

Chevy Chase Village Board of Managers

94th Annual Meeting Minutes

April 21, 2008

Board of Managers

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

Staff

David R. Podolsky, Legal Counsel	Present
Adam Cohen, Assistant Legal Counsel	Present
Geoffrey B. Biddle, Village Manager	Present
Roy A. Gordon, Police Chief	Present
Shana R. Davis-Cook, Director of Administration	Present
Michael W. Younes, Manager of Contracts/Capital Projects	Present
Doris M. Lyerly, Permitting and Code Enforcement Specialist	Present

Dr. Douglas B. Kamerow, Chair of the Board of Managers of Chevy Chase Village, called the meeting to order at 7:30 p.m. Mr. Winstead was absent.

Approval of Minutes from the Annual Meeting of April 16, 2007

Ms. Eig submitted changes to the draft minutes prior to the meeting.

Ms. Stephens made a motion to approve the minutes from the 93rd Annual Meeting, held on April 16, 2007, as amended. Mr. Jones seconded the motion. Dr. Kamerow, Ms. Eig, Ms. Feldman, Ms. Stephens, Mr. Yeo and Mr. Jones voted in favor of the motion. The motion passed.

State of the Village: Dr. Douglas B. Kamerow, Board Chair

Dr. Kamerow presented the State of the Village report:

- The Village's financial status remains sound. The property tax rate will be held at the constant yield rate.
- The Board is in the middle of reviewing the Village's building regulations in response to residents' concerns regarding "mansionization". This review has involved the hiring of a professional consultant to help guide the Board in evaluating potential regulations. Work on revised building regulations will continue into June.
- In October, the Police Department began operation of the *Safe Speed* Program. This program places fixed and portable photo speed monitoring cameras along Connecticut Avenue, Brookville Road and throughout the Village. The program is aimed at reducing the number of speeding drivers on Village roadways.

- The Wohlfarth Property (Chevy Chase Open Space) at 5409 Grove Street was annexed into the Village. The property will be converted into and used as a park. Pursuant to a Resolution approved by the Board, the Board has asked the County to demolish the existing structures on the site. Charettes will be held during the upcoming year to discuss designs for the property.
- The Board has gone before the Historic Preservation Commission and Maryland State Highway Administration seeking approval/support of early-stage designs for the proposed Brookville Road walkway project. Discussions continue on this endeavor.
- The Connecticut Avenue project continues to move forward. This project includes rehabilitating the street lighting, sidewalks and landscaping along the roadway.
- Over the coming year, the Village Board and staff will continue to look into ways to improve street lighting throughout the community, facilitate a potential future alarm system network that would be directly monitored by the Village's Communications Center and improvements to the existing sidewalks and installation of sidewalks where none currently exist.
- General statistics from the previous year:
 - 20 new families moved in
 - 200 residents are now enrolled in the listserv
 - 235 building and tree removal permits were issued by the Village Manager
 - New police and administrative personnel and modifications were made to the Village Hall and administrative offices to accommodate this new personnel, pursuant to a staffing assessment performed by an independent consulting firm
 - 500 residents attended the annual Holiday Party
 - The Community events, including the July 4th Parade and Party and the Halloween and Holiday Parties, continued to expand.
- The Village Police Department was reaccredited.
- Pursuant to a staffing assessment performed by an independent consulting firm, the Board approved formation of a new department, Contracts and Capital Improvement Projects, to oversee the Village's growing number of capital projects.

Dr. Kamerow concluded by thanking the Village staff, Board of Managers and active citizens for their efforts in improving the community.

Presentation to Mary Anne Tuohey

On behalf of the Board of Managers and the community, Dr. Kamerow noted the importance of Mary Anne Tuohey's involvement and the efforts she had made in the development of the Village Hall. Dr. Kamerow then presented Ms. Tuohey with a token of the community's appreciation and announced that a Resolution had been adopted by the Board to dedicate the Village Hall conference room to Ms. Tuohey and to name the space the *Mary Anne Tuohey Conference Room*. Ms. Tuohey thanked the Board for its acknowledgement of her service and for its support of the improving Village Hall facilities.

