Company (or other utility owning the pole on which the light is mounted).

For conversions from one size or wattage of light to another or one type of light to another, the contribution-in-aid-of-construction shall be the estimated reasonable cost of removing the existing equipment and the installation of the new equipment. This charge does not apply if the street light is converted at the convenience of the Company or if the street light is owned by the Customer. The Customer is required to inform the Company of the date and characteristic of such conversions as soon as possible.

If the Customer requests that the Company provide facilities or an installation in excess of, or different than, those normally installed or if such excess installation is required by local, state, or federal ordinance, the total estimated additional cost shall be contributed by the Customer.

This contribution shall be in addition to any other service connection fee or contribution required under the "General Terms and Conditions." The contribution-in-aid-of-construction shall not be less than zero.

## **MD - SSL - OH - LED**

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In lieu of a one-time payment at the time of installation, the Customer may elect one of the following alternative payment options:

1. Finance the contribution-in-aid-of-construction through the Company, amortized over the number of years to be agreed upon by Pepco and the street light Customer at the applicable Commission-approved overall rate of return at the time of the installation, subject to update as approved in subsequent rate proceedings, if any.
2. A monthly service charge that amortizes the total cost of the installation or conversion, which will be based on the estimated reasonable cost of the LED installation or conversion at that time, over the depreciable life of the installed LED street lights at the applicable Commission-approved overall rate of return at the time of the installation, subject to update as approved in subsequent rate proceedings, if any.

The Customer may only choose a single payment option for all LED lights installed, unless otherwise agreed to by the Company.

### **REPLACEMENT OF EQUIPMENT**

When replacement of installed equipment is necessary, the Company will replace such installed equipment upon payment by the Customer of a contribution equal to the Company's reasonable cost to replace the equipment. If the Customer has chosen either of the alternative payment options for the initial installation of the equipment subject to replacement, the replacement contribution will be added to the unrecovered balance, if any, of the initial installation contribution and recovered consistent with the elected option.

In lieu of the contribution at the time of replacement, the Customer may elect to pay a monthly charge to cover the cost of future replacements (Optional Replacement Charge). The Optional Replacement Charge will be effective at the time of the initial installation of the equipment and will remain in effect to the time of equipment replacement. The monthly Optional Replacement Charge for future replacement are listed in the table of monthly rates.

The Customer may only choose a single replacement charge option for all lights installed.

### **NON-STANDARD EQUIPMENT**

Non-standard equipment, including all equipment not meeting ANSI Standards. If accepted by the Company for maintenance, will be subject to special contract charges and arrangements.

### **GROSS RECEIPTS TAX**

A surcharge of 2.0408% is applied to the transmission and distribution components of the customer's bill to recover the amount attributable to the Gross Receipts Tax.

## **Village of Martin's Additions, Fiscal Year 2017 Budget Analysis**

### **Arthur Alexander**

The Village's budget calculations for fiscal year 2017, beginning July 1, had to contend with two broader considerations, one negative and the other positive. The bad news comes from the U.S. Supreme Court's Wynne decision. In the past, Maryland had allowed taxpayers with income from other states to claim a credit on their state taxes for taxes paid elsewhere, but a credit was not allowed for county taxes. The Court held that credits should have been allowed for all levels of government. Martin's Additions will be required to refund revenues inappropriately received from income taxes to the extent that residents file for their previously disallowed credits. These refunds owed by the Village can be paid back over a 10-year period, thus reducing the immediate impact. Estimates from the state, county, and the Maryland Municipal League suggest that we may be exposed to approximately \$15,000 per year over the ten years. Since our total annual revenues are expected to be more than \$800,000, the Wynne decision impact should not be a problem.

The good news comes from the state comptroller's mis-assignment of addresses. In order to properly allocate municipalities' portion of the income tax paid by their residents, the state comptroller assigns each taxpayer to a specific jurisdiction. Mistakes were made over the years. Some neighboring towns will face hefty bills because addresses outside their boundaries were incorrectly assigned to those towns. When we first were informed of the problem, we noted that Martin's Additions had many more households than the number of recorded taxpayers, suggesting that the state may have mis-assigned Village residents to other jurisdictions. Indeed, that is just what happened. We recently received the bulk of the \$257,000 of misallocated funds, and expect the remainder by the end of March. Needless to say, we cannot expect this kind of windfall in future years, although our regular receipts should be somewhat larger than in the past because of the correction of the address errors.

Given these uncertainties, we thought it best to continue our conservative planning approach to be assured that we can meet the Village's service needs without a deficit. We are projecting next year's revenues to be about the same as the current year's. Actual income is running somewhat above projections, but the income tax is idiosyncratic as it can be driven by a few residents' tax bills, which can be highly variable from year to year.

An important, but not the largest, revenue source is the property tax. The tax rate will remain constant over the coming year; the state's assessment forecast is that this constant rate will generate the same revenues as last year.

On the spending side, we are reducing the allocation to two professional service categories, building reviews (-\$11,500) and legal (-\$20,000). Both categories were higher than expected last year because of substantial review of building codes and permits by a new administrator, and because of a thorough analysis of our ordinances to assure that they were consistent internally and with a changing state legal code.

After celebrating our 30th anniversary as an incorporated municipality last year, and our 100th birthday as a community this year, planned spending on community events will decline \$20,000 next year.

We foresee an increase in Village management salaries, largely because we were without full-time staffing during part of last year. Also, we would like to renew the office furniture, which we are currently budgeting at \$9,000, although this could change as we consider it in greater detail. A new initiative is a Village subsidy for planting trees on private property. We have allocated \$10,000 in a trial run to assess demand and program implementation.

Finally, two large projects await the new year, streetlights and road paving. In past years, funds were set aside for these capital improvements, giving us, literally, money in the bank for these large projects. As we conduct discussions with water, sewer, and gas utilities, we will have a better idea of their near-term plans for further work as well as their contributions to repaving costs. Better lighting and roads are on the way.

