

# Chevy Chase Village Board of Managers' Meeting

July 8, 2019

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

## STAFF

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

## COUNSEL

Suellen M. Ferguson, Village Counsel	Present
--------------------------------------	---------

Elissa A. Leonard, Chair of the Board of Managers, called the meeting to order at 7:35 p.m.

### Approval of Minutes from the Board's Previous Meetings

Minutes of the Board's Executive Session and Regular Meeting held on June 10, 2019 were circulated to the Board prior to the meeting.

*Mr. Crockett moved to approve the minutes of the Board's Executive Session and Regular Meeting held on June 10, 2019, as drafted. Mr. Ruda seconded the motion. Ms. Leonard, Mr. Crockett, Mr. Ruda, Mr. Winstead and Ms. Willard voted in favor of the motion. The motion passed.*

### Variance Requests

**A-7538 (a) & (b) (Variance): Ms. Mary A. Sheehan & Mr. Anthony F. Marra  
30 West Kirke Street**

Construct:

- a) a front portico, which would encroach a maximum of two feet, two and one-half inches (2'-2 ½") forward of the twenty-five (25) foot front building restriction line; and

b) steps, which would encroach a maximum of four feet, four inches (4'-4") forward of the twenty-five (25) foot front building restriction line (BRL).

*Mr. Winstead moved to approve the variance application in Case A-7538 (a) & (b) 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. Crockett seconded the motion. Ms. Leonard, Mr. Crockett, Mr. Ruda, Mr. Winstead and Ms. Willard voted in favor of the motion. The motion passed.*

**A-7539 (Variance): Ms. Mary A. Sheehan & Mr. Anthony F. Marra  
30 West Kirke Street**

Construct a garage, the soffit of which would encroach a maximum of one foot, two inches (1'-2") into the five (5) foot rear (south) and side (west) yard setbacks.

*Mr. Crockett moved to approve the variance application in Case A-7539 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. Crockett, Mr. Ruda, Mr. Winstead and Ms. Willard voted in favor of the motion. The motion passed.*

**A-7542 (Variance): Ms. Kelly Engel, Trustee of the West Kirke Street Trust  
20 West Kirke Street**

Replace a stoop and steps which would encroach a maximum of four feet, five inches (4'-5") forward of the front (West Kirke Street) twenty-five (25) foot front building restriction line.

*Ms. Willard moved to approve the variance application in Case A-7542 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. Crockett, Mr. Ruda, Mr. Winstead 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.*

**Public Hearing: Brookville Road Park Dog Exercise Area Possible Board Action on Options to Mitigate Impacts to Abutting Neighbors**

- **Resolution No. 07-01-19:** *An Ordinance to amend Chapter 18, "Animal Control" by repealing and reenacting Sec. 18-7, "Dog Exercise Area", to change hours of operation to 8:00 a.m. to sunset Monday through Friday and 9:00 a.m. to sunset on Saturdays, Sundays and Village holidays. The Resolution was circulated to the Board and posted to the Village website prior to the meeting.*

*Ms. Willard moved to adopt Resolution No. 07-01-19, as drafted.* Mr. Crockett seconded the motion. Ms. Leonard, Mr. Crockett, Mr. Ruda, Mr. Winstead and Ms. Willard voted in favor of the motion. The motion passed. The Board stated that it would hold a public hearing during its September 9, 2019 regular meeting to consider disestablishment of the Dog Exercise Area at Brookville Road Park.

### **Matters Presented for Board Consideration & Possible Action**

#### **Resolution No. 07-02-19: A Resolution to amend, ratify and confirm the Village Investment Policy (*supersedes Resolution No. 05-02-19*)**

The Resolution and policy were circulated to the Board and posted to the Village website prior to the meeting. No comments were received.

*Mr. Crockett moved to adopt Resolution No. 07-02-19, as drafted.* Mr. Winstead seconded the motion. Ms. Leonard, Mr. Crockett, Mr. Ruda, Mr. Winstead and Ms. Willard voted in favor of the motion. The motion passed.

#### **Contract Extension Request (second of three one-year extension options)**

- **Consulting Engineering Services: Rummel, Klepper & Kahl, LLP**

The contract was circulated to the Board and posted to the Village website prior to the meeting. No comments were received prior to the meeting.

In response to concerns raised by Lou Morsberger of Cedar Parkway at the meeting, the Board agreed to postpone action on the contract renewal until its September 9, 2019 regular meeting. *No formal action was taken by the Board.*

#### **Staff Proposal: Police Academy Reimbursement for Newly Hired Police Officers**

Mr. John M. Fitzgerald, Police Chief

The proposal was circulated to the Board and posted to the Village website prior to the meeting.

*Mr. Crockett moved to approve the proposal, as drafted.* Mr. Winstead seconded the motion. Ms. Leonard, Mr. Crockett, Mr. Ruda, Mr. Winstead and Ms. Willard voted in favor of the motion. The motion passed.

### **Committee Matters**

#### **Election Supervisors**

- **Reappointment of Karen Spangler (Grove St.) as a member to serve a four-year term**

*Mr. Ruda moved to reappoint Karen Spangler (Grove Street) as a member of the Election Supervisors to serve a four-year term, ending July 2023.* Mr. Crockett seconded the motion. Ms. Leonard, Mr. Crockett, Mr. Ruda, Mr. Winstead and Ms. Willard voted in favor of the motion. The motion passed.

**Board Appointment of Chairs/Co-Chairs to Village Committees  
(2-Year Terms; all shown are reappointments)**

- **Environment & Energy: Marilyn Bracken, Co-Chair (Magnolia Parkway)**
- **Environment & Energy: Marea Hatzios Grant, Co-Chair (W. Irving Street)**
- **Parks & Greenspaces: Susan Kilborn, Co-Chair (Oliver Street)**
- **Parks & Greenspaces: Margo Kingston, Co-Chair (Hesketh Street)**
- **Public Safety: Saul Goodman (Cedar Parkway)**
- **Seniors: Betty O'Connor (Grafton Street)**

*Mr. Crockett moved to reappoint Marilyn Bracken (Magnolia Parkway) and Marea Hatzios Grant (W. Irving Street) as Co-Chairs of the Environment & Energy Committee, Susan Kilborn (Oliver Street) and Margo Kingston (Hesketh Street) as Co-Chairs of the Parks & Greenspaces Committee, Saul Goodman (Cedar Parkway) as Chair of the Public Safety Committee and Betty O'Connor (Grafton Street) as Chair of the Committee for Seniors, all to serve two-year terms ending July 2021. Ms. Willard seconded the motion. Ms. Leonard, Mr. Crockett, Mr. Ruda, Mr. Winstead 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. Discussion followed. *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. Crockett, Mr. Ruda, Mr. Winstead and Ms. Willard voted in favor of the motion. The motion passed. The meeting adjourned at 9:05 p.m.*

  
\_\_\_\_\_  
Attested by: Shana Davis-Cook, Village Manager

*Final.*