

Village of Martin's Additions
7013 Brookville Road, Suite B, Chevy Chase, MD 20815
Minutes for Council Meeting on
April 21, 2016

Council Members Present: Richard Krajeck (Chair), Arthur Alexander, Tiffany Cissna, Susan Fattig; **Village Manager:** Matt Trollinger; **Assistant Village Manager:** Beth Boa; **Attorney:** Ron Bolt; **Building Administrator:** Doug Lohmeyer; **Village Police Officers:** Nick Picerno and Mike Pratt; **Residents and other attendees:** Keith Allen (Turner Ln), Celeste Biagini (Taylor St), Marty Langelan (Chestnut St), Steve Schmal (Summit Ave), Doug Snyder (Quincy St), Ted Stoddard (Turner Ln), Lynn Welle (Oxford St).

7:30 PM Call to Order; Welcome and Introductions: Krajeck

7:30 PM Introduction of Police Officers for Update: Krajeck

Chairman Krajeck introduced Mike Pratt and Nick Picerno, Village Police Officers, and invited them to the Celebration on the Sidewalk May 12. Nick Picerno advised that since there has been sporadic crime in the Village, there is a need for Village residents to make sure car and home doors are locked. Most of the crime in the Village lately has consisted of items being stolen from unlocked cars. The policemen noted that it is well known that in this area, car doors are not always locked. Although it may be technically possible, it is unlikely that the criminals engaged in the recent thefts have devices designed to open locked car doors.

Village residents should be vigilant in noting suspicious activity and reporting crime. The non-emergency police number is 301-279-8000. Nick and Mike urged residents not to hesitate to call if they felt/saw something awry.

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

Steve Schmal (Summit Ave) noted that the Centennial Celebration was a wonderful event. He raised the issue of the Village newsletter, *Martin's Edition*, as he is disappointed that it is restricted to Village business. He asked that the Council reconsider this policy and develop guidelines for not-for-profit organizations to submit items, especially since the newsletter is electronic so there is no cost for printing.

Chairman Krajeck said that the decision was made on the basis that Village news could get lost in such items. The unofficial googlegroups listserv is the vehicle for other non-Village news.

Schmal guessed that the listserv does not reach the same audience or number of people. The non-profits could have their announcements at the end of the newsletter.

Steve Schmal noted that he was disappointed that the streetlights had not been installed in FY16. He suggested that the relationship with Scott Watson end as he is not responsive in moving the project ahead.

Celeste Biagini (Taylor St) asked how many people are signed up for the Googlegroups listserv. Steve Schmal will ask Bill Lebovich, listserv manager.

7:55 PM Update from the Centennial Celebration Committee: Krajeck

The Centennial Celebration was held Sunday for a large crowd of residents and guests. The Committee would like to thank all of the volunteers that assisted before and during the event. Delegate Al Carr and County Executive Ike Leggett attended and gave remarks, as did Karen McManus on behalf of Congressman Chris Van Hollen. Their citations will be on display in the office. Thus far, the cost estimate is \$16,576, including expenses related to the program itself, such as children's entertainment, videography and AV equipment. The final bills for videography, drinks and AV equipment have not been received, though. The Committee will develop a video of the Centennial Celebration to commemorate the event. Village residents displayed their artwork, publications, or other items at the Celebration. The Committee will dedicate the donated tree with a plaque to commemorate the centennial.

8:00 PM Consideration of Amendment to Change Election Procedures (Policy No. 2-16-2): Krajeck

Marty Langelan (Chestnut St), a member of the Election Committee, brought up their request to eliminate the requirement of an absentee voter to write the control number on the outside of the absentee ballot return envelope. Their concern is that voters requesting absentee ballots by email may forget to write the control number on the return envelope and the Election Committee still wants to be able to count those ballots. The control number would be located on the ballot itself.

Discussion ensued. The Council was concerned about anonymity if the control number is on the ballot itself that could be matched with the list of voters with their control numbers.

The issue was tabled as the Election Committee invited the Council to its April 25, 2016 meeting to discuss the issue further.

8:40 PM Building Administrator's Report: Lohmeyer

Doug Lohmeyer, Village Building Administrator, gave his report.

3519 Bradley Lane

The water house connection repairs have been completed, the Village right of way is acceptable, and the homeowner's performance bond has been returned.

3515 Bradley Lane

The homeowner hired a plumbing contractor to repair an existing leak in the water house connection. Even though the leak existed prior to the new WSSC water main construction, it appeared to worsen when the new WSSC water meter was installed. The homeowner was contacted and asked to send in a performance bond to cover the contractor's work within the Village right of way. The homeowner has not submitted the bond, but the work is complete and the right of way repairs are acceptable.

3414 Cummings Lane

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

3505 Raymond Street

After it was discovered that the new additions to the existing house were not in accordance with the approved Village and MCDPS permit plans, the Village issued a "Stop Work Order". The applicant re-submitted revised plans to MCDPS and the Village for review and approval. Once the County approved the revision, the Village removed the "Stop Work Order" on April 8th.

The staff has twice directed the homeowner to have his contractor relocate the temporary toilet to the location shown on the approved Village plans and to remove the piles of debris from the front yard. To date neither has occurred.

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.

3506 Turner Lane

The staff observed the installation of a new landscape retaining wall in the front yard. After several phone calls, it was determined that the house had been sold. The new owner is not in town, but has provided a copy of the House Location Survey. The staff will locate the new wall on the survey and Ron Bolt will attach the survey to the Village's right of way license agreement for execution and recordation. The new homeowner has agreed to reimburse the Village for the staff's time.

3507 Turner Lane

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

MCDOT – Quincy and Oxford intersection

Large trucks are still having difficulty turning at the intersection of Quincy and Oxford without their rear wheels driving across the curb and sidewalk. Staff 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. The staff is setting up another meeting with the maintenance division at MCDOT to discuss replacing or modifying the existing MCDOT storm drain inlet at the intersection of Quincy and Oxford.

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 placed a temporary steel plate over the hole and they estimate that the repair / replacement will occur during the week of April 25th. They will try to notify us in advance, so we can alert the community.

WSSC Water Main Construction

The WSSC contractor is presently installing the new water main house connections in Raymond St. They expect to complete the work in Raymond this week and begin work in Quincy next week.

The WSSC construction manager, Dwayne, will be meeting with the homeowner at the end of Bradley, regarding the removal of the large, overhanging tree, the replacement of the existing fire hydrant, and the water connection at the end of Bradley.

We will soon be meeting with the WSSC staff to discuss WSSC either paying for cost of milling and re-paving of the streets within the Village or actually taking on the work themselves. We will also have a similar discussion with WGL.

9:00 PM Introduction of Ordinance No. 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.

Doug Lohmeyer, Building Administrator, noted that when new houses are built further back, older houses no longer conform to the EBL. Doug proposed new wording for the EBL so that older houses can conform to the EBL and can add front porches if desired.

The allowable porch size will remain at nine feet.

Motion by Councilmember Alexander to introduce as amended Ordinance No. 4-16-1 to amend Chapter 7 of the Village Code and adding a counsel for Ethics Committee reference in Code; seconded by Councilmember Fattig. All in favor.

Ordinance No. 4-16-1 to amend Chapter 7 of the Village Code and adding a counsel for Ethics Committee reference in Code Attached

9:30 PM Action on Council Meeting Minutes of March 17, 2016: Krajeck

Motion by Councilmember Fattig to approve the draft minutes for the Council meeting held on March 17, 2016; seconded by Councilmember Alexander. All in favor.

The minutes as approved are attached.

9:30 PM Comcast and Verizon Memorandums of Understanding: Bolt

Attorney Bolt introduced the Comcast and Verizon Memorandums of Understanding between Montgomery County and the Village. The Village has authority to grant one or more exclusive or nonexclusive franchises for a cable television system within its corporate boundaries.

Motion by Councilmember Fattig to approve the Comcast and Verizon Memorandums of Understanding; seconded by Councilmember Alexander. All in favor.

Comcast and Verizon Memorandums of Understanding Attached.

9:30 PM Financial matters, including Treasurer's Report: Alexander

Councilmember Alexander reported that in the month of February Village revenues were greater than expected due to the receipt of the misallocated taxes.

Due to the *Wynne* case, initial estimates are that the Village owes approximately \$70,000 to the State, which will in turn return the overpaid taxes to residents, starting in November 2019. The Village can however pay it in a lump sum and the Council would like to pursue that option.

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

Treasurer's Report attached.

9:35 PM Manager's Report: Trollinger

Village Manager Matt Trollinger gave his report.

Administrative Matters:

- Community Events:
 - o Centennial Celebration: On Sunday, April 17 the Village celebrated its 100-year anniversary since becoming a special taxing district in 1916. The celebration included food, drink, music, and various presentations, including citations from Maryland State Delegate Al Carr, and Montgomery County Executive Ike Leggett, and United States Representative Chris Van Hollen's office. Special thanks to the Centennial Committee - Naomi Naierman (Chair), Michelle Malloy, Richard Krajeck, Susan Fattig, and Assistant Village Manager Beth Boa, who put in many hours to make the occasion a smashing success! And thank you to everyone who could make it; we all hope you enjoyed yourself and were able to learn a little something about our Village.
 - o Celebration on the Sidewalk: Planning is underway for our annual Celebration on the Sidewalk, which will be taking place on May 12th from 5-8pm.
- Website: Google Analytics reports that we had 1,834 page views from March 9-April 8.
- Newsletter: continues to be published monthly online.
- Voter Rolls: Updated voter rolls have been sent to the election committee.
- Directory: Staff is updating resident directory to publish this summer.
- FEMA reimbursement for snow plowing: Staff attended a meeting with representatives from FEMA on April 4. FEMA allowed a 48-hour window from which the Village could recoup funds. By claiming reimbursement for work done on January 24 and 25th, the Village was able to recoup the most funds. The Village claimed \$22,912.04 worth of costs; FEMA covers 75 percent of emergency costs, therefore the Village should expect a reimbursement check for \$17,184.03.
- Staffing: Matt Trollinger began as Village Manager on March 28.
- Contracts:
 - o Municipal Code Enforcement: Staff is working to formalize a contract for Municipal Code Enforcement work. Currently, work is done on an ad hoc, informal basis.
 - o Arborist: In order to comply with Charter Amendment 12-23-93, the Village should go out to bid on its arborist services. Staff has contacted other Villages to ascertain what their arrangements are (e.g., do they split "arborist" position from "maintenance" work?). (See attachment).
 - o Leaf Collection: Staff received a proposal from Rolling Acres to provide a leaf vacuuming service in the fall in lieu of bagging. Staff has been contacting other villages in the area to see what their current arrangements are.
 - o Lease: Staff has been gathering data to help in lease negotiations.

Safety and police:

- The State Highway Administration (SHA), which has jurisdiction over Brookville Road, recently sent plans to redesign the intersection at Brookville Road and Taylor Street to improve safety (see attached). The plans will be shared with Village police and Joe Cutro, Traffic Engineer. In summary:
 - o In both options the parking space on the south leg of MD 186 in front of the Brookville Supermarket will be eliminated.

- o In both options the “Villages of Martin’s Addition “ wood sign (located on the east leg of the intersection) and a few shrubs along a brick wall are impacted
- o Option #1 proposes to relocate 2 storm drains on the south MD 186 leg in order to relocate the crossing closer to the intersection
- o Option #2 proposes to modify the crossing location while avoiding the storm drain impacts.
- o Option #2 works within the existing intersection conditions.
- Police will contribute safety tips to newsletter on a monthly basis to increase community awareness and help prevent crime.

Utilities: WSSC

- Staff met with Dwayne Green, Construction Inspector for WSSC, and Greg Staley of Rustler Construction (WSSC's contractor for the Village) to go over expectations- primarily related to communication- moving forward.
- Bradley Lane is almost entirely complete, with the exception of the tie-in at the dead end. There will be one more shut down on the street from the dead end to Melville when the tie-in is done.
- Melville is completely finished; Tuesday or Wednesday, Raymond will be complete. We will be doing a walk-through next week.
- Beginning next week, work will begin on Quincy.

Utilities: Pepco

- Starting April 12, Pepco Maryland residential customers received the first of two \$50 bill credits as a result of the merger between Exelon and Pepco Holdings, Inc.
- On Tuesday, April 19, Pepco filed an application with the Maryland Public Service Commission requesting a 10 percent rate increase—Pepco’s first increase since December 2013. Staff also participated in a Government Officials teleconference on that date.

Streets Lighting:

- We finally have enough information to prepare a request for proposals (RFP) for the Village lighting replacement project. We are looking for companies that install and provide support for the induction lighting the residents and Council approved. I will be working with Council Members Richard Krajeck and Tiffany Cissna to prepare the RFP next week for expert consultant and legal counsel review.

Streets & Sidewalks:

- Street Repaving: Staff briefly met with Dan Shaw of Chamberlain Contractors to discuss street repaving estimates. Both WSSC and Washington Gas can either write a check to help cover the costs or hire their own contractor(s) to do the work. Staff is working to ascertain how much the utilities companies will contribute respectively.
- o Washington Gas is sending over an estimate on what they will cover for base and overlay by the end of next week.
- o The Village may do a survey for new curb and gutters before repaving begins.
- Corner of Quincy and Oxford: Staff met with Joe Cutro, engineering consultant, to discuss fixes to issue of large vehicles cutting across corner. Staff is considering

multiple options, including adding bollards at the corner, and designating a No Parking area directly across from the corner.

Sanitation:

- Bulk Trash: Next pickup May 14, again coordinated with A Wider Circle pick up on May 13

Arborist options attached.

Leaf Collection options attached.

MD State Highway Administration proposed plans for Brookville Road and Taylor Street attached.

WSSC Progress Report attached.

Scott Watson Associates Memorandum and options attached.

10:10 PM Opportunity for Council to hear residents' comments: Krajeck

10:10 PM Chairman Krajeck made a motion to enter closed session pursuant to Maryland Code, General Provisions Article, Section 3-305(b)(7) to consult with legal counsel to obtain legal advice related to contracting and Village Policy No. 8-15-1; seconded by Councilmember Alexander. All in favor. Present were Ron Bolt and Matt Trollinger. No action was taken. The closed session adjourned at 10:27 pm.

10:27 PM Adjournment: Krajeck

Ordinance No.: 4-16-1
Introduced: April 21, 2016
Adopted:
Effective Date:

THE VILLAGE OF MARTIN'S ADDITIONS

SUBJECT: AN ORDINANCE TO AMEND THE CODE OF ORDINANCES TO REVISE THE DEFINITION OF NON-VEGETATIVE SURFACE TO INCLUDE GRAVEL SURFACES; REQUIRE THE ETHICS COMMITTEE TO REVIEW COMPLAINTS WITH COUNSEL; CLARIFY WHEN A STOP WORK ORDER WILL BE LIFTED; LIMIT APPLICATION OF THE ESTABLISHED BUILDING LINE FRONT SETBACK REQUIREMENT TO NEW MAIN BUILDINGS; CLARIFY HOW THE ESTABLISHED BUILDING LINE FRONT SETBACK AND ESTABLISHED BUILDING HEIGHT RESTRICTIONS ARE CALCULATED; CLARIFY THAT SEPARATE VIOLATIONS OF CODE PROVISIONS SHALL BE SEPARATE INFRACTIONS; TO DECLARE A SECOND VIOLATION OF THE CODE TO BE PUNISHABLE BY A \$250 FINE; TO AMEND AND REORGANIZE PENALTY PROVISIONS; CLARIFY THE DEFINITION OF "BUILDING;" AND CLARIFY OTHER EXISTING PROVISIONS

WHEREAS, Local Government Article, Section 5-202 of the Maryland Code 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 public general law, as they may deem 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 5-211 authorizes the legislative body of each municipal corporation in the State of Maryland to make reasonable regulations concerning buildings to be erected within the limits of the municipality, including a building code and the requirement for building permits;

WHEREAS, Maryland Code, Land Use Article, Section 20-509 grants to the legislative body of incorporated municipalities in the Maryland-Washington Regional District general power to adopt building regulations for the protection of the public health, safety, and welfare; the preservation, improvement, and protection of lands, water, and improvements in the municipal corporation; and to regulate the construction, repair, or remodeling of buildings on land zoned for single-family residential uses at it relates to fences, walls, hedges, and similar barriers; signs; residential parking; residential storage; the location of structures, including setback requirements; the dimensions of structures, including height, bulk, massing, and design; and lot coverage, including impervious surfaces;

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 and its residents;

WHEREAS, the Village Council introduced the following Ordinance at a public meeting held on April 21, 2016;

WHEREAS, to comply with Maryland Code, Land Use Article, Section 20-509, on the ____ day of _____, 2016, a copy of following Ordinance was submitted to the Montgomery County Council for its comments;

WHEREAS, the Montgomery County Council did not submit any comments;

WHEREAS, after proper notice to the public, and after at least thirty days from the date a copy of the following Ordinance was transmitted to the Montgomery County Council, the Village Council considered the following Ordinance in public session assembled on the ____ day of _____, 2016;

WHEREAS, the Village Building Permit Administrator has made certain recommendations to the Village Council for amendment of the Village building regulations concerning the application of the established building line front setback, the permissible encroachment of porches, and the lifting of a stop work order;

WHEREAS, the Village Council asked the Village Ethics Committee to make a recommendation concerning whether complaints submitted to the Committee should be reviewed by the Committee in consultation with counsel and who should appoint special counsel if the Village Attorney cannot provide the consultation;

WHEREAS, the Village Ethics Committee has found such consultation advisable and has recommended that, if the Village attorney cannot perform this function, presumably because of a conflict of interest, the special counsel should be appointed by the Village Council, or, if necessary, by the Ethics Committee;

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 following 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 Charter of the Village of Martin's Additions, that the Village Code is hereby amended as follows:

Section 3-103. Continuing Violations

Any person who violates any provision of this Code or directs or allows another to commit an act that violates this Code, the person's employer if the person acted in the course of his or her employment, and any property owner who allows a violation of this Code on his or her property, shall be guilty of a violation and shall be jointly and severally subject to the penalties provided in this Code. If a violation occurs, there shall be a rebuttable presumption that all owners of the property allowed the violation. Each day a violation of this Code continues shall constitute a separate infraction. Each separate violation of a provision of this Code shall constitute a separate or repeat offense or infraction. Each day a violation of this Code continues shall, unless otherwise provided, constitute a separate or repeat offense or infraction.

(Note: Moved from Sec. 6-311(c))

(Ord. No. 4-16-1...).

Section 3-104. Additional Remedies

- (a) In addition to any other remedies provided for in this Code, where there is a violation of any provision of this Code, any court of competent jurisdiction may authorize a designee of the Village to enter onto the subject property and cause the violation to be corrected in accord with the court's order and to charge the costs and expenses, including legal expenses, thereof to the property owner, the occupant, or both, responsible for the violation. Such costs and expenses may be collected by way of any appropriate legal proceeding.
- (b) In addition to any other remedies provided in this Code, the Village may institute injunctive or other appropriate action or proceedings to correct any violation of this Code, and any court of competent jurisdiction may issue such injunctions, restraining orders or other appropriate forms of relief.
- (c) Judicial proceedings pursuant to this Chapter shall not be initiated by the Village without the affirmative vote of a minimum of three (3) members of the Village Council.
- (d) In addition to any other remedies provided in this Code, the Village may by contract or otherwise abate a violation that is not abated after ten (10) days' notice of the violation, or such other period as the Council may specify. The cost of any abatement by the Village shall be paid immediately by such person or persons upon demand of the Council, in addition to any penalties that may be imposed. The Village may collect the cost: (1) as a lien on the property tax bill; (2) in an action at law; or (3) in any other way legally available for collection of debts owed to the Village.

(Note: Moved from Sec. 3-201(b))

(Ord. No. 11-15-1, adopted 1/21/16, effective 2/10/16; Ord. No. 4-16-1...)

* * *

Section 3-201. Declaration of Municipal Infractions and Misdemeanors; Civil Penalties; Abatement by the Village

~~(a) The Village Council, by ordinance, shall determine which violations of this Code shall constitute municipal infractions and may set a specific civil penalty for each such violation. Unless otherwise specified in the Code, civil penalties shall not exceed one hundred dollars (\$100) for each violation. Notwithstanding the declaration of a violation of this Code as a misdemeanor, any violation of any provision of the Code may be prosecuted as a municipal infraction, at the Village's discretion, and, except as otherwise specified in this Code, such violations shall be punishable by a civil penalty not to exceed one hundred dollars (\$100) for each violation and two hundred fifty dollars (\$250) for any subsequent violation.~~

(Note: Moved to Sec. 3-301)

~~(b) The Council may by contract or otherwise abate a violation that is not abated after ten (10) days' notice of the violation, or such other period as the Council may specify. The cost of any abatement by the Council shall be paid immediately by such person or persons upon demand of the Council, in addition to any penalties that may be imposed. The Village may collect the cost: (1) as a lien on the property tax bill; (2) in an action at law; or (3) in any other way legally available for collection of debts owed to the Village.~~

(Note: Moved to Sec. 3-104)

(Ord. No. 11-15-1, adopted 1/21/16, effective 2/10/16; Ord. No. 4-16-1...)

* * *

Section 3-301. General Municipal Penalties

Unless otherwise specified in this Code, any person found guilty of violating any provision of this Code for which violation is a misdemeanor shall be subject to a fine not to exceed One Thousand Dollars (\$1,000.00), and/or imprisonment of not more than six (6) months, for each violation. Notwithstanding the declaration of a violation of this Code as a misdemeanor, any violation of any provision of the Code may be prosecuted as a municipal infraction, at the Village's discretion, and, except as otherwise specified in this Code, such violations shall be punishable by a civil penalty not to exceed one hundred dollars (\$100) for each violation and two hundred fifty dollars (\$250) for any subsequent violation.

(Ord. No. 4-16-1...)

Section 3-302. General Municipal Infraction Penalties

Unless otherwise specified in the Code, the general penalty for commission of a municipal infraction shall be One Hundred Dollars (\$100.00) for each violation and two hundred fifty dollars (\$250) for any subsequent violation.

(Ord. No. 4-16-1...)

* * *

Section 4-202. Disqualification Procedures; Complaints; Records

* * *

- (b) Any person alleging a violation of this Chapter may file a written complaint, under oath, with the Committee. Upon the receipt of such complaint, the Committee shall send a written acknowledgement of its receipt, notify the Official and the Council of the allegation, and review the complaint with the Village attorney. If the Village attorney recommends that special counsel be appointed, special counsel shall be selected by the Committee and appointed by the Council. If, upon consultation with the Village attorney or special counsel, the Committee determines that the complaint should be addressed by the Committee, the Committee shall request that the Official provide the Committee such information as the Committee finds necessary to determine the presence or absence of a conflict of interest. A written complaint shall not require a formal hearing; such complaints shall be processed under the procedures described in subsections (c), (d), (e), and (f) of this Section. Upon final resolution of the matters alleged, the Committee shall provide a written summary of the resolution to the Official, the Council and the person who filed the complaint.

* * *

(Ord. No. 11-15-1, adopted 1/21/16, effective 2/10/16; Ord. No. 4-16-1, ...)

* * *

Section 6-101. Definitions

* * *

- (n) “Non-vegetative surface” means any surface that is not vegetative, including, but not limited to, asphalt, concrete, stone, gravel, sandstone pavers, and the like.

* * *

(Ord. No. 5-13-1, adopted 9/9/13, effective 10/10/13; Ord. No. 11-15-1, adopted 1/21/16, effective 2/10/16; Ord. No. 4-16-1, ...)

* * *

Section 6-303. Applications; Investigations and Inspection; Issuance

* * *

- (c) Written notification of any application for a building permit shall will promptly be ~~hand~~-delivered by the Village to all properties in the Village that border or directly face the property with respect to which the permit is sought. The notice shall include,

at a minimum, a description of the proposed activity; the identity, address and phone number of the Code Enforcement Officer; and a statement that the full application is available for review through the Code Enforcement Officer. All applications for building permits and decisions thereon by the Code Enforcement Officer and the Council shall be published in the next edition of the Village's newsletter, except that application received and decisions made less than five (5) days prior to issuance may be published in the following issue. Decisions by the Council on applications for permits shall be communicated to the applicant in writing.

(Ord. No. 11-15-1, adopted 1/21/16, effective 2/10/16; [Ord. No. 4-16-1, ...](#))

* * *

Section 6-308. Enforcement

- (a) It shall be unlawful for any person to conduct work without a building permit issued by the Village for which a permit is required. It shall be unlawful for any person to conduct work that is not in strict compliance with the plans and specifications approved by the Village and/or the building permit conditions. Any person who commences any addition, erection, alteration, construction, re-construction, repair or improvement in violation of this Article may be enjoined from proceeding.
- (b) In addition to the other provisions set forth in this Article:
 - (i) When the Code Enforcement Officer determines that work on any structure is being performed in violation of the provisions of this Article, including those conditions upon which the building permit was issued, or in a manner which threatens the safety, health, comfort and welfare of the public, he may order that the work be stopped immediately.
 - (ii) The stop work order shall be issued in writing and posted at the work site. A stop work order does not extend the permit expiration date.
 - (iii) It shall be unlawful for any person to continue or permit the continuance of work in or about a structure after a stop work order has been posted on the structure, except such work as is directed in the order to be performed to remove a violation or unsafe condition.
 - (iv) Any bond or deposit held by the Village may be withheld until such time as the stop work order is lifted and all permit conditions are satisfied.
 - (v) A stop work order will be lifted by the Code Enforcement Officer only once the violation is removed, abated, or otherwise satisfactorily addressed as determined by the Code Enforcement Officer.
- (c) The Council may revoke a permit or approval issued under the provisions of this Article when the application or the plans on which the permit or approval was based contain a false statement or misrepresentation of fact or when any deviation from the approved plans or any violation of the conditions upon which such permit was issued occurs.

