

# Chevy Chase Village Board of Managers

April 12, 2010

## BOARD OF MANAGERS

Douglas B. Kamerow, Chair	Present
David L. Winstead, Vice Chair	Present
Robert L. Jones, Secretary	Absent
Betsy Stephens, Assistant Secretary	Present
Gail S. Feldman, Treasurer	Present
Timothy J. Trifilo, Assistant Treasurer	Present
Peter M. Yeo, Board Member	Present

## STAFF

David R. Podolsky, Legal Counsel	Present
Ronald M. Bolt, Assistant Legal Counsel	Present
Shana R. Davis-Cook, Village Manager	Present
Roy Gordon, Police Chief	Absent
Adventino Dasilva, Sergeant	Present
Michael W. Younes, Manager of Contracts and Capital Projects	Present
Demetri Protos, Finance and Accounting Specialist	Present
Grace Brock, Administrative Assistant/Community Liaison	Present

Dr. Douglas B. Kamerow, Chair of the Chevy Chase Village Board of Managers, called the meeting to order at 7:34 p.m. Mr. Jones was absent.

### **Approval of the minutes from the Board's regular session held on March 8, 2010.**

**Mr. Winstead made a motion to approve the minutes of the Board's regular held on March 8, 2010. Ms. Stephens seconded the motion. Dr. Kamerow, Mr. Winstead, Ms. Stephens Ms. Feldman, Mr. Trifilo and Mr. Yeo voted in favor of the motion. The motion passed.**

### **Treasurer's Report**

The Treasurer's report was distributed to the Board prior to the meeting. Discussion followed.

### **Committee Reports**

#### **Brookville Road Working Group**

Mr. Younes gave an update on the progress of the easement agreements. Mr. Younes stated that there were two property owners who are in the process of signing their easement agreements and one property owner with whom the Village is still involved in discussions with. Discussion followed.

### **Committee on Children, Youth and Families**

Committee Co-Chair Jill Watson informed the Board that Minh Le, was stepping down from the position of co-Chair. Ms. Watson stated that the remaining co-Chairs sought Board appointment of Margaret Babbington of 25 West Irving Street to fill the vacancy created by Ms. Le's resignation.

**The Board members present unanimously supported the appointment of Margaret Babbington as Co-Chair of the Committee on Children, Youth and Families.**

### **Building Facilities Commission**

Ms. Davis-Cook reported that current Building Facilities Commission Chair Elizabeth Bausch is stepping down and that Ms. Bausch had advised that the remaining Commissioners, Cara Medeiros of West Lenox Street, Karen Spangler of Montgomery Street and Pam Somers of East Irving Street also sought to step down. Ms. Davis- Cook advised that Roxann Steinberg of West Lenox Street and Elissa Leonard of Cedar Parkway had volunteered to serve on the Commission and that Ms. Somers had volunteered to serve as interim Chair until a permanent Chair was appointed. Discussion followed.

**The Board approved the appointment of Roxann Steinberg, and Elissa Leonard as commissioners to the Building Facilities Commission.**

### **Decision on Previous Appeals**

None.

### **Appeals**

None.

### **Old Business**

#### **Update on Cary M. Euwer, Jr. vs. Chevy Chase Land Company et al (Chevy Chase Village)**

Mr. Bolt presented an update on the ongoing litigation. Mr. Bolt advised that a settlement had not yet been reached and that the parties are in the midst of discovery. Discussion followed.

### **New Business**

#### **Formal Introduction of the FY 2011 General Funds and *SafeSpeed* Budgets**

Ms. Davis-Cook presented the draft budgets for the fiscal year beginning July 1, 2010 and ending June 30, 2011. She advised that the projected total General Funds budget for FY 2011 was \$3.7 million, which reflects a deficit of \$422,000, but no real estate tax increase. The *SafeSpeed* budget projects a revenue of \$1.8 million for FY 2011, with an anticipated draw on *SafeSpeed* reserves of approximately \$2.5 million to support capital projects, including the Brookville Road Sidewalk, and streetlight and sidewalk replacements throughout the Village. Discussion followed.

### **Contract Authorization Requests**

- **Contract Modification with Rummel, Klepper and Kahl to provide additional engineering support for the Brookville Road Sidewalk Project.**

Ms. Davis-Cook requested Board authorization to enter into a contract with *Rummel, Klepper & Kahl* to provide additional engineering support for the Brookville Road Sidewalk Project in the amount of \$30,000

**Ms. Stephens made a motion to authorize the Village Manager to enter into a contract with *Rummel, Klepper & Kahl* to provide additional engineering support for the Brookville Road Sidewalk Project in the amount of \$30,000. Ms. Feldman seconded the motion. Dr. Kamerow, Mr. Winstead, Ms. Stephens, Ms. Feldman, Mr. Yeo and Mr. Trifilo voted in favor of the motion. The motion passed.**

- **Plan Review and Proactive Code Enforcement Services**

Ms. Davis-Cook advised that the Permitting & Code Enforcement Specialist position had been vacated and requested Board authorization to enter into a contract with *Mid-Atlantic Inspection Services, Inc.* to provide plan review and pro-active code enforcement services (sole-source) to assist with permitting, plan review and code enforcement until the vacancy can be filled.

**Ms. Feldman made a motion to authorize the Village Manager to enter into a contract with *Mid-Atlantic Inspection Services, Inc.* to provide plan review and pro-active code enforcement services (sole-source). Ms. Winstead seconded the motion. Dr. Kamerow, Mr. Winstead, Ms. Stephens, Ms. Feldman, Mr. Trifilo and Mr. Yeo voted in favor of the motion. The motion passed.**

### **Supplemental Appropriation Requests**

Ms. Davis-Cook requested Board authorization for a supplemental appropriation for on-going general legal expenses: \$150,000 from tax-based reserves to Administration, Legal: General Counsel.

