

Chevy Chase Village Board of Managers' Meeting

February 13, 2017

Note: These minutes reflect the Board's actions only, and do not include remarks made by members of the Board of Managers, Legal Counsel, Village Staff or others in attendance.

BOARD OF MANAGERS

Michael L. Denger, Chair	Absent
Elissa A. Leonard, Vice Chair	Present
David L. Winstead, Secretary	Present
Minh Le, Assistant Secretary	Present
Gary Crockett, Treasurer	Present
Robert C. Goodwin, Jr., Assistant Treasurer	Present
Richard M. Ruda, Board Member	Present

STAFF

Shana R. Davis-Cook, Village Manager	Present
John Fitzgerald, Police Chief	Present
Michael Younes, Director of Municipal Operations	Present
Demetri Protos, Finance Director	Present
Tamu Tucker, Community Liaison/Administrative Assistant	Present

COUNSEL

Suellen M. Ferguson, Village Counsel	Present
--------------------------------------	---------

Ms. Leonard, Acting Chair of the Board of Managers, called the meeting to order at 7:30 p.m.
Mr. Denger was absent.

Approval of Minutes from the Board's Regular Monthly Meeting: January 9, 2017

Minutes of the Board's regular meeting held on January 9, 2017 were circulated to the Board prior to the meeting.

Mr. Crockett moved to approve the minutes of the Board of Managers' regular meeting held on January 9, 2017, as drafted. Ms. Le seconded the motion. Mr. Crockett, Ms. Le, Ms. Leonard, Mr. Winstead, Mr. Goodwin, and Mr. Ruda voted in favor of the motion. The motion passed.

Treasurer's Report

The Treasurer's Report was distributed to the Board and posted to the Village website prior to the meeting. Discussion followed. *No formal action was taken by the Board.*

Matters Presented for Board Consideration

- **Resolution No. 02-01-17—FY2017 Budget Amendment No. 1:** An Ordinance to amend the fiscal year 2017 budget to increase revenue and expenditures to reflect reimbursement for utility construction work performed in the Village in a new revenue line item for "Washington Gas Revenue"; to create a new Capital Projects line item for "Website Redesign", and to transfer \$12,900 from general fund reserves to fund the expenditure.

Mr. Crockett moved to approve Resolution No. 02-01-17, as drafted. Ms. Le seconded the motion. Mr. Crockett, Ms. Le, Ms. Leonard, Mr. Winstead, Mr. Goodwin, and Mr. Ruda voted in favor of the motion. The motion passed.

- **Resolution No. 02-02-17:** An order to adopt traffic and parking controls as authorized by Chapter 13 “Traffic Control Generally”, Sec. 13-9. “Restrictions on Parking near Public Buildings or Facilities”

Ms. Le moved to approve Resolution No. 02-02-17, as drafted. Mr. Ruda seconded the motion. Ms. Le, Mr. Ruda, Ms. Leonard, Mr. Winstead, Mr. Crockett, and Mr. Goodwin voted in favor of the motion. The motion passed.

Contract Extension Authorizations:

- Audit Contract Extension (second of two extension options): *Lindsey & Associates, LLC*

Mr. Goodwin moved to authorize the Village Manager to execute a letter exercising the second of two, one-year contract extension options with Lindsey & Associates, LLC to perform the FY2017 audit. Ms. Le seconded the motion. Mr. Goodwin, Ms. Le, Ms. Leonard, Mr. Winstead, Mr. Crockett, and Mr. Ruda voted in favor of the motion. The motion passed.

- Tree Maintenance Services Contract Extension (second of two contract extension options): *The Care of Trees, Inc.*

Mr. Ruda moved to authorize the Village Manager to execute a letter exercising the second of two, one-year contract extension options with The Care of Trees, Inc. to perform tree maintenance services throughout the Village. Mr. Winstead seconded the motion. Mr. Ruda, Mr. Winstead, Ms. Leonard, Ms. Le, Mr. Crockett, and Mr. Goodwin voted in favor of the motion. The motion passed.