(Ord. No. 11-15-1, adopted 1/21/16, effective 2/10/16; [Ord. No. 4-16-1, ...](#))

* * *

Section 6-311. Work Hours and Noise Control.

- (a) No construction activities shall commence prior to 7:00 a.m. on Monday through Friday, and 9:00 a.m. on Saturdays, Sundays, and all federal holidays. Construction activities shall end no later than 9:00 p.m. on Monday through Thursday, and 7:00 p.m. on Friday through Sunday, and all federal holidays.
- (b) As used herein, “construction activities” means temporary activities directly associated with site preparation, assembly, erection, repair, alteration, renovation, construction, or demolition of improvements, or other activities, including but not limited to, moving heavy equipment onto or off the site, delivering materials, loading or unloading, operating equipment with audible “back-up” warning devices, allowing engines to idle, and any other indoor or outdoor activities which could reasonably be expected to be disturbing to persons beyond the boundary line of the property on which the construction activity is taking place.

~~(c) The municipal infraction fine for violation of this Section 6-311 is \$100 for the first violation and \$250 for subsequent violations. Any person who violates this Section 6-311 or directs or allows another to commit an act that violates this Section 6-311, the person’s employer if the person acted in the course of his or her employment, and any property owner who allows a violation of this Section 6-311 on his or her property, shall be guilty of a violation and shall be jointly and severally subject to the penalties provided herein. If a violation occurs, there shall be a rebuttable presumption that all owners of the property allowed the violation.~~

(Ord. No. 4-16-1, ...)

* * *

Section 7-101. Definitions

For the purposes of this Chapter,

* * *

- (b) “Building” means a structure on a lot which has one or more stories and a roof and is designed primarily for the shelter, support or enclosure of persons or property of any kind. “Building” includes above-grade projections and appurtenances, including, but not limited to, porches, decks, breezeways, steps, stoops, exterior stairways, bay windows, oriel entrances, balconies, vestibules, air conditioners, heat pumps, and generators. “Building” excludes projections and appurtenances that are constructed at or below grade, such as a stairwell or patio.

* * *

(m) “Established building height” means a height building line, which is the average height of all buildings that are:

- a. within 300 feet of each side property line of the proposed construction site;
- b. along the same side of the street;
- c. between intersecting streets or to the point where public thoroughfare is denied;
- d. existing at the time the building permit application is filed;
- e. ~~not non~~conforming to the maximum building height restriction, not unlawfully constructed, ~~or~~and not constructed pursuant to a lawfully granted variance; or
- f. not located on a pipestem or flag-shaped lot.

Corner lots are subject to the established building height of both of the streets.

(n) “Established building line,” means the average front line of all buildings that are:

- a. within 300 feet of each side property line of the proposed construction site;
- b. on the same side of the street;
- c. between intersecting streets or to the point where public thoroughfare is denied;
- d. existing at the time the building permit application is filed;
- e. ~~not non~~conforming to the required front setback, not unlawfully constructed, ~~or~~and not constructed pursuant to a lawfully granted variance;
- f. not located on a pipestem or flag-shaped lot; and
- g. not on the subject lot or a corner lot.

Corner lots are subject to established building line standards on both of the adjoining streets.

* * *

(hh) “New Construction” means construction of a new main building on a vacant lot or on a lot subsequent to the demolition of the main building.

(hhi) “Non-vegetative surface” means any surface that is not vegetative, including, but not limited to, asphalt, concrete, stone, gravel, sandstone pavers, and the like.

* * *

(Ord. No. 4-09-2, adopted 5/27/09, effective 6/16/09; Ord. No. 12-09-1, adopted 1/21/10, effective 2/10/10; Ord. No. 11-15-1, adopted 1/21/16, effective 2/10/16; [Ord. No. 4-16-1, ...](#))

* * *

Section 7-402. Construction Standards

(e) Setbacks

- (1) Front: Except as otherwise set forth in this Chapter, no wall or projection of any main building shall be located closer to any front lot line than ~~the established building line or~~ twenty-five (25) feet. For new construction, except as otherwise set forth in this Chapter, no wall or projection of any main building shall be located closer to any front lot line than the established building line or twenty-five (25) feet, whichever is greater.

* * *

(Ord. No. 4-09-2, adopted 5/27/09, effective 6/16/09; Ord. No. 4-10-1, adopted 6/17/10, effective 7/8/10; Ord. No. 11-15-1, adopted 1/21/16, effective 2/10/16; [Ord. No. 4-16-1, ...](#))

* * *

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 Charter of the Village of the Village of Martin's Additions, that:

(1) If any part or provision of this Ordinance is declared by a court of competent jurisdiction to be invalid, the part or provision held to be invalid shall not affect the validity of the Ordinance as a whole or any remaining part thereof; and

(2) This Ordinance shall take effect on the ___ day of _____, 2016.

ATTEST:

THE VILLAGE OF MARTIN'S ADDITIONS

Tiffany Cissna, Secretary

Richard Krajeck, Chair
Village Council

Underline indicates new material

~~Strikethrough~~ indicates material deleted

* * * indicates material unchanged

Village of Martin's Additions
7013 Brookville Road, Suite B, Chevy Chase, MD 20815
Minutes for Council Meeting on
March 17, 2016

Council Members Present: Richard Krajeck (Chair), Katya Hill, Arthur Alexander, Tiffany Cissna, Susan Fattig; **Acting Village Manager:** Beth Boa; **Attorney:** Ron Bolt; **Residents and other attendees:** Matt Trollinger (Village Manager Selectee – scheduled to start March 28, 2016), Keith Allen (Turner Ln), Lee Ann Anderson (Quincy St), Dan and Kirsten Gardner (Delfield St), Naomi Naierman (Quincy St), Lynn and Natalie Welle (Oxford St).

7:30 PM Call to Order; Welcome and Introductions: Krajeck

Chairman Krajeck welcomed the Village Manager Selectee, Matt Trollinger, who will start on March 28, 2016. He also thanked Beth Boa, Acting Village Manager, for filling in during the Village Manager search.

7:30 PM Opportunity for Council to hear residents' comments: Krajeck

Lynn Welle (Oxford St) noted that at the corner of Oxford and Quincy Streets the trucks are still cutting the corner and the large landscaping stones that were placed there to prevent that are not sufficient. The stones have been moved by the trucks and Lynn asked that the stones be removed.

Chairman Krajeck suggested putting bollards in the site to reduce truck traffic.

Councilmember Alexander said that the trucks need the room to turn so perhaps the curb should be moved in.

Chairman Krajeck suggested that Joe Cutro, the Traffic Engineering Consultant, look at the corner and make a suggestion for replacing the rocks or changing the layout of the intersection to accommodate turning trucks.

7:40 PM Update from the Centennial Celebration Committee: Naierman

Naomi Naierman (Quincy St) updated the Council on the Centennial Celebration. She urged residents to register for the event. She described the program and the music. The Committee is delivering an invitation to each home in the Village. Naomi will forward the invitation to the googlegroups listserv. The Committee is videotaping residents for the event and for a DVD produced after the event. The Celebration expected expense is still less than \$20,000, which includes development of the DVD. The Brookville Market may donate drinks and La Ferme may donate wine. She is looking for other sponsors of the

event. There are 68 people registered and County Executive Isiah Leggett is attending. Artists and authors are invited to show their works.

Centennial Celebration Committee Update attached.

7:50 PM Update from the Election Committee: Anderson

Lee Ann Anderson (Quincy St) said that the Council election and Celebration on the Sidewalk will take place May 12 from 5-8pm and the Candidates' Forum will take place April 28 at 7:00pm. The Committee is researching printers for the mailing and has rented a post office box for absentee ballots. The next Election Committee meeting is April 13, 2016 in the Village Office.

7:50 PM Action on Council Meeting Minutes of February 18, 2016 and Council Budget Work Session Minutes of February 24, 2016: Krajeck

Motion by Councilmember Fattig to approve the draft minutes for the Council meeting held on February 18, 2016; seconded by Councilmember Alexander. All in favor.

Motion by Councilmember Cissna to approve the draft minutes for the Council budget work session held on February 24, 2016; seconded by Councilmember Hill. All in favor.

The minutes as approved are attached.

7:55 PM Discussion of Street Light Improvement Projects: Hill

Councilmember Hill informed the Council that she has been waiting from final specifications for the lights from Scott Watson, Street Lighting Consultant, but Halophane has not been responsive. Scott Watson found that the fixtures the Council selected will no longer be produced. As a result, he recommends that the Council look at LED verses induction again as induction lights are going out of favor and may not be produced. Councilmember Hill will ask Watson if other companies are producing the induction lights and fixtures. A Request for Proposals (RFP) will be developed to get bids for the induction lights and fixtures if they are available but the Council would need to provide the exact specifications. If not, then the Village will go forward with an RFP for the 55W-equivalent LED light.

Councilmember Hill will move forward with Scott Watson.

The text of the Summary of Proposed Alternatives – Scott Watson Associates, Lighting Consultants is attached.

8:05 PM Introduction of Fiscal Year 2017 Budget and Tax Rates: Alexander

Councilmember Alexander reported on his budget analysis for FY17. The Village owes some money due to the U.S. Supreme Court's *Wynne* decision but is getting money

refunded due to the mis-allocation of local income taxes. *Wynne* impacts certain VMA residents who have paid out of state income tax.

Councilmember Alexander urged the residents to review the FY2017 budget line items and provide feedback.

Councilmember Cissna noted that a glossary of categories for the budget has been developed and accompanies the other budget documents.

Chairman Krajeck added that he had an update on the costs of updating furniture in the Village office as well as renovating the space. The new furniture would cost about \$44,000 and renovations would cost \$28,000. Discussion ensued about adding the costs to the FY17 budget. The Council decided funds for updating the Village office will be added at a later date, if the Council decides to go forward.

Councilmember Hill suggested the Village explore the option of vacuuming leaves rather than providing leaf bags to residents and asked whether that should be included in this year's budget. Discussion ensued. Some residents indicated in the first annual survey the Council conducted last fall that they would prefer leaf vacuuming. The previous estimate was that it would cost \$2,000 more to vacuum leaves in the fall than to distribute leaf bags.

Councilmember Alexander raised that the vacuuming cost would be in addition to the bags as residents use the bags for yard waste other than leaves.

Chairman Krajeck raised the issue of where residents could stage the leaves for vacuuming. Neither the sidewalk should be covered by piles of leaves nor should the street.

Councilmember Hill maintained that other jurisdictions in the area vacuum leaves and the decision was made that staff will explore options for leaf vacuuming included pricing and how other jurisdictions handle leaf collection in the fall.

Motion by Councilmember Fattig to introduce An Ordinance 3-16-1 To Adopt A Budget For Fiscal Year July 1, 2016 To June 30, 2017 and proposed Resolution 3-16-2 to Approve Levying a Tax on Certain Real and Personal Property Under the Provisions of Section 6-203 of the Tax-Property Article of the Annotated Code of Maryland, as Amended; seconded by Councilmember Alexander. All in favor.

Motion by Councilmember Alexander to ratify amend the FY16 budget as discussed at the Council Work Session February 24, 2016; seconded by Cissna. All in favor.

Proposed Ordinance 3-16-1 and Proposed Resolution 3-16-2 attached.

Budget Analysis attached.

8:15 PM Financial matters, including Treasurer's Report: Hill

Councilmember Hill reported that in the month of February Village expenses exceeded income because taxes were not received yet. The snow removal expenses were higher than what was budgeted, but that the amendments should cover the difference. Overall, the Village's financial situation is very healthy.

Councilmember Alexander noted that the Village no longer receives a report on how income tax distributions were allocated. He spoke to the Comptroller's office to have these resent.

The Treasurer's Report was approved.

8:25 PM Manager's Report: Acting Village Manager Boa

Acting Village Manager Boa gave her report.

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. The Council will send a letter to SHA and copy Delegate Al Carr.
- 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 St laying down temporary piping.

Legislation:

- Transient Lodging Legislation: Andy Harney from Section 3 informed staff about legislation being considered by the Montgomery County Council (Bill No. 2-16 and Zoning Text Amendment 16-03) that would allow residents to rent rooms in their homes through Air BnB-type arrangements. Rentals for less than 30 days are currently unlawful, unless the premises is licensed as a “Hotel” or “Bed & Breakfast.” ZTA 16-03 would expand the definition of Bed & Breakfast to include certain short-term rentals, including those arranged through internet sites, in residential and mixed-use zones under certain circumstances. The unit must be the licensee’s primary residence. Bill 2-16 would create a licensing process. If this legislation is approved, transient lodging (daily, weekly rentals) would be possible in a house. There was a County 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 one 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.
- *Street repaving:* Staff will schedule a meeting with WSSC and WGL to discuss repaving streets affected by work by these companies. Such a meeting will take place when the new Manager is on-board.
- *Barrier at Dead End of Raymond:* Staff will look into getting this barrier replaced as it has been knocked over. The Council asked that the barrier reconstruction be worked on in conjunction with any landscaping that will be done.

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.

- 8:40 PM Opportunity for Council to hear residents' comments: Krajeck
- 8:40 PM Chairman Krajeck made 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; seconded by Councilmember Alexander. All in favor.
- 8:40 PM The Council reviewed and discussed the current lease for the Village Office and potential changes to a new leaseamendments that would address issues that (1) have arisen over the years or (2) are not addressed by the current lease. The Council directed the Village Attorney to prepare a proposed lease addendum.
- 9:30 PM Adjournment: Krajeck

**AMENDED AGREEMENT TO IMPLEMENT THE VERIZON CABLE FRANCHISE
BETWEEN**

MONTGOMERY COUNTY, MARYLAND

and

THIS AGREEMENT is entered into as of the 1st day of April, 2016, by and between Montgomery County, Maryland, a body corporate and politic (hereinafter referred to as the "County"), and _____, a municipal corporation organized pursuant to Article XI-E of the Maryland Constitution (hereinafter referred to as the "Municipality") (collectively referred to as "the Parties").

WITNESSETH:

WHEREAS, the County enacted Chapter 8A of the Montgomery County Code (2014), as amended, entitled "Cable Communications," which allows for the grant of one or more franchises for the construction and operation of a cable communications system in the County, and for the administration and regulation of the cable communications system by the County during the franchise term; and

WHEREAS, on or about October 30, 2006, the County awarded a cable franchise within the County to Verizon Maryland, Inc. (hereinafter referred to as "Verizon") and approved Verizon's franchise agreement, pursuant to the provisions of Chapter 8A; and

WHEREAS, the Municipality has the express authority to grant one or more exclusive or nonexclusive franchises for a cable television system within its corporate boundaries, pursuant to Sections 1-708 and 5-204(d) of the Local Government Article; and

WHEREAS, the Municipality finds that it is in the best interest of its citizens for cable systems to be constructed and operated within its corporate limits; and

WHEREAS, the Municipality finds that it is in the best interest of its citizens that the administration and regulation of the Verizon cable system, within the boundaries of the Municipality be undertaken by the County and to this end has either (i) enacted an Ordinance, which adopts, with certain amendments, Chapter 8A so that its provisions shall be effective within the Municipality, or (ii) not exempted itself by ordinance from Chapter 8A and therefore Chapter 8A applies in the Municipality pursuant to Section 4-111 of the Local Government Article; and

WHEREAS, the Municipality's Cable Communications Ordinance, if any, provides that the County is requested and authorized to administer and enforce said Ordinance within the Municipality; and

WHEREAS, the Parties previously entered into an agreement in 2006 allowing the County to administer the Ordinance and otherwise addressing the implementation of the franchise granted to Verizon; and

WHEREAS, the Parties desire to amend that prior agreement and replace it with this Agreement; and

WHEREAS, by this Agreement, the Parties have set forth the terms and conditions upon which the County will administer and enforce the Municipality's Cable Communications Ordinance, if any, and implement Chapter 8A and the Verizon cable franchise.

NOW THEREFORE, in consideration of the mutual promises and covenants contained herein, the County and the Municipality agree as follows:

1. The Municipality requests that the County administer and enforce Chapter 8A within the corporate limits of the Municipality, and authorizes the County to act as agent of the Municipality in connection with the negotiation, administration and enforcement of the approved cable franchise agreement to be effective within the corporate limits of the Municipality. The County agrees to administer such franchise within the Municipality's corporate boundaries as an agent of the Municipality.

2. To the extent permitted by law and by the franchise agreement, the following obligations shall be enforced by the County and enforceable by the Municipality:

(a) The cable communications system shall be constructed to serve the entire Municipality.

(b) The Municipality shall not be discriminated against in the array of channels and services offered by the franchisee, or in the rates charged to customers in the Municipality. This provision applies only insofar as the County is authorized to regulate the franchisee's channels, services, and rates.

(c) The following minimum access channel capacity shall be available for programming by the Municipalities on the lowest-cost tier of service provided by the franchisee:

(i) Rockville and Takoma Park shall each have a digital access channel, pursuant to Section 6.1.1 of the franchise agreement. If the capacity set aside for PEG use is subdivided or compressed, Rockville and Takoma Park will each receive an additional channel, pursuant to Section 6.7.5 of the franchise agreement.

(ii) The other municipalities in Montgomery County shall have at least one common digital access channel, pursuant to Section 6.1.1 of the franchise agreement. If the

capacity set aside for PEG use is subdivided or compressed, the other municipalities may receive an additional channel, pursuant to Section 6.7.5 of the franchise agreement.

(d) If the franchisee changes the channel designations for any municipal channel, the County will divide the cost reimbursement provided for in Section 6.1.2 of the franchise agreement equally among the affected Participating Municipalities without any withholding by the County for administration or other reasons.

(e) All waivers and indemnifications obtained by the County from the franchisee shall inure to the benefit of the Municipality.

3. Franchise fees shall be distributed to the Municipality in accordance with Section 8A-29 of the Montgomery County Code. If Section 8A-29 is amended to allow the County to retain more than 30 percent of the Municipality's franchise fees as compensation for the administration of the franchise within the Municipality, the Municipality may terminate this agreement upon thirty (30) days written notice. The distribution shall be made within thirty (30) days after receipt by the County of the franchise fees from the franchisee.

4. Upon the terms and conditions set forth in section 6.2 of the franchise agreement, the County shall distribute a portion of the capital grant from the franchisee as follows: one-seventh (1/7) to the City of Rockville; one-thirtieth (1/30) to the City of Takoma Park; and one-thirtieth (1/30) to the Montgomery County Chapter of the Maryland Municipal League, or its successor in interest, in a manner directed by the Montgomery County Chapter of the Maryland Municipal League. The distribution of each installment of the capital grant shall be made by the County within thirty (30) days after the County receives the grant. The County's obligation to distribute the capital grant as described above shall not be extinguished as to the signatory of this

Agreement if any of the other Participating Municipalities terminates this Agreement. Any portion of the capital grant that is not distributed by the County will be retained by the County for its use.

5. Each Participating Municipality shall be entitled to a free “drop” on the terms set forth in Section 3.3 of the franchise agreement regarding cable service for public buildings, except that the cities of Rockville and Takoma Park each shall be entitled to five (5) free drops and the Town of Kensington and Chevy Chase Village shall be entitled to two (2) free drops. Each Municipality shall make its request through the County, and the County shall make the request on behalf of the Municipality to the franchisee within five (5) days of receiving the request from the Municipality.

6. Because the franchisee’s failure to comply with the provisions of the franchise agreement will result in injury to the Municipality, the extent of which will be difficult to determine, and because the franchise agreement provides for liquidated damages for certain breaches of the franchise agreement, the County will collect, on behalf of the affected Participating Municipality, liquidated damages in accordance with Section 13.7 of the franchise agreement and shall distribute the Municipality’s proportionate share to the Municipality as permitted by law, Council appropriation, and the franchise agreement. The foregoing shall apply to liquidated damages payable pursuant to Section 13.7 if the breach directly affects the Municipality. Further, the Performance Bond described in Section 13.5 of the franchise agreement is for the protection of the Municipality as well as the County. Accordingly, as agent of the Municipality, the County, as permitted by law and the franchise agreement, shall withdraw an appropriate amount, including interest and penalties, from the security deposit and pay the same to the Municipality if the franchisee is in default of its obligations to the Municipality and fails to cure such default in accordance with the franchise agreement.

7. With the exception of paragraph 9, this Agreement shall expire and be of no further force and effect upon revocation of the franchise by the County or the Municipality, or the expiration of the franchise effective within the Municipality; provided, however, that either party shall continue to have the right to assert any claims with respect to any obligation or arising out of any breach of this Agreement occurring prior to the revocation or expiration hereof. The franchise within the Municipality shall not be renewed or extended by the County without the approval of the Municipality.

8. In the event of a material breach of this Agreement by either party, the party not in default shall give the defaulting party notice of such breach and an opportunity to cure the same for a period of thirty (30) days following the giving of such notice. If the defaulting party does not cure the material breach within thirty (30) days of the date of such notice, this Agreement may be terminated by the non-defaulting party upon ten (10) days' written notice to the party committing a material breach hereof. Any notice pursuant to this paragraph of the Agreement shall be hand delivered, with receipt acknowledged, or mailed by certified mail, restricted delivery, addressed in the case of the County, to: Isiah Leggett, County Executive (or successor), Executive Office Building, 101 Monroe Street, Rockville, Maryland 20850, in the case of the Municipality, to: _____.

Termination of this Agreement shall not result in the termination of the franchise agreement. If this Agreement is terminated, the Municipality shall become responsible for the administration and enforcement of the franchise agreement within its corporate limits and shall be entitled to collect and retain the franchise fee and PEG Capital Grant on all revenues derived from subscribers within the Municipality.

9. The County agrees to indemnify, defend, and hold the Municipality harmless from the County's actions in connection with the County's administration and enforcement of

Chapter 8A of the County Code, and the franchise agreement. Any obligation or liability of the County arising in any way from this Agreement is subject to, limited by and contingent upon the appropriation and availability of funds, as well as the types of liabilities, damage caps and notice requirements stated in the Maryland Local Government Tort Claims Act, currently found at Maryland Code Annotated, Courts & Judicial Proceedings, Section 5-301, *et seq.* Any indemnification given by the County in this Agreement is not intended to create any rights in any third parties. The County shall neither be responsible, nor required to indemnify the Municipality, for the negligence, misconduct, or inaction of third parties or the Municipality, its employees, or agents regarding any matter covered by this Agreement.

10. This Agreement supersedes and replaces all prior agreements between the Parties related to the enforcement of the Ordinance and the implementation of the Verizon franchise.

IN WITNESS WHEREOF, the County and the Municipality have executed this Agreement as of the day and year first written above.

WITNESS:
MARYLAND

MONTGOMERY COUNTY,

By: _____
Isiah Leggett
County Executive

Date: _____

APPROVED AS TO FORM AND LEGALITY
OFFICE OF THE COUNTY ATTORNEY

BY _____

DATE: _____

WITNESS:

MUNICIPALITY

By_____

Date: _____

**AGREEMENT TO IMPLEMENT THE COMCAST CABLE FRANCHISE BETWEEN
MONTGOMERY COUNTY, MARYLAND**

and

PARTICIPATING MUNICIPALITIES (excluding Rockville)

THIS AGREEMENT is entered into as of the 1st day of April, 2016, by and between Montgomery County, Maryland, a body corporate and politic (hereinafter referred to as the “County”), and _____, a municipal corporation organized pursuant to Article XI-E of the Maryland Constitution (hereinafter referred to as “the Municipality”) (collectively referred to as “the Parties”).

WITNESSETH:

WHEREAS, the County enacted Chapter 8A of the Montgomery County Code (2014), as amended, entitled “Cable Communications,” which allows for the grant of one or more franchises for the construction and operation of a cable communications system in the County, and for the administration and regulation of the cable communications system by the County during the franchise term; and

WHEREAS, the County awarded a cable franchise to Comcast of Potomac, LLC (hereinafter referred to as “Comcast”) and approved Comcast’s cable franchise agreement, pursuant to the provisions of Chapter 8A; and

WHEREAS, the Municipality has the express authority to grant one or more exclusive or nonexclusive franchises for a cable television system within its corporate boundaries, pursuant to Section 1-708 of the Local Government Article; and

WHEREAS, the Municipality finds that it is in the best interest of its residents for cable systems to be constructed and operated within its corporate limits; and

WHEREAS, the Municipality finds that it is in the best interest of its residents that the awarding or renewing a cable communications franchise and administration and regulation of the Comcast cable system, within the boundaries of the Municipality, be undertaken by the County and to this end has either (i) enacted an Ordinance, which adopts, with certain amendments, Chapter 8A so that its provisions shall be effective within the Municipality, or (ii) not exempted itself by ordinance from Chapter 8A and therefore Chapter 8A applies in the Municipality pursuant to Section 4-111 of the Local Government Article; and

WHEREAS, the Municipality's Cable Communications Ordinance, if any, provides that the County is requested and authorized to administer and enforce said Ordinance within the Municipality; and

WHEREAS, by this Agreement, the Parties have set forth the terms and conditions upon which the County will administer and enforce the Municipality's Cable Communications Ordinance, if any, and implement Chapter 8A and the Comcast cable franchise.

