

# Chevy Chase Village Board of Managers' Meeting

**April 10, 2023**

*Note: These minutes reflect the Board's actions and include limited 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
Gary Crockett, Treasurer	Present
Nancy E. Watters, Assistant Treasurer	Present
Linda J. Willard, Assistant Secretary	Present
Louis Morsberger, 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
Aurelio Baca-Asher, Permitting & Code Enforcement Coordinator	Present
Jennifer Young, Administrative & Constituent Services Assistant	Present
Ellen Sands, Project Manager	Present

## **COUNSEL**

Suellen M. Ferguson, Village Counsel	Present
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Ms. Elissa Leonard, Chair of the Board of Managers, called the meeting to order at 7:33 p.m. Ms. Watters and Mr. Morsberger arrived at 7:34 p.m.

Ms. Leonard stated that prior to the Board's regular meeting, the Chevy Chase Village Board of Managers convened a closed session beginning at approximately 7:00 p.m. in the Village Hall pursuant to Section 3-305(b)(1) of the General Provisions Article, Annotated Code of Maryland, to discuss personnel matters that affect specific individuals. During this closed session, the Board did not take any action.

## **Approval of Minutes from the Board's Previous Meeting**

Minutes of the Board's Executive Session and regular monthly meeting held on March 13, 2023, were circulated to the Board prior to the meeting.

*Mr. Crockett moved to approve the minutes from the Board's March 13, 2023 Executive Session and regular meeting, as drafted.* Mr. Winstead seconded the motion. Ms. Leonard, Mr. Goodwin, Mr. Crockett, Mr. Winstead, and Ms. Willard voted in favor of the motion. Ms. Watters and Mr. Morsberger had not yet arrived. The motion passed.

### **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.*

### **Public Hearing: Draft Budget for the Fiscal Year Beginning July 1, 2023 (FY2024)**

The proposed FY2024 budget was included in the April issue of the *Crier*, posted on the Village website and circulated to Board Members prior to the meeting. No comments were made by those in attendance.

### **Matters for Board Discussion Consideration, and Possible Action**

#### **Project Updates**

- **Belmont Avenue Extended (Buffer Area) Drainage Project**
- **Analysis of East Side Traffic Concerns**

Consulting Engineers, Charles P. Johnson & Associates, Inc. (CPJ)

*No formal action was taken by the Board.*

### **Matters for Board Discussion and Possible Authorization**

- **Boxwood Area**—Authorization to proceed with removal of the existing boxwood and review and approval of proposed sidewalk layout

A report and concept plan dated April 2023 was circulated to Board Members and posted to the Village website prior to the meeting.

*Ms. Willard moved to authorize the removal of the existing boxwood and to approve the sidewalk layout as proposed.* Mr. Crockett seconded the motion. Ms. Leonard, Mr. Goodwin, Mr. Crockett, Ms. Watters, Mr. Winstead, Ms. Willard, and Mr. Morsberger voted in favor of the motion. The motion passed.

- **Board Authorization:** Block Party Subsidy Program

The proposed framework for the program was circulated to Board Members and posted to the Village website prior to the meeting.

*Mr. Winstead moved to approve the Block Party Subsidy Program, as proposed.* Mr. Morsberger seconded the motion. Ms. Leonard, Mr. Goodwin, Mr. Crockett, Ms. Watters, Mr. Winstead, Ms. Willard, and Mr. Morsberger voted in favor of the motion. The motion passed.

**Resolution No. 04-01-23:** An Ordinance to adopt traffic and parking controls as authorized by Chapter 13 “Traffic Control Generally”, Sec. 13-3. “Restriction of Traffic and Parking” on Broad Branch Road at Oxford Street (*For the installation of STOP signs on northbound and southbound Broad Branch Road at its intersection with Oxford Street*)

A staff report, including the proposed Resolution, was circulated to Board Members and posted to the Village website prior to the meeting.

*Mr. Winstead moved to approve Resolution 04-01-23, as drafted. Ms. Willard seconded the motion. Ms. Leonard, Mr. Goodwin, Mr. Crockett, Ms. Watters, Mr. Winstead, Ms. Willard, and Mr. Morsberger voted in favor of the motion. The motion passed.*

### **Commission & Committee Matters**

- **Tree Ordinance Board**

- Board reappointment of Aaron Kramer (West Irving Street) to serve as a member, term ending April 2026, and to serve as Chair
- Board reappointment of Gail Ifshin (Western Avenue) to serve as an alternate, term ending April 2025

*Mr. Crockett moved to reappoint Aaron Kramer of West Irving Street to serve as a member of the Tree Ordinance Board, term ending April 2026 and to serve as Chair, and to appoint Gail Ifshin of Western Avenue to serve as an alternate, term ending April 2025. Ms. Watters seconded the motion. Ms. Leonard, Mr. Goodwin, Mr. Crockett, Ms. Watters, Mr. Winstead, Ms. Willard, and Mr. Morsberger 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, Ms. Watters, Mr. Winstead, Ms. Willard, and Mr. Morsberger voted in favor of the motion. The motion passed. The meeting adjourned at 9:27 p.m.*

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Attested by: Shana Davis-Cook, Village Manager

*FINAL*