Village Manager's Report: Mr. Geoffrey B. Biddle

Mr. Biddle stated his appreciation of the efforts of the Village staff, the Board of Managers, the members of the Village's Commissions and Committees and the individual residents who all

help to make the government function. He also thanked the Board members for their support and approval of additional staff.

Legal Counsel's Report: Mr. David R. Podolsky

Dr. Kamerow introduced Mr. Podolsky by thanking him for keeping the Village informed and noting his many contributions to the Village. Mr. Podolsky began by thanking the Board and staff for assisting him over the past 30 years. Mr. Podolsky introduced Adam Cohen, Assistant Village Counsel. He concluded by stating that there was no pending or threatened litigation against the Village.

Budget Overview: Mr. Samuel A. Lawrence

Committee Chair Samuel Lawrence outlined the Budget Committee's role and the proposed FY2009 budget as drafted by the Village Manager and reviewed by the Budget Committee. Copies of the Committee's report were circulated to Board and audience members prior to the meeting. Dr. Kamerow noted that a separate budget had been formulated for *Safe Speed* Program revenue. Discussion followed.

Resolution No. 04-02-08: Budget Approval

Dr. Kamerow asked for comments from the floor. There were none.

Ms. Feldman made a motion to adopt the proposed budget as drafted and to approve Resolution No. 04-02-08. Mr. Jones seconded the motion. Dr. Kamerow, Ms. Eig, Ms. Feldman, Ms. Stephens, Mr. Yeo and Mr. Jones voted in favor of the motion. The motion passed.

Resolution No. 04-03-08: Resolution levying a tax on certain real and personal property under the provisions of Section 6-203 of the Tax-Property Article of the Annotated Code of Maryland, as amended. Dr. Kamerow explained that the Village would hold the constant yield tax rate for FY2009, and he asked for comments from the floor. There were none.

Ms. Stephens made a motion to adopt the tax rate Resolution No. 04-03-08. Mr. Jones seconded the motion. Dr. Kamerow, Ms. Eig, Ms. Feldman, Ms. Stephens, Mr. Yeo and Mr. Jones voted in favor of the motion. The motion passed.

Committee Reports

Building Facilities Commission: Commission Chair Elizabeth Bausch explained that she assumed the position following Mary Anne Tuohey's retirement. She noted the many and varied activities in the Village Hall during the previous year, and the changes that were made to the administration of ongoing classes. Ms. Bausch thanked Ms. Lyerly for her day-to-day oversight of the events, rentals and classes in the Village Hall. Ms. Bausch concluded by announcing the *Good Neighbor Program*, in which residents along the streets near the Village Hall could reserve the Village Hall when they are having events in their private homes to avoid competing parking demands. This program is intended to reduce the number of parked vehicles in the surrounding area during events at residents' houses.

Children, Youth and Families: Committee Co-Chair Karen Spangler presented a report on the Committee's activities during the previous year, including movie nights and parents' nights out, a mad scientist show and a babysitting course. Dr. Kamerow noted that the Committee had been spearheaded several years ago by Board member Peter Yeo.

Emergency Preparedness: Committee Co-Chair Oliver Davidson spoke about natural and man-made emergency preparedness. He acknowledged the efforts of Mr. Younes.

Environmental Committee (*The Village Green*): Committee Chair Lawrence Heilman stated that his Committee had been started only seven months ago, but was already the largest Village Committee. It has 19 members. He spoke about the Committee's goals and initiatives and noted the extensive feedback received from residents. He advised the audience of the Earth Day celebration scheduled for the evening of April 22 in the Village Hall, at which 100 fluorescent light bulbs would be given away to the first 100 attendees. Committee member Betsy Stephens outlined the results of an energy audit of the Village Hall that had been conducted by an independent firm.

Historic Preservation Commission Local Advisory Panel (LAP): Chair Thomas Bourke explained that the Village's historic district was designated in 1998. He advised that, in accordance with that designation, the LAP was formed to allow for local comment on proposed projects.