Overall, we are planning a surplus of more than \$180,000, which should provide a buffer for any unplanned events in the future year.

We invite your careful consideration of the budget documents. The spending plan will be formally adopted at the annual meeting May 12.

**VILLAGE OF MARTIN'S ADDITIONS  
PROPOSED  
FY 2017 BUDGET**

			FY2015 Actual	FY2016 Actual to 2/29/2016	FY2016 Annual Budget	FY2016 Proposed Adjusted Budget as of 2/24/16	FY2017 Proposed Budget	Difference 2017/2016
<b>Income</b>								
<b>4000 - Revenue</b>								
	4010 - Permit Fees		18,285.00	6,666.00	20,000.00	20,000.00	20,000.00	0.00
	4020 - Cable TV Franchise Fees		8,012.75	3,993.61	8,000.00	8,000.00	8,000.00	0.00
	4040 - County Revenue Sharing		26,832.00	26,832.00	26,800.00	26,800.00	26,800.00	0.00
	4050 - Highway Users Fees		19,478.36	17,980.10	20,000.00	22,300.00	23,000.00	700.00
	4060 - Income Tax		750,382.37	465,967.18	600,000.00	600,000.00	600,000.00	0.00
	4070 - Code Infractions		925.90					0.00
	4080 - Personal Property Tax		4,033.08	6,200.49	5,000.00	6,000.00	6,000.00	0.00
	4090 - Real Property Tax		146,785.47	145,026.12	145,000.00	150,000.00	150,000.00	0.00
	4095 - Utility Property Tax		12,827.58	991.22	12,300.00	12,300.00	12,300.00	0.00
	4100 - Holiday Fund		7,683.00	8,345.00	6,500.00	8,345.00	6,500.00	(1,845.00)
	4110 - Interest		3,852.18	1,504.33	4,000.00	4,000.00	4,000.00	0.00
	4130 - Insurance Reimbursement			0.00	100.00	0.00		0.00
	4135 - Other Revenue (Tree Program)		0.00	14.10	0.00		0.00	0.00
	<b>Total 4000 - Revenue</b>		<b>999,097.69</b>	<b>683,520.15</b>	<b>847,700.00</b>	<b>857,745.00</b>	<b>856,600.00</b>	<b>(1,145.00)</b>
	<b>4200 - Prior Years Surplus</b>		<b>0.00</b>	<b>0.00</b>	<b>2,197,100.00</b>	<b>2,413,446.00</b>	<b>2,562,376.00</b>	<b>148,930.00</b>
	<b>Total Income</b>		<b>999,097.69</b>	<b>683,520.15</b>	<b>3,044,800.00</b>	<b>3,271,191.00</b>	<b>3,418,976.00</b>	<b>147,785.00</b>
<b>Expense</b>								
<b>5000 - General Government</b>								
	5010 - Office Expenses		15,479.59	10,368.43	15,000.00	18,000.00	18,000.00	0.00
	5025 - Office Furniture & Equipment		(156.29)	0.00	3,000.00	3,000.00	12,000.00	9,000.00
	5030 - Insurance		5,017.00	4,688.00	6,500.00	5,000.00	5,000.00	0.00
	5040 - Printing & Mailing		5,005.62	0.00	10,000.00	5,000.00	5,000.00	0.00
	5050 - Dues & Subscriptions/Conference		7,608.34	4,464.94	10,000.00	10,000.00	10,000.00	0.00
	5055 - Storage Rental		2,666.62	1,463.20	4,500.00	3,000.00	3,200.00	200.00
	5060 - Office Lease		27,745.34	19,579.62	30,000.00	30,000.00	30,000.00	0.00
	5065 - Telephone		3,279.56	1,925.79	4,500.00	3,000.00	3,000.00	0.00
	5080 - Holiday Fund		7,420.00	8,345.00	6,500.00	8,345.00	6,500.00	(1,845.00)
	<b>Total 5000 - General Government</b>		<b>74,065.78</b>	<b>50,834.98</b>	<b>90,000.00</b>	<b>85,345.00</b>	<b>92,700.00</b>	<b>7,355.00</b>
<b>5100 - Salaries &amp; Benefits</b>								
	5110 - Managerial & Office Salaries		116,846.32	65,582.63	132,000.00	120,000.00	132,000.00	12,000.00
	5120 - Payroll Taxes & Benefits		18,260.11	7,379.13	23,000.00	23,000.00	23,000.00	0.00
	<b>Total 5100 - Salaries &amp; Benefits</b>		<b>135,106.43</b>	<b>72,961.76</b>	<b>155,000.00</b>	<b>143,000.00</b>	<b>155,000.00</b>	<b>12,000.00</b>
<b>5200 - Professional Fees</b>								
	5210 - Accounting & Auditing		34,499.92	24,933.28	35,000.00	35,000.00	42,000.00	7,000.00
	<b>5220 - Building &amp; Permitting</b>							<b>0.00</b>
	5222 - Building Review & Permits		6,156.25	23,675.00	31,450.00	31,450.00	20,000.00	(11,450.00)
	5224 - Enforcement & Oversight		32,575.69	5,070.00	12,000.00	12,000.00	12,000.00	0.00
	5220 - Building & Permitting - Other			125.00				0.00
	5226 - Municipal Operations			4,905.00	28,000.00	20,000.00	18,000.00	(2,000.00)
	<b>Total 5220 - Building &amp; Permitting</b>		<b>38,731.94</b>	<b>33,775.00</b>	<b>71,450.00</b>	<b>63,450.00</b>	<b>50,000.00</b>	<b>(13,450.00)</b>
	5230 - Legal		54,475.73	53,390.43	63,891.00	70,000.00	50,000.00	(20,000.00)
	5240 - Police		22,512.60	19,592.06	36,000.00	30,000.00	30,000.00	0.00
	5242 - Lighting Consultant		6,616.25	0.00	8,000.00	0.00	5,000.00	5,000.00
	5244 - Traffic Engineering		0.00	1,312.00	3,000.00	3,000.00	3,000.00	0.00
	5246 - Records Retention & Disposal		0.00	0.00	0.00		0.00	0.00
	<b>Total 5200 - Professional Fees</b>		<b>156,836.44</b>	<b>133,002.77</b>	<b>217,341.00</b>	<b>201,450.00</b>	<b>180,000.00</b>	<b>(21,450.00)</b>