NOW THEREFORE, in consideration of the mutual promises and covenants contained herein, the County and the Municipality agree as follows:

1. The Municipality requests that the County administer and enforce Chapter 8A within the corporate limits of the Municipality, and authorizes the County to act as the agent of the Municipality in connection with the negotiation, administration and enforcement of the approved cable franchise agreement to be effective within the corporate limits of the

Municipality. The County agrees to administer such franchise within the Municipality's corporate boundaries as an agent of the Municipality.

2. To the extent permitted by law and by the franchise agreement, the following obligations shall be enforced by the County and enforceable by the Municipality:

(a) The cable communications system shall be constructed to serve the entire Municipality.

(b) The Municipality shall not be discriminated against in the array of channels and services offered by the franchisee, or in the rates charged to customers in the Municipality. This provision applies only insofar as the County is authorized to regulate the franchisee's channels, services, and rates.

(c) The following minimum access channel capacity shall be available for programming by the Municipality and the other Participating Municipalities on the lowest-cost tier of service provided by the franchisee:

(i) Rockville and Takoma Park shall each have one digital access channel, pursuant to Section 6.1.1 of the franchise agreement.

(ii) The other Participating Municipalities in Montgomery County shall share one common digital access channel, pursuant to Section 6.1.1 of the franchise agreement.

(d) If the franchisee changes the channel designations for any municipal channel, the County will divide the cost reimbursement provided for in Section 6.1.2.2 of the franchise agreement equally among the affected Participating Municipalities without any withholding by the County for administration or other reasons.

(e) All waivers and indemnifications obtained by the County from the franchisee shall inure to the benefit of the Municipality.

3. In addition to the digital channels, Section 6.7.5 of the franchise agreement requires Comcast to provide the County with four (4) high definition (“HD”) channels. The Municipality and the other Participating Municipalities, including Rockville, will be permitted to program, and will share, one of the HD channels.

4. Franchise fees shall be distributed to the Municipality in accordance with Section 8A-29 of the Montgomery County Code. If Section 8A-29 is amended to allow the County to retain more than thirty (30) percent of the Municipality’s franchise fees as compensation for the administration of the franchise within the Municipality, the Municipality may terminate this agreement upon thirty (30) days written notice to the County. The distribution shall be made within thirty (30) days after receipt by the County of the franchise fees from the franchisee.

5. Upon the terms and conditions set forth in Section 6.2 of the franchise agreement and the settlement agreement attached as Exhibit D to the franchise agreement, the County shall distribute one ninth (1/9th) of the 3% PEG Capital Grant (“grant”) from the franchisee to Takoma Park and one ninth (1/9th) of the grant to the Montgomery County Chapter of the Maryland Municipal League, or its successor in interest, in a manner directed by the Montgomery County Chapter of the Maryland Municipal League. Pursuant to the settlement agreement, the funds distributed by the County pursuant to this paragraph are not restricted to capital use only, and are eligible and may be used for operating and/or capital cable, PEG and Institutional Network related expenditures. The distribution of each installment shall be made by the County within thirty (30) days after the County receives the grant from Comcast. The County’s

obligation to distribute the funds as described above shall not be extinguished as to the signatory of this Agreement if any of the other Participating Municipalities terminates this Agreement in accordance with its terms. Any portion of the capital grant that is not distributed by the County will be retained by the County for its use.

6. Because the franchisee's failure to comply with the provisions of the franchise agreement will result in injury to the Municipality, the extent of which will be difficult to determine, and because the franchise agreement provides for liquidated damages for certain breaches of the franchise agreement, the County will collect, on behalf of the affected Participating Municipality, liquidated damages in accordance with Section 13.6 of the franchise agreement and shall distribute the Municipality's proportionate share to the Municipality as permitted by law, Council appropriation, and the franchise agreement. The foregoing shall apply to liquidated damages payable pursuant to Section 13.6 if the breach directly harms the Municipality.

7. With the exception of paragraph 9, this Agreement shall expire and be of no further force and effect upon revocation of the franchise by the County or the Municipality, or expiration of the franchise effective within the Municipality, subject to any extension of, or continued performance under, the said franchise; provided, however, that either party shall continue to have the right to assert any claims with respect to any obligation or arising out of any breach of this Agreement occurring prior to the revocation or expiration hereof. The franchise within the Municipality shall not be renewed or extended by the County without the approval of the Municipality.

8. In the event of a material breach of this Agreement by either party, the party not in default shall give the defaulting party notice of such breach and an opportunity to cure the same

for a period of thirty (30) days following the giving of such notice. If the defaulting party does not cure the material breach within thirty (30) days of the date of such notice, this Agreement may be terminated by the non-defaulting party upon ten (10) days' written notice to the party committing a material breach hereof. Any notice pursuant to this paragraph of the Agreement shall be hand delivered, with receipt acknowledged, or mailed by certified mail, restricted delivery, addressed in the case of the County, to: Isiah Leggett, County Executive (or successor), Executive Office Building, 101 Monroe Street, Maryland 20850, in the case of the Municipality, to: _____. Termination of this Agreement shall not result in the termination of the franchise agreement. If this Agreement is terminated, the Municipality shall become responsible for the administration and enforcement of the franchise agreement within its corporate limits and shall be entitled to collect and retain the franchise fee and PEG Capital Grant on all revenues derived from subscribers within the Municipality.

9. The County agrees to indemnify, defend, and hold the Municipality harmless from the County's actions in connection with the County's award of the franchise, and the County's administration and enforcement of Chapter 8A of the County Code, and the franchise agreement. Any obligation or liability of the County arising in any way from this Agreement is subject to, limited by and contingent upon the appropriation and availability of funds, as well as the types of liabilities, damage caps and notice requirements stated in the Maryland Local Government Tort Claims Act, currently found at Maryland Code Annotated, Courts & Judicial Proceedings, Section 5-301, *et seq.* Any indemnification given by the County in this Agreement is not intended to create any rights in any third parties. The County shall neither be responsible, nor required to indemnify the Municipality, for the negligence, misconduct or inaction of third

parties or the Municipality, its employees, or agents regarding any matter covered by this Agreement.

10. The Parties agree that the Participating Municipalities are authorized to connect to the Institutional Network as defined in the Comcast franchise agreement, including Exhibit D, under reasonable terms and conditions for security and network management.

11. This Agreement supersedes and replaces all prior agreements between the Parties related to the enforcement of the Ordinance and the implementation of the Comcast franchise.

IN WITNESS WHEREOF, the County and the Municipality have executed this Agreement as of the day and year first written above.

WITNESS:
MARYLAND

MONTGOMERY COUNTY,

By: _____
Isiah Leggett
County Executive

Date: _____

WITNESS:

Municipality

By _____

Date: _____

APPROVED AS TO FORM AND LEGALITY
OFFICE OF THE COUNTY ATTORNEY

BY _____

DATE: _____

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

	Mar 16	Budget	Jul '15 - Mar 16	YTD Budget	Annual Budget
Income					
4000 - Revenue					
4010 - Permit Fees	75.00	1,666.66	6,741.00	14,999.94	20,000.00
4020 - Cable TV Franchise Fees	0.00	2,000.00	3,993.59	6,000.00	8,000.00
4040 - County Revenue Sharing	0.00		26,832.00	26,800.00	26,800.00
4050 - Highway Users Fees	961.59	416.00	18,941.69	18,749.00	20,000.00
4060 - Income Tax	83,025.67		548,992.85	364,900.00	600,000.00
4080 - Personal Property Tax	0.00	100.00	6,200.49	3,400.00	5,000.00
4090 - Real Property Tax	831.37	6,500.00	145,857.49	142,300.00	145,000.00
4095 - Utility Property Tax	0.00		991.22	1,000.00	12,300.00
4100 - Holiday Fund	0.00		8,345.00	6,500.00	6,500.00
4110 - Interest	595.35	300.00	2,099.68	3,100.00	4,000.00
4130 - Insurance Reimbursement	0.00		0.00	100.00	100.00
4135 - Other Revenue	0.00		14.10		
Total 4000 - Revenue	85,488.98	10,982.66	769,009.11	587,848.94	847,700.00
4200 - Prior Years Surplus	0.00		0.00	2,197,100.00	2,197,100.00
Total Income	85,488.98	10,982.66	769,009.11	2,784,948.94	3,044,800.00
Expense					
5000 - General Government					
5010 - Office Expenses	1,344.44	1,250.00	11,712.87	11,250.00	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	7,497.00	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	1,699.20	3,375.00	4,500.00
5060 - Office Lease	1,979.00	1,979.00	21,558.62	22,111.00	30,000.00
5065 - Telephone	273.02	375.00	2,198.81	3,375.00	4,500.00
5080 - Holiday Fund	0.00		8,345.00	6,500.00	6,500.00
Total 5000 - General Government	3,832.46	4,812.00	54,667.44	67,888.00	90,000.00

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

	Mar 16	Budget	Jul '15 - Mar 16	YTD Budget	Annual Budget
5100 - Salaries & Benefits					
5110 - Managerial & Office Salaries	8,400.00	11,000.00	73,982.63	99,000.00	132,000.00
5120 - Payroll Taxes & Benefits	646.78	1,916.00	8,025.91	17,244.00	23,000.00
Total 5100 - Salaries & Benefits	9,046.78	12,916.00	82,008.54	116,244.00	155,000.00
5200 - Professional Fees					
5210 - Accounting & Auditing	2,416.66	2,416.66	27,349.94	27,749.94	35,000.00
5220 - Building & Permitting					
5222 - Building Review & Permits	4,100.00	3,575.00	27,900.00	20,724.96	31,450.00
5224 - Enforcement & Oversight	0.00	1,000.00	5,070.00	9,000.00	12,000.00
5226 - Municipal Operations	2,250.00	2,333.33	7,155.00	20,999.97	28,000.00
Total 5220 - Building & Permitting	6,350.00	6,908.33	40,125.00	50,724.93	71,450.00
5230 - Legal	6,224.50	7,315.00	59,614.93	41,944.98	63,891.00
5240 - Police	2,374.90	3,000.00	21,966.96	27,000.00	36,000.00
5242 - Lighting Consultant	4,050.60	2,000.00	4,050.60	6,000.00	8,000.00
5244 - Traffic Engineering	0.00	1,500.00	1,312.00	3,000.00	3,000.00
Total 5200 - Professional Fees	21,416.66	23,139.99	154,419.43	156,419.85	217,341.00
5300 - Streets					
5305 - Streets - General					
5310 - Street Lighting - PEPCO	1,243.87	1,333.33	9,856.75	11,999.97	16,000.00
5322 - Street Cleaning - Fall/Spring	0.00	6,000.00	16,324.47	18,000.00	27,520.00
5324 - Street Maintenance - Other	0.00	3,333.33	3,450.00	29,999.97	40,000.00
Total 5305 - Streets - General	1,243.87	10,666.66	29,631.22	59,999.94	83,520.00
5349 - Snow Removal Services					
5350 - Snow Removal - Shoveling	0.00		3,455.00	10,000.00	10,000.00
5351 - Snow Removal - Plowing	0.00		37,929.54	15,000.00	15,000.00
Total 5349 - Snow Removal Services	0.00		41,384.54	25,000.00	25,000.00
Total 5300 - Streets	1,243.87	10,666.66	71,015.76	84,999.94	108,520.00

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

	<u>Mar 16</u>	<u>Budget</u>	<u>Jul '15 - Mar 16</u>	<u>YTD Budget</u>	<u>Annual Budget</u>
5400 - Waste & Recycling					
5410 - Waste Collection & Recycling	13,845.52	7,500.00	69,429.42	67,500.00	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
Total 5400 - Waste & Recycling	<u>13,845.52</u>	<u>7,500.00</u>	<u>83,438.61</u>	<u>84,875.00</u>	<u>107,375.00</u>
5500 - Other					
5510 - Tree Maintenance	170.00	3,333.33	25,160.00	29,999.97	40,000.00
5515 - Tree Replacement	0.00	4,000.00	2,780.00	8,000.00	8,000.00
5518 - Right-of-Way Maintenance	1,150.00	500.00	5,828.31	4,500.00	6,000.00
5520 - Community Events	0.00		8,442.00	6,500.00	25,000.00
5530 - Website	114.90	166.66	689.40	1,499.94	2,000.00
Total 5500 - Other	<u>1,434.90</u>	<u>7,999.99</u>	<u>42,899.71</u>	<u>50,499.91</u>	<u>81,000.00</u>
5600 - FY2011 Initiatives					
5630 - Tree Planting Initiatives Prog.	0.00		0.00	10,000.00	20,000.00
Total 5600 - FY2011 Initiatives	<u>0.00</u>		<u>0.00</u>	<u>10,000.00</u>	<u>20,000.00</u>
5800 - Designated Funds					
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
Total 5800 - Designated Funds	<u>0.00</u>		<u>0.00</u>	<u>1,250,000.00</u>	<u>1,250,000.00</u>
5900 - Undesignated Fund Balance	<u>0.00</u>		<u>0.00</u>	<u>1,015,564.00</u>	<u>1,015,564.00</u>
Total Expense	<u>50,820.19</u>	<u>67,034.64</u>	<u>488,449.49</u>	<u>2,836,490.70</u>	<u>3,044,800.00</u>
Net Income	<u><u>34,668.79</u></u>	<u><u>-56,051.98</u></u>	<u><u>280,559.62</u></u>	<u><u>-51,541.76</u></u>	<u><u>0.00</u></u>

Village of Martin's Additions
Profit & Loss
July 2015 through March 2016
Jul '15 - Mar '16

Income

4000 - Revenue

4010 - Permit Fees	6,741.00
4020 - Cable TV Franchise Fees	3,993.59
4040 - County Revenue Sharing	26,832.00
4050 - Highway Users Fees	18,941.69
4060 - Income Tax	548,992.85
4080 - Personal Property Tax	6,200.49
4090 - Real Property Tax	145,857.49
4095 - Utility Property Tax	991.22
4100 - Holiday Fund	8,345.00
4110 - Interest	2,099.68
4135 - Other Revenue	14.10

Total 4000 - Revenue	769,009.11
-----------------------------	-------------------

Total Income	769,009.11
---------------------	-------------------

Expense

5000 - General Government

5010 - Office Expenses	11,712.87
5030 - Insurance	4,688.00
5050 - Dues & Subscriptions/Conference	4,464.94
5055 - Storage Rental	1,699.20
5060 - Office Lease	21,558.62
5065 - Telephone	2,198.81
5080 - Holiday Fund	8,345.00

Total 5000 - General Government	54,667.44
--	------------------

5100 - Salaries & Benefits

5110 - Managerial & Office Salaries	73,982.63
5120 - Payroll Taxes & Benefits	8,025.91

Total 5100 - Salaries & Benefits	82,008.54
---	------------------

5200 - Professional Fees

5210 - Accounting & Auditing	27,349.94
5220 - Building & Permitting	
5222 - Building Review & Permits	27,900.00
5224 - Enforcement & Oversight	5,070.00
5226 - Municipal Operations	7,155.00

Total 5220 - Building & Permitting	40,125.00
---	------------------

5230 - Legal	59,614.93
5240 - Police	21,966.96
5242 - Lighting Consultant	4,050.60
5244 - Traffic Engineering	1,312.00

Total 5200 - Professional Fees	154,419.43
---------------------------------------	-------------------

Village of Martin's Additions
Profit & Loss
July 2015 through March 2016
Jul '15 - Mar 16

5300 - Streets

5305 - Streets - General

5310 - Street Lighting - PEPCO	9,856.75
5322 - Street Cleaning - Fall/Spring	16,324.47
5324 - Street Maintenance - Other	3,450.00

Total 5305 - Streets - General	29,631.22
---------------------------------------	------------------

5349 - Snow Removal Services

5350 - Snow Removal - Shoveling	3,455.00
5351 - Snow Removal - Plowing	37,929.54

Total 5349 - Snow Removal Services	41,384.54
---	------------------

Total 5300 - Streets	71,015.76
-----------------------------	------------------

5400 - Waste & Recycling

5410 - Waste Collection & Recycling	69,429.42
5420 - Leaf Bags	13,730.00
5425 - Recycling Bins	279.19

Total 5400 - Waste & Recycling	83,438.61
---	------------------

5500 - Other

5510 - Tree Maintenance	25,160.00
5515 - Tree Replacement	2,780.00
5518 - Right-of-Way Maintenance	5,828.31
5520 - Community Events	8,442.00
5530 - Website	689.40

Total 5500 - Other	42,899.71
---------------------------	------------------

Total Expense	488,449.49
----------------------	-------------------

Net Income	280,559.62
-------------------	-------------------

Village of Martin's Additions

General Ledger

As of March 31, 2016

	Type	Date	Num
3900 - Retained Earnings			
Total 3900 - Retained Earnings			
4000 - Revenue			
4010 - Permit Fees			
	Deposit	08/14/2015	153
	Deposit	08/21/2015	08212015
	Deposit	09/11/2015	3827
	Deposit	09/11/2015	2828
	Deposit	09/21/2015	4251
	Deposit	10/07/2015	21743
	Deposit	11/30/2015	11302015
	Deposit	11/30/2015	11302015
	Deposit	12/24/2015	1037
	Deposit	12/24/2015	1523
	Deposit	01/13/2016	11111
	Deposit	01/21/2016	0980302676
	Deposit	02/04/2016	1077
	Deposit	02/23/2016	3009
	Deposit	03/21/2016	5381
Total 4010 - Permit Fees			
4020 - Cable TV Franchise Fees			
	Deposit	08/06/2015	5052
	General Journal	08/31/2015	646
	Deposit	12/03/2015	426372
	Deposit	12/10/2015	426869
	Deposit	02/26/2016	433328
Total 4020 - Cable TV Franchise Fees			
4040 - County Revenue Sharing			
	Deposit	09/25/2015	421082
Total 4040 - County Revenue Sharing			
4050 - Highway Users Fees			
	Deposit	09/02/2015	503976325
	General Journal	09/02/2015	643
	Deposit	10/15/2015	504038377
	Deposit	11/04/2015	504062411
	Deposit	01/05/2016	504143752
	Deposit	03/02/2016	504222918
Total 4050 - Highway Users Fees			
4060 - Income Tax			
	Deposit	07/29/2015	503931679

Village of Martin's Additions

General Ledger

As of March 31, 2016

	Type	Date	Num
	General Journal	07/31/2015	626
	Deposit	10/28/2015	504053912
	Deposit	11/24/2015	504089864
	Deposit	01/27/2016	504174739
	Deposit	02/25/2016	504216722
	Deposit	03/17/2016	504250988
	Deposit	03/29/2016	504265314
Total 4060 · Income Tax			
4080 · Personal Property Tax			
	Deposit	11/16/2015	11162015
	Deposit	12/11/2015	426917
	Deposit	12/11/2015	426917
	Deposit	01/15/2016	01152016
	Deposit	02/15/2016	02152016
Total 4080 · Personal Property Tax			
4090 · Real Property Tax			
	Deposit	07/15/2015	07152015
	Deposit	08/17/2015	0817201
	Deposit	09/11/2015	419747
	Deposit	10/13/2015	422197
	Deposit	11/16/2015	11162015
	Deposit	01/15/2016	01152016
	Deposit	02/15/2016	02152016
	Deposit	03/15/2016	03152016
Total 4090 · Real Property Tax			
4095 · Utility Property Tax			
	Deposit	12/11/2015	426917
Total 4095 · Utility Property Tax			
4100 · Holiday Fund			
	Deposit	12/18/2015	12182015
	Deposit	12/18/2015	12182015
	Deposit	12/22/2015	12222015
	Deposit	12/23/2015	12232015
	Deposit	01/12/2016	01122016
Total 4100 · Holiday Fund			
4110 · Interest			
	General Journal	07/31/2015	620
	General Journal	07/31/2015	642
	General Journal	08/31/2015	644
	Deposit	09/11/2015	419747

Village of Martin's Additions General Ledger

As of March 31, 2016

	Type	Date	Num
	General Journal	09/30/2015	650
	General Journal	09/30/2015	652
	General Journal	10/31/2015	658
	General Journal	10/31/2015	659
	General Journal	11/30/2015	662
	General Journal	11/30/2015	664
	General Journal	12/31/2015	668
	General Journal	12/31/2015	669
	Deposit	01/15/2016	01152016
	General Journal	01/31/2016	673
	General Journal	01/31/2016	675
	General Journal	02/29/2016	678
	General Journal	02/29/2016	679
	General Journal	03/31/2016	684
	General Journal	03/31/2016	685
Total 4110 · Interest			
4135 · Other Revenue			
	Deposit	09/24/2015	504007037
Total 4135 · Other Revenue			
Total 4000 · Revenue			
5000 · General Government			
5010 · Office Expenses			
	Bill	07/01/2015	6564112
	Bill	07/01/2015	1435665701232
	Bill	07/01/2015	5036630667
	Bill	07/02/2015	95003317
	Bill	07/03/2015	71340
	Bill	07/05/2015	Locksmith Reimb.
	Bill	07/13/2015	55017894092
	Bill	07/20/2015	XQUGKSTAB20115
	Bill	07/31/2015	Reimbursement
	Bill	07/31/2015	Reimbursement
	General Journal	07/31/2015	620
	General Journal	07/31/2015	620
	General Journal	07/31/2015	628
	General Journal	07/31/2015	628
	General Journal	07/31/2015	628
	Bill	08/01/2015	71355
	Bill	08/01/2015	95168494
	Bill	08/10/2015	XQUGKSTAB22215
	Bill	08/13/2015	Reimb.
	Bill	08/13/2015	REimb

Village of Martin's Additions

General Ledger

As of March 31, 2016

Type	Date	Num
Bill	08/17/2015	05G0433305372
Bill	08/17/2015	05F0433305372
Deposit	08/21/2015	990418
General Journal	08/31/2015	644
General Journal	08/31/2015	646
Bill	09/01/2015	71366
Bill	09/01/2015	5H0433305372
Bill	09/01/2015	55017894092
Bill	09/11/2015	55017894092
Bill	09/21/2015	95375914
Bill	09/21/2015	5038079254
Deposit	09/22/2015	PE80002394
Bill	09/25/2015	XQUGKSTAB26815
Bill	09/25/2015	71383
Bill	09/26/2015	051043305372
Bill	09/30/2015	Reimburse
Bill	09/30/2015	Reimbursement
Bill	09/30/2015	Reimbursement
General Journal	09/30/2015	650
Bill	10/02/2015	95562370
Bill	10/08/2015	0057098915
Bill	10/12/2015	Reimb.
General Journal	10/31/2015	659
General Journal	10/31/2015	659
General Journal	10/31/2015	659
Bill	11/01/2015	71377
Bill	11/02/2015	95738070
Bill	11/02/2015	5592
Bill	11/02/2015	5592
Bill	11/10/2015	55017894092
General Journal	11/30/2015	662
General Journal	11/30/2015	662
General Journal	11/30/2015	662
General Journal	11/30/2015	663
General Journal	11/30/2015	663
Bill	12/01/2015	Reimb.
Bill	12/02/2015	95912282
Bill	12/03/2015	1059418642
Bill	12/06/2015	December 2015
Bill	12/10/2015	55017894092
Bill	12/11/2015	71413
Bill	12/19/2015	Notary Supplies
Bill	12/19/2015	12022015
Bill	12/19/2015	12022015
Bill	12/19/2015	12022015

Village of Martin's Additions General Ledger

As of March 31, 2016

Type	Date	Num
Bill	12/19/2015	12022015
Bill	12/19/2015	12022015
Bill	12/19/2015	12022015
Bill	12/19/2015	12022015
Bill	12/19/2015	12022015
General Journal	12/31/2015	670
Bill	01/01/2016	5039704561
Bill	01/01/2016	96085774
Bill	01/01/2016	96085774
Bill	01/02/2016	December 2015
Bill	01/02/2016	December 2015
Bill	01/02/2016	December 2015
Bill	01/02/2016	December 2015
Bill	01/02/2016	December 2015
Bill	01/02/2016	December 2015
Bill	01/02/2016	December 2015
Bill	01/02/2016	December 2015
Bill	01/02/2016	December 2015
Bill	01/08/2016	71424
Bill	01/12/2016	55017894092
General Journal	01/31/2016	674
General Journal	01/31/2016	674
Bill	02/01/2016	Reimburse
Bill	02/02/2016	2/2/2016
Bill	02/02/2016	2/2/2016
Bill	02/02/2016	96257303
Bill	02/02/2016	96257303
Bill	02/08/2016	Reimburse
Bill	02/09/2016	55017894092
Bill	02/12/2016	71445
General Journal	02/29/2016	680
Bill	03/02/2016	96426095
Bill	03/02/2016	3/2/2016
Bill	03/02/2016	3/2/2016
Bill	03/02/2016	3/2/2016
Bill	03/02/2016	3/2/2016
Bill	03/02/2016	3/2/2016
Bill	03/02/2016	3/2/2016
Bill	03/02/2016	3/2/2016
Bill	03/02/2016	3/2/2016
Bill	03/02/2016	3/2/2016
Bill	03/07/2016	Stamps
Bill	03/10/2016	55017894092
Bill	03/22/2016	71764