Investment/Audit Committee: Investment Committee Chair Gail Feldman stated that the mission of the Committee is to oversee the implementation of the Village's investment program and to ensure that it stays consistent to the Investment Policy approved by the Board of Managers. On behalf of absent Audit Committee Chair Carol McGarry, Ms. Feldman noted that the Village had received a clean audit for the fiscal year that ended June 30, 2007 and expected to receive a clean audit for the fiscal year that would end on June 30, 2008.

Parks Committee: Committee Chair Alice Kinter thanked Mr. Younes, Mr. Biddle, Director of Public Works Jerry Lesesne and the Public Works staff and her fellow Parks Committee members for their efforts in maintaining the Village's seven small parks and the grounds around the Village Hall. She noted contracts with *Treemasters* (The F. A. Bartlett Tree Experts Company, Inc.) for tree maintenance and with *TruGreen* (TruGreen Land Care) for maintenance of the public rights-of-way, parks and Village Hall grounds. Ms. Kinter concluded by stating that the Committee continues to be involved in the design of the Chevy Chase Open Space site and the Connecticut Avenue project along with ongoing maintenance of the Rain Garden and the Buffer Area park by the Committee's volunteers.

Personnel Commission: Pat Baptiste said that the Personnel Commission is one of three Commissions outlined in the Village Code, and she explained its responsibilities. She noted the efforts of previous Commission Chair Chuck Sherman, who left the Commission when he moved out of the Village. Ms. Baptiste stated Mr. Sherman's departure from the Village left an opening on the Commission and she encouraged resident participation. Ms. Baptiste stated that there were no pending appeals involving the Village staff. She also advised of a staffing assessment

done by the independent consulting firm *Cheshire Consulting, Inc.*, based upon which the Board approved the creation of additional staffing positions.

Public Safety Committee: Committee Chair Saul Goodman and Chief of Police Roy Gordon outlined the year's activities and statistics and discussed the *Safe Speed* photo speed monitoring program that began in October. The department received its fourth reaccreditation from the Commission on Accreditation for Law Enforcement Agencies (CALEA).

Tree Committee: Committee Chair Bob Elliott discussed the Committee's winter removal and spring planting programs in the Village public rights-of-way and parks. Mr. Elliott concluded by encouraging resident participation on the Committee.

Nominating Committee Report: Committee Chair Burt Schorr announced that three incumbent Board members, Susie Eig, Betsy Stephens and Robert Jones, are running for reelection. One nomination had been received prior to the meeting from Alec Smith of 1 West Melrose Street. Dr. Kamerow asked for nominations from the floor. Diane Kartalia of 5412 Grove Street nominated Tom Mudlaff of 5604 Montgomery Street from the floor. Dr. Kamerow outlined the election procedures and stated that a contested election would be held on Saturday, May 10, 2008¹.

Old Business

None.

New Business

Saul Goodman of 5515 Cedar Parkway stated that on behalf of the community he thanked the Board for its efforts during the preceding year.

Resolution No. 04-04-08: An Ordinance to amend Chapter 7 of the Village Code to update references to rooms within the Village Hall.

Dr. Kamerow explained that this Resolution would officially reference the *Mary Anne Tuohey Conference Room* in the Village Code.

Ms. Eig made a motion to approve Resolution No. 04-04-08. Ms. Stephens seconded the motion. Dr. Kamerow, Ms. Eig, Ms. Feldman, Ms. Stephens, Mr. Yeo and Mr. Jones voted in favor of the motion. The motion passed.

Ms. Feldman made a motion to adjourn the 94th Annual Meeting. Mr. Yeo seconded the motion. Dr. Kamerow, Ms. Eig, Ms. Feldman, Ms. Stephens, Mr. Yeo and Mr. Jones voted in favor of the motion. The meeting adjourned at 8:57 p.m.

Secretary, Chevy Chase Village Board of Managers

Final.

¹ Two of the five candidates withdrew their candidacy prior to the contested election date. Therefore, there was no contested election and the incumbents, Susie Eig, Betsy Stephens and Robert Jones, were deemed reelected.