

Chevy Chase Village Board of Managers' Meeting

July 10, 2023

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

Elissa A. Leonard, Chair	Present
Robert C. Goodwin, Jr., Vice Chair	Present
Gary Crockett, Treasurer	Present
Louis Morsberger, Secretary	Present (Virtual)
Nancy E. Watters, Assistant Treasurer	Present
Linda J. Willard, Assistant Secretary	Present (Virtual)
David L. Winstead, Member	Present

STAFF

Shana R. Davis-Cook, Village Manager	Present
John M. Fitzgerald, Police Chief	Present
Jacqueline Parker, Director of Municipal Operations	Present
Demetri Protos, Finance Director	Present (virtual)
Jennifer Young, Administrative & Constituent Services Assistant	Present
Ellen Sands, Project Manager	Present

COUNSEL

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

Elissa Leonard, Chair of the Board of Managers, called the meeting to order at 7:30 p.m.

Approval of Minutes from the Board's Previous Meetings

Minutes of the Board's Regular Monthly Meeting and the Special Meeting with District 18 Delegates held on June 10, 2023, were circulated to the Board prior to the meeting.

Mr. Winstead moved to approve the minutes from the Board's June 10, 2023, regular meeting and the Special Meeting with District 18 Delegates, as drafted. Mr. Goodwin seconded the motion. Ms. Leonard, Mr. Goodwin, Mr. Crockett, Ms. Watters, Mr. Morsberger, Ms. Willard, and Mr. Winstead voted in favor of the motion. The motion passed.

Consent Agenda

A-2766 (Tree Removal Consent Agreement) Ms. Gray & Mr. Andrew King 11 East Lenox Street

Removal of one multi-trunk Crape Myrtle tree measuring eleven (11) inches in diameter to accommodate installation of a proposed shed.

No Board members requested the removal of this item from the Consent Agenda; therefore, the tree removal consent agreement for case number A-2766 is approved.

Treasurer's Report

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

Matters for Board Discussion, Consideration, and Possible Action

Staff Update & Proposed Change in Project Scope

- **FY2024 Capital Project**—Village Hall Mechanical Equipment Access Project
A Staff Report was circulated to the Board and posted to the Village website prior to the meeting.

Mr. Crockett moved to authorize the Village Manager to accept the proposal for preparation of a Scope of Work as outlined by Engenium Group and to pursue exploration and a contract for installation of Variable Refrigerant Flow (VRF) systems in lieu of in-kind replacements of current failed mechanical systems under future Board authorization. Mr. Goodwin seconded the motion. Ms. Leonard, Mr. Goodwin, Mr. Crockett, Ms. Watters, Mr. Morsberger, Ms. Willard, and Mr. Winstead voted in favor of the motion. The motion passed.

Purchase Authorization: Police Department Capital Purchase

- Thirteen (13) replacement portable radios from *Motorola Solutions, Inc.* in an amount not to exceed \$87,617
A Staff Report was circulated to the Board and posted to the Village website prior to the meeting.

Mr. Winstead moved to authorize the Village Manager to purchase thirteen (13) replacement portable radios from Motorola Solutions, Inc. in an amount not to exceed \$87,617. Mr. Crockett seconded the motion. Ms. Leonard, Mr. Goodwin, Mr. Crockett, Ms. Watters, Mr. Morsberger, Ms. Willard, and Mr. Winstead voted in favor of the motion. The motion passed.

Contract Authorization Request

- On-call Sidewalk Maintenance Contractor, repair of the Brookville Road sidewalk and replacement of the sidewalk in the Brookville Road Park in an amount not to exceed \$48,000: *Scango Consulting LLC dba Capitol Hardscapes*
A Staff Report and draft contract was circulated to the Board and posted to the Village website prior to the meeting.

Mr. Goodwin moved to authorize an override of the competitive bidding requirements and to authorize the Village Manager to enter into a contract, in substantially the form provided and subject to approval by Village Counsel, with Scango Consulting LLC dba Capitol Hardscapes for a base 3-year contract and to authorize acceptance of the proposal for the Brookville Road

and Park sidewalk repairs in amount not to exceed \$48,000. Mr. Crockett seconded the motion. Ms. Leonard, Mr. Goodwin, Mr. Crockett, Ms. Watters, Mr. Morsberger, Ms. Willard, and Mr. Winstead voted in favor of the motion. The motion passed.

Commission and Committee Matters

- Board Appointment of Chairs/Co-Chairs to Village Committees

Mr. Crockett moved to reappoint Betty O'Connor (Grafton Street) as Chair of the Committee for Seniors; Marea Hatzios Grant (West Irving Street) as Chair of the Environment & Energy Committee; Margo Kingston (Hesketh Street) as Chair of the Parks & Greenspaces Committee, and Saul Goodman (Cedar Parkway) as Chair of the Public Safety Committee to serve two-year terms, expiring July 2025. Mr. Winstead seconded the motion. Ms. Leonard, Mr. Goodwin, Mr. Crockett, Mr. Morsberger, Ms. Watters, Ms. Willard, and Mr. Winstead 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. *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

Mr. Crockett moved to adjourn the meeting. Mr. Winstead seconded the motion. Ms. Leonard, Mr. Goodwin, Mr. Crockett, Mr. Morsberger, Ms. Watters, Ms. Willard, and Mr. Winstead voted in favor of the motion. The motion passed. The meeting adjourned at 8:02 p.m.

Attested by: Shana Davis-Cook, Village Manager

FINAL