**VILLAGE OF MARTIN'S ADDITIONS  
PROPOSED  
FY 2017 BUDGET**

			FY2015 Actual	FY2016 Actual to 2/29/2016	FY2016 Annual Budget	FY2016 Proposed Adjusted Budget as of 2/24/16	FY2017 Proposed Budget	Difference 2017/2016
<b>5300 - Streets</b>								
	<b>5305 - Streets - General</b>							0.00
		5310 - Street Lighting - PEPCO	17,918.62	8,612.88	16,000.00	16,000.00	16,000.00	0.00
		5322 - Street Cleaning - Fall/Spring	5,542.50	16,324.47	27,520.00	27,520.00	28,000.00	480.00
		5324 - Street Maintenance - Other	20,530.40	3,450.00	40,000.00	15,000.00	15,000.00	0.00
	<b>Total 5305 - Streets - General</b>		<b>43,991.52</b>	<b>28,387.35</b>	<b>83,520.00</b>	<b>58,520.00</b>	<b>59,000.00</b>	<b>480.00</b>
	<b>5349 - Snow Removal Services</b>							
		5350 - Snow ShovelBkv. Road	7,578.60	3,455.00	10,000.00	5,000.00	5,000.00	0.00
		5351 - Snow Removal - Plowing	24,647.50	37,929.54	15,000.00	40,000.00	20,000.00	(20,000.00)
	<b>Total 5349 - Snow Removal Services</b>		<b>32,226.10</b>	<b>41,384.54</b>	<b>25,000.00</b>	<b>45,000.00</b>	<b>25,000.00</b>	<b>(20,000.00)</b>
	<b>Total 5300 - Streets</b>		<b>76,217.62</b>	<b>69,771.89</b>	<b>108,520.00</b>	<b>103,520.00</b>	<b>84,000.00</b>	<b>(19,520.00)</b>
	<b>5400 - Waste &amp; Recycling</b>							
		5410 - Waste Collection & Recycling	84,593.51	55,583.90	90,000.00	85,000.00	85,000.00	0.00
		5420 - Leaf Bags	9,695.14	13,730.00	12,375.00	14,000.00	10,000.00	(4,000.00)
		5425 - Recycling Bins	203.69	279.19	5,000.00	1,000.00	1,000.00	0.00
	<b>Total 5400 - Waste &amp; Recycling</b>		<b>94,492.34</b>	<b>69,593.09</b>	<b>107,375.00</b>	<b>100,000.00</b>	<b>96,000.00</b>	<b>(4,000.00)</b>
	<b>5500 - Other</b>							
		5510 - Tree Maintenance	28,867.00	24,990.00	40,000.00	35,000.00	35,000.00	0.00
		5515 - Tree Replacement	5,090.00	2,780.00	8,000.00	3,000.00	4,000.00	1,000.00
		5518 - Right-of-Way Landscaping	2,267.98	4,678.31	6,000.00	6,000.00	6,000.00	0.00
		5520 - Community Events	16,335.38	8,442.00	25,000.00	30,000.00	10,000.00	(20,000.00)
		5530 - Website	1,378.80	574.50	2,000.00	1,500.00	1,500.00	0.00
	<b>Total 5500 - Other</b>		<b>53,939.16</b>	<b>41,464.81</b>	<b>81,000.00</b>	<b>75,500.00</b>	<b>56,500.00</b>	<b>(19,000.00)</b>
	<b>5600 - Initiatives</b>							
		5630 - Tree Planting Initiatives	0.00	0.00	20,000.00	0.00	4,000.00	4,000.00
	<b>Total 5600 - Initiatives</b>			<b>0.00</b>	<b>20,000.00</b>	<b>0.00</b>	<b>4,000.00</b>	<b>4,000.00</b>
	<b>Operating Expenditures</b>		<b>590,657.77</b>	<b>437,629.30</b>	<b>779,236.00</b>	<b>708,815.00</b>	<b>668,200.00</b>	<b>(40,615.00)</b>
	<b>5800 - Designated Funds</b>							
		5810 - Designated Street		0.00	500,000.00	500,000.00	500,000.00	0.00
		5812 - Designated Sidewalk			250,000.00	250,000.00	250,000.00	0.00
		5811 - Designated Street Lighting		0.00	500,000.00	500,000.00	500,000.00	0.00
	<b>Total 5800 - Designated Funds</b>		<b>0.00</b>	<b>0.00</b>	<b>1,250,000.00</b>	<b>1,250,000.00</b>	<b>1,250,000.00</b>	<b>0.00</b>
	<b>5900 - Unassigned Fund Balance</b>		<b>0.00</b>	<b>0.00</b>	<b>1,015,564.00</b>	<b>1,312,376.00</b>	<b>1,491,776.00</b>	<b>179,400.00</b>
	<b>Total Expense</b>		<b>590,657.77</b>	<b>437,629.30</b>	<b>3,044,800.00</b>	<b>3,271,191.00</b>	<b>3,409,976.00</b>	<b>138,785.00</b>
	<b>Net Income</b>		<b>408,439.92</b>	<b>245,890.85</b>	<b>0.00</b>	<b>0.00</b>	<b>9,000.00</b>	<b>9,000.00</b>
	<b>FY2017 Budgeted Revenue</b>		<b>856,600.00</b>					
	<b>FY2017 Budgeted Expenditures</b>		<b>668,200.00</b>					
	<b>FY2017 Revenue - Expenditures</b>		<b>188,400.00</b>					

