

## VILLAGE OF FRIENDSHIP HEIGHTS

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### VILLAGE COUNCIL

MELANIE ROSE WHITE, *Mayor*

JOHN R. MERTENS, *Chairman*

MICHAEL J. DORSEY, *Vice Chairman*

PAULA DURBIN, *Secretary*

KATHLEEN COOPER, *Treasurer*

DAVID LEWIS, *Parliamentarian*

CLARA M. LOVETT, *Historian*

JULIAN P MANSFIELD, *Village Manager*

LESLIE STRATHMANN, *Village Manager 1987-1996*



## APPROVED MINUTES

### PUBLIC SESSION

### FRIENDSHIP HEIGHTS VILLAGE COUNCIL MEETING

June 13, 2016

#### **ATTENDEES:**

Melanie Rose White, Mayor; John R. Mertens, Chairman; Michael J. Dorsey, Vice Chairman; Paula Durbin, Secretary; Kathleen Cooper, Treasurer; David Lewis, Parliamentarian; Julian Mansfield, Village Manager; Robert Shapiro, Assistant Village Manager; and approximately 30 Residents.

#### **ABSENT:**

Clara M. Lovett, Historian

#### **CALL TO ORDER**

At 7:30 p.m. Mr. Mertens called the Village Council Meeting to order. A moment of silence was observed for the victims of the mass shooting in Orlando, Fla., on June 12.

#### **COMMENTS/QUESTIONS TO AND FROM COUNCIL:**

The Council heard questions and concerns from members of the audience.

#### **ANNOUNCEMENTS:**

Ms. White made the following announcements:

Following the discussion at its meeting last month, the Council sent a letter to the Montgomery County Parks Department expressing our concern with the County-owned property at 5320 Willard Avenue. This issue was discussed at a recent meeting of the Citizens Coordinating Committee of Friendship Heights, which she and Council member Mike Dorsey attended. The Coordinating Committee

signed our letter, and the Town of Somerset sent its own letter expressing similar concerns. At our meeting on July 11, we will consider further involvement with the Coordinating Committee.

The public is invited to our annual Independence Day celebration at the Village Center on Monday, July 4, from 2:00 p.m. to 4:00 p.m.

**SECRETARY'S REPORT:**

Ms. Durbin recommended approval of the public session minutes of the Council meeting held on May 9; and the minutes of the meeting of the Council Personnel Committee on June 8.

**Ms. Durbin moved, Ms. White seconded, to approve the public session minutes of the Council meeting held on May 9; and the minutes of the meeting of the Council Personnel Committee of June 8. The minutes were approved by unanimous consent.**

**TREASURER'S REPORT:**

Ms. Cooper presented the financial summary for the period ending May 31, 2016. She reported that, in consultation with staff, she decided to reclassify the following expenses as capital improvements: \$2,934 and \$977 for replacement of the water fountain; \$3,500 each for repairs to the building façade and the outdoor fountain; and \$10,400 for road striping.

**COMMITTEE REPORTS:**

**Report from Community Advisory Committee:** Mr. Lewis reported that the Community Advisory Committee met on May 25, 2016. His attached report is incorporated into these minutes.

**Report from Program Advisory Committee:** Ms. White reported that the Program Advisory Committee met on May 18, 2016. Her attached report is incorporated into these minutes. The next meeting is September 14 at 5:30 p.m.

**OLD BUSINESS:**

**Discussion/vote on proposals for Village Center renovation:** Mr. Mertens reported the receipt of three bids, all from very capable contractors recommended by Mike Poness and Art Robinson, our project designers. They recommended the selection of the proposal submitted by Harry Braswell, Inc., the lowest bidder. The Braswell proposal is for \$540,017, including alternatives, plus a 10 percent contingency fund, for a total of \$594,019.

Mike Pones presented a brief review of the three components of the Village Center renovation as described in the Braswell proposal and addressed questions and concerns from the audience.

**Mr. Dorsey moved; Ms. Durbin seconded, to approve the proposal from Harry Braswell, Inc. The motion carried (6-0-0).**

**The Council approved by unanimous consent to transfer \$600,000 from the General Fund to the Capital Improvements Fund to cover the cost of the Harry Braswell, Inc. proposal.**

**Discussion/vote on appointment of Council member Paula Durbin to Bethesda Fire Department Board of Directors:** Ms. Durbin presented a summary of the Bethesda Fire Department's process of selecting its Board of Directors. She expressed her willingness to accept the appointment for the term of two years per the Board's bylaws.

