

# Chevy Chase Village Board of Managers' Special Meeting

March 22, 2019

## BOARD OF MANAGERS

Elissa A. Leonard, Chair	Present
Robert C. Goodwin, Jr., Vice Chair	Present
David L. Winstead, Secretary	Absent
Richard M. Ruda, Assistant Secretary	Present
Gary Crockett, Treasurer	Absent
Minh Le, Assistant Treasurer	Absent
Nancy E. Watters, Member	Present

## STAFF

Shana R. Davis-Cook, Village Manager	Present
Ellen Sands, Municipal Operations Coordinator	Present

Elissa A. Leonard, Chair of the Board of Managers, called for a vote to convene a Special Meeting of the Board of Managers at the request of the Village Manager.

*Mr. Ruda moved to convene a Special Meeting of the Chevy Chase Village Board of Managers to consider and possibly approve a contract for surveying work in support of the Municipal Storm Drain Capital Project. Ms. Watters seconded the motion. Ms. Leonard, Mr. Goodwin, Mr. Ruda and Ms. Watters voted in favor of the motion. The motion passed. The meeting was called to order at 11:02 a.m.*

A staff report regarding this matter was posted in advance of the meeting to the Village website. Ms. Davis-Cook explained that staff had received three proposals to perform surveying work in support of the Municipal Storm Drain Capital Project. Two of the proposals included aerial photography that would need to be completed prior to the trees leafing out, which is what necessitated the Special Meeting. The two proposals that included aerial photography were drastically cheaper than the one proposal which used traditional in-field survey techniques. The proposal from Rummel, Klepper & Kahl, LLP (RK&K) included aerial photography of the entire Village, which would support subsequent surveying in other parts of the Village pursuant to the capital project, however, the proposal included field verifications only for the priority project area along the block bordered by West Irving and Hesketh Streets and by Cedar and Magnolia Parkways.

Staff recommended approval of the proposal from RK&K in the amount of \$18,032.39 noting that although not the lowest bid, their proposal provided the most comprehensive plan for the work to be performed, and would be directly managed by the Village's current contracted civil engineer, while being only marginally more expensive (by approx. \$2,600). Ms. Davis-Cook explained that notice would be provided to the community as well as neighboring municipalities regarding the aerial photography and that residents of the priority area would additionally be informed regarding the field verifications that would take place in support of the topographical

survey work. Staff had been advised that the aircraft would be manned by a Transportation Safety Administration agent, a pilot and a photographer. The plane was anticipated to be a Cessna, although more detailed information regarding the aerial photography was forthcoming and would be included in the notice to the community.

Ms. Alissa Parisi (Grafton Street) spoke and advised that she and neighbors had also been experiencing water management issues on their properties and she urged the Board to ensure that the capital project addressed other locations in the community that are in need of assistance managing stormwater. The Board and staff assured Ms. Parisi that it was aware of the stormwater impacts in her block and that it and other locations were continuing to be assessed for remediation.

*Ms. Watters moved to authorize the Village Manager to enter into a contract with Rummel, Klepper & Kahl, LLP for the performance of aerial photography and a topographical survey in support of the Village's Municipal Storm Drain Capital Project, in an amount not to exceed \$19,000. Mr. Ruda seconded the motion. Ms. Leonard, Mr. Goodwin, Mr. Ruda and Ms. Watters voted in favor of the motion. The motion passed.*

### **Adjournment**

*Mr. Ruda moved to adjourn the meeting. Mr. Goodwin seconded the motion. Ms. Leonard, Mr. Goodwin, Mr. Ruda and Ms. Watters voted in favor of the motion. The motion passed. The meeting adjourned at 11:16 a.m.*

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Attested by: Shana Davis-Cook, Village Manager

*Final.*