**Mr. Winstead made a motion to approve the supplemental appropriation request for \$150,000 from tax-based reserves to Administration, Legal: General Counsel. Ms. Feldman seconded the motion. Dr. Kamerow, Mr. Winstead, Ms. Stephens, Ms. Feldman, Mr. Trifilo and Mr. Yeo voted in favor of the motion. The motion passed.**

Ms. Davis-Cook requested Board authorization for a supplemental appropriation to cover expenses associated with this year's Board of Managers election, specifically, \$1,000 from tax-based reserves to Administration, Elections.

**Mr. Winstead made a motion to approve the supplemental appropriation request for Board Election expenses: \$1,000 from tax-based reserves to Administration, Elections. Mr. Trifilo seconded the motion. Dr. Kamerow, Mr. Winstead, Ms. Stephens, Ms. Feldman, Mr. Trifilo and Mr. Yeo voted in favor of the motion. The motion passed.**

Ms. Davis-Cook requested Board authorization for a re-appropriation for Permitting & Pro-Active Code Enforcement Services: \$40,000 from Administration, Personnel to Administration, Operations—Other Professional Services (*Mid-Atlantic Inspection Services, Inc.*)

**Mr. Yeo made a motion to approve the re-appropriation request for Permitting & Pro-Active Code Enforcement Services: \$40,000 from Administration, Personnel to Administration, Operations—Other Professional Services (*Mid-Atlantic Inspection Services*). Ms. Feldman seconded the motion. Dr. Kamerow, Mr. Winstead, Ms. Stephens, Ms. Feldman, Mr. Trifilo and Mr. Yeo voted in favor of the motion. The motion passed**

Ms. Davis-Cook explained that the Village office had received a petition from residents in the block of Hesketh Street between Cedar and Magnolia Parkways requesting the installation of two speed humps. She advised that the police department had conducted a speed study last year, which reflected that drivers were traveling in excess of the posted speed limit. Driver speeds decreased following the subsequent installation of temporary speed humps, which had since been removed. Accordingly, Ms. Davis-Cook requested Board authorization for a supplemental appropriation for the installation of two speed humps in the block of Hesketh Street between Cedar and Magnolia Parkways: \$4,000 from *SafeSpeed* reserves to *SafeSpeed* Facilities & Infrastructure, Streets—Contracted (*Chamberlain Contractors, Inc.*). Discussion followed.

Grace Spring of 27 Hesketh Street stated that she supports the request to install speed humps on Hesketh Street between Cedar and Magnolia Parkways.

Ms. Eig of 34 West Kirke Street stated her objections to the installation of speed humps in the Village.

Mel Oncu of 21 Hesketh Street of stated that she supports the request to install speed humps on Hesketh Street between Cedar and Magnolia Parkways. Discussion followed.

**Ms. Stephens made a motion to approve the supplemental appropriation request for the installation of two speed humps in the block of Hesketh Street between Cedar and Magnolia Parkways: \$4,000 from *SafeSpeed* reserves to *SafeSpeed* Facilities & Infrastructure, Streets—Contracted (*Chamberlain Contractors, Inc.*), provided the request is subject to a 30-day comment period in which if the comments received objecting to the request exceed the number of original petitioners on the request, the matter will be resubmitted to the Board for further consideration. Mr. Winstead seconded the motion. Dr. Kamerow, Mr. Winstead, Ms. Stephens, Ms. Feldman, Mr. Trifilo and Mr. Yeo voted in favor of the motion. The motion passed**

Ms. Davis-Cook stated the Village office was in receipt of a petition requesting the installation of one speed hump in the 5400 block of Center Street between the Belmont Avenue extended public right-of-way and Kirkside Drive and two speed humps in the 5500 block of Center Street between Kirkside Drive and Cedar Parkway. She explained that this request would require a supplemental appropriation of \$6,000 from *SafeSpeed* reserves to *SafeSpeed* Facilities & Infrastructure, Streets—Contracted (*Chamberlain Contractors, Inc.*). Ms. Davis-Cook advised

that a speeding study had been conducted only in the 5400 block of Center Street which did not reflect a speeding “problem”. Discussion followed.

**Mr. Yeo made a motion to approve the supplemental appropriation request for the installation of one speed hump in the 5400 block of Center Street between the Belmont Avenue extended public right-of-way and Kirkside Drive and two speed humps in the 5500 block of Center Street between Kirkside Drive and Cedar Parkway in the amount of \$6,000 from *SafeSpeed* reserves to *SafeSpeed* Facilities & Infrastructure, Streets—Contracted (*Chamberlain Contractors, Inc.*), provided the request is subject to a 30-day comment period in which if the comments received objecting to the request exceed the number of original petitioners on the request, the matter will be resubmitted to the Board for further consideration. Mr. Winstead seconded the motion. Mr. Winstead, Ms. Stephens, Ms. Feldman, Mr. Trifilo and Mr. Yeo voted in favor of the motion. Dr. Kamerow voted against the motion. The motion passed.**

**Chairman’s Report**

None.

**Manager’s Report**

None.

**Police Report**

The Police Report was circulated to the Board prior to the meeting. Discussion followed.

**Mr. Winstead made a motion to adjourn the meeting. Ms. Feldman seconded the motion. Dr. Kamerow, Mr. Winstead, Ms. Stephens, Ms. Feldman, Mr. Trifilo and Mr. Yeo voted in favor of the motion. The motion passed. The meeting adjourned at 8:53 p.m.**

Final.

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