

Chevy Chase Village Board of Managers' Meeting

May 11, 2020

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
David L. Winstead, Secretary	Present
Richard M. Ruda, Assistant Secretary	Present
Gary Crockett, Treasurer	Present
Nancy E. Watters, Assistant Treasurer	Present
Linda Willard, Member	Present

STAFF

Shana R. Davis-Cook, Village Manager	Present
John M. Fitzgerald, Police Chief	Present
Ellen Sands, Director of Municipal Operations	Present
Jessica Gebhart, Permitting & Code Enforcement Coordinator	Present
Demetri Protos, Finance Director	Present

COUNSEL

Suellen M. Ferguson, Village Counsel	Present
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Elissa A. Leonard, Chair of the Board of Managers, called the meeting to order at 7:32 p.m.

Approval of Minutes from the Board's Previous Meeting

Minutes of the Board's Regular Meeting held on April 13, 2020 were circulated to the Board

Mr. Goodwin moved to approve the minutes of the Board's Regular Meeting held on April 13, 2020, as drafted. Ms. Watters seconded the motion. Ms. Leonard, Mr. Goodwin, Mr. Crockett, Mr. Ruda, Ms. Watters, and Ms. Willard voted in favor of the motion. Mr. Winstead had not joined the meeting yet. The motion passed.

Mr. Winstead joined the meeting at 7:34 pm.

Special Permit & Variance Requests

A-7703 (Variance) Mr. Alexander Nephew & Ms. Kathryn Doyle

5914 Cedar Parkway

Construct a pergola, a portion of which would encroach one foot, six inches (1'-6") into the required seven (7) foot side (north) yard setback for structures. The proposed pergola would measure eleven feet, four inches (11'-4") in height.

Mr. Crockett moved to approve the variance request in Case A-7703 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. Winstead seconded the motion. Ms. Leonard, Mr. Goodwin, Mr. Crockett, Mr. Ruda, Ms. Watters, and Ms. Willard 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. *No formal action was taken by the Board.*

Matters for Board Discussion, Consideration & Possible Adoption

Contract Authorization Request

- **Refuse & Recycling Collection (initial three-year contract award)**

Mr. Crockett moved to authorize the Village Manager to execute the initial three-year contract for the performance of twice weekly rear-yard refuse collection and once weekly recycling collection services with Goode Companies, Inc. Mr. Winstead seconded the motion. Ms. Leonard, Mr. Goodwin, Ms. Watters, Mr. Crockett, Mr. Ruda, Mr. Winstead and Ms. Willard voted in favor of the motion. The motion passed.

Contract Authorization Request

- **Consulting Landscape Architect Design Services** (third of three one-year extension options)—*Lila Fendrick Landscape Architecture & Garden Design*

Mr. Winstead moved to authorize the Village Manager to execute a letter exercising the third of three one-year contract extension options with Lila Fendrick Landscape Architecture & Garden Design for consulting landscape architecture and design services. Ms. Willard seconded the motion. Ms. Leonard, Mr. Goodwin, Mr. Crockett, Mr. Ruda, Mr. Winstead, Ms. Watters, and Ms. Willard voted in favor of the motion. The motion passed.

Commission and Committee Matters

Board Appointments to the Tree Ordinance Board

- Susan Kirby (East Lenox Street) as Chair for the completion of her term ending April 2021.
- Aaron Kramer (West Irving Street) to a three-year term as member.
- Laura Billings (Kirkside Drive) to a one-year term as an alternate.
- Kate O'Scannlain (Grove Street) to a two-year term as an alternate.

Mr. Goodwin moved to appoint Susan Kirby (East Lenox Street) as Chair, term exp. 4/2021 and to appoint Aaron Kramer (West Irving Street), Laura Billings (Kirkside Drive), and Kate O'Scannlain (Grove Street) as members per the terms outlined. Mr. Winstead seconded the motion. Ms. Leonard, Mr. Goodwin, Mr. Crockett, Mr. Ruda, Mr. Winstead, Ms. Watters, and Ms. Willard 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. Ms. Willard seconded the motion. Ms. Leonard, Mr. Goodwin, Mr. Crockett, Mr. Ruda, Mr. Winstead, Ms. Watters, and Ms. Willard voted in favor of the motion. The motion passed. The meeting adjourned at 8:05 p.m.

Attested by: Shana Davis-Cook, Village Manager

Final.