**VILLAGE OF MARTIN'S ADDITIONS  
BUDGET LINE ITEMS AND DESCRIPTIONS - FISCAL YEAR 2017**

LINE ITEM	BRIEF DESCRIPTION
<b>Income</b>	
<b>4000 - Revenue</b>	
<b>4010 - Permit Fees</b>	Fees VMA collects pursuant to its own Code (e.g., building permits and construction bonds). They are collected as required by the Code.
<b>4020 - Cable TV Franchise Fees</b>	Franchise Fees VMA receives pursuant to Montgomery County negotiated franchise agreements with the service providers to include Verizon, Comcast and RCN. Funds are received by Montgomery County and disbursed quarterly to the village.
<b>4040 - County Revenue Sharing</b>	Montgomery County property taxes returned to VMA, pursuant to a formula, for services that VMA provides itself (e.g., waste removal). Funds are received annually as a lump sum.
<b>4050 - Highway Users Fees</b>	Funds allocated to municipalities from the State. Funding source includes the gasoline tax, vehicle titling tax, vehicle rentals and use tax and vehicle registration fees. Village is allocated a portion of these fees based on a formula. Funds can only be used to pay or finance the cost of transportation facilities or related debt service. Funds are received on a monthly basis.
<b>4060 - Income Tax</b>	VMA receives a portion of State of Maryland income tax paid by its residents. The amount is equal to the greater of 17% of the county income tax liability or .37% of the State taxable income of the residents within the Village. Funds are received eight times per year.
<b>4080 - Personal Property Tax</b>	VMA receives a portion of the Personal Property tax assessed on the assets and inventory of a company or business located within the corporate boundaries of the Village. Assessed value is based on Personal Property tax return filed by the business with the State of Maryland each year.
<b>4090 - Real Property Tax</b>	Real property Taxes received by the Village based upon the levy set by the Village on real property within the incorporated limits of the Village.
<b>4095 - Utility Property Tax</b>	Property Taxes received by the Village based upon the levy set by the Village on Public Utility Company property that is located within the incorporated limits of the Village

	<b>4100 · Holiday Fund</b>	Holiday donations for Waste Management workers from Village residents.
	<b>4110 · Interest</b>	Interest Income received based on village Investments. This is mainly from investments with the Maryland Local Government Investment Pool and other Certificates of Deposits and investments. Funds are invested in accordance with State Investment Policies.
	<b>4135 · Other Revenue</b>	Includes miscellaneous revenues to include the Village share of State issued business licenses.
	<b>4200 · Prior Years Surplus</b>	Cumulative effect of the excess of revenue over expenditures that are carried over from one fiscal year to the next.

**Total Income**

<b>Expense</b>		
	<b>5000 · General Government</b>	
	<b>5010 · Office Expenses</b>	Expenses for things like: Constant Contact, Ricoh (printer/copier), office cleaning, deer park (water), utilities
	<b>5025 · Office Furniture &amp; Equipment</b>	Expenses incurred by the office for new furniture or equipment.
	<b>5030 · Insurance</b>	Payments made to Local Government Insurance Trust and US Insurance Services
	<b>5040 · Printing &amp; Mailing</b>	Spectrum printing, stamps
	<b>5050 · Dues &amp; Subscriptions/Confer</b>	Maryland Municipal League, International City/County Management Association
	<b>5055 · Storage Rental</b>	Extra Space Storage in Kensington, MD
	<b>5060 · Office Lease</b>	Shirazi Enterprises
	<b>5065 · Telephone</b>	Verizon
	<b>5080 · Holiday Fund</b>	VMA's payment of resident contributions to Waste Management workers.
	<b>5100 · Salaries &amp; Benefits</b>	
	<b>5110 · Managerial &amp; Office Salaries</b>	1 full-time Village Manager and 1 part-time Assistant Manager (up to 30 hours per week)
	<b>5120 · Payroll Taxes &amp; Benefits</b>	Payroll Taxes and Benefits associated with the Managerial and Office Staff. Includes payroll taxes, health insurance and retirement plan contributions for these employees when applicable.

	<b>5200 · Professional Fees</b>	
	<b>5210 · Accounting &amp; Auditing</b>	The Village contracts with Daniel R. Baden CPA for accounting services. The Village also uses the firm of Linton Shafer Warfield & Garret for its annual financial audit.
	<b>5220 · Building &amp; Permitting</b>	
	<b>5222 · Building Review &amp; Permits</b>	Montgomery Consulting (building administration contract): reviews building permits for compliance with the Village Code; recommends revisions to Code and related forms, as needed.
	<b>5224 · Enforcement &amp; Oversight</b>	Blue Crab Contracting, LLC: assists with building code compliance by conducting building site visits, clearing sites for bond return
	<b>5226 · Municipal Operations</b>	Blue Crab Contracting, LLC: assists with various tasks to ensure Village operations are running smoothly (e.g., street light checks and reporting outages, posting signs, leaf bag delivery, recycle bin delivery)
	<b>5230 · Legal</b>	Ron Bolt legal counsel, Funk & Bolten compliance review in FY 2016
	<b>5240 · Police</b>	2 Montgomery County Police Officers contract with the Village to provide 20 hours per week (i.e., 10 hours each): monitor village, inform staff of issues, provide crime prevention tips
	<b>5242 · Lighting Consultant</b>	Scott M. Watson, Inc. (lighting consultant): consulting on street light project
	<b>5244 · Traffic Engineering</b>	Joseph Cutro (transportation/traffic engineering consultant) report on street signs, sign inventory
	<b>5300 · Streets</b>	
	<b>5305 · Streets - General</b>	
	<b>5310 · Street Lighting - PEPCO</b>	This is our utility bill for our street lights.
	<b>5322 · Street Cleaning - Fall/Spring</b>	Rolling Acres Landscaping cleans the streets approximately 4 times per year.
	<b>5324 · Street Maintenance - Other</b>	Verges Construction work with Joe Cutro
	<b>5349 · Snow Removal Services</b>	
	<b>5350 · Snow Shovel Bkv. Road</b>	Rolling Acres Landscaping (snow plow and street cleaning contract) shovels the Brookville Road sidewalks as needed.
	<b>5351 · Snow Removal - Plowing</b>	Rolling Acres Landscaping (snow plow and street cleaning contract) plows VMA streets as needed.
	<b>Total 5300 · Streets</b>	
	<b>5400 · Waste &amp; Recycling</b>	

