

Chevy Chase Village Board of Managers' Meeting

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

STAFF

Shana R. Davis-Cook, Village Manager	Present
John M. Fitzgerald, Police Chief	Present
Demetri Protos, Finance Director	Present
Ellen Sands, Permitting and Code Enforcement Coordinator	Present
Tamu Tucker, Community Liaison/Administrative Assistant	Present

COUNSEL

Suellen M. Ferguson, Village Counsel	Present
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Mr. Denger, Chair of the Board of Managers, called the meeting to order at 7:29 p.m. Mr. Winstead, Ms. Le, and Mr. Ruda were absent.

Approval of Minutes from the Board's Regular Monthly Meeting held on February 13, 2017

Minutes of the Board's regular meeting held on February 13, 2017 were circulated to the Board prior to the meeting.

Mr. Goodwin moved to approve the minutes of the Board of Managers' regular meeting held on February 13, 2017, as drafted. Mr. Crockett seconded the motion. Mr. Denger, Ms. Leonard, Mr. Goodwin, and Mr. Crockett voted in favor of the motion. The motion passed.

Approval of Minutes from the Executive Session held on February 27, 2017

Minutes of the Board's Executive Session held on February 27, 2017 were circulated to the Board prior to the meeting.

Mr. Crockett moved to approve the minutes of the Executive Session held on February 27, 2017, as drafted. Ms. Leonard seconded the motion. Mr. Denger, Ms. Leonard, Mr. Goodwin, and Mr. Crockett voted in favor of the motion. The motion passed.

Approval of Minutes from the Budget Work Session held on February 27, 2017

Minutes of the Board's Budget Work Session held on February 27, 2017 were circulated to the Board prior to the meeting.

Mr. Crockett moved to approve the minutes of the Executive Session held on February 27, 2017, as drafted. Mr. Goodwin seconded the motion. Mr. Denger, Ms. Leonard, Mr. Goodwin and Mr. Crockett voted in favor of the motion. The motion passed.

Consent Agenda – Tree Removal Consent Agreement

A-2294 (Tree Removal Appeal): Ms. Christina H. Pearson & Mr. Adam J. Horvath 5502 Center Street.

Removal of:

- a) One 20-inch diameter Sweet Gum tree located in the front yard of the property; and
- b) One 20-inch diameter Tilia tree located in the left rear yard of the property

There were no requests from Board Members to remove Case A-2294 from the Consent Agenda. The Consent Agreement was deemed approved.

Variance Request

A-7105 (Variance Request): Dr. Bitu Arabshahi & Dr. Ali Ghorbani 5803 Kirkside Dr.

Construct an addition (consisting of a bay window), which would encroach a maximum of two feet, nine and one-half inches (2'-9 ½") into the twenty (20) foot rear (east) yard setback.

Mr. Crockett moved to approve the variance application in Case A-7105 on the basis that the evidence presented, including the Staff Report and Case Synopsis, demonstrates that the applicable requirements for approval of the variance have been met. Staff is directed to draft a decision based on this evidence, including findings of fact and conclusions, approving the variance application. Mr. Goodwin seconded the motion. Mr. Denger, Ms. Leonard, Mr. Crockett, and Mr. Goodwin 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.*

Public Hearing: Draft Budget for the Fiscal Year Beginning on July 1, 2017 (FY2018)

The draft budget for fiscal year 2018, as amended following the Board's February 13, 2017 Budget Work Session, was distributed to the Board and posted to the Village website prior to the meeting.

No comments were heard from the floor and no action was taken by the Board. The Board will hold a second Public Hearing during its regular meeting on April 10, 2017 and the Board will vote to adopt the FY2018 Operating & Capital Budget and property tax rates during the Annual Meeting on April 17, 2017

Matters Presented for Board Consideration

Purchase Authorization Request: Spring Tree Planting from Manor View Farm

Mr. Goodwin moved to authorize the Village Manager to purchase forty (40) trees of varying species from Manor View Farm in support of spring 2017 tree planting operations in the amount of \$8,455.50. Ms. Leonard seconded the motion. Mr. Denger, Ms. Leonard, Mr. Crockett, and Mr. Goodwin voted in favor of the motion. The motion passed.

Proposal to Install a Traffic Camera at the Intersection of Westbound Grafton Street and Wisconsin Avenue to Monitor for Wrong-Way Traffic:

Discussion followed. The Board supported staff's recommendation to proceed with a contract to install a traffic monitoring camera in the public right-of-way on westbound Grafton Street at Wisconsin Avenue to enforce wrong-way traffic.

No formal action was taken by the Board.

Board Review and Discussion of a Concept Plan for Brookville Road Park

The proposed plan was presented by Ms. Davis-Cook and the Village's landscape architect, Ms. Lila Fendrick. The Board directed staff to:

- Post the proposed plans and related images online for public review and comment.
- Advertise a Public Hearing on the proposed plans to be held during the Board's April 10, 2017 regular meeting.
- Stake out the new designated dog area so that residents can visualize the extent of the proposed area where unleashed dogs would be permitted.
- Explore reducing the public space area to provide more space for the dog exercise area.
- Amend the proposed dog exercise area policy to allow guest permits to be issued for a period not to exceed seven (7) days.

Status Update: Friends of Chevy Chase Circle

Friends of Chevy Chase Circle (FoCCC) President and Magnolia Parkway resident Ruth Robbins provided an update on the FoCCC's efforts to improve and maintain the Circle. Ms. Robbins said that they needed support to ensure adequate watering of six (6) new Willow Oaks that are scheduled to be planted in April along with new plantings to be placed in the two traffic splitters (triangular shaped islands at the Circle's intersections with Connecticut Avenue on the Maryland and D.C. sides).

The Board asked Ms. Davis-Cook whether Village resources could be sufficiently allocated to provide the requested support.

Review of Speed Hump Policy

The Board referred a review of suggested changes to the Village's Speed Hump Policy as submitted by Mr. Crockett and discussed at the February 13, 2017 Board Meeting to the Village

Traffic Committee for review with comments submitted to be by April 5, 2017 in advance of a Public Hearing on the proposed changed to be held during the Board's regular meeting on April 10, 2017.

Committee Matters

Ethics Commission

- **Board Reappointment of Robert Brewer, Jr. (Grafton Street) as a member, term exp. 2/2020**

Mr. Crockett moved to reappoint Robert Brewer, Jr. (Grafton Street) as a member of the Ethics Commission for a 3-year term expiring in February 2020. Mr. Goodwin seconded the motion. Mr. Denger, Mr. Crockett, Ms. Leonard, 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. Leonard moved to adjourn the meeting. Mr. Goodwin seconded the motion. Mr. Denger, Ms. Leonard, Mr. Crockett, and Mr. Goodwin voted in favor of the motion. The motion passed. The meeting adjourned at 8:54 p.m.

Attested by: Shana Davis-Cook, Village Manager

FINAL