Total 5010 · Office Expenses

Village of Martin's Additions

General Ledger

As of March 31, 2016

	Type	Date	Num
5030 - Insurance			
	Bill	07/01/2015	112859
	General Journal	07/31/2015	636
	Deposit	09/21/2015	5416763
	Bill	12/01/2015	25593
	Bill	12/01/2015	25592
	Deposit	12/17/2015	34355
Total 5030 - Insurance			
5040 - Printing & Mailing			
	Bill	07/01/2015	204841
	General Journal	07/31/2015	628
Total 5040 - Printing & Mailing			
5050 - Dues & Subscriptions/Conference			
	Bill	07/01/2015	7908
	Bill	07/06/2015	MML Conf. Reimb.
	General Journal	07/31/2015	628
	Bill	08/03/2015	295
	Bill	08/17/2015	FY2016 Dues
	Bill	12/08/2015	MML Chapter Dinner
Total 5050 - Dues & Subscriptions/Conference			
5055 - Storage Rental			
	Bill	07/07/2015	4157919
	Bill	07/27/2015	Unit #1143
	General Journal	07/31/2015	628
	Bill	09/05/2015	4157919
	Bill	09/12/2015	4157919
	Bill	12/19/2015	12022015
	Bill	01/02/2016	December 2015
	Bill	02/02/2016	2/2/2016
	Bill	03/02/2016	3/2/2016
Total 5055 - Storage Rental			
5060 - Office Lease			
	Bill	07/17/2015	July 2015
	Bill	08/17/2015	August 2015
	Bill	09/01/2015	FY2016 T&I
	Bill	09/17/2015	September
	Bill	10/17/2015	October
	Bill	11/17/2015	November
	Bill	12/17/2015	December
	Bill	01/17/2016	January

Village of Martin's Additions

General Ledger

As of March 31, 2016

	Type	Date	Num
	Bill	02/17/2016	February 2016
	Bill	03/17/2016	March 2016
Total 5060 · Office Lease			
5065 · Telephone			
	Bill	07/01/2015	5069505674Y
	General Journal	07/31/2015	628
	Bill	08/01/2015	00005069505674Y
	Bill	09/01/2015	00005069505674Y
	Bill	09/25/2015	00005069505674Y
	Bill	11/01/2015	00005069505674Y
	Bill	12/01/2015	00005069505674Y
	Bill	01/01/2016	00005069505674Y
	Bill	02/01/2016	00005069505674Y
	Bill	03/01/2016	573.02
Total 5065 · Telephone			
5080 · Holiday Fund			
	Check	12/21/2015	3653
	Check	12/21/2015	3654
	Check	12/21/2015	3655
	Check	12/21/2015	4061
	Check	12/22/2015	4062
	Check	12/22/2015	4063
	Check	12/22/2015	4064
	Bill	01/13/2016	Holiday Fund
	Bill	01/13/2016	Holiday Fund
	Bill	01/13/2016	Holiday Fund
	Bill	01/23/2016	Holiday Fund
	Bill	01/23/2016	Holiday Fund
	Bill	01/23/2016	Holiday Fund
Total 5080 · Holiday Fund			
Total 5000 · General Government			
5100 · Salaries & Benefits			
5110 · Managerial & Office Salaries			
	General Journal	07/09/2015	617
	General Journal	07/23/2015	623
	General Journal	07/31/2015	638
	General Journal	08/06/2015	619
	General Journal	08/20/2015	629
	General Journal	09/03/2015	630
	General Journal	09/17/2015	648
	General Journal	10/01/2015	649

Village of Martin's Additions General Ledger

As of March 31, 2016

Type	Date	Num
General Journal	10/15/2015	655
General Journal	10/15/2015	655
General Journal	10/29/2015	656
General Journal	10/29/2015	656
General Journal	11/12/2015	657
General Journal	11/25/2015	660
General Journal	11/25/2015	661
General Journal	12/10/2015	665
General Journal	12/10/2015	665
General Journal	12/24/2015	666
General Journal	12/24/2015	666
General Journal	01/07/2016	667
General Journal	01/07/2016	667
General Journal	01/21/2016	671
General Journal	02/04/2016	672
General Journal	02/18/2016	676
General Journal	03/03/2016	677
General Journal	03/17/2016	681
General Journal	03/31/2016	682
Total 5110 · Managerial & Office Salaries		
5120 · Payroll Taxes & Benefits		
General Journal	07/09/2015	617
General Journal	07/23/2015	623
General Journal	08/06/2015	619
General Journal	08/20/2015	629
General Journal	09/03/2015	630
General Journal	09/08/2015	631
General Journal	09/11/2015	651
General Journal	09/17/2015	648
General Journal	10/01/2015	649
Bill	10/12/2015	Health Reimb.
Bill	10/12/2015	A/C 306466
General Journal	10/15/2015	655
General Journal	10/29/2015	656
General Journal	11/12/2015	657
Bill	11/16/2015	November Health
General Journal	11/25/2015	660
General Journal	11/25/2015	661
Bill	11/30/2015	606466
Bill	12/01/2015	December Health Ins
General Journal	12/10/2015	665
General Journal	12/10/2015	665
General Journal	12/24/2015	666
General Journal	12/24/2015	666

Village of Martin's Additions

General Ledger

As of March 31, 2016

	Type	Date	Num
	General Journal	01/07/2016	667
	General Journal	01/07/2016	667
	Bill	01/10/2016	January Health
	General Journal	01/21/2016	671
	General Journal	02/04/2016	672
	General Journal	02/18/2016	676
	General Journal	03/03/2016	677
	General Journal	03/17/2016	681
	General Journal	03/31/2016	682
Total 5120 · Payroll Taxes & Benefits			
Total 5100 · Salaries & Benefits			
5200 · Professional Fees			
5210 · Accounting & Auditing			
	Bill	07/07/2015	July 2015
	Bill	08/17/2015	August 2015
	Bill	09/01/2015	September 2015
	Bill	10/25/2015	October 2015
	Bill	11/05/2015	52306
	Bill	11/16/2015	November
	Bill	12/06/2015	December 2015
	Bill	01/10/2016	January 2016
	Bill	02/09/2016	February 2016
	Bill	03/14/2016	March 2016
Total 5210 · Accounting & Auditing			
5220 · Building & Permitting			
5222 · Building Review & Permits			
	Bill	08/01/2015	08012015
	Bill	08/01/2015	08012015
	Bill	08/01/2015	08012015
	Bill	09/01/2015	August
	Bill	09/01/2015	012515AB6
	Bill	09/01/2015	012515AB6
	General Journal	09/15/2015	647
	Bill	10/01/2015	September 2015
	Bill	11/01/2015	5222
	Bill	12/01/2015	5222
	Bill	01/01/2016	5222
	Bill	02/01/2016	5222
	Bill	02/16/2016	26-0815
	Bill	03/01/2016	5222
Total 5222 · Building Review & Permits			

Village of Martin's Additions

General Ledger

As of March 31, 2016

	Type	Date	Num
5224 · Enforcement & Oversight			
	Bill	09/01/2015	VMA1114
	Bill	09/01/2015	VMA1214
	Bill	09/03/2015	VMA1015
	Bill	09/04/2015	VMA0914
	Bill	09/07/2015	VMA0714
	Bill	09/07/2015	VMA0814
	Bill	09/08/2015	VMA0615
	General Journal	09/15/2015	647
	Bill	10/14/2015	VMA24-0715
	Bill	02/16/2016	24-0815
	Bill	02/18/2016	VMA24-0915
	Bill	02/18/2016	24-1015
Total 5224 · Enforcement & Oversight			
5226 · Municipal Operations			
	Bill	10/14/2015	VMA26-0715
	Bill	02/18/2016	26-0915
	Bill	02/18/2016	26-01015
	Bill	03/07/2016	26-1115
	Bill	03/07/2016	24-1115
Total 5226 · Municipal Operations			
Total 5220 · Building & Permitting			
5230 · Legal			
	Bill	07/06/2015	June 2015
	General Journal	07/31/2015	628
	Bill	08/03/2015	July 2015
	Bill	09/01/2015	15
	Bill	09/30/2015	103
	Bill	11/02/2015	49
	Bill	12/01/2015	58083
	Check	12/15/2015	3652
	Bill	01/04/2016	83
	Bill	02/01/2016	January 2016
	Bill	03/01/2016	114
Total 5230 · Legal			
5240 · Police			
	General Journal	07/09/2015	617
	General Journal	07/23/2015	623
	General Journal	07/23/2015	623
	General Journal	07/31/2015	638

Village of Martin's Additions

General Ledger

As of March 31, 2016

	Type	Date	Num
	General Journal	09/03/2015	630
	General Journal	09/03/2015	630
	General Journal	10/01/2015	649
	General Journal	10/29/2015	656
	General Journal	10/29/2015	656
	General Journal	11/25/2015	660
	General Journal	11/25/2015	660
	General Journal	12/24/2015	666
	General Journal	12/24/2015	666
	General Journal	01/21/2016	671
	General Journal	01/21/2016	671
	General Journal	02/18/2016	676
	General Journal	02/18/2016	676
	General Journal	03/17/2016	681
	General Journal	03/17/2016	681
Total 5240 · Police			
5242 · Lighting Consultant			
	Bill	03/01/2016	15/3
Total 5242 · Lighting Consultant			
5244 · Traffic Engineering			
	Bill	11/06/2015	1525
	Bill	02/05/2016	1603
Total 5244 · Traffic Engineering			
Total 5200 · Professional Fees			
5300 · Streets			
5305 · Streets - General			
5310 · Street Lighting - PEPCO			
	Bill	07/01/2015	55017245642
	General Journal	07/31/2015	628
	Bill	08/01/2015	55017245642
	Bill	09/25/2015	55017245642
	Bill	10/01/2015	55017245642
	Bill	11/01/2015	55017245642
	Bill	12/01/2015	55017245642
	Bill	01/01/2016	55017245642
	Bill	02/01/2016	55017245642
	Bill	03/01/2016	55017245642
Total 5310 · Street Lighting - PEPCO			
5322 · Street Cleaning - Fall/Spring			
	Bill	11/01/2015	12537

Village of Martin's Additions General Ledger

As of March 31, 2016

	Type	Date	Num
	Bill	11/03/2015	12554
	Bill	12/23/2015	12678
Total 5322 · Street Cleaning - Fall/Spring			
5324 · Street Maintenance - Other			
	Bill	10/08/2015	1031
	Bill	02/22/2016	16010835
Total 5324 · Street Maintenance - Other			
Total 5305 · Streets - General			
5349 · Snow Removal Services			
5350 · Snow Removal - Shoveling			
	Bill	02/01/2016	12686
	Bill	02/01/2016	12701
	Bill	02/01/2016	12685
	Bill	02/16/2016	12737
Total 5350 · Snow Removal - Shoveling			
5351 · Snow Removal - Plowing			
	Bill	02/01/2016	12686
	Bill	02/01/2016	12701
	Bill	02/01/2016	12685
	Bill	02/05/2016	33924
	Bill	02/09/2016	12726
	Bill	02/11/2016	12728
	Bill	02/16/2016	12737
Total 5351 · Snow Removal - Plowing			
Total 5349 · Snow Removal Services			
Total 5300 · Streets			
5400 · Waste & Recycling			
5410 · Waste Collection & Recycling			
	Bill	07/09/2015	Shred Event
	Bill	07/27/2015	2425708-0275-9
	Bill	07/31/2015	Reimbursement
	General Journal	07/31/2015	628
	General Journal	07/31/2015	636
	Bill	09/01/2015	2432823-0275-7
	Bill	09/27/2015	2439944-0275-4
	Bill	09/30/2015	Reimbursement
	Bill	10/25/2015	2447736-0275-4
	Bill	11/29/2015	245475402757

Village of Martin's Additions General Ledger

As of March 31, 2016

	Type	Date	Num
	Bill	12/28/2015	2461852-0275
	Bill	01/23/2016	2469349-0275
	Bill	03/01/2016	2480564-0275-8
	Bill	03/27/2016	2487520-0275-3
Total 5410 · Waste Collection & Recycling			
5420 · Leaf Bags			
	Bill	11/01/2015	234101-0
	Bill	11/02/2015	234339-0
Total 5420 · Leaf Bags			
5425 · Recycling Bins			
	Bill	01/02/2016	December 2015
	Bill	01/02/2016	December 2015
Total 5425 · Recycling Bins			
Total 5400 · Waste & Recycling			
5500 · Other			
5510 · Tree Maintenance			
	Bill	07/01/2015	39825
	Bill	07/01/2015	39945
	Bill	07/01/2015	39849
	Bill	07/01/2015	13726
	General Journal	07/31/2015	628
	General Journal	07/31/2015	628
	Bill	09/01/2015	40379
	Bill	09/01/2015	40378
	Bill	09/30/2015	38425
	Bill	09/30/2015	38845
	Bill	09/30/2015	40495
	Bill	09/30/2015	40630
	Bill	09/30/2015	40631
	Bill	09/30/2015	40643
	Bill	11/01/2015	40711
	Bill	11/01/2015	40712
	Bill	11/01/2015	40761
	Bill	11/01/2015	40762
	Bill	12/01/2015	40944
	Bill	01/01/2016	41000
	Bill	01/01/2016	40996
	Bill	01/01/2016	40976
	Bill	03/01/2016	41022
Total 5510 · Tree Maintenance			

Village of Martin's Additions

General Ledger

As of March 31, 2016

	Type	Date	Num
5515 · Tree Replacement			
	Bill	01/01/2016	40958
Total 5515 · Tree Replacement			
5518 · Right-of-Way Maintenance			
	Bill	07/01/2015	11189
	General Journal	07/31/2015	628
	Bill	08/01/2015	11253
	Bill	09/01/2015	11457
	Bill	10/01/2015	11555
	Bill	11/01/2015	11617
	Bill	11/02/2015	5592
	Bill	12/17/2015	38829
	Bill	12/19/2015	12022015
	Bill	03/22/2016	39174
Total 5518 · Right-of-Way Maintenance			
5520 · Community Events			
	Bill	09/22/2015	Halloween
	Bill	10/25/2015	1086379
	Bill	11/01/2015	Halloween
	Bill	11/01/2015	40860
	Bill	11/02/2015	5592
	Bill	11/02/2015	5592
	Bill	11/02/2015	5592
	Bill	11/02/2015	5592
	Bill	11/02/2015	5592
	Bill	11/02/2015	5592
	Bill	11/02/2015	5592
	Bill	11/02/2015	5592
	Bill	12/10/2015	1457
	Bill	02/10/2016	4/17/2016 Event
	Bill	02/22/2016	303948
Total 5520 · Community Events			
5530 · Website			
	Bill	07/01/2015	1688
	General Journal	07/31/2015	628
	Bill	09/01/2015	1747
	Bill	09/30/2015	1769
	Bill	11/01/2015	1783
	Bill	12/01/2015	1809
	Bill	01/01/2016	1840
	Bill	03/01/2016	1883
Total 5530 · Website			

Village of Martin's Additions

General Ledger

As of March 31, 2016

Type

Date

Num

Total 5500 · Other

TOTAL

Village of Martin's Additions
General Ledger
As of March 31, 2016

Name

3900 - Retained Earnings

Total 3900 - Retained Earnings

4000 - Revenue

4010 - Permit Fees

John C. Macmillan Jr.
Gilday Renovations
James A. Huizinga
Maryellen B. Metwalli
Expert Fence
Associated Desert Dry of Wash.
Matwalli
Huizinga
Parkwood Construction, LLC
KMN-MD, LLC
Permit Fees
Michael W. Connelly
The Medici Portfolio LLC
I. David Shocket, MD
Howard La Franchi, Jr.

Total 4010 - Permit Fees

4020 - Cable TV Franchise Fees

Montgomery County - Cable

Montgomery County - Cable
Montgomery County - Cable
Montgomery County - Cable

Total 4020 - Cable TV Franchise Fees

4040 - County Revenue Sharing

Montgomery County - Revenue Sharing

Total 4040 - County Revenue Sharing

4050 - Highway Users Fees

Maryland - Highway Users

Maryland - Highway Users
Maryland - Highway Users
Maryland - Highway Users
Maryland - Highway Users

Total 4050 - Highway Users Fees

4060 - Income Tax

Maryland - Income Tax

Village of Martin's Additions
General Ledger
As of March 31, 2016

Name

Maryland - Income Tax
Maryland - Income Tax
Maryland - Income Tax
Maryland - Income Tax
Maryland - Income Tax
Maryland - Income Tax

Total 4060 · Income Tax

4080 · Personal Property Tax

Montgomery County - RE Tax
Montgomery County - RE Tax
Montgomery County - RE Tax
Montgomery County - RE Tax
Montgomery County - RE Tax

Total 4080 · Personal Property Tax

4090 · Real Property Tax

Montgomery County - RE Tax
Montgomery County - RE Tax
Montgomery County - RE Tax
Montgomery County - RE Tax
Montgomery County - RE Tax
Montgomery County - RE Tax
Montgomery County - RE Tax
Montgomery County - RE Tax

Total 4090 · Real Property Tax

4095 · Utility Property Tax

Montgomery County - RE Tax

Total 4095 · Utility Property Tax

4100 · Holiday Fund

Holiday Fund
Holiday Fund
Holiday Fund
Holiday Fund
Holiday Fund

Total 4100 · Holiday Fund

4110 · Interest

Montgomery County - RE Tax

Village of Martin's Additions
General Ledger
As of March 31, 2016

Name

Montgomery County - RE Tax

Total 4110 · Interest

4135 · Other Revenue

Maryland - Licenses

Total 4135 · Other Revenue

Total 4000 · Revenue

5000 · General Government

5010 · Office Expenses

Brookville Supermarket

Constant Contact

Ricoh USA

Ricoh USA, Inc.

Isabel's Home Services

Tiffany Cissna

PEPCO - Office

Constant Contact

Wayne Fowler

Wayne Fowler

Isabel's Home Services

Ricoh USA, Inc.

Constant Contact

Devon Gallagher

Devon Gallagher

Village of Martin's Additions
General Ledger
As of March 31, 2016

Name

Deer Park
Deer Park
United Bank Card

Isabel's Home Services
ReadyRefresh by Nestle
PEPCO
PEPCO - Office
Ricoh USA, Inc.
Ricoh USA
Pepco - Customer
Constant Contact
Isabel's Home Services
ReadyRefresh by Nestle
Victoria Hall
Wayne Fowler
Wayne Fowler

Ricoh USA, Inc.
Deluxe
Victoria Hall

Isabel's Home Services
Ricoh USA, Inc.
Suntrust
Suntrust
PEPCO - Office

Tiffany Cissna
Ricoh USA, Inc.
Ricoh USA
Daniel R. Baden, C.P.A. Chartered
PEPCO - Office
Isabel's Home Services
Elizabeth Boa
Suntrust
Suntrust
Suntrust

Village of Martin's Additions
General Ledger
As of March 31, 2016

Name

Suntrust

Suntrust

Suntrust

Suntrust

Suntrust

Ricoh USA

Ricoh USA, Inc.

Ricoh USA, Inc.

Suntrust

Suntrust

Suntrust

Suntrust

Suntrust

Suntrust

Suntrust

Suntrust

Suntrust

Isabel's Home Services

PEPCO - Office

Elizabeth Boa

Suntrust

Suntrust

Ricoh USA, Inc.

Ricoh USA, Inc.

Elizabeth Boa

PEPCO - Office

Isabel's Home Services

Ricoh USA, Inc.

Suntrust

Suntrust

Suntrust

Suntrust

Suntrust

Suntrust

Suntrust

Suntrust

Naomi Naierman - Vendor

PEPCO - Office

Allegra Print & Mailing

Total 5010 · Office Expenses

Village of Martin's Additions
General Ledger
As of March 31, 2016

Name

5030 - Insurance

LGIT

Chesapeake Employers - Customer

United States Ins. Services

United States Ins. Services

LGIT Customer

Total 5030 - Insurance

5040 - Printing & Mailing

Specturm Printing & Graphics

Total 5040 - Printing & Mailing

5050 - Dues & Subscriptions/Conference

Maryland Municipal League

Tiffany Cissna

Montgomery County Chapter - MML

ICMA

Victoria Hall

Total 5050 - Dues & Subscriptions/Conference

5055 - Storage Rental

Extra Space Storage

Extra Space Storage

Extra Space Storage

Extra Space Storage

Suntrust

Suntrust

Suntrust

Suntrust

Total 5055 - Storage Rental

5060 - Office Lease

Shirazi Enterprises

Shirazi Enterprises

Shirazi Enterprises

Shirazi Enterprises

Shirazi Enterprises

Shirazi Enterprises

Shirazi Enterprises

Shirazi Enterprises

Village of Martin's Additions
General Ledger
As of March 31, 2016

Name

Shirazi Enterprises
Shirazi Enterprises

Total 5060 · Office Lease

5065 · Telephone

Verizon

Verizon

Verizon

Verizon

Verizon

Verizon

Verizon

Verizon

Verizon

Total 5065 · Telephone

5080 · Holiday Fund

Jose Alas

Burton Powell

Jose Paredes

Marcos Hernandez

Roberto Jijon

Jovino Donis

Jose Lara

Roberto Jijon

Jovino Donis

Jose Lara

Jovino Donis

Roberto Jijon

Jose Lara

Total 5080 · Holiday Fund

Total 5000 · General Government

5100 · Salaries & Benefits

5110 · Managerial & Office Salaries

Village of Martin's Additions
General Ledger
As of March 31, 2016

Name

Total 5110 · Managerial & Office Salaries

5120 · Payroll Taxes & Benefits

Victoria Hall
Vantage Point Transfer Agent

Victoria Hall

Vantage Point Transfer Agent
Victoria Hall

Village of Martin's Additions
General Ledger
As of March 31, 2016

Name

Victoria Hall

Total 5120 · Payroll Taxes & Benefits

Total 5100 · Salaries & Benefits

5200 · Professional Fees

5210 · Accounting & Auditing

Daniel R. Baden, C.P.A. Chartered
Daniel R. Baden, C.P.A. Chartered
Daniel R. Baden, C.P.A. Chartered
Daniel R. Baden, C.P.A. Chartered
Linton Shafer Warfield & Garrett, P.A.
Daniel R. Baden, C.P.A. Chartered
Daniel R. Baden, C.P.A. Chartered
Daniel R. Baden, C.P.A. Chartered
Daniel R. Baden, C.P.A. Chartered
Daniel R. Baden, C.P.A. Chartered

Total 5210 · Accounting & Auditing

5220 · Building & Permitting

5222 · Building Review & Permits

Montgomery Consulting, LLC
Montgomery Consulting, LLC
Montgomery Consulting, LLC
Montgomery Consulting, LLC
Mid-Atlantic Inspection Services
Mid-Atlantic Inspection Services

Montgomery Consulting, LLC
Montgomery Consulting, LLC
Montgomery Consulting, LLC
Montgomery Consulting, LLC
Montgomery Consulting, LLC
Blue Crab Contracting, LLC
Montgomery Consulting, LLC

Total 5222 · Building Review & Permits

Village of Martin's Additions
General Ledger
As of March 31, 2016

Name

5224 · Enforcement & Oversight

Blue Crab Contracting, LLC
Blue Crab Contracting, LLC
Blue Crab Contracting, LLC
Blue Crab Contracting, LLC
Blue Crab Contracting, LLC
Blue Crab Contracting, LLC
Blue Crab Contracting, LLC

Blue Crab Contracting, LLC
Blue Crab Contracting, LLC
Blue Crab Contracting, LLC
Blue Crab Contracting, LLC

Total 5224 · Enforcement & Oversight

5226 · Municipal Operations

Blue Crab Contracting, LLC
Blue Crab Contracting, LLC
Blue Crab Contracting, LLC
Blue Crab Contracting, LLC
Blue Crab Contracting, LLC

Total 5226 · Municipal Operations

Total 5220 · Building & Permitting

5230 · Legal

Thomas Schild Law Group, LLC

Thomas Schild Law Group, LLC
Bolt Legal, LLC
Bolt Legal, LLC
Bolt Legal, LLC
Funk & Bolton
Bolt Legal, LLC
Bolt Legal, LLC
Bolt Legal, LLC
Bolt Legal, LLC

Total 5230 · Legal

5240 · Police

Village of Martin's Additions
General Ledger
As of March 31, 2016

Name

Total 5240 · Police

5242 · Lighting Consultant

Scott M. Watson Associates, Inc.

Total 5242 · Lighting Consultant

5244 · Traffic Engineering

Joseph Cutro, P.E.

Joseph Cutro, P.E.

Total 5244 · Traffic Engineering

Total 5200 · Professional Fees

5300 · Streets

5305 · Streets - General

5310 · Street Lighting - PEPCO

Pepco - Street Lights

Pepco - Street Lights

Pepco - Street Lights

Pepco - Street Lights

Pepco - Street Lights

Pepco - Street Lights

Pepco - Street Lights

Pepco - Street Lights

Pepco - Street Lights

Total 5310 · Street Lighting - PEPCO

5322 · Street Cleaning - Fall/Spring

Rolling Acres Landscaping

Village of Martin's Additions
General Ledger
As of March 31, 2016

Name

Rolling Acres Landscaping
Rolling Acres Landscaping

Total 5322 · Street Cleaning - Fall/Spring

5324 · Street Maintenance - Other

Verges Construction
Seal Pros, Inc.

Total 5324 · Street Maintenance - Other

Total 5305 · Streets - General

5349 · Snow Removal Services

5350 · Snow Removal - Shoveling

Rolling Acres Landscaping
Rolling Acres Landscaping
Rolling Acres Landscaping
Rolling Acres Landscaping

Total 5350 · Snow Removal - Shoveling

5351 · Snow Removal - Plowing

Rolling Acres Landscaping
Rolling Acres Landscaping
Rolling Acres Landscaping
Montgomery County, Maryland
Rolling Acres Landscaping
Rolling Acres Landscaping
Rolling Acres Landscaping

Total 5351 · Snow Removal - Plowing

Total 5349 · Snow Removal Services

Total 5300 · Streets

5400 · Waste & Recycling

5410 · Waste Collection & Recycling

Section 3 of the Village of Chevy Chase
Waste Management
Wayne Fowler

Waste Management
Waste Management
Wayne Fowler
Waste Management
Waste Management

Village of Martin's Additions
General Ledger
As of March 31, 2016

Name

Waste Management
Waste Management
Waste Management
Waste Management

Total 5410 · Waste Collection & Recycling

5420 · Leaf Bags

Laniado Wholesale Maint. Products Inc.
Laniado Wholesale Maint. Products Inc.