	<b>5410 · Waste Collection &amp; Recycling</b>	Waste Management (each week: 2 household waste pick-ups, 1 recycling pick-up, and 1 yard-waste pick-up), Shred event (usually in June)
	<b>5420 · Leaf Bags</b>	VMA purchases and delivers leaf bags to residents who do not opt-out of receiving them.
	<b>5425 · Recycling Bins</b>	New recycling bins are purchased on an as-needed basis.
	<b>5500 · Other</b>	
	<b>5510 · Tree Maintenance</b>	Integrated Plant Care provides ROW tree trimming/fertilizing/watering
	<b>5515 · Tree Replacement</b>	Integrated Plant Care provides ROW tree planting
	<b>5518 · Right-of-Way Maintenance</b>	Abraham Landscaping (lawn and landscaping contract) services the VMA ROW including butterfly garden, several dead-ends with mowing, mulching, edging as needed.
	<b>5520 · Community Events</b>	Halloween Event (crafts, food, decorations, entertainment); Centennial Celebration (rental, caterer, food trucks, entertainment, AV, recording); Annual Celebration on the Sidewalk
	<b>5530 · Website</b>	Calvert Design Group hosts the Village website, conducts site maintenance, and updates as needed
	<b>Operating Expenditures</b>	
	<b>5800 · Designated Funds</b>	
	<b>5810 · Designated Street</b>	The are funds VMA anticipates using for street repaving throughout the Village.
	<b>5812 · Designated Sidewalk</b>	These are funds VMA anticipates using for a sidewalk repair/replacement project.
	<b>5811 · Designated Street Lighting</b>	These are funds VMA anticipates using for the street lighting replacement project.
	<b>5900 · Unassigned Fund Balance</b>	This is the VMA general fund that includes all spendable amounts not designated for specific purposes.

## 2016 Constant Yield Tax Rate Certification

Taxing authority: **Martin's Additions  
 in Montgomery County**

1	1-Jul-2015	Gross assessable real property base	\$	320,979,062
2	1-Jul-2015	Homestead Tax Credit	-	<u>536,427</u>
3	1-Jul-2015	Net assessable real property base		320,442,635
4	1-Jul-2015	Actual local tax rate (per \$100)	x	<u>0.0472</u>
5	1-Jul-2015	Potential revenue	\$	151,249
6	1-Jul-2016	Estimated assessable base	\$	332,634,200
7	1-Jan-2016	Half year new construction	-	0
8	1-Jul-2016	Estimated full year new construction*	-	2,500,000
9	1-Jul-2016	Estimated abatements and deletions**	-	<u><u>9,914,617</u></u>
10	1-Jul-2016	Net assessable real property base	\$	320,219,583

11	1-Jul-2015	Potential revenue	\$	151,249
12	1-Jul-2016	Net assessable real property base	÷	320,219,583
13	1-Jul-2016	<b>Constant yield tax rate</b>	\$	<b>0.0472</b>

**EXEMPT**

Certified by



Director

\* Includes one-quarter year new construction where applicable.  
 \*\*Actual + estimated as of July 1, 2016, including Homestead Tax Credit.  
 CYTR #1

**Village of Martin's Additions  
Treasurer's Report  
February 2016**

	<u>Feb 16</u>	<u>Budget</u>	<u>Jul '15 - Feb 16</u>	<u>YTD Budget</u>	<u>Annual Budget</u>
<b>Income</b>					
<b>4000 - Revenue</b>					
4010 - Permit Fees	444.00	1,666.66	6,666.00	13,333.28	20,000.00
4020 - Cable TV Franchise Fees	2,025.48		3,993.61	4,000.00	8,000.00
4040 - County Revenue Sharing	0.00		26,832.00	26,800.00	26,800.00
4050 - Highway Users Fees	0.00	416.00	17,980.10	18,333.00	20,000.00
4060 - Income Tax	118,071.50	110,000.00	465,967.18	364,900.00	600,000.00
4080 - Personal Property Tax	35.10	100.00	6,200.49	3,300.00	5,000.00
4090 - Real Property Tax	4,311.21	56,500.00	145,026.12	135,800.00	145,000.00
4095 - Utility Property Tax	0.00	1,000.00	991.22	1,000.00	12,300.00
4100 - Holiday Fund	0.00		8,345.00	6,500.00	6,500.00
4110 - Interest	471.97	300.00	1,504.33	2,800.00	4,000.00
4130 - Insurance Reimbursement	0.00		0.00	100.00	100.00
4135 - Other Revenue	0.00		14.10		
<b>Total 4000 - Revenue</b>	<b>125,359.26</b>	<b>169,982.66</b>	<b>683,520.15</b>	<b>576,866.28</b>	<b>847,700.00</b>
<b>4200 - Prior Years Surplus</b>	<b>0.00</b>		<b>0.00</b>	<b>2,197,100.00</b>	<b>2,197,100.00</b>
<b>Total Income</b>	<b>125,359.26</b>	<b>169,982.66</b>	<b>683,520.15</b>	<b>2,773,966.28</b>	<b>3,044,800.00</b>
<b>Expense</b>					
<b>5000 - General Government</b>					
5010 - Office Expenses	981.60	1,250.00	10,368.43	10,000.00	15,000.00
5025 - Office Furniture & Equipment	0.00		0.00	3,000.00	3,000.00
5030 - Insurance	0.00		4,688.00	6,500.00	6,500.00
5040 - Printing & Mailing	0.00	833.00	0.00	6,664.00	10,000.00
5050 - Dues & Subscriptions/Conference	0.00		4,464.94	4,280.00	10,000.00
5055 - Storage Rental	236.00	375.00	1,463.20	3,000.00	4,500.00
5060 - Office Lease	1,979.00	1,979.00	19,579.62	20,132.00	30,000.00
5065 - Telephone	273.01	375.00	1,925.79	3,000.00	4,500.00
5080 - Holiday Fund	0.00		8,345.00	6,500.00	6,500.00
<b>Total 5000 - General Government</b>	<b>3,469.61</b>	<b>4,812.00</b>	<b>50,834.98</b>	<b>63,076.00</b>	<b>90,000.00</b>