Board Consideration and Possible Approval

- Washington Gas Paving Restoration Memorandum of Understanding (Work Performed Along Bradley Lane)

Mr. Crockett moved to approve staff’s recommendation to authorize the Village Manager to execute the presented Pavement Restoration Agreement between the Village and WGL. Mr. Goodwin seconded the motion. Mr. Crockett, Mr. Goodwin, Ms. Leonard, Ms. Le, Mr. Winstead, and Mr. Ruda voted in favor of the motion. The motion passed.

New Business

Board Discussion Regarding the Village’s Speed Hump Policy

Ms. Leonard explained that Mr. Crockett had requested the opportunity to see if there was interest amongst members of the Board for reviewing the Village's current Speed Hump Installation Policy in light of concerns that Mr. Crockett had with the current policy. No specific resolution was submitted for the record, however, Mr. Crockett had circulated by email to Board Members prior to the meeting his proposed areas for revision, several of which had been discussed at a meeting of the Village Traffic Committee held on February 7, 2017. Discussion followed.

No formal action was taken by the Board.

Committee Matters

Community Relations Committee

- **Board Appointment of Michael Marsh (Grafton Street) as Chair to complete the remaining term of Karen Spangler who resigned**

Mr. Crockett moved to appoint Michael Marsh (Grafton Street) as Chair of the Community Relations Committee, to complete the remaining term of Karen Spangler who resigned, term ending July 2017. Mr. Winstead seconded the motion. Mr. Crockett, Mr. Winstead, Ms. Leonard, Ms. Le, Mr. Goodwin, and Mr. Ruda voted in favor of the motion. The motion passed.

- **Board Appointment of Lance Patterson (Grafton Street) as Vice Chair**

Mr. Crockett moved to appoint Lance Patterson (Grafton Street) as Vice Chair of the Community Relations Committee. Mr. Winstead seconded the motion. Mr. Crockett, Mr. Winstead, Ms. Leonard, Ms. Le, Mr. Goodwin, and Mr. Ruda voted in favor of the motion. The motion passed.

- **Board Review of Committee Scope of Work**

The Committee Scope of Work was distributed to the Board and posted to the Village website prior to the meeting. No objections or edits were stated by members of the Board.

Election Supervisors:

- **Board Appointment of Paul Broderick (Grove Street) as a member to complete the remaining term of Norm Asher who resigned; term ending July 2019**

Mr. Ruda moved to appoint Paul Broderick (Grove Street) as a member of the Election Supervisors to complete the remaining term of Norm Asher who resigned, term ending July 2019. Mr. Crockett seconded the motion. Mr. Ruda, Mr. Crockett, Ms. Leonard, Mr. Winstead, Ms. Le, and Mr. Goodwin voted in favor of the motion. The motion passed.

- Board appointment of Marie Cerletty (East Lenox Street) as an alternate member

Mr. Ruda moved to appoint Marie Cerletty (East Lenox Street) as an alternate member of the Election Supervisors. Mr. Crockett seconded the motion. Mr. Ruda, Mr. Crockett, Ms. Leonard, Mr. Winstead, Ms. Le, and Mr. Goodwin voted in favor of the motion. The motion passed.

Police Report

The Police Report was distributed to the Board and posted to the Village website prior to the meeting. Discussion followed. *No formal action was taken by the Board.*

Manager's Report

The Manager's Report was circulated to the Board prior to the meeting. *No formal action was taken by the Board.*

Adjournment

Ms. Le moved to adjourn the meeting. Ms. Leonard seconded the motion. Ms. Le, Ms. Leonard, Mr. Winstead, Mr. Crockett, Mr. Goodwin, and Mr. Ruda voted in favor of the motion. The motion passed. The meeting adjourned at 8:48 p.m.

Attested by: Shana Davis-Cook, Village Manager

FINAL