Total 5420 · Leaf Bags

5425 · Recycling Bins

Suntrust
Suntrust

Total 5425 · Recycling Bins

Total 5400 · Waste & Recycling

5500 · Other

5510 · Tree Maintenance

Integrated Plant Care
Integrated Plant Care
Integrated Plant Care
Integrated Plant Care

Integrated Plant Care
Integrated Plant Care
Integrated Plant Care
Integrated Plant Care
Integrated Plant Care
Integrated Plant Care
Integrated Plant Care
Integrated Plant Care
Integrated Plant Care
Integrated Plant Care
Integrated Plant Care
Integrated Plant Care
Integrated Plant Care
Integrated Plant Care
Integrated Plant Care
Integrated Plant Care

Total 5510 · Tree Maintenance

Village of Martin's Additions
General Ledger
As of March 31, 2016

Name

5515 · Tree Replacement

Integrated Plant Care

Total 5515 · Tree Replacement

5518 · Right-of-Way Maintenance

Ianbelli Lawn Service, Inc.

Ianbelli Lawn Service, Inc.

Ianbelli Lawn Service, Inc.

Ianbelli Lawn Service, Inc.

Ianbelli Lawn Service, Inc.

Suntrust

Abrahams Lawn Service Inc.

Suntrust

Abrahams Lawn Service Inc.

Total 5518 · Right-of-Way Maintenance

5520 · Community Events

Thomas A. Lilly

Bristol Sounds Deeja's

Potomac Ice Cream

Integrated Plant Care

Suntrust

Suntrust

Suntrust

Suntrust

Suntrust

Suntrust

Suntrust

Woman's Club of Chevy Chase

Thomas A. Lilly

Windows Catering

Total 5520 · Community Events

5530 · Website

Calvert Design Group, Inc.

Calvert Design Group, Inc.

Calvert Design Group, Inc.

Calvert Design Group, Inc.

Calvert Design Group, Inc.

Calvert Design Group, Inc.

Calvert Design Group, Inc.

Total 5530 · Website

Village of Martin's Additions

General Ledger

As of March 31, 2016

Name

Total 5500 · Other

TOTAL

Village of Martin's Additions
General Ledger
As of March 31, 2016

Memo

3900 - Retained Earnings

Total 3900 - Retained Earnings

4000 - Revenue

4010 - Permit Fees

3414 cummings Lane - building Permit
3525 Raymond Fence Permit
120 Quincy Street - Deck Permit
3507 turner Lane
Fence Permit
702 Oxford
3507 Turner Lane
120 Quincy Street
3511 Turner Lane - Fence Permit
7210 Delfield Street - Fence Permit
3413 Bradley - Shed
3505 Raymond Permit
3505 Raymond Street
Permit 3519 radley Lane
7304 summit Avenue - Storage Unit

Total 4010 - Permit Fees

4020 - Cable TV Franchise Fees

4th Quarter Cable TV Franchise Fee
Reverse June accrual
1st Quarter Comcast
1st Quarter RCN and Verizon
2nd Quarter Franchise Fees

Total 4020 - Cable TV Franchise Fees

4040 - County Revenue Sharing

FY2016

Total 4040 - County Revenue Sharing

4050 - Highway Users Fees

June Collections
To reverse June accrual of Highway User Revenue
FY16 ONE time grant
July - August Highway User
October 2015
December Highway Users

Total 4050 - Highway Users Fees

4060 - Income Tax

July Distribution

Village of Martin's Additions
General Ledger
As of March 31, 2016

Memo

	To reverse June accrual
	October 2015
	November Collections
	January Distribution
	February Distribution
	Address Reallocation Distribution
	March Distribution
Total 4060 · Income Tax	
4080 · Personal Property Tax	
	October Collections
	November Collections
	November Collections
	Deposit
	January 2016
Total 4080 · Personal Property Tax	
4090 · Real Property Tax	
	June Collections received in July
	July Collections
	August 2015
	September 2015
	October Collections
	December Collections
	January 2016
	March Collections
Total 4090 · Real Property Tax	
4095 · Utility Property Tax	
	November Collections
Total 4095 · Utility Property Tax	
4100 · Holiday Fund	
	2015 Holiday Fund
	2015 Holiday Fund
	2015 Holiday Fund
	2015 Holiday Fund Donations
	2015 HOLIDay Fund Donations
Total 4100 · Holiday Fund	
4110 · Interest	
	July Interest Income
	August Interest Income
	August Interest Income
	August 2015

Village of Martin's Additions
General Ledger
As of March 31, 2016

Memo

September Interest Income
September Interest Income
October Interest Income
October Interest Income
NOvember Interest Income
November Interest Income
December Interest Income on MLGIP
December interest income
Deposit
January Interest Income on United Bank Account
January Interest Income
February Interest Income
February 2016
March 2016 Interest Income
March Interest Income

Total 4110 · Interest

4135 · Other Revenue

Business License

Total 4135 · Other Revenue

Total 4000 · Revenue

5000 · General Government

5010 · Office Expenses

Drinks for trash guys
Email Marketing
Maintenance Contract - 6/28/2015 to 9/27/2015
Copier Maintenance 7/21/2015 - 8/20/2015
6/5/2015 and 6/19/2015
Reimbursement for locksmith to change the locks at
7/13/2015
Email Marketing
Paper for Village Office
Extra Keys for Village office
ADP Fees - July
Wire Fees
To reverse June accrual
To reverse June accrual
To reverse June accrual
7/3, 7/17, 7/31/2015
Copier Maintenance 8/21/2015 - 9/20/2015
Email Marketing
Table Mic
Desktop Printer

Village of Martin's Additions
General Ledger
As of March 31, 2016

Memo

Water & Rental
Water & Rental
Refund Credit balance before closing account
August ADP Fees
Reverse June accrual
8/14 and 8/28/2015
Water
Office to 8/12/2015
9/11/2015
Copier Maintenance 9/21/2015 - 10/20/2015
Maintenance Contract - 9/28/2015 to 12/27/2015
Pepco Refund for overcharge
Email Marketing and Survey
9/11 and 9/25/2015
Water
Posage and Staples Charges
Card Stock for signs
Laminate & sign material
September Wire and ADP FEES
Copier Maintenance 10/21/2015 - 11/20/2015
Checks & Envelopes for Suntrust A/C
Stamps and Staples Office Supplies
October ADP Fees
October Wire Fees
October Stop Payment
10/9 and 10/23/2015
Copier Maintenance 11/21/2015 - 12/20/2015
USPS - Postage
Readyrefresh by Nestle - Water for office
Electric to 11/10/2015
ADP Fees
Verification of Deposit Fee
Stop Payment Charges
ADP Fees - November
Account Analysis Fees
Condolence - Wayne Fowler
Copier Maintenance 12/21/2015 - 1/20/2016
Freght/Restock Fee
July - December Postage & Phone
Electric to 12/10/2015
11/6/15 and 11/20/2015
Notary Supplies for Boa
amazon Prime - Membership Fee
Office Depot - Office Supplies and smoke alarm
Office Deport - Office Supplies

Village of Martin's Additions

General Ledger

As of March 31, 2016

Memo

MD.Gov - Service Fee
Office Depot - Supplies
USPS - Stamps
REady Fresh - Water for Office
Late Fee
December ADP Fees
9/28/2015 - 12/27/2015 Charges
Copier Maintenance 1/21/2015 - 2/20/2016
Personal Property Taxes
Office Depot - Office Supplies
Office Depot - Office Supplies
USPS - Postage
Staples - Office supplies
Office Depot - Office supplies
USPS - Postage
Sure Fit Lock and Safe - Locks for office
USPS - Postage
Readyfresh - Water for Office
12/4/15 and 12/18/2015
Electric to 1/12/2016
January ADP Fees
January A/C Analysis Fee
Stamps for Mailing
Office Depot - Office Supplies
Readyfresh - Water for office
Copier Maintenance 2/21/2016 - 3/20/2016
Late Charges
Markers, Envelopes and TP
Electric to 2/9/2016
1/1/2016, 1/15/2016, 1/29/2016
ADP Fees
Copier Maintenance 3/21/2016 - 4/20/2016
USPS - Postage
Readyfresh - Water for office
Office Depot - Office Supplies
Parking for Montgomery County Income Tax Issues
Olympia Cafe - Meetig Refreshments
Olympia Cafe - Meeting Refreshments
USPS - election Committee 6 months P.O. Box Ren
Paypal - Gift to Tori upon leaving
Stamps
Office to 3/10/2016
Stationery

Total 5010 · Office Expenses

Village of Martin's Additions
General Ledger
As of March 31, 2016

Memo

5030 - Insurance

FY2016 Insurance
Chesapeake Employers FY2016 Premium
Return for W/Comp Audit FY15
Bond - Hill
Bond - Krajeck
Refund form LGIT

Total 5030 - Insurance

5040 - Printing & Mailing

May Newsletter and insert
To reverse June accrual

Total 5040 - Printing & Mailing

5050 - Dues & Subscriptions/Conference

FY16 Annual Dues
MML Conference Reimbursement
To reverse June accrual
FY2016 Dues
FY2016 Dues
MML Chapter Meeting

Total 5050 - Dues & Subscriptions/Conference

5055 - Storage Rental

Rent
Rent
To reverse June accrual
Rent
Rent
Extra Space - November Storage
Extra Space - December Storage
Extra Space -January Storage
Extra Space -February Storage

Total 5055 - Storage Rental

5060 - Office Lease

July 2015
August 2015
FY2016 Taxes and Insurance
September 2015
October
November
December 2015
January 2016

Village of Martin's Additions
General Ledger
As of March 31, 2016

Memo

February 2016

March 2016

Total 5060 · Office Lease

5065 · Telephone

Phone Service

To reverse June accrual

Phone Service

Phone Service

Phone Service

Phone Service

Phone Service

Phone Service

Phone Service

Phone Service

Total 5065 · Telephone

5080 · Holiday Fund

2015 Holiday Fund

Holiday Fund 2015

2015 Holiday Fund

2015 Holiday Fund

2015 Holiday Fund

2015 Holiday Fund

2015 Holiday Fund

2015 Holiday Fund

2015 Holiday fund

2015 Holiday Fund

2015 Holiday fund

2015 Holiday Fund

2015 Holiday Fund

Total 5080 · Holiday Fund

Total 5000 · General Government

5100 · Salaries & Benefits

5110 · Managerial & Office Salaries

7/9/2015 Payroll

7/23/2015 Payroll

To reverse accrued salaries payable

8/6/2015 Payroll

8/20/2015 Payroll

9/3/2015 Payroll

9/17/2015 Payroll

10/1/2015 Payroll

Village of Martin's Additions
General Ledger
As of March 31, 2016

Memo

10/15/2015 Payroll
10/15/2015 Payroll - Ck #10003
10/29/2015 Payroll
10/29/2015 Payroll Ck #1004
11/12/2015 Payroll
11/25/2015 Payroll
11/25/2015 Payroll - ICMA Check 4033
12/10/2015 Payroll
12/10/2015 Payroll - 401(K)
12/24/2015 Payroll
12/24/2015 Payroll
1/7/2016 Payroll
1/7/2016 Payroll (401k)
1/21/2016 Payroll
2/4/2016 Payroll
2/18/2016 Payroll
3/3/2016 Payroll
3/17/2016 Payroll
3/31/2016 Payroll

Total 5110 · Managerial & Office Salaries

5120 · Payroll Taxes & Benefits

7/9/2015 Payroll
7/23/2015 Payroll
8/6/2015 Payroll
8/20/2015 Payroll
9/3/2015 Payroll
D.C Taxes refunded to Devon Gallagher
To credit a/c for DC Taxes W/H from D. Gallagher
9/17/2015 Payroll
10/1/2015 Payroll
July - October Health Insurance
Hall July - Oct 2015 Village Contribution
10/15/2015 Payroll
10/29/2015 Payroll
11/12/2015 Payroll
November Health Insurance
11/25/2015 Payroll
11/25/2015 Payroll - ICMA Check 4033
Hall Oct 15th - Nov. 12th 2015 Village Contribution
December Health Insurance
12/10/2015 Payroll
12/10/2015 401(k) Match
12/24/2015 Payroll
12/24/2015 Payroll - 401(k) Match

Village of Martin's Additions
General Ledger
As of March 31, 2016

Memo

1/7/2016 Payroll Taxes
1/7/2016 Payroll - 401(k) Match
January Health Insurance
1/21/2016 Payroll
2/4/2016 Payroll
2/18/2016 Payroll Taxes
3/3/2016 Payroll
3/17/2016 Payroll
3/31/2016 Payroll

Total 5120 · Payroll Taxes & Benefits

Total 5100 · Salaries & Benefits

5200 · Professional Fees

5210 · Accounting & Auditing

July 2015
August 2015
September 2015
October 2015
FY2015 Audit
November 2015
December 2015
January 2016
February 2016
March 2016

Total 5210 · Accounting & Auditing

5220 · Building & Permitting

5222 · Building Review & Permits

July 2015
7218 chestnut Street
3414 Cummings Lane
August 2015
January - June 2015
July 2015
To reverse June accrual
September 2015
October 2015
November 2015
December 2015
January 2016
August 2015
February 2016

Total 5222 · Building Review & Permits

Village of Martin's Additions
General Ledger
As of March 31, 2016

Memo

5224 · Enforcement & Oversight

November 2014
December 2015
October 2015
September 2014
July 2014
August 2014
June 2015
To reverse June accrual
July 2015
August 2015
September 2016
October 2016

Total 5224 · Enforcement & Oversight

5226 · Municipal Operations

July 2015
September 2016
October 2016
November 2015
November 2015

Total 5226 · Municipal Operations

Total 5220 · Building & Permitting

5230 · Legal

June 2015
To reverse June accrual
July 2015
August 2015
September 2015
October 2015
Review of Cahrter and Code
November 2015
December 2015
January 2016
February 2016

Total 5230 · Legal

5240 · Police

7/9/2015 Payroll
7/23/2015 Salaries
7/23/2015 P/R Taxes
To reverse accrued salaries payable

Village of Martin's Additions
General Ledger
As of March 31, 2016

Memo

9/3/2015 Payroll
9/3/2015 Payroll
10/1/2015 Payroll
10/29/2015 Payroll
10/29/2015 Payroll
11/25/2015 Payroll
11/25/2015 Payroll
12/24/2015 Payroll
12/24/2015 Payroll Taxes
1/21/2016 Payroll
1/21/2016 Payroll
2/18/2016 Payroll
2/18/2016 Payroll Taxes
3/17/2016 Payroll
3/17/2016 Payroll

Total 5240 · Police

5242 · Lighting Consultant

Street Light Study

Total 5242 · Lighting Consultant

5244 · Traffic Engineering

July - October
December 2015 - January 2016

Total 5244 · Traffic Engineering

Total 5200 · Professional Fees

5300 · Streets

5305 · Streets - General

5310 · Street Lighting - PEPCO

June Street Lights
To reverse June accrual
July Street Lights
August Street Lights
September Street Lights
October Street Lights
November Street Lights
December Street Lights
January Street Lights
February Street Lights

Total 5310 · Street Lighting - PEPCO

5322 · Street Cleaning - Fall/Spring

Street Cleaning

Village of Martin's Additions
General Ledger
As of March 31, 2016

Memo

Street Cleaning
Street Cleaning and Sewere Drain Cleaning

Total 5322 · Street Cleaning - Fall/Spring

5324 · Street Maintenance - Other

Working with Joe Cutro
Concrete Repairs

Total 5324 · Street Maintenance - Other

Total 5305 · Streets - General

5349 · Snow Removal Services

5350 · Snow Removal - Shoveling

Snow Shoveling 1/22/2016 to 1/24/2016
Snow Shoveling 1/27/2016 to 1/28/2016
Snow Shoveling 1/21/2016
Snow Shovelers 2/15/2016

Total 5350 · Snow Removal - Shoveling

5351 · Snow Removal - Plowing

Snow plowing 1/22/2016 to 1/24/2016
Snow plowing 1/27/2016 to 1/28/2016
Snow plowing 1/21/2016
Salt Purchases
Snow plowing 2/9/2016
Snow plowing 2/10/16 - 2/12/2016
Snow plowing 2/15/2016

Total 5351 · Snow Removal - Plowing

Total 5349 · Snow Removal Services

Total 5300 · Streets

5400 · Waste & Recycling

5410 · Waste Collection & Recycling

Shred-It Event 6/20/2015
August 2015
New Recycling bin for Village office
To reverse June accrual
Waste Management July Payment
September 2015
October 2015
Recycling Bins for Residents
November 2015
December 2015

Village of Martin's Additions
General Ledger
As of March 31, 2016

Memo

January 2016

February 2016

March 2016

April 2016

Total 5410 · Waste Collection & Recycling

5420 · Leaf Bags

300 Leaf Bags

Leaf Bag Delivery Charge

Total 5420 · Leaf Bags

5425 · Recycling Bins

Home Depot - 3 Trash Carts

Home Depot - Recycling Bins

Total 5425 · Recycling Bins

Total 5400 · Waste & Recycling

5500 · Other

5510 · Tree Maintenance

Replace 6 watering bags

1st & 2nd Watering of new trees

Butterfly Garden Cleanup

Tree Care April - June

To reverse June accrual

To reverse June accrual

Scale Treatment - Pyracanthas on Taylor by Brookv

Third Watering of new trees

Remove low branches and trunk sprouts

Weed Control and Scale Treatment

4th & 5th Watering

Pruning

Pruning

Replace Watering Bags and Bee Treatment

Dutch Elm disease treatment

6th and 7th watering of trees

7220 and 7210 Chestnut St. tree work

7201 Chestnut St. Hornet Treatment

Prune & Takedown

Attendance at meetings in November and Decembe

Ground out stumps, haul debris and backfill holes

Fertilize 123 trees

Site Visit 3519 Bradley Lane

Total 5510 · Tree Maintenance

Village of Martin's Additions
General Ledger
As of March 31, 2016

Memo

5515 · Tree Replacement

7 Trees planted

Total 5515 · Tree Replacement

5518 · Right-of-Way Maintenance

June Grass Cut

To reverse June accrual

July Grass Cut

August Grass Cut

September Grass Cut

October Grass Cut

Amazon.com - Dogi and Leaf Bags

Landscape Beds in Village

Amazon.com -Doggie Waste Bags

Landscape Beds in Village

Total 5518 · Right-of-Way Maintenance

5520 · Community Events

Halloween

Community Picnic 10/25/2015

Halloween Ice Cream

Pumbkins for Halloween event

Gaithersburg Party Rentals - Halloween Rentals

Amazon.com - Halloween Rentals

Amazon.com - Halloween Rentals

Amazon.com - Halloween Rentals

Amazon.com - Halloween Rentals

Staples - Halloween Supplies

Armands Pizza - Halloween Event

Centennial Party Deposit for 4/17/2015 Event

100 Years of Self-Governance Event

Centennial Celebration

Total 5520 · Community Events

5530 · Website

Website Hosting

To reverse June accrual

Website Hosting

Website Hosting

Website Hosting

Website Hosting

Website Hosting

Website Hosting

Total 5530 · Website

Village of Martin's Additions
General Ledger
As of March 31, 2016

Memo

Total 5500 · Other

TOTAL

Village of Martin's Additions
General Ledger
As of March 31, 2016

	Split	Amount
3900 - Retained Earnings		
Total 3900 - Retained Earnings		
4000 - Revenue		
4010 - Permit Fees		
1000 - United Bank		2,151.00
1000 - United Bank		75.00
1000 - United Bank		75.00
1000 - United Bank		250.00
1000 - United Bank		75.00
1000 - United Bank		75.00
1001 - Suntrust Bank		707.00
1001 - Suntrust Bank		75.00
1001 - Suntrust Bank		75.00
1001 - Suntrust Bank		75.00
1001 - Suntrust Bank		75.00
1001 - Suntrust Bank		2,514.00
1001 - Suntrust Bank		369.00
1001 - Suntrust Bank		75.00
1001 - Suntrust Bank		75.00
Total 4010 - Permit Fees		6,741.00
4020 - Cable TV Franchise Fees		
1020 - MLGIP		2,037.39
-SPLIT-		-2,037.39
1020 - MLGIP		529.69
1020 - MLGIP		1,438.44
1020 - MLGIP		2,025.46
Total 4020 - Cable TV Franchise Fees		3,993.59
4040 - County Revenue Sharing		
1020 - MLGIP		26,832.00
Total 4040 - County Revenue Sharing		26,832.00
4050 - Highway Users Fees		
1020 - MLGIP		1,428.39
1110 - Accounts Receivable Accrual		-1,428.39
1020 - MLGIP		16,180.56
1020 - MLGIP		691.37
1020 - MLGIP		1,108.17
1020 - MLGIP		961.59
Total 4050 - Highway Users Fees		18,941.69
4060 - Income Tax		
1020 - MLGIP		2,564.53

Village of Martin's Additions

General Ledger

As of March 31, 2016

	Split	Amount
1110 · Accounts Receivable Accrual		-2,564.53
1020 · MLGIP		4,913.55
1020 · MLGIP		198,914.05
1020 · MLGIP		144,068.08
1020 · MLGIP		118,071.50
1020 · MLGIP		83,019.00
1020 · MLGIP		6.67
Total 4060 · Income Tax		548,992.85
4080 · Personal Property Tax		
1020 · MLGIP		1,201.40
1020 · MLGIP		2,704.72
1020 · MLGIP		2,236.95
1020 · MLGIP		22.32
1020 · MLGIP		35.10
Total 4080 · Personal Property Tax		6,200.49
4090 · Real Property Tax		
1020 · MLGIP		91.82
1020 · MLGIP		4,865.31
1020 · MLGIP		7,021.20
1020 · MLGIP		60,753.90
1020 · MLGIP		7,914.90
1020 · MLGIP		60,067.78
1020 · MLGIP		4,311.21
1020 · MLGIP		831.37
Total 4090 · Real Property Tax		145,857.49
4095 · Utility Property Tax		
1020 · MLGIP		991.22
Total 4095 · Utility Property Tax		991.22
4100 · Holiday Fund		
1001 · Suntrust Bank		75.00
1001 · Suntrust Bank		6,110.00
1001 · Suntrust Bank		1,935.00
1001 · Suntrust Bank		50.00
1001 · Suntrust Bank		175.00
Total 4100 · Holiday Fund		8,345.00
4110 · Interest		
5010 · Office Expenses		3.28
1020 · MLGIP		123.74
5010 · Office Expenses		1.92
1020 · MLGIP		0.20

Village of Martin's Additions General Ledger

As of March 31, 2016

	Split	Amount
5010 · Office Expenses		2.73
1020 · MLGIP		130.09
1020 · MLGIP		151.18
5010 · Office Expenses		3.45
5010 · Office Expenses		2.95
1020 · MLGIP		156.44
1020 · MLGIP		160.89
1000 · United Bank		2.81
1020 · MLGIP		0.51
1000 · United Bank		2.37
1020 · MLGIP		289.80
1000 · United Bank		2.21
1020 · MLGIP		469.76
1000 · United Bank		2.37
1020 · MLGIP		592.98
Total 4110 · Interest		2,099.68
4135 · Other Revenue		
1020 · MLGIP		14.10
Total 4135 · Other Revenue		14.10
Total 4000 · Revenue		769,009.11
5000 · General Government		
5010 · Office Expenses		
2000 · Accounts Payable		-11.35
2000 · Accounts Payable		-13.29
2000 · Accounts Payable		-850.09
2000 · Accounts Payable		-160.00
2000 · Accounts Payable		-140.00
2000 · Accounts Payable		-175.50
2000 · Accounts Payable		-160.24
2000 · Accounts Payable		0.00
2000 · Accounts Payable		-57.23
2000 · Accounts Payable		-14.74
-SPLIT-		-208.74
5010 · Office Expenses		-14.00
2010 · Accounts Payable - Accrual		11.35
2010 · Accounts Payable - Accrual		140.00
2010 · Accounts Payable - Accrual		723.26
2000 · Accounts Payable		-210.00
2000 · Accounts Payable		-168.00
2000 · Accounts Payable		-96.00
2000 · Accounts Payable		-43.20
2000 · Accounts Payable		-173.50