**Village of Martin's Additions  
Treasurer's Report  
February 2016**

	<b>Feb 16</b>	<b>Budget</b>	<b>Jul '15 - Feb 16</b>	<b>YTD Budget</b>	<b>Annual Budget</b>
<b>5100 · Salaries &amp; Benefits</b>					
5110 · Managerial & Office Salaries	8,326.73	11,000.00	65,582.63	88,000.00	132,000.00
5120 · Payroll Taxes & Benefits	658.04	1,916.00	7,379.13	15,328.00	23,000.00
<b>Total 5100 · Salaries &amp; Benefits</b>	<b>8,984.77</b>	<b>12,916.00</b>	<b>72,961.76</b>	<b>103,328.00</b>	<b>155,000.00</b>
<b>5200 · Professional Fees</b>					
5210 · Accounting & Auditing	2,416.66	2,416.66	24,933.28	25,333.28	35,000.00
5220 · Building & Permitting					
5222 · Building Review & Permits	4,025.00	3,575.00	23,675.00	17,149.96	31,450.00
5224 · Enforcement & Oversight	4,545.00	1,000.00	5,070.00	8,000.00	12,000.00
5226 · Municipal Operations	4,230.00	2,333.33	4,905.00	18,666.64	28,000.00
5220 · Building & Permitting - Other	0.00		125.00		
<b>Total 5220 · Building &amp; Permitting</b>	<b>12,800.00</b>	<b>6,908.33</b>	<b>33,775.00</b>	<b>43,816.60</b>	<b>71,450.00</b>
5230 · Legal	5,575.50	7,315.00	53,390.43	34,629.98	63,891.00
5240 · Police	2,463.97	3,000.00	19,592.06	24,000.00	36,000.00
5242 · Lighting Consultant	0.00		0.00	4,000.00	8,000.00
5244 · Traffic Engineering	352.00		1,312.00	1,500.00	3,000.00
<b>Total 5200 · Professional Fees</b>	<b>23,608.13</b>	<b>19,639.99</b>	<b>133,002.77</b>	<b>133,279.86</b>	<b>217,341.00</b>
<b>5300 · Streets</b>					
5305 · Streets - General					
5310 · Street Lighting - PEPCO	1,321.87	1,333.33	8,612.88	10,666.64	16,000.00
5322 · Street Cleaning - Fall/Spring	0.00		16,324.47	12,000.00	27,520.00
5324 · Street Maintenance - Other	3,250.00	3,333.33	3,450.00	26,666.64	40,000.00
<b>Total 5305 · Streets - General</b>	<b>4,571.87</b>	<b>4,666.66</b>	<b>28,387.35</b>	<b>49,333.28</b>	<b>83,520.00</b>
5349 · Snow Removal Services					
5350 · Snow Removal - Shoveling	3,455.00	4,000.00	3,455.00	10,000.00	10,000.00
5351 · Snow Removal - Plowing	37,929.54	6,000.00	37,929.54	15,000.00	15,000.00
<b>Total 5349 · Snow Removal Services</b>	<b>41,384.54</b>	<b>10,000.00</b>	<b>41,384.54</b>	<b>25,000.00</b>	<b>25,000.00</b>

**Village of Martin's Additions  
Treasurer's Report  
February 2016**

	<u>Feb 16</u>	<u>Budget</u>	<u>Jul '15 - Feb 16</u>	<u>YTD Budget</u>	<u>Annual Budget</u>
<b>Total 5300 - Streets</b>	45,956.41	14,666.66	69,771.89	74,333.28	108,520.00

**Village of Martin's Additions  
Treasurer's Report  
February 2016**

	<u>Feb 16</u>	<u>Budget</u>	<u>Jul '15 - Feb 16</u>	<u>YTD Budget</u>	<u>Annual Budget</u>
<b>5400 - Waste &amp; Recycling</b>					
5410 - Waste Collection & Recycling	0.00	7,500.00	55,583.90	60,000.00	90,000.00
5420 - Leaf Bags	0.00		13,730.00	12,375.00	12,375.00
5425 - Recycling Bins	0.00		279.19	5,000.00	5,000.00
<b>Total 5400 - Waste &amp; Recycling</b>	<u>0.00</u>	<u>7,500.00</u>	<u>69,593.09</u>	<u>77,375.00</u>	<u>107,375.00</u>
<b>5500 - Other</b>					
5510 - Tree Maintenance	0.00	3,333.33	24,990.00	26,666.64	40,000.00
5515 - Tree Replacement	0.00		2,780.00	4,000.00	8,000.00
5518 - Right-of-Way Maintenance	0.00	500.00	4,678.31	4,000.00	6,000.00
5520 - Community Events	3,816.25		8,442.00	6,500.00	25,000.00
5530 - Website	0.00	166.66	574.50	1,333.28	2,000.00
<b>Total 5500 - Other</b>	<u>3,816.25</u>	<u>3,999.99</u>	<u>41,464.81</u>	<u>42,499.92</u>	<u>81,000.00</u>
<b>5600 - FY2011 Initiatives</b>					
5630 - Tree Planting Initiatives Prog.	0.00		0.00	10,000.00	20,000.00
<b>Total 5600 - FY2011 Initiatives</b>	<u>0.00</u>		<u>0.00</u>	<u>10,000.00</u>	<u>20,000.00</u>
<b>5800 - Designated Funds</b>					
5810 - Designated - Street	0.00		0.00	500,000.00	500,000.00
5811 - Designated Street Lighting	0.00		0.00	500,000.00	500,000.00
5812 - Designated - Sidewalk	0.00		0.00	250,000.00	250,000.00
<b>Total 5800 - Designated Funds</b>	<u>0.00</u>		<u>0.00</u>	<u>1,250,000.00</u>	<u>1,250,000.00</u>
<b>5900 - Undesignated Fund Balance</b>	<u>0.00</u>		<u>0.00</u>	<u>1,015,564.00</u>	<u>1,015,564.00</u>
<b>Total Expense</b>	<u>85,835.17</u>	<u>63,534.64</u>	<u>437,629.30</u>	<u>2,769,456.06</u>	<u>3,044,800.00</u>
<b>Net Income</b>	<u><u>39,524.09</u></u>	<u><u>106,448.02</u></u>	<u><u>245,890.85</u></u>	<u><u>4,510.22</u></u>	<u><u>0.00</u></u>

