

Chevy Chase Village Board of Managers' Meeting

April 10, 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	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
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.

Approval of Minutes from the Board's Regular Monthly Meeting: March 13, 2017

Minutes of the Board's regular meeting held on March 13, 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 March 13, 2017, as drafted. Ms. Le seconded the motion. Mr. Denger, Ms. Leonard, Mr. Winstead, Mr. Goodwin, and Mr. Ruda voted in favor of the motion. The motion passed.

Variance Request

A-7117: Ms. Mary C. Denger & Mr. Michael L. Denger 5802 Kirkside Drive

Install a fence, portions of which would measure six feet, six inches (6'-6") in height forward of the twenty-five (25) foot front (Grafton Street) building restriction line (BRL). The proposed fence would extend alongside the west property line for a distance of twenty-four (24) feet forward of the twenty-five (25) foot front BRL and then would slope down in height over a distance of twelve (12) inches to a height of four (4) feet at the front (Grafton Street) property line. Mr. Denger recused himself from this matter.

Mr. Goodwin moved to approve the variance application in Case A-7117 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. Crockett seconded the motion. Ms. Leonard, Ms. Le, Mr. Crockett, Mr. Winstead, Mr. Goodwin, and Mr. Ruda voted in favor of the motion. Mr. Denger recused himself. 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 Hearings – Open for Public Comment

Draft Budget for the Fiscal Year Beginning July 1, 2017 (FY2018)

The draft budget and proposed tax rates were circulated to the Board and posted on the Village website prior to the meeting, and were included as a special insert in the April 2017 issue of the *Crier*.

No comments were received from the floor. The FY2018 operating and capital budgets and tax rates will be voted on at the Annual Meeting on April 17, 2017.

Proposed Concept Plan for the Brookville Road Park

Mr. Denger advised that this was the first of two Public Hearing scheduled on this matter, the second of which would be held during the Board's regular meeting on Monday, May 8, 2017. The proposed redevelopment plans for the Brookville Road Park were distributed to the Board and posted on the Village website prior to the meeting. Discussion followed.

The following residents testified in regard to this matter: Kathleen Buffon (8 Oxford Street), Elaine Shannon (31 Oxford Street), Mimi Burke and Tom Jarrett (3 Quincy Street), Patrick Regan (6 Quincy Street), Sue Goldman (5 Quincy Street), Susan Bollendorf (107 Primrose Street), Susan Kilborn (4007 Oliver Street and co-Chair of the Village's Parks & Greenspaces Committee) Sara Shohet of (3708 Bradley Lane), Craig Ferris (106 Quincy Street) and Tom Bourke (36 Quincy Street). *No formal action was taken by the Board regarding the proposed plans.*

Proposed Amendments to the Village's Speed Hump Policy

Mr. Denger advised that this was the first of two Public Hearing scheduled on this matter, the second of which would be held during the Board's regular meeting on Monday, May 8, 2017. Changes proposed for the Speed Hump Policy were submitted by Gary Crockett of Grafton Street and were circulated to the Board and posted on the Village website prior to the meeting. Porter Wheeler, Chair of the Village's Traffic Committee summarized the committee's written report—which was circulated to the Board and posted on the Village website prior to the meeting—and recommendations regarding the proposed changes (which was posted to the Village website prior to the meeting).

The following residents testified in regard to this matter: Peter Kilborn (4007 Oliver Street), Oliver Davidson (3915 Oliver Street), David Allen (120 Grafton Street), Jesse Sevcik (124 Grafton Street), Jane Maruszewski (127 Grafton Street), and Andrew Chasin (121 Grafton Street). The Police Chief was asked by the Board to compile traffic calming measures for presentation and discussion at the Board of Managers Meeting on May 8, 2017.

Matters Presented for Board Consideration

Introduction of Resolution No. 04-01-17: An Ordinance to amend Chapter 24, “Procurement And Disposition” by repealing and reenacting Sec. 24-2, “Scope”, Sec. 24-3, “Administration”, Sec. 24-4, “Definitions”, Sec. 24-8, “Types Of Contract”, Sec. 24-9, “Contract Modification, Change Or Adjustment”, Sec. 24-13, “Competitive Sealed Bidding”; Sec. 24-14, “Competitive Sealed Proposal”; Sec. 24-16, “Open Market Procurement Or Disposition”; Sec. 24-19, “Emergency Procurement”; Sec. 24-24, “Selection Process By Negotiation”; Sec. 24-27, “Methods Of Sale”; Sec. 24-36 “Bid Security”; By Adding Sec. 24-12 “Competitive Procurement Required”; Sec. 24-17, “Other Government Competitive Bid Contracts”; Sec. 24-27, “Disposal Of Police Department Firearms”; And By Repealing Sec. 24-6, “Written Contract”; Sec. 24-17, “Petty Expenditure”; Sec. 24-23, “Selection Methods”; Sec. 24-26, “Unusable, Obsolete Or Surplus Goods”; Sec. 24-28, “Waiver”; Sec. 24-29. “Worthless Items”; Sec. 24-33, “Brand Name Specification”, and Sec. 24-45, “Application Of Competitive Bidding Regulations” and transferring portions of the section to Sec. 24-13; and renumbering or reserving various divisions and sections.

The proposed Ordinance was circulated to the Board and posted to the Village website prior to the meeting. Ms. Davis-Cook explained that the proposed ordinance would bring the Code in line with current best government practices, more accurately reflected current operations and provided general clean up of this Chapter of the Code. Ms. Davis-Cook noted, however, a substantive change to increase the purchasing threshold that requires Board approval from \$5,000 to \$10,000.

No action was taken by the Board. The Ordinance will be scheduled for Board action during the Board’s May 8, 2017 regular meeting.

Committee Matters

Building Facilities Commission

- Board reappointment of Pamela Murphy (East Kirke Street) for a five-year term

Mr. Crockett moved to reappoint Pamela Murphy (East Kirke Street) as a member of the Building Facilities Commission, for a 5-year term expiring in April 2022. Ms. Leonard seconded the motion. Mr. Denger, Ms. Leonard, Ms. Le, Mr. Crockett, Mr. Goodwin, Mr. Winstead, and Mr. Ruda voted in favor of the motion. The motion passed.

Police Report

The Police Report was distributed to the Board and posted on 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. Mr. Crockett seconded the motion. Mr. Denger, Ms. Leonard, Ms. Le, Mr. Crockett, Mr. Goodwin, Mr. Winstead, and Mr. Ruda voted in favor of the motion. The motion passed. The meeting adjourned at 9:43 p.m.

Attested by: Shana Davis-Cook, Village Manager

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