Village of Martin's Additions General Ledger

As of March 31, 2016

Split	Amount
2000 · Accounts Payable	-37.21
2000 · Accounts Payable	-83.88
1000 · United Bank	258.30
-SPLIT-	-134.28
4020 · Cable TV Franchise Fees	-258.30
2000 · Accounts Payable	-140.00
2000 · Accounts Payable	-48.92
2000 · Accounts Payable	-141.39
2000 · Accounts Payable	-298.27
2000 · Accounts Payable	-160.00
2000 · Accounts Payable	-367.25
1000 · United Bank	286.25
2000 · Accounts Payable	-252.00
2000 · Accounts Payable	-140.00
2000 · Accounts Payable	-21.92
2000 · Accounts Payable	-61.24
2000 · Accounts Payable	-19.07
2000 · Accounts Payable	-113.92
-SPLIT-	-151.94
2000 · Accounts Payable	-160.00
2000 · Accounts Payable	-526.13
2000 · Accounts Payable	-126.88
-SPLIT-	-137.94
5010 · Office Expenses	-14.00
5010 · Office Expenses	-36.00
2000 · Accounts Payable	-140.00
2000 · Accounts Payable	-168.00
2000 · Accounts Payable	-5.75
2000 · Accounts Payable	-52.20
2000 · Accounts Payable	-118.55
-SPLIT-	-70.80
5010 · Office Expenses	-20.00
5010 · Office Expenses	-75.00
-SPLIT-	-70.80
5010 · Office Expenses	-13.50
2000 · Accounts Payable	-163.70
2000 · Accounts Payable	-168.00
2000 · Accounts Payable	-41.00
2000 · Accounts Payable	-90.84
2000 · Accounts Payable	-163.26
2000 · Accounts Payable	-140.00
2000 · Accounts Payable	-54.90
2000 · Accounts Payable	-99.00
2000 · Accounts Payable	-70.14
2000 · Accounts Payable	-115.90

Village of Martin's Additions General Ledger

As of March 31, 2016

Split	Amount
2000 · Accounts Payable	-23.00
2000 · Accounts Payable	-7.73
2000 · Accounts Payable	-14.70
2000 · Accounts Payable	-64.48
2000 · Accounts Payable	-39.00
1001 · Suntrust Bank	-143.25
2000 · Accounts Payable	-500.68
2000 · Accounts Payable	-160.00
2000 · Accounts Payable	-70.56
2000 · Accounts Payable	-125.73
2000 · Accounts Payable	-10.17
2000 · Accounts Payable	-162.55
2000 · Accounts Payable	-59.32
2000 · Accounts Payable	-67.28
2000 · Accounts Payable	-5.75
2000 · Accounts Payable	-876.50
2000 · Accounts Payable	-11.50
2000 · Accounts Payable	-33.92
2000 · Accounts Payable	-140.00
2000 · Accounts Payable	-186.36
-SPLIT-	-308.75
5010 · Office Expenses	-27.00
2000 · Accounts Payable	-57.52
2000 · Accounts Payable	-130.92
2000 · Accounts Payable	-63.90
2000 · Accounts Payable	-160.00
2000 · Accounts Payable	-11.03
2000 · Accounts Payable	-24.75
2000 · Accounts Payable	-217.66
2000 · Accounts Payable	-210.00
1001 · Suntrust Bank	-105.82
2000 · Accounts Payable	-160.00
2000 · Accounts Payable	-24.60
2000 · Accounts Payable	-34.92
2000 · Accounts Payable	-37.23
2000 · Accounts Payable	-7.00
2000 · Accounts Payable	-24.17
2000 · Accounts Payable	-52.43
2000 · Accounts Payable	-67.00
2000 · Accounts Payable	-100.00
2000 · Accounts Payable	-196.00
2000 · Accounts Payable	-203.15
2000 · Accounts Payable	-437.94
Total 5010 · Office Expenses	-11,712.87

Village of Martin's Additions
General Ledger
As of March 31, 2016

	Split	Amount
<hr/>		
5030 - Insurance		
	2000 - Accounts Payable	-1,546.00
	-SPLIT-	-3,325.00
	1000 - United Bank	353.00
	2000 - Accounts Payable	-77.00
	2000 - Accounts Payable	-100.00
	1001 - Suntrust Bank	7.00
		<hr/>
Total 5030 - Insurance		-4,688.00
5040 - Printing & Mailing		
	2000 - Accounts Payable	-560.17
	2010 - Accounts Payable - Accrual	560.17
		<hr/>
Total 5040 - Printing & Mailing		0.00
5050 - Dues & Subscriptions/Conference		
	2000 - Accounts Payable	-3,564.94
	2000 - Accounts Payable	-1,134.26
	2010 - Accounts Payable - Accrual	1,134.26
	2000 - Accounts Payable	-100.00
	2000 - Accounts Payable	-680.00
	2000 - Accounts Payable	-120.00
		<hr/>
Total 5050 - Dues & Subscriptions/Conference		-4,464.94
5055 - Storage Rental		
	2000 - Accounts Payable	-236.00
	2000 - Accounts Payable	-236.00
	2010 - Accounts Payable - Accrual	236.00
	2000 - Accounts Payable	-236.00
	2000 - Accounts Payable	-283.20
	2000 - Accounts Payable	-236.00
	2000 - Accounts Payable	-236.00
	2000 - Accounts Payable	-236.00
	2000 - Accounts Payable	-236.00
		<hr/>
Total 5055 - Storage Rental		-1,699.20
5060 - Office Lease		
	2000 - Accounts Payable	-1,979.00
	2000 - Accounts Payable	-1,979.00
	2000 - Accounts Payable	-3,747.62
	2000 - Accounts Payable	-1,979.00
	2000 - Accounts Payable	-1,979.00
	2000 - Accounts Payable	-1,979.00
	2000 - Accounts Payable	-1,979.00
	2000 - Accounts Payable	-1,979.00

Village of Martin's Additions

General Ledger

As of March 31, 2016

	Split	Amount
	<hr/>	<hr/>
	2000 · Accounts Payable	-1,979.00
	2000 · Accounts Payable	-1,979.00
Total 5060 · Office Lease		<hr/> -21,558.62
 5065 · Telephone		
	2000 · Accounts Payable	-257.32
	2010 · Accounts Payable - Accrual	257.32
	2000 · Accounts Payable	-284.87
	2000 · Accounts Payable	-272.04
	2000 · Accounts Payable	-273.67
	2000 · Accounts Payable	-270.03
	2000 · Accounts Payable	-277.76
	2000 · Accounts Payable	-274.41
	2000 · Accounts Payable	-273.01
	2000 · Accounts Payable	-273.02
Total 5065 · Telephone		<hr/> -2,198.81
 5080 · Holiday Fund		
	1000 · United Bank	-1,697.14
	1000 · United Bank	-1,131.42
	1000 · United Bank	-1,697.14
	1001 · Suntrust Bank	-200.00
	1001 · Suntrust Bank	-942.85
	1001 · Suntrust Bank	-942.85
	1001 · Suntrust Bank	-942.85
	2000 · Accounts Payable	-75.00
	2000 · Accounts Payable	-75.00
	2000 · Accounts Payable	-75.00
	2000 · Accounts Payable	-188.58
	2000 · Accounts Payable	-188.58
	2000 · Accounts Payable	-188.59
Total 5080 · Holiday Fund		<hr/> -8,345.00
 Total 5000 · General Government		<hr/> -54,667.44
 5100 · Salaries & Benefits		
5110 · Managerial & Office Salaries		
	-SPLIT-	-3,407.21
	-SPLIT-	-4,019.23
	2020 · Accrued Salaries Payable	2,385.05
	-SPLIT-	-4,056.73
	-SPLIT-	-2,450.00
	-SPLIT-	-5,159.23
	-SPLIT-	-3,269.23
	-SPLIT-	-3,269.23

Village of Martin's Additions

General Ledger

As of March 31, 2016

	Split	Amount
-SPLIT-		-2,615.39
5110 · Managerial & Office Salaries		-653.84
-SPLIT-		-2,615.39
5110 · Managerial & Office Salaries		-653.84
-SPLIT-		-4,769.23
-SPLIT-		-4,115.39
-SPLIT-		-653.84
-SPLIT-		-4,015.39
5110 · Managerial & Office Salaries		-653.84
-SPLIT-		-4,021.64
5110 · Managerial & Office Salaries		-653.84
-SPLIT-		-3,165.39
5110 · Managerial & Office Salaries		-653.84
-SPLIT-		-4,769.23
-SPLIT-		-5,526.73
-SPLIT-		-2,800.00
-SPLIT-		-2,800.00
-SPLIT-		-2,800.00
-SPLIT-		-2,800.00
Total 5110 · Managerial & Office Salaries		-73,982.63
5120 · Payroll Taxes & Benefits		
5110 · Managerial & Office Salaries		-281.08
5110 · Managerial & Office Salaries		-331.59
5110 · Managerial & Office Salaries		-332.72
5110 · Managerial & Office Salaries		-202.13
5110 · Managerial & Office Salaries		-406.02
1000 · United Bank		-476.72
1000 · United Bank		476.73
5110 · Managerial & Office Salaries		-250.09
5110 · Managerial & Office Salaries		-250.09
2000 · Accounts Payable		-419.28
2000 · Accounts Payable		-559.04
5110 · Managerial & Office Salaries		-250.09
5110 · Managerial & Office Salaries		-250.09
5110 · Managerial & Office Salaries		-373.84
2000 · Accounts Payable		-104.82
5110 · Managerial & Office Salaries		-373.84
5110 · Managerial & Office Salaries		-98.07
2000 · Accounts Payable		-294.21
2000 · Accounts Payable		-104.82
5110 · Managerial & Office Salaries		-365.59
5110 · Managerial & Office Salaries		-98.07
5110 · Managerial & Office Salaries		-366.11
5110 · Managerial & Office Salaries		-98.07

Village of Martin's Additions

General Ledger

As of March 31, 2016

	Split	Amount
	5110 · Managerial & Office Salaries	-315.09
	5110 · Managerial & Office Salaries	-98.07
	2000 · Accounts Payable	-104.82
	5110 · Managerial & Office Salaries	-393.46
	5110 · Managerial & Office Salaries	-435.44
	5110 · Managerial & Office Salaries	-222.60
	5110 · Managerial & Office Salaries	-218.38
	5110 · Managerial & Office Salaries	-214.20
	5110 · Managerial & Office Salaries	-214.20
Total 5120 · Payroll Taxes & Benefits		-8,025.91
Total 5100 · Salaries & Benefits		-82,008.54
5200 · Professional Fees		
5210 · Accounting & Auditing		
	2000 · Accounts Payable	-2,416.66
	2000 · Accounts Payable	-2,416.66
	2000 · Accounts Payable	-2,416.66
	2000 · Accounts Payable	-2,416.66
	2000 · Accounts Payable	-5,600.00
	2000 · Accounts Payable	-2,416.66
	2000 · Accounts Payable	-2,416.66
	2000 · Accounts Payable	-2,416.66
	2000 · Accounts Payable	-2,416.66
	2000 · Accounts Payable	-2,416.66
Total 5210 · Accounting & Auditing		-27,349.94
5220 · Building & Permitting		
5222 · Building Review & Permits		
	2000 · Accounts Payable	-800.00
	2000 · Accounts Payable	-300.00
	2000 · Accounts Payable	-750.00
	2000 · Accounts Payable	-5,050.00
	2000 · Accounts Payable	-2,875.00
	2000 · Accounts Payable	-125.00
	2010 · Accounts Payable - Accrual	2,875.00
	2000 · Accounts Payable	-5,300.00
	2000 · Accounts Payable	-3,250.00
	2000 · Accounts Payable	-2,800.00
	2000 · Accounts Payable	-1,400.00
	2000 · Accounts Payable	-3,000.00
	2000 · Accounts Payable	-1,025.00
	2000 · Accounts Payable	-4,100.00
Total 5222 · Building Review & Permits		-27,900.00

Village of Martin's Additions
General Ledger
As of March 31, 2016

	Split	Amount
<hr/>		
5224 · Enforcement & Oversight		
2000 · Accounts Payable		-1,845.00
2000 · Accounts Payable		-1,727.50
2000 · Accounts Payable		-1,665.00
2000 · Accounts Payable		-3,435.00
2000 · Accounts Payable		-4,860.00
2000 · Accounts Payable		-4,755.00
2000 · Accounts Payable		-2,655.00
2010 · Accounts Payable - Accrual		20,942.50
2000 · Accounts Payable		-525.00
2000 · Accounts Payable		-2,490.00
2000 · Accounts Payable		-1,575.00
2000 · Accounts Payable		-480.00
Total 5224 · Enforcement & Oversight		<hr/> -5,070.00
 5226 · Municipal Operations		
2000 · Accounts Payable		-675.00
2000 · Accounts Payable		-1,740.00
2000 · Accounts Payable		-2,490.00
2000 · Accounts Payable		-1,530.00
2000 · Accounts Payable		-720.00
Total 5226 · Municipal Operations		<hr/> -7,155.00
 Total 5220 · Building & Permitting		 -40,125.00
 5230 · Legal		
2000 · Accounts Payable		-8,980.43
2010 · Accounts Payable - Accrual		8,980.43
2000 · Accounts Payable		-4,289.93
2000 · Accounts Payable		-13,629.00
2000 · Accounts Payable		-9,882.50
2000 · Accounts Payable		-7,581.50
2000 · Accounts Payable		-3,700.00
1000 · United Bank		-4,808.50
2000 · Accounts Payable		-3,923.50
2000 · Accounts Payable		-5,575.50
2000 · Accounts Payable		-6,224.50
Total 5230 · Legal		<hr/> -59,614.93
 5240 · Police		
5110 · Managerial & Office Salaries		-1,948.50
5110 · Managerial & Office Salaries		-2,200.00
5110 · Managerial & Office Salaries		-181.50
2020 · Accrued Salaries Payable		1,260.00

Village of Martin's Additions General Ledger

As of March 31, 2016

	Split	Amount
5110 · Managerial & Office Salaries		-2,200.00
5110 · Managerial & Office Salaries		-181.50
5110 · Managerial & Office Salaries		-2,279.49
5110 · Managerial & Office Salaries		-2,200.00
5110 · Managerial & Office Salaries		-168.30
5110 · Managerial & Office Salaries		-2,200.00
5110 · Managerial & Office Salaries		-168.30
5110 · Managerial & Office Salaries		-2,200.00
5110 · Managerial & Office Salaries		-168.30
5110 · Managerial & Office Salaries		-2,117.50
5110 · Managerial & Office Salaries		-174.70
5110 · Managerial & Office Salaries		-2,282.50
5110 · Managerial & Office Salaries		-181.47
5110 · Managerial & Office Salaries		-2,200.00
5110 · Managerial & Office Salaries		-174.90
Total 5240 · Police		-21,966.96
5242 · Lighting Consultant		
2000 · Accounts Payable		-4,050.60
Total 5242 · Lighting Consultant		-4,050.60
5244 · Traffic Engineering		
2000 · Accounts Payable		-960.00
2000 · Accounts Payable		-352.00
Total 5244 · Traffic Engineering		-1,312.00
Total 5200 · Professional Fees		-154,419.43
5300 · Streets		
5305 · Streets - General		
5310 · Street Lighting - PEPCO		
2000 · Accounts Payable		-1,071.20
2010 · Accounts Payable - Accrual		1,071.20
2000 · Accounts Payable		-1,070.80
2000 · Accounts Payable		-1,123.05
2000 · Accounts Payable		-1,187.45
2000 · Accounts Payable		-1,316.49
2000 · Accounts Payable		-1,256.76
2000 · Accounts Payable		-1,336.46
2000 · Accounts Payable		-1,321.87
2000 · Accounts Payable		-1,243.87
Total 5310 · Street Lighting - PEPCO		-9,856.75
5322 · Street Cleaning - Fall/Spring		
2000 · Accounts Payable		-385.00

Village of Martin's Additions

General Ledger

As of March 31, 2016

	Split	Amount
	2000 · Accounts Payable	-5,940.00
	2000 · Accounts Payable	-9,999.47
Total 5322 · Street Cleaning - Fall/Spring		-16,324.47
5324 · Street Maintenance - Other		
	2000 · Accounts Payable	-200.00
	2000 · Accounts Payable	-3,250.00
Total 5324 · Street Maintenance - Other		-3,450.00
Total 5305 · Streets - General		-29,631.22
5349 · Snow Removal Services		
5350 · Snow Removal - Shoveling		
	2000 · Accounts Payable	-2,425.00
	2000 · Accounts Payable	-400.00
	2000 · Accounts Payable	-300.00
	2000 · Accounts Payable	-330.00
Total 5350 · Snow Removal - Shoveling		-3,455.00
5351 · Snow Removal - Plowing		
	2000 · Accounts Payable	-26,995.00
	2000 · Accounts Payable	-2,080.00
	2000 · Accounts Payable	-875.00
	2000 · Accounts Payable	-1,292.04
	2000 · Accounts Payable	-1,662.50
	2000 · Accounts Payable	-1,400.00
	2000 · Accounts Payable	-3,625.00
Total 5351 · Snow Removal - Plowing		-37,929.54
Total 5349 · Snow Removal Services		-41,384.54
Total 5300 · Streets		-71,015.76
5400 · Waste & Recycling		
5410 · Waste Collection & Recycling		
	2000 · Accounts Payable	-140.00
	2000 · Accounts Payable	-6,922.76
	2000 · Accounts Payable	-7.94
	2010 · Accounts Payable - Accrual	140.00
	5030 · Insurance	-6,922.76
	2000 · Accounts Payable	-6,922.76
	2000 · Accounts Payable	-6,922.76
	2000 · Accounts Payable	-193.88
	2000 · Accounts Payable	-6,922.76
	2000 · Accounts Payable	-6,922.76

Village of Martin's Additions

General Ledger

As of March 31, 2016

	Split	Amount
	2000 · Accounts Payable	-6,922.76
	2000 · Accounts Payable	-6,922.76
	2000 · Accounts Payable	-6,922.76
	2000 · Accounts Payable	-6,922.76
Total 5410 · Waste Collection & Recycling		-69,429.42
5420 · Leaf Bags		
	2000 · Accounts Payable	-12,375.00
	2000 · Accounts Payable	-1,355.00
Total 5420 · Leaf Bags		-13,730.00
5425 · Recycling Bins		
	2000 · Accounts Payable	-190.74
	2000 · Accounts Payable	-88.45
Total 5425 · Recycling Bins		-279.19
Total 5400 · Waste & Recycling		-83,438.61
5500 · Other		
5510 · Tree Maintenance		
	2000 · Accounts Payable	-150.00
	2000 · Accounts Payable	-1,120.00
	2000 · Accounts Payable	-420.00
	2000 · Accounts Payable	-5,590.00
	2010 · Accounts Payable - Accrual	1,690.00
	2010 · Accounts Payable - Accrual	5,590.00
	2000 · Accounts Payable	-130.00
	2000 · Accounts Payable	-560.00
	2000 · Accounts Payable	-2,550.00
	2000 · Accounts Payable	-545.00
	2000 · Accounts Payable	-1,120.00
	2000 · Accounts Payable	-1,360.00
	2000 · Accounts Payable	-2,180.00
	2000 · Accounts Payable	-285.00
	2000 · Accounts Payable	-550.00
	2000 · Accounts Payable	-1,120.00
	2000 · Accounts Payable	-425.00
	2000 · Accounts Payable	-80.00
	2000 · Accounts Payable	-6,775.00
	2000 · Accounts Payable	-550.00
	2000 · Accounts Payable	-3,330.00
	2000 · Accounts Payable	-3,430.00
	2000 · Accounts Payable	-170.00
Total 5510 · Tree Maintenance		-25,160.00

Village of Martin's Additions
General Ledger
As of March 31, 2016

	Split	Amount
<hr/>		
5515 · Tree Replacement		
	2000 · Accounts Payable	-2,780.00
Total 5515 · Tree Replacement		<hr/> -2,780.00
5518 · Right-of-Way Maintenance		
	2000 · Accounts Payable	-42.00
	2010 · Accounts Payable - Accrual	42.00
	2000 · Accounts Payable	-287.00
	2000 · Accounts Payable	-63.00
	2000 · Accounts Payable	-42.00
	2000 · Accounts Payable	-287.00
	2000 · Accounts Payable	-186.97
	2000 · Accounts Payable	-3,750.00
	2000 · Accounts Payable	-62.34
	2000 · Accounts Payable	-1,150.00
Total 5518 · Right-of-Way Maintenance		<hr/> -5,828.31
5520 · Community Events		
	2000 · Accounts Payable	-250.00
	2000 · Accounts Payable	-425.00
	2000 · Accounts Payable	-375.00
	2000 · Accounts Payable	-350.00
	2000 · Accounts Payable	-317.50
	2000 · Accounts Payable	-49.48
	2000 · Accounts Payable	-21.99
	2000 · Accounts Payable	-19.96
	2000 · Accounts Payable	-24.21
	2000 · Accounts Payable	-92.61
	2000 · Accounts Payable	-500.00
	2000 · Accounts Payable	-2,200.00
	2000 · Accounts Payable	-1,000.00
	2000 · Accounts Payable	-2,816.25
Total 5520 · Community Events		<hr/> -8,442.00
5530 · Website		
	2000 · Accounts Payable	-114.90
	2010 · Accounts Payable - Accrual	114.90
	2000 · Accounts Payable	-114.90
	2000 · Accounts Payable	-114.90
	2000 · Accounts Payable	-114.90
	2000 · Accounts Payable	-114.90
	2000 · Accounts Payable	-114.90
Total 5530 · Website		<hr/> -689.40

Village of Martin's Additions

General Ledger

As of March 31, 2016

Split

Amount

Total 5500 - Other

-42,899.71

TOTAL

280,559.62

Village of Martin's Additions
General Ledger
As of March 31, 2016
Balance

3900 - Retained Earnings	1,385,679.74
Total 3900 - Retained Earnings	1,385,679.74

4000 - Revenue	0.00
4010 - Permit Fees	0.00

2,151.00
2,226.00
2,301.00
2,551.00
2,626.00
2,701.00
3,408.00
3,483.00
3,558.00
3,633.00
3,708.00
6,222.00
6,591.00
6,666.00
6,741.00

Total 4010 - Permit Fees	6,741.00
--------------------------	----------

4020 - Cable TV Franchise Fees	0.00
---------------------------------------	-------------

2,037.39
0.00
529.69
1,968.13
3,993.59

Total 4020 - Cable TV Franchise Fees	3,993.59
--------------------------------------	----------

4040 - County Revenue Sharing	0.00
--------------------------------------	-------------

26,832.00

Total 4040 - County Revenue Sharing	26,832.00
-------------------------------------	-----------

4050 - Highway Users Fees	0.00
----------------------------------	-------------

1,428.39
0.00
16,180.56
16,871.93
17,980.10
18,941.69

Total 4050 - Highway Users Fees	18,941.69
---------------------------------	-----------

4060 - Income Tax	0.00
--------------------------	-------------

2,564.53

Village of Martin's Additions
General Ledger
As of March 31, 2016

	Balance
	0.00
	4,913.55
	203,827.60
	347,895.68
	465,967.18
	548,986.18
	548,992.85
Total 4060 · Income Tax	548,992.85
4080 · Personal Property Tax	0.00
	1,201.40
	3,906.12
	6,143.07
	6,165.39
	6,200.49
Total 4080 · Personal Property Tax	6,200.49
4090 · Real Property Tax	0.00
	91.82
	4,957.13
	11,978.33
	72,732.23
	80,647.13
	140,714.91
	145,026.12
	145,857.49
Total 4090 · Real Property Tax	145,857.49
4095 · Utility Property Tax	0.00
	991.22
Total 4095 · Utility Property Tax	991.22
4100 · Holiday Fund	0.00
	75.00
	6,185.00
	8,120.00
	8,170.00
	8,345.00
Total 4100 · Holiday Fund	8,345.00
4110 · Interest	0.00
	3.28
	127.02
	128.94
	129.14

Village of Martin's Additions
General Ledger
As of March 31, 2016

	Balance
	131.87
	261.96
	413.14
	416.59
	419.54
	575.98
	736.87
	739.68
	740.19
	742.56
	1,032.36
	1,034.57
	1,504.33
	1,506.70
	2,099.68
Total 4110 · Interest	2,099.68
4135 · Other Revenue	0.00
	14.10
Total 4135 · Other Revenue	14.10
Total 4000 · Revenue	769,009.11
5000 · General Government	0.00
5010 · Office Expenses	0.00
	-11.35
	-24.64
	-874.73
	-1,034.73
	-1,174.73
	-1,350.23
	-1,510.47
	-1,510.47
	-1,567.70
	-1,582.44
	-1,791.18
	-1,805.18
	-1,793.83
	-1,653.83
	-930.57
	-1,140.57
	-1,308.57
	-1,404.57
	-1,447.77
	-1,621.27

Village of Martin's Additions
General Ledger
As of March 31, 2016

Balance

-1,658.48
-1,742.36
-1,484.06
-1,618.34
-1,876.64
-2,016.64
-2,065.56
-2,206.95
-2,505.22
-2,665.22
-3,032.47
-2,746.22
-2,998.22
-3,138.22
-3,160.14
-3,221.38
-3,240.45
-3,354.37
-3,506.31
-3,666.31
-4,192.44
-4,319.32
-4,457.26
-4,471.26
-4,507.26
-4,647.26
-4,815.26
-4,821.01
-4,873.21
-4,991.76
-5,062.56
-5,082.56
-5,157.56
-5,228.36
-5,241.86
-5,405.56
-5,573.56
-5,614.56
-5,705.40
-5,868.66
-6,008.66
-6,063.56
-6,162.56
-6,232.70
-6,348.60