**Village of Martin's Additions  
Balance Sheet  
As of February 29, 2016**

Feb 29, 16

**ASSETS**

**Current Assets**

**Checking/Savings**

1000 - United Bank	55,902.29
1001 - Suntrust Bank	47,058.43
1005 - Congressional Bank	248,430.00
1020 - MLGIP	
1021 - MLGIP - Infrastructure	168,432.96
1020 - MLGIP - Other	2,153,571.76
<b>Total 1020 - MLGIP</b>	<b>2,322,004.72</b>

**Total Checking/Savings** 2,673,395.44

**Other Current Assets**

1010 - Petty Cash	100.00
1120 - Security Deposit - Office	1,767.00
<b>Total Other Current Assets</b>	<b>1,867.00</b>

**Total Current Assets** 2,675,262.44

**Fixed Assets**

1205 - Other Assets	4,619.00
1210 - Office Equipment	6,196.29
1215 - Leasehold Improvements	1,381.00
1220 - Capital Fund Infrastructure	226,974.95
<b>Total Fixed Assets</b>	<b>239,171.24</b>

**Other Assets**

1160 - Real Property Tax Receivable	91.82
<b>Total Other Assets</b>	<b>91.82</b>

**TOTAL ASSETS** **2,914,525.50**

**LIABILITIES & EQUITY**

**Liabilities**

**Current Liabilities**

**Other Current Liabilities**

2010 - Accounts Payable - Accrual	4,518.80
2200 - Refundable Deposits	11,500.00
<b>Total Other Current Liabilities</b>	<b>16,018.80</b>

**Total Current Liabilities** 16,018.80

**Total Liabilities** 16,018.80

**Equity**

3000 - Fund Balance	431,456.43
3010 - Fund Balance - Infrastructure	600,000.00
3100 - Investments in GFA	239,171.24
3900 - Retained Earnings	1,381,988.18
Net Income	245,890.85
<b>Total Equity</b>	<b>2,898,506.70</b>

**TOTAL LIABILITIES & EQUITY** **2,914,525.50**

**Village of Martin's Additions**  
**Profit & Loss**  
**July 2015 through February 2016**

Jul 15 - Feb 16

**Income**

**4000 - Revenue**

4010 - Permit Fees	6,666.00
4020 - Cable TV Franchise Fees	3,993.61
4040 - County Revenue Sharing	26,832.00
4050 - Highway Users Fees	17,980.10
4060 - Income Tax	465,967.18
4080 - Personal Property Tax	6,200.49
4090 - Real Property Tax	145,026.12
4095 - Utility Property Tax	991.22
4100 - Holiday Fund	8,345.00
4110 - Interest	1,504.33
4135 - Other Revenue	14.10
<b>Total 4000 - Revenue</b>	<u>683,520.15</u>

**Total Income** 683,520.15

**Expense**

**5000 - General Government**

5010 - Office Expenses	10,368.43
5030 - Insurance	4,688.00
5050 - Dues & Subscriptions/Conference	4,464.94
5055 - Storage Rental	1,463.20
5060 - Office Lease	19,579.62
5065 - Telephone	1,925.79
5080 - Holiday Fund	8,345.00
<b>Total 5000 - General Government</b>	<u>50,834.98</u>

**5100 - Salaries & Benefits**

5110 - Managerial & Office Salaries	65,582.63
5120 - Payroll Taxes & Benefits	7,379.13
<b>Total 5100 - Salaries &amp; Benefits</b>	<u>72,961.76</u>

**5200 - Professional Fees**

5210 - Accounting & Auditing	24,933.28
<b>5220 - Building &amp; Permitting</b>	
5222 - Building Review & Permits	23,675.00
5224 - Enforcement & Oversight	5,070.00
5226 - Municipal Operations	4,905.00
5220 - Building & Permitting - Other	125.00
<b>Total 5220 - Building &amp; Permitting</b>	<u>33,775.00</u>
5230 - Legal	53,390.43
5240 - Police	19,592.06
5244 - Traffic Engineering	1,312.00
<b>Total 5200 - Professional Fees</b>	<u>133,002.77</u>

**Village of Martin's Additions**  
**Profit & Loss**  
**July 2015 through February 2016**

Jul 15 - Feb 16

<b>5300 - Streets</b>	
<b>5305 - Streets - General</b>	
5310 - Street Lighting - PEPCO	8,612.88
5322 - Street Cleaning - Fall/Spring	16,324.47
5324 - Street Maintenance - Other	3,450.00
<b>Total 5305 - Streets - General</b>	<u>28,387.35</u>
<b>5349 - Snow Removal Services</b>	
5350 - Snow Removal - Shoveling	3,455.00
5351 - Snow Removal - Plowing	37,929.54
<b>Total 5349 - Snow Removal Services</b>	<u>41,384.54</u>
<b>Total 5300 - Streets</b>	<u>69,771.89</u>
 <b>5400 - Waste &amp; Recycling</b>	
5410 - Waste Collection & Recycling	55,583.90
5420 - Leaf Bags	13,730.00
5425 - Recycling Bins	279.19
<b>Total 5400 - Waste &amp; Recycling</b>	<u>69,593.09</u>
 <b>5500 - Other</b>	
5510 - Tree Maintenance	24,990.00
5515 - Tree Replacement	2,780.00
5518 - Right-of-Way Maintenance	4,678.31
5520 - Community Events	8,442.00
5530 - Website	574.50
<b>Total 5500 - Other</b>	<u>41,464.81</u>
<b>Total Expense</b>	<u>437,629.30</u>
<b>Net Income</b>	<u><u>245,890.85</u></u>