Village of Martin's Additions
General Ledger
As of March 31, 2016

	Balance
	-6,371.60
	-6,379.33
	-6,394.03
	-6,458.51
	-6,497.51
	-6,640.76
	-7,141.44
	-7,301.44
	-7,372.00
	-7,497.73
	-7,507.90
	-7,670.45
	-7,729.77
	-7,797.05
	-7,802.80
	-8,679.30
	-8,690.80
	-8,724.72
	-8,864.72
	-9,051.08
	-9,359.83
	-9,386.83
	-9,444.35
	-9,575.27
	-9,639.17
	-9,799.17
	-9,810.20
	-9,834.95
	-10,052.61
	-10,262.61
	-10,368.43
	-10,528.43
	-10,553.03
	-10,587.95
	-10,625.18
	-10,632.18
	-10,656.35
	-10,708.78
	-10,775.78
	-10,875.78
	-11,071.78
	-11,274.93
	-11,712.87
Total 5010 · Office Expenses	-11,712.87

Village of Martin's Additions
General Ledger
As of March 31, 2016
Balance

5030 - Insurance	0.00
	-1,546.00
	-4,871.00
	-4,518.00
	-4,595.00
	-4,695.00
	-4,688.00
Total 5030 - Insurance	-4,688.00
5040 - Printing & Mailing	0.00
	-560.17
	0.00
Total 5040 - Printing & Mailing	0.00
5050 - Dues & Subscriptions/Conference	0.00
	-3,564.94
	-4,699.20
	-3,564.94
	-3,664.94
	-4,344.94
	-4,464.94
Total 5050 - Dues & Subscriptions/Conference	-4,464.94
5055 - Storage Rental	0.00
	-236.00
	-472.00
	-236.00
	-472.00
	-755.20
	-991.20
	-1,227.20
	-1,463.20
	-1,699.20
Total 5055 - Storage Rental	-1,699.20
5060 - Office Lease	0.00
	-1,979.00
	-3,958.00
	-7,705.62
	-9,684.62
	-11,663.62
	-13,642.62
	-15,621.62
	-17,600.62

Village of Martin's Additions
General Ledger
As of March 31, 2016

	Balance
	-19,579.62
	-21,558.62
Total 5060 · Office Lease	-21,558.62
5065 · Telephone	0.00
	-257.32
	0.00
	-284.87
	-556.91
	-830.58
	-1,100.61
	-1,378.37
	-1,652.78
	-1,925.79
	-2,198.81
Total 5065 · Telephone	-2,198.81
5080 · Holiday Fund	0.00
	-1,697.14
	-2,828.56
	-4,525.70
	-4,725.70
	-5,668.55
	-6,611.40
	-7,554.25
	-7,629.25
	-7,704.25
	-7,779.25
	-7,967.83
	-8,156.41
	-8,345.00
Total 5080 · Holiday Fund	-8,345.00
Total 5000 · General Government	-54,667.44
5100 · Salaries & Benefits	0.00
5110 · Managerial & Office Salaries	0.00
	-3,407.21
	-7,426.44
	-5,041.39
	-9,098.12
	-11,548.12
	-16,707.35
	-19,976.58
	-23,245.81

Village of Martin's Additions
General Ledger
As of March 31, 2016
Balance

	-25,861.20
	-26,515.04
	-29,130.43
	-29,784.27
	-34,553.50
	-38,668.89
	-39,322.73
	-43,338.12
	-43,991.96
	-48,013.60
	-48,667.44
	-51,832.83
	-52,486.67
	-57,255.90
	-62,782.63
	-65,582.63
	-68,382.63
	-71,182.63
	-73,982.63
Total 5110 · Managerial & Office Salaries	-73,982.63
5120 · Payroll Taxes & Benefits	0.00
	-281.08
	-612.67
	-945.39
	-1,147.52
	-1,553.54
	-2,030.26
	-1,553.53
	-1,803.62
	-2,053.71
	-2,472.99
	-3,032.03
	-3,282.12
	-3,532.21
	-3,906.05
	-4,010.87
	-4,384.71
	-4,482.78
	-4,776.99
	-4,881.81
	-5,247.40
	-5,345.47
	-5,711.58
	-5,809.65

Village of Martin's Additions
General Ledger
As of March 31, 2016

Balance	
	-6,124.74
	-6,222.81
	-6,327.63
	-6,721.09
	-7,156.53
	-7,379.13
	-7,597.51
	-7,811.71
	-8,025.91
Total 5120 · Payroll Taxes & Benefits	-8,025.91
Total 5100 · Salaries & Benefits	-82,008.54
5200 · Professional Fees	0.00
5210 · Accounting & Auditing	0.00
	-2,416.66
	-4,833.32
	-7,249.98
	-9,666.64
	-15,266.64
	-17,683.30
	-20,099.96
	-22,516.62
	-24,933.28
	-27,349.94
Total 5210 · Accounting & Auditing	-27,349.94
5220 · Building & Permitting	0.00
5222 · Building Review & Permits	0.00
	-800.00
	-1,100.00
	-1,850.00
	-6,900.00
	-9,775.00
	-9,900.00
	-7,025.00
	-12,325.00
	-15,575.00
	-18,375.00
	-19,775.00
	-22,775.00
	-23,800.00
	-27,900.00
Total 5222 · Building Review & Permits	-27,900.00

Village of Martin's Additions
General Ledger
As of March 31, 2016
Balance

5224 · Enforcement & Oversight	0.00
	-1,845.00
	-3,572.50
	-5,237.50
	-8,672.50
	-13,532.50
	-18,287.50
	-20,942.50
	0.00
	-525.00
	-3,015.00
	-4,590.00
	-5,070.00
Total 5224 · Enforcement & Oversight	-5,070.00
 5226 · Municipal Operations	 0.00
	-675.00
	-2,415.00
	-4,905.00
	-6,435.00
	-7,155.00
Total 5226 · Municipal Operations	-7,155.00
 Total 5220 · Building & Permitting	 -40,125.00
 5230 · Legal	 0.00
	-8,980.43
	0.00
	-4,289.93
	-17,918.93
	-27,801.43
	-35,382.93
	-39,082.93
	-43,891.43
	-47,814.93
	-53,390.43
	-59,614.93
Total 5230 · Legal	-59,614.93
 5240 · Police	 0.00
	-1,948.50
	-4,148.50
	-4,330.00
	-3,070.00

Village of Martin's Additions
General Ledger
As of March 31, 2016

	Balance
	-5,270.00
	-5,451.50
	-7,730.99
	-9,930.99
	-10,099.29
	-12,299.29
	-12,467.59
	-14,667.59
	-14,835.89
	-16,953.39
	-17,128.09
	-19,410.59
	-19,592.06
	-21,792.06
	-21,966.96
Total 5240 · Police	-21,966.96
5242 · Lighting Consultant	0.00
	-4,050.60
Total 5242 · Lighting Consultant	-4,050.60
5244 · Traffic Engineering	0.00
	-960.00
	-1,312.00
Total 5244 · Traffic Engineering	-1,312.00
Total 5200 · Professional Fees	-154,419.43
5300 · Streets	0.00
5305 · Streets - General	0.00
5310 · Street Lighting - PEPCO	0.00
	-1,071.20
	0.00
	-1,070.80
	-2,193.85
	-3,381.30
	-4,697.79
	-5,954.55
	-7,291.01
	-8,612.88
	-9,856.75
Total 5310 · Street Lighting - PEPCO	-9,856.75
5322 · Street Cleaning - Fall/Spring	0.00
	-385.00

Village of Martin's Additions
General Ledger
As of March 31, 2016

	Balance
	-6,325.00
	-16,324.47
Total 5322 · Street Cleaning - Fall/Spring	-16,324.47
5324 · Street Maintenance - Other	0.00
	-200.00
	-3,450.00
Total 5324 · Street Maintenance - Other	-3,450.00
Total 5305 · Streets - General	-29,631.22
5349 · Snow Removal Services	0.00
5350 · Snow Removal - Shoveling	0.00
	-2,425.00
	-2,825.00
	-3,125.00
	-3,455.00
Total 5350 · Snow Removal - Shoveling	-3,455.00
5351 · Snow Removal - Plowing	0.00
	-26,995.00
	-29,075.00
	-29,950.00
	-31,242.04
	-32,904.54
	-34,304.54
	-37,929.54
Total 5351 · Snow Removal - Plowing	-37,929.54
Total 5349 · Snow Removal Services	-41,384.54
Total 5300 · Streets	-71,015.76
5400 · Waste & Recycling	0.00
5410 · Waste Collection & Recycling	0.00
	-140.00
	-7,062.76
	-7,070.70
	-6,930.70
	-13,853.46
	-20,776.22
	-27,698.98
	-27,892.86
	-34,815.62
	-41,738.38

Village of Martin's Additions
General Ledger
As of March 31, 2016

	Balance
	-48,661.14
	-55,583.90
	-62,506.66
	-69,429.42
Total 5410 · Waste Collection & Recycling	-69,429.42
5420 · Leaf Bags	0.00
	-12,375.00
	-13,730.00
Total 5420 · Leaf Bags	-13,730.00
5425 · Recycling Bins	0.00
	-190.74
	-279.19
Total 5425 · Recycling Bins	-279.19
Total 5400 · Waste & Recycling	-83,438.61
5500 · Other	0.00
5510 · Tree Maintenance	0.00
	-150.00
	-1,270.00
	-1,690.00
	-7,280.00
	-5,590.00
	0.00
	-130.00
	-690.00
	-3,240.00
	-3,785.00
	-4,905.00
	-6,265.00
	-8,445.00
	-8,730.00
	-9,280.00
	-10,400.00
	-10,825.00
	-10,905.00
	-17,680.00
	-18,230.00
	-21,560.00
	-24,990.00
	-25,160.00
Total 5510 · Tree Maintenance	-25,160.00

Village of Martin's Additions
General Ledger
As of March 31, 2016
Balance

5515 · Tree Replacement	0.00
	-2,780.00
Total 5515 · Tree Replacement	-2,780.00
5518 · Right-of-Way Maintenance	0.00
	-42.00
	0.00
	-287.00
	-350.00
	-392.00
	-679.00
	-865.97
	-4,615.97
	-4,678.31
	-5,828.31
Total 5518 · Right-of-Way Maintenance	-5,828.31
5520 · Community Events	0.00
	-250.00
	-675.00
	-1,050.00
	-1,400.00
	-1,717.50
	-1,766.98
	-1,788.97
	-1,808.93
	-1,833.14
	-1,925.75
	-2,425.75
	-4,625.75
	-5,625.75
	-8,442.00
Total 5520 · Community Events	-8,442.00
5530 · Website	0.00
	-114.90
	0.00
	-114.90
	-229.80
	-344.70
	-459.60
	-574.50
	-689.40
Total 5530 · Website	-689.40

11:42 PM
04/19/16
Accrual Basis

Village of Martin's Additions
General Ledger
As of March 31, 2016
Balance

Total 5500 - Other

-42,899.71

TOTAL

1,666,239.36

**Village of Martin's Additions
Balance Sheet
As of March 31, 2016**

Mar 31, 16

ASSETS

Current Assets

Checking/Savings

1000 - United Bank	55,904.66
1001 - Suntrust Bank	76,313.24
1005 - Congressional Bank	248,430.00
1020 - MLGIP	
1021 - MLGIP - Infrastructure	168,432.96
1020 - MLGIP - Other	2,158,983.35
Total 1020 - MLGIP	2,327,416.31

Total Checking/Savings 2,708,064.21

Other Current Assets

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

Total Current Assets 2,709,931.21

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
Total Fixed Assets	239,171.24

Other Assets

1160 - Real Property Tax Receivable	91.82
Total Other Assets	91.82

TOTAL ASSETS **2,949,194.27**

LIABILITIES & EQUITY

Liabilities

Current Liabilities

Other Current Liabilities

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

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	280,559.62
Total Equity	2,933,175.47

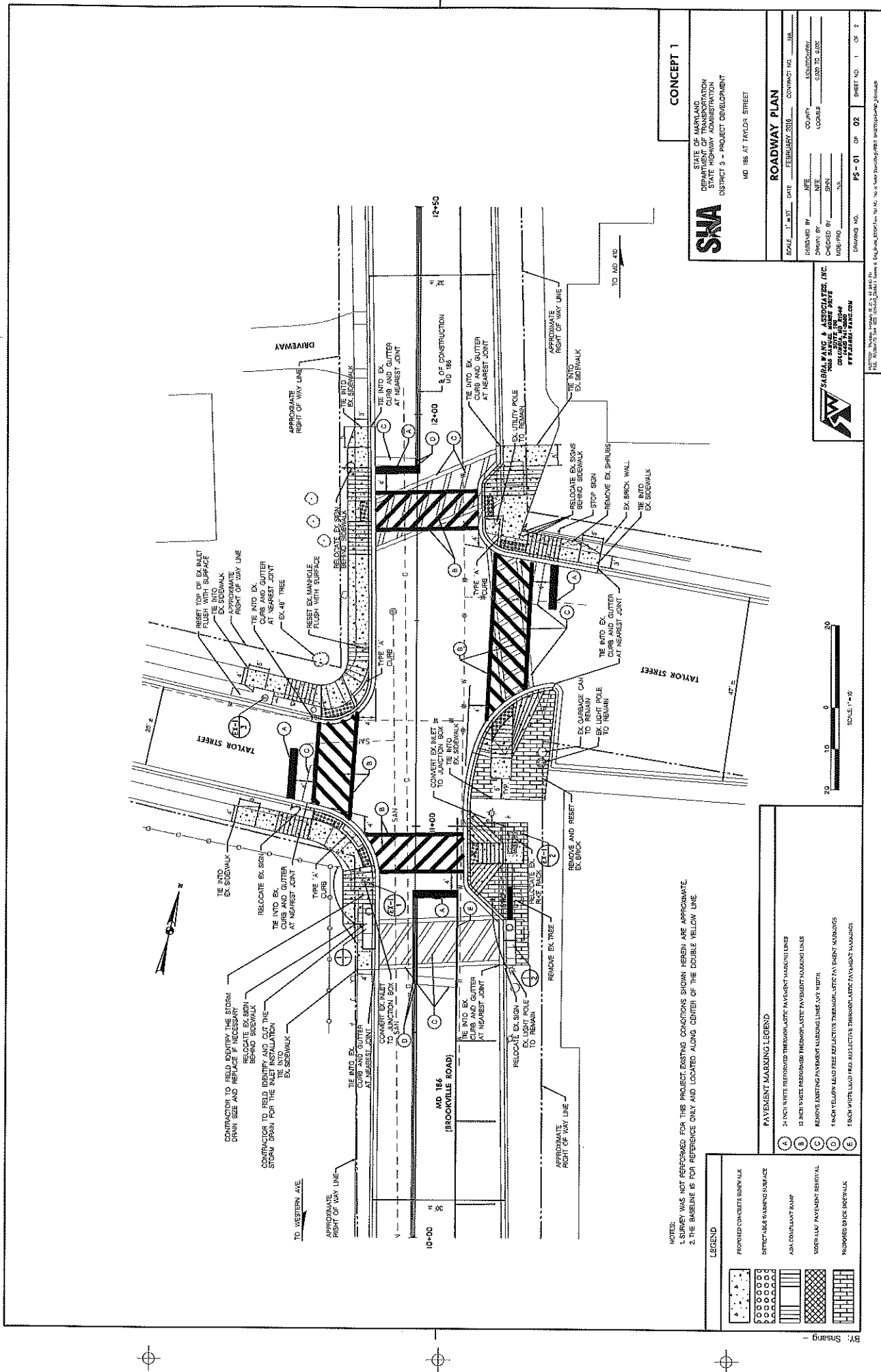
TOTAL LIABILITIES & EQUITY **2,949,194.27**

<u>Village</u>	<u>Arborist</u>	<u>Maintenance</u>	<u>Notes</u>
<i>Section 3</i>	Paul Wolfe, Integrated Plant Care	Integrated Plant Care does fertilizing, planting new trees, pruning, trimming, etc.	Sometimes bid out individual jobs if it will be cheaper with others
<i>Section 5</i>	Dr. Tolbert Feather		
Somerset	Dr. Tolbert Feather (do not bid out his services)	Davey Tree	
<i>Town of Chevy Chase</i>	(see notes)	(see notes)	The Town has had the same arborist for many years. The Town believes that because he is a professional, his services do not need to be bid out. He oversees the maintenance and planting of trees and provides consultations to residents for tree maintenance. He also reviews the health of trees that residents request to remove.
Garrett Park	Phil Normandy (Garrett Park resident), has hourly contract. May occasionally do small clipping.	David Grey Tree Service does most odd-jobs. No contract, informal, set (hourly) rate	Bid out very large individual jobs
North Chevy Chase	(see notes)	(see notes)	"In flux." For years NCC used Scott Schallenbarger of Gustin Gardens as its arborist and for maintenance. Schallenbarger currently does some consulting for Titan Tree Care, which did winter pruning and is currently updating NCC's tree inventory.
<i>Chevy Chase View</i>	Sabu Hakim	Myers Lawn Care	Tree contractor is an arborist, but doesn't make decisions. Go through with Sabu Hakim (state forester) who decides on removal. State must approve any tree removals anyway, so eliminates a step to go through state.
Friendship Heights	(see notes)	(see notes)	Do not separate arborist. Just switched to a new contractor last year. Might get a second opinion from time to time.
<i>Chevy Chase Village</i>	Dr. Tolbert Feather-- drafts and puts together a plan	Care of Trees	Split functions about seven years ago because of concerns about Cautioned that there may be growing pains from government side to implementation (consultant and contractors may disagree), but in CCV's experience, it worked itself out in about six months.

Leaf Collection Options

<u>Village</u>	<u>Method</u>	<u>Contractor</u>	<u>Cost</u>	<u>Additional Notes</u>
Section 3	Provide 25 bags per household			Streets too narrow for vacuuming
Section 5	Vacuuming every Monday	Lee Payton (Payton leaf service/Lee's Trees?)	\$15,000 budget, spent \$12,375	
Town of Chevy Chase		Hue's Landscaping		
Garrett Park	Vacuuming once per week (sometimes takes 2 days/week)	(will send info)	(will send info)-- has held price for three years	
				Oct 15 residents rake to curb and they pick up weekly (Mondays). Weekly good because of rain and cars-- keeps storm drains & roads cleaner. went out to bid last Fall. Old contractor maybe not most efficient; new collector-- went out ahead of time 2 person team with leaf blower, takes 2-3 hours; used to have 3 person raking, took longer Consider schedule by street? used to clean streets twice a year, switched to once a month-- storm drains cleaner and didn't cost much more
Chevy Chase View	Vacuuming	Hue's Landscaping	\$29,000	more
Friendship Heights	All apartment buildings. No houses and yards			
				own public works dept.
				Own their own leaf vacuums
Chevy Chase Village	Vacuuming			Peyton helped out

Vacuuming	Rolling Acres (low end)	\$14,208	4 trips x 16 hrs x \$220/hr
Vacuuming	Rolling Acres (high end)	\$17,600	4 trips x 20 hrs x \$220/hr
Bags	(Current budget)	\$13,730	



CONCEPT 1

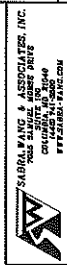


STATE OF MARYLAND
DEPARTMENT OF TRANSPORTATION
DISTRICT 3 - PROJECT DEVELOPMENT

MD 186 AT TAYLOR STREET

ROADWAY PLAN

DATE	1/27/20	DATE	1/27/20	CONTRACT NO.	186
DESIGNED BY	NFE	CHECKED BY	NFE	COUNTY	ANNE ARUNDEL
DRAWN BY	NFE	IN CHARGE	NFE	LOCALITY	CROSS TO BUREAU
DATE	1/27/20	DATE	1/27/20	DATE	1/27/20
DATE	1/27/20	DATE	1/27/20	DATE	1/27/20



SABALL WANG & ASSOCIATES, INC.
10000 WOODBURN ROAD
SUITE 100
GREENBELT, MD 20740
(301) 271-1100
WWW.SWANG-INC.COM



- NOTES:
1. SURVEY WAS NOT PERFORMED FOR THIS PROJECT. EXISTING CONDITIONS SHOWN HEREIN ARE APPROXIMATE.
 2. THE BASELINE IS FOR REFERENCE ONLY AND LOCATED ALONG CENTER OF THE DOUBLE YELLOW LINE.

LEGEND

	PROPOSED CONCRETE SIDEWALK
	DETITUS AND RAIN SURFACE
	ADA COMPLIANT RAMP
	SIDEWALK PAVEMENT REMOVAL
	PROPOSED BRICK SIDEWALK

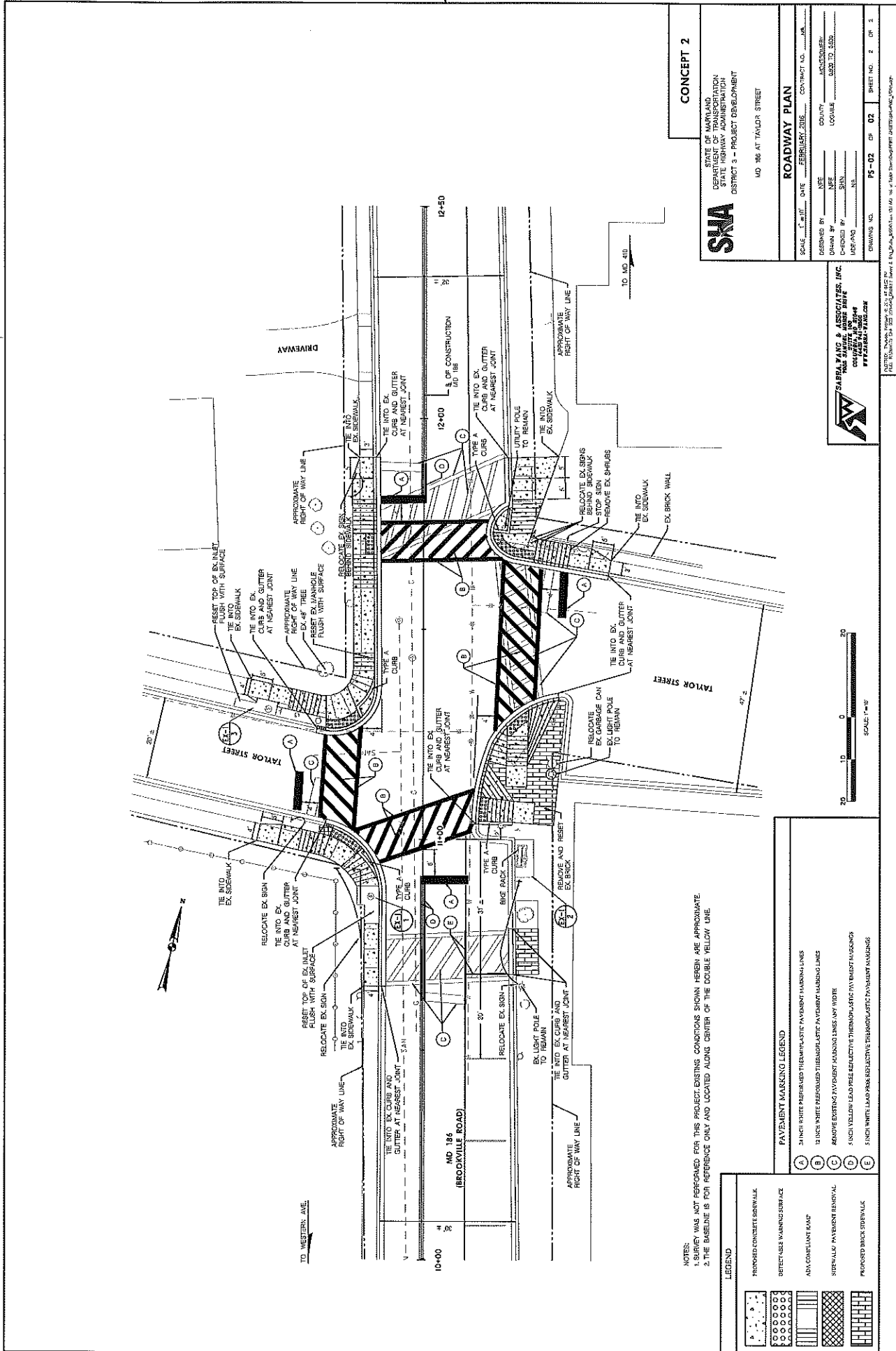
PAVEMENT MARKING LEGEND

- (A) 24 INCH WHITE PERMANENT THERMOPLASTIC PAVEMENT MARKING LINES
- (B) 12 INCH WHITE PERMANENT THERMOPLASTIC PAVEMENT MARKING LINES
- (C) REMOVE EXISTING PAVEMENT MARKING LINES 1/4\"/>

1 INCH YELLOW LEAD FREE REFLECTIVE THERMOPLASTIC PAVEMENT MARKINGS

1 INCH WHITE LEAD FREE REFLECTIVE THERMOPLASTIC PAVEMENT MARKINGS

(E) 1 INCH WHITE LEAD FREE REFLECTIVE THERMOPLASTIC PAVEMENT MARKINGS



CONCEPT 2

S&B STATE OF MARYLAND
DEPARTMENT OF TRANSPORTATION
STATE HIGHWAY ADMINISTRATION
DISTRICT 3 - PROJECT DEVELOPMENT

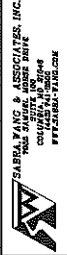
MD 186 AT TAYLOR STREET

ROADWAY PLAN

SCALE: 1"=40' ONE FEBRUARY 2006 CONTRACT NO. 488

DESIGNED BY: NFE COUNTY: MONTGOMERY
DRAWN BY: NFE LOCALITY: MOUNTAIN VIEW
CHECKED BY: SHN
DATE AND: NS

DESIGNED NO. 15-02 OF 02 SHEET NO. 2 OF 2



NOTES: 1. SURVEY WAS NOT PERFORMED FOR THIS PROJECT. EXISTING CONDITIONS SHOWN HEREIN ARE APPROXIMATE.
2. THE BASELINE IS FOR REFERENCE ONLY AND LOCATED ALONG CENTER OF THE DOUBLE YELLOW LINE.