## Manager's Report March 17, 2016

### Administrative Matters:

- *Income Taxes:* On February 26 staff attended a meeting with other municipal Managers, Montgomery County, and the Maryland Comptroller's Office to discuss an apparent mis-assignment of some income tax returns among local jurisdictions. Martin's Additions is owed \$257,019 some of which was already distributed (in November and January) and the remainder (\$83,019) will be distributed in March. Going forward, as they had not fixed the addresses for tax year 2015, some returns may be mis-assigned. However for tax year 2016 the addresses should be fixed. The Comptroller will request a spreadsheet of addresses from municipalities every year as of December 31. Staff had prepared that list in January and emailed it to the Comptroller.
- *Records Retention Policy:* The Village's policy was approved by the State Archivist. Staff can begin going through documents and disposing of them or archiving them.
- *Website:* Google Analytics reports that we had 2,086 page views from February 7- March 8.
- *Newsletter:* continues to be published monthly online.
- *Voter Rolls:* Staff is updating voter rolls for the 2016 Village Council election.
- *Tree Subsidy Program:* Staff drafted a description and a tree subsidy program processing form for the Tree Committee and arborist to review. The next steps are to determine which tree species we would offer and develop a descriptive pamphlet and list of steps for residents to follow to participate.
- *FEMA reimbursement for snow plowing:* Staff will attend an Applicant Briefing March 18 with the state about reimbursement of eligible costs for the snow storm in January. This will provide an overview of the program and the process for applying and requesting reimbursement under the emergency declaration. Forms are due April 3.

### Safety and police:

- The State Highway Administration (SHA), which has jurisdiction over Brookville Road, is currently *redesigning the intersection at Brookville Road and Taylor Street* to improve safety. Their final design proposal should be completed by the end of January and SHA will present it at a public meeting. (date/time still TBD). Staff has not had a response to a recent request for an update on timing.
- Police will contribute safety tips to newsletter on a monthly basis to increase community awareness and help prevent crime.

### Utilities: WSSC

- The water main relocation/replacement is now virtually complete on Bradley Ln. and Melville Pl. The change over to the new pipes has been completed as of March 8. Homes will need to be hooked up to the new pipe as well. WSSC began working on replacing the water lines on Raymond this month. This week, work began on Quincy laying down temporary piping.

### Legislation:

- *Transient Lodging Legislation:* Andy Harney from Section 3 informed staff about legislation being considered by the Montgomery County Council that would allow residents to rent their homes with few restrictions. This would allow Air BnBs to flourish. If these bills are approved, it would be easier to establish a transient lodging (daily, weekly rentals for 5 or more) facility in a house than to get approval for an accessory apartment. There was a Council public hearing on Tuesday, March 8th. 20 people testified, most against.

### Streets & Sidewalks:

- *Sidewalk and curb repairs:* A limited number of sidewalk repairs took place February 19. Repairs took a day to complete. The work seems fine except for a site on Quincy that has a tire track. Staff has had limited success in communicating with the company so in the future may consider another company.

Sanitation:

- *Bulk trash* was collected March 12.
- *Pet waste bags:* Sincere thanks to Friendship Animal Hospital for the donated dog waste bags for the Village's public dispensers, and to Chris Kohl and Dennis King for continuing to restock the dispensers.

Building Administration:

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

MONTGOMERY CONSULTING  
MEMO

TO: Village of Martin's Additions Council  
FROM: Doug Lohmeyer  
DATE OF MEMO: March 17, 2016  
SUBJECT: Building Permit Status Report

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**3413 Bradley Lane**

The contractor has completed the shed construction and the staff is releasing the building permit.

**3519 Bradley Lane**

In Feb. the homeowner had a backed up sewer house connection and since a portion of the repair was within the Village right of way, a right of way permit was issued. During the repair, a section of public sidewalk had to be removed. When the contractor reset the concrete sidewalk slab, the eastern edge of the slab was raised approximately one inch above the adjacent section of sidewalk. Before the Village returns the right of way bond, the homeowners needs to have their contractor reset the concrete sidewalk slab, so it is level with the existing sidewalk on both sides.

**3414 Cummings Lane**

Construction of the detached garage and driveway is underway. During a site visit by the staff, it was observed that the temporary orange safety fence had collapsed around the swimming pool, which is under construction. The homeowner was notified and the fence was re-installed the next day.

**159 Quincy Street**

The contractor has completed the interior improvements and the temp. toilet has been removed from the front yard.

### **3505 Raymond Street**

The applicant has submitted a building permit application. The improvements are underway and the staff is making frequent site visits.

### **3525 Raymond Street**

The owner is making internal improvements and a VMA Building Permit is not required. However, a permit for a dumpster has been issued by VMA.

### **3408 Thornapple Street**

Last week, the homeowner called the Village office and said the storm drain inlet behind the house overflowed and flooded their basement. The staff is investigating the Village records to determine if maintenance of the storm drain inlet and the outfall pipe is the responsibility of the Village or the private homeowner.

### **3507 Turner Lane**

The building permit has been issued. Work has begun on the two story addition.

### **WSSC Water Main Construction**

The WSSC contractor has completed the water main installation in Bradley Lane and Melville Place. They are presently installing the new water main at the eastern end of Quincy.

They also have completed the water main connection into the existing water main at Bradley Lane and Brookville Rd.

The crews are replacing the water main house connections and fire hydrants in Bradley Lane.

We will soon be meeting with the WSSC staff to discuss WSSC paying for cost of milling and re-paving of the street within the Village. We will also have a similar discussion with WGL.