- NOTES:
- 1. SURVEY WAS NOT PERFORMED FOR THIS PROJECT. EXISTING CONDITIONS SHOWN HEREIN ARE APPROXIMATE.
 - 2. THE BASELINE IS FOR REFERENCE ONLY AND LOCATED ALONG CENTER OF THE DOUBLE YELLOW LINE.

LEGEND	
	PROPOSED CONCRETE SIDEWALK
	STREET CURB MARKING SURFACE
	ADA COMPLIANT RAMP
	SIDEWALK PAVEMENT RENEWAL
	PROPOSED BRICK SIDEWALK

PAVEMENT MARKING LEGEND	
	A 31 INCH WHITE PREFORMED THERMOPLASTIC PAVEMENT MARKING LINES
	B 12 INCH WHITE PREFORMED THERMOPLASTIC PAVEMENT MARKING LINES
	C REMOVE EXISTING PAVEMENT MARKING LINES, ANY WIDTH
	D 4 INCH YELLOW LEAD PAINT REFLECTIVE THERMOPLASTIC PAVEMENT MARKINGS
	E 5 INCH WHITE LEAD PAINT REFLECTIVE THERMOPLASTIC PAVEMENT MARKINGS



4/21/2016

WSSC PROGRESS REPORT

We had a sit-down with Dwayne Green from WSSC and Greg Staley, Project Manager for Rustler Construction (contractor for the job) on Wednesday, 4/13/16. Also attending was Joe Cutro, PE. We were able to get a progress report, and share some of our concerns and expectations moving forward.

Some of the issues we reiterated:

- They need to let the Village Office know about the next day's plans. The letters on residents' doors are good, and should continue, but it is helpful for the office to send out an email as well because (a) residents expect it; and (b) it allows us to track our correspondence with an electronic footprint.
- Similarly, we asked that Rustler let us know if they have cancelled work for the day (due to weather). Rustler typically makes that determination by 10 a.m.
- There has been some pooling of water/flooding at the end of Raymond St. and Bradley when it rains. We asked WSSC to move the gutter buddies away from the drain. We also discussed the possibility of putting hay down.
- We have resolved any issues between Waste Management and the contractors by asking Waste Management to do the southern end of the Village (where WSSC is working) before 8 a.m. Waste Management has not reported any issues since we implemented this fix.
- WSSC estimated that all streets except Quincy will be completed by next week (weather permitting).

Bradley Street-- complete except tie-in at dead end.

- The water valve is underneath the tree.
- WSSC needs to remove the tree to get to the valve.

Melville-- complete.

Raymond-- ongoing (expected to be complete by 4/27)

- Cap needs to go in at end
- Houses connecting starting week of 4/10

Quincy

- Sub-contractor
 - Meeting with subcontractor (Mike)
 - Need to reiterate that streets need to be cleaned up after working each day especially over weekend/holidays.
- Storing equipment might require setting aside No Parking designation on part of the street
- Contractor or WSSC should remove no parking signs when not working
- Beginning week of 4/25
- Estimated finish (weather permitting): end of May/early June

SCOTT WATSON ASSOCIATES

Memorandum

6107 WEST MILL ROAD
FLOURTOWN, PENNSYLVANIA 19031

PHONE: 610 687-6677
FAX: 610 687-1106

To: Village of Martins Additions

Date: April 21, 2016

Attn: Mr. Matt Trollinger

From: Scott Watson

cc: Ms. Katya Hill

Re: Scope of Work - Street Light Upgrade

Page 1 of 2

Dear Matt,

This document is provided to define the scope of work for replacing the existing incandescent and HID street lights in Martins Additions with Induction street lights. It is to be used in conjunction with three 11x17 layouts, each showing one-third of the village's street lighting plan, and with the attached specification sheets from Holophane and PEPCO.

Purpose:

In order to provide more uniform street lightning, requiring less energy and maintenance than the present installation, and to maintain the present color and general feel of the lighting, we have created a lighting plan that removes all the existing utility-pole-mounted street lights in the village and replaces them, generally one-for-one, with Holophane Esplanade Pedestrian Teardrop Luminaires on decorative, 4-foot mounting brackets, in standard black finish. The lamping for the new luminaires will be 55-watt QL induction, 3000K (80CRI). The luminaires are presumed to operate at 120V, since most are replacing existing incandescent luminaires, but the supply voltage must be verified with PEPCO before an order is placed. All luminaires will have Type IV distribution, oriented perpendicular to the curb along the streets or angled towards the center of each intersection. Although most fixtures are to be mounted to existing utility poles, some new poles have been specified. These must be coordinated with major tree roots and all underground utilities before they are installed.

Luminaire Description:

Supply luminaires, brackets, and leveling fitters as described in the attached Holophane specifications (with 55W QL induction lamp and light engine). Fixtures are to be mounted with the bottom of the globe at 24 feet above grade, or as close to this as possible, given the existing placement of wires and other obstructions on each utility pole. If an existing fixture is removed and no new fixture is scheduled for that location, the contractor shall provide a clean, sealed, weather-proof termination for the existing feed wires. New fixtures (including fitters, dusk-to-dawn photo cell, and decorative mounting bracket) shall be by Holophane, catalogue #ESPL055QL(voltage)BS6PR-BLACK-5L03R-MOLEX-WLDF13200BK-1PA04030B60W-BLACK, with QL Light engine and lamp installed. An optional house-side shield can be field-installed after the initial installation, on a case-by-case basis.

The manufacturer's rated useful life for the QL lamp and light engine is 100,000 hours of operation. All electrical and mechanical components and finishes shall be warranted for no less than five years of outdoor use. Recommended relamping cycle is 15 years, by which time, the output of the fixtures is expected to have depreciated to 60% of original.

The fixture shall have a cast-aluminum housing with opaque upper portion, a dropped, refractorized, tempered-glass lens producing ANSI Type IV distribution, and an external "short skirt" shield to block high-angle luminance. Fixture, shield, fitter, and mounting bracket shall have factory-applied black powder-coat finish. Refractor shall be gasketed so as to provide a water-tight seal around its circumference when closed with the supplied latch assembly. Housing and lamp configuration shall match that of the approved mock-up located on Georgia Street in Chevy Chase, Section 3.

Each luminaire shall be mounted vertical and plumb, regardless of the angle of the utility pole to which it is mounted. Fixtures that are found to be out of plumb, or are found to be improperly oriented, shall be adjusted into proper orientation and made plumb by the contractor at no cost to the owner. Leveling that is not possible at the fitter shall be done at the mounting point of the bracket arm on the utility pole.

General Conditions:

The lighting layout and specifications shall be reviewed and engineered by a licensed Electrical Engineer so as to adhere to accepted practice and all applicable codes. Final pricing of the street light installation shall be based on the engineered layout and specifications.

Installing Contractor shall be licensed, bonded, and approved by PEPCO to work on PEPCO's utility poles and all wiring that is mounted thereto. It is advised that tree branches and foliage that hang below the level of the external "short skirt" shields, and thus directly obstruct the light of the fixtures from reaching the street or sidewalk, be trimmed up to that level (and kept there by annual future trimming as necessary).

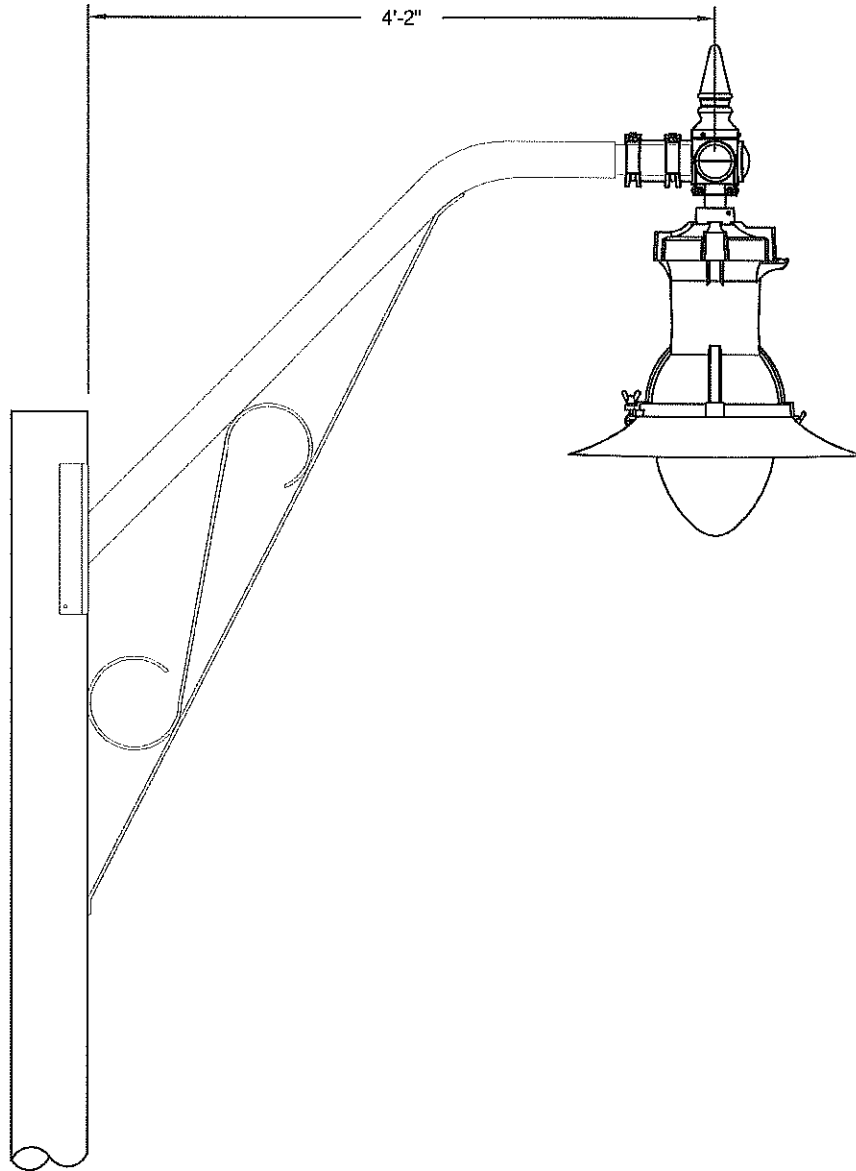
Exact placement of new utility poles shall be coordinated with all underground utilities and existing site conditions (such as major trees and tree roots), and shall be per PEPCO's guidelines for placement of poles. Unless otherwise indicated or necessitated by immutable site conditions, new poles along straight streets shall be installed directly in line between the adjacent existing poles.

Upon completion of the installation, PEPCO shall immediately revise its monthly billing to reflect the lower energy usage and lower maintenance requirements of the QL Induction light source, compared to the present incandescent and HID sources. In the event of any delay in revising the monthly billing, The Village of Martin's Additions will be compensated by PEPCO, within a reasonable amount of time, for all overcharges. Upon completion of the installation, PEPCO's official lighting layouts shall be updated to reflect the changes specified herein. New poles shall be labeled with official PEPCO number tags and added to PEPCO's official layouts and inventory.

It is recommended that PEPCO or the owner (if PEPCO is not the furnishing installer) purchase and store 5% "attic stock" of QL light engines and lamps for use in the event of future storm-related or other damage to fixtures. It is assumed that Holophane Esplanade Teardrop fixture housings, fitters, and mounting brackets, in black finish, will be stocked by PEPCO for the foreseeable future, for use in many local municipalities. If PEPCO indicates that this is not a safe assumption, PEPCO or the owner should consider purchasing attic stock of these as well.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "J. J. M. 2024", is written over a horizontal line.



Catalog #'s:
 ESPL055QL (VOLTAGE) BS6PR-BLACK-5L03R-MOLEX-
 WLDF13200BK-1PA04030B60W-BLACK

Customer Signature

Date

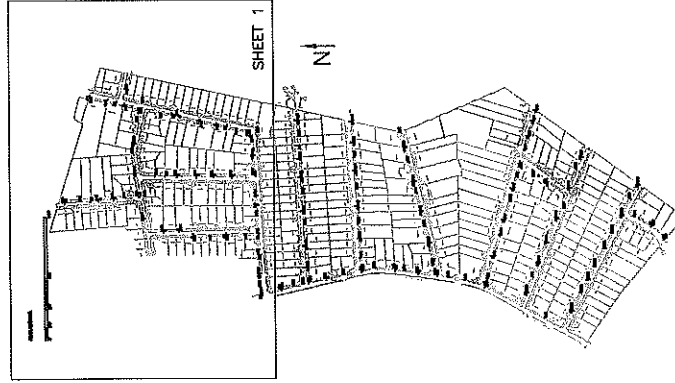
MARTIN'S ADDITIONS, MD.



Pepco Holdings
 Maryland

ORDER #:	TYPE:	DRAWING #:
REVISION:	REVISION DATE:	TSG008292-R
DRAWN: MAB	ORIGIN DATE:	PAGE: 1 of 1

THIS DRAWING, WHEN APPROVED, SHALL BECOME THE COMPLETE SPECIFICATION FOR THE MATERIAL TO BE FURNISHED BY HOLOPHANE ON THE ORDER NOTED ABOVE. A UNIT OF SIMILAR DESIGN MAY BE SUPPLIED, BUT ONLY AFTER APPROVAL BY THE CUSTOMER IN WRITING. ON POLE ORDERS AN ANCHOR BOLT TEMPLATE PRINT WILL BE SUPPLIED WITH EACH ANCHOR BOLT ORDER TO MATCH THE POLE PROVIDED. THIS PRINT IS THE PROPERTY OF HOLOPHANE AND IS LOANED SUBJECT TO RETURN UPON DEMAND AND UPON EXPRESS CONDITION THAT IT WILL NOT BE USED DIRECTLY OR INDIRECTLY IN ANY WAY DETRIMENTAL TO OUR INTERESTS, AND ONLY IN CONNECTION WITH MATERIAL FURNISHED BY HOLOPHANE.



- KEY
- A - REMOVE EXISTING FIXTURE AND BRACKET
 - B - INSTALL NEW TYPE IV FIXTURE AND 4FT BRACKET
 - C - ORIENTED PERPENDICULAR TO STREET
 - D - INSTALL NEW TYPE FIXTURE AND 4FT BRACKET
 - E - ANGLED TOWARD INTERSECTION
 - F - INSTALL NEW UTILITY POLE



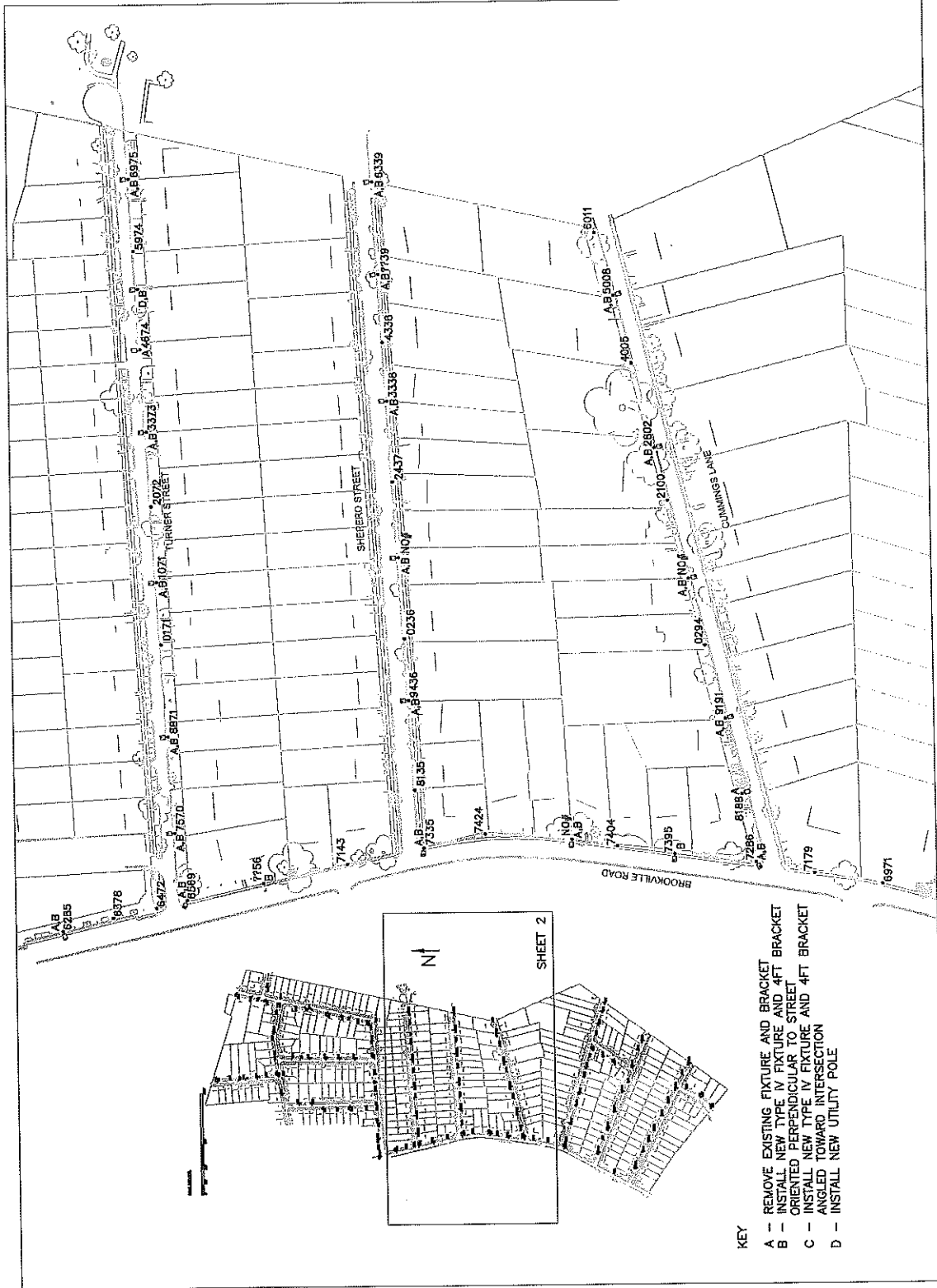
VILLAGE OF MARTIN'S ADDITIONS
STREET LIGHTING PLAN
OPTION B - SOME NEW POLES
NOT TO SCALE
APRIL 21, 2016

swa SCOTT WATSON
ASSOCIATES INC
LIGHTING DESIGN
Ph. 610.687.6877 www.swalighting.com
6107 West Mill Road, Flourtown, PA 19031

VILLAGE OF MARTIN'S ADDITIONS
STREET LIGHTING PLAN
OPTION B - SOME NEW POLES
NOT TO SCALE
APRIL 21, 2016

swa
SCOTT WATSON
ASSOCIATES INC
LIGHTING DESIGN

Ph. 610.657.6577 www.swalighting.com
6107 West Mill Road, Flourtown, PA 19031



swa
SCOTT WATSON
ASSOCIATES INC
LIGHTING DESIGN

KEY

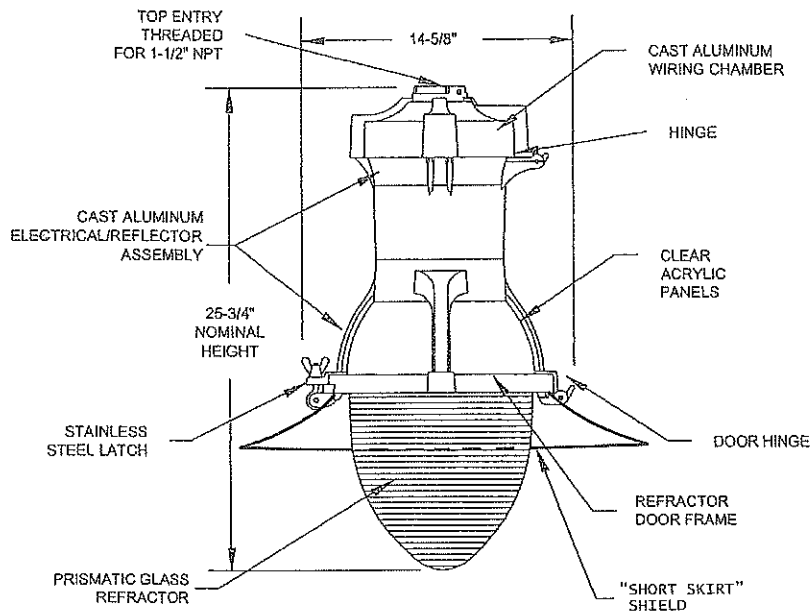
A -- REMOVE EXISTING FIXTURE AND BRACKET
B -- INSTALL NEW TYPE IV FIXTURE AND 4FT BRACKET
C -- INSTALL NEW TYPE IV FIXTURE AND 4FT BRACKET
D -- INSTALL NEW UTILITY POLE

Esplanade® Pedestrian Luminaire

Teardrop Style

Maximum weight - 45 lbs

Maximum effective projected area - 1.2 sq. ft.



LUMINAIRE: Holophane Esplanade Pedestrian Teardrop, Type IV distribution, Short Skirt Shield, photo cell.

LAMP: QL Co. QL55/830 with proprietary socket and control gear (55 watt 3000K color temperature induction lamp)

FINISH: Luminaire, fitters, and bracket arm to be finished in standard black.

BRACKET: 4-foot, decorative mounting bracket and "quick stem" fitter, in combination with "West Liberty" fitter, to be mounted to existing or new utility poles, shimmed as necessary so luminaire hangs plumb. Ideal mounting height to be 24-feet above grade.

Specifications

DESCRIPTION

The Esplanade Pedestrian luminaire is styled to replicate the "teardrop" luminaires that lighted boulevards in the first half of this century. Designed for light control and ease of installation and maintenance, the Esplanade Pedestrian has a precision optical system for true street lighting performance.

WIRING CHAMBER

The wiring chamber has a 1-1/2 inch NPT threaded entry for pendant mounting. A stainless steel set screw locks the unit in position. A three station terminal block will accept #14 through #2 wires and is prewired to one half of the plug assembly that connects to the removable electrical module.

ELECTRICAL / REFLECTOR ASSEMBLY

The electrical / reflector assembly hinges down from the wiring chamber for ease in wiring and to facilitate the removal of the electrical module. The assembly is latched in place by a captive stainless steel hex head screw. The unitized electrical module consists of the ballast and socket mounted to a cast aluminum plate that is easily removed by loosening three screws in keyhole slots. The disconnect plug connects the ballast to the terminal block in the wiring chamber. The socket is street lighting grade with nickel plated lamp grip shell, center contact backed by a coiled spring and glazed porcelain body. The anodized and brightened reflector is formed with flutes to control voltage rise in the lamp and to work in conjunction with the refractor to provide the desired distribution of light.

REFRACTOR / DOOR ASSEMBLY

The cast aluminum door cradles a teardrop shaped, thermal resistant borosilicate glass refractor that controls the light to provide an I.E.S. type IV or V cut off distribution. The combination of reflector, refractor and vertical burning lamp maximize efficiency and uniformity of illumination while controlling luminaire brightness. The refractor assembly hinges from the electrical / reflector assembly and is latched by a stainless steel, captive, wing nut assembly.

BALLAST

(Refer to Ballast Data Sheet for specific operating characteristics)
35 - 100 watt 120 volt High Pressure Sodium (HPS) ballasts are High Power Factor Reactor type. All other HPS ballasts are High Power Factor Autotransformer type. 175 watt Metal Halide (MH) ballasts are Peak Lead Autotransformer type. 70 and 100 watt MH units are available only with (120V, 208V, 240V, 277V) High Power Factor High Reactance type ballast. All Mercury Vapor (MV) ballasts are High Power Factor Constant Wattage Autotransformer (CWA) type.

FINISH / MATERIAL

The luminaire is finished with polyester powder paint applied after a seven stage pretreatment process to insure maximum durability. All castings utilize alloy #356 copper free aluminum for maximum corrosion resistance and all exposed hardware is stainless steel.

U. L. LISTING

U. L. listing suitable for wet locations at 25 degrees C.

ARCHITECTURAL OUTDOOR ORDER #:

TYPE:

DRAWING NO: US-1591

THIS DRAWING, WHEN APPROVED, SHALL BECOME THE COMPLETE SPECIFICATION FOR THE MATERIAL TO BE FURNISHED BY HOLOPHANE ON THE ORDER NOTED ABOVE. A UNIT OF SIMILAR DESIGN MAY BE SUPPLIED, BUT ONLY AFTER APPROVAL BY THE CUSTOMER IN WRITING. ON POLE ORDERS AN ANCHOR BOLT TEMPLATE PRINT WILL BE SUPPLIED WITH EACH ANCHOR BOLT ORDER TO MATCH THE POLE PROVIDED.

THIS PRINT IS THE PROPERTY OF HOLOPHANE AND IS LOANED SUBJECT TO RETURN UPON DEMAND AND UPON EXPRESS CONDITION THAT IT WILL NOT BE USED DIRECTLY OR INDIRECTLY IN ANY WAY DETRIMENTAL TO OUR INTERESTS, AND ONLY IN CONNECTION WITH MATERIAL FURNISHED BY HOLOPHANE.



Holophane

A Division of National Service Industries, Inc.
214 OAKWOOD AVENUE - NEWARK, OHIO 43055

SCALE: N/A

DRAWN: RAF

APP'D:

DATE: 10-11-00