**The Council approved by unanimous consent the nomination of Paula Durbin to the Board of Directors of the Bethesda Fire Department.**

**NEW BUSINESS:**

**Presentation by Steve Robins, attorney for Wisconsin Place, on proposed site plan amendment to provide additional outdoor seating at Wisconsin Place:** Steve Robins reported that Wisconsin Place is seeking Council support and approval for an administrative amendment to their site plan, which would allow for additional seasonal outdoor dining/seating in the courtyard by Bloomingdales. Mr. Robins addressed questions and concerns from the audience.

**Mr. Lewis moved, Ms. Durbin seconded, that the Council write a letter of support for the proposed administrative amendment to the site plan controlling the use of outdoor space on Wisconsin Place as presented. The motion carried (6-0-0).**

**Presentation by Charlie Scott, Senior Government Relations Officer for Washington Metropolitan Area Transit Authority (WMATA), on the status of Metro repairs:** Charlie Scott spoke on the status of the WMATA "SafeTrack" campaign, a year-long plan to improve the safety and reliability of the Metrorail system. He distributed the schedule for the 15 work surges to be implemented throughout the Metrorail system.

**Discussion/vote on proposal for replacement of HVAC equipment at Village-owned house at 4620 North Park Avenue:** Mr. Mertens reported receipt of three bids for the replacement of the HVAC equipment at 4602 North Park Avenue.

Staff recommended the proposal submitted by Eli's Heating & Air Conditioning, costing \$7,530 including a chimney liner.

**The Council approved by unanimous consent the proposal submitted by Eli's Heating & Air Conditioning, allocating \$8,000, which would allow for contingencies.**

**Discussion/vote on proposal for pavement repair on The Hills Plaza:** Mr. Mansfield reported the recent discovery of damage to The Hills Plaza near the driveway of the Courtyard Marriott. Our engineering firm inspected the area and recommended contracting State Construction Corporation for the necessary repairs. In fact, only State responded to the solicitation for bids; it submitted a proposal costing \$6,800. The restriping of the roads, approved by the Council at the last month's meeting, will take place after this repair has been completed.

**The Council approved by unanimous consent the proposal from State Construction Corporation.**

**Discussion/vote on proposals for security/parking enforcement contractor:** Mr. Mansfield reported receipt of four proposals to provide security/parking enforcement. Staff recommended the Council approve the proposal from Securitas at a total annual cost of approximately \$106,000. Revenue from fines for parking violations that the security guards ticket more than covers the cost of this contract.

**The Council approved by unanimous consent the proposal from Securitas.**

**Discussion/vote on proposals for restoring police sculpture:** Mr. Mansfield reported that the sculpture of the policeman at the corner of South Park Avenue and The Hills Plaza requires a full-scale restoration after more than 16 years of exposure to the elements and vandalism. He reported submission of a proposal submitted by The Seward Johnson Atelier on behalf of the original sculptor J. Seward Johnson. The cost of \$8,554 includes removal, reinstallation and roundtrip transport to New Jersey. The special nature of this work precluded the submission of additional bids.

**The Council approved by unanimous consent the proposal from The Seward Johnson Atelier.**

**Discussion/vote on proposal from maintenance contractor Gali Service Industries to increase the cost of the contract to provide raises for maintenance staff:** Mr. Mansfield reported receipt of the proposal from Gali Service Industries, our maintenance contractor, to provide an increase of 3 percent in the hourly rate paid to Hector Garcia, full-time employee, and Sandra Ramos, the employee who works evenings and weekends. Both employees continue to perform at a high level. The raise for Mr. Garcia would increase the contract cost to the Council by \$2,657.04 per year. The increase in the cost for Ms. Ramos'

services is a harder to quantify because of fluctuations in hours worked. Raises would be effective July 1, 2016. The total annual costs of the contract will be approximately \$78,000. Increases were anticipated in the budget for fiscal 2017. As reflected in the proposal, Mr. Mansfield also noted, beginning October 1, the rate of pay for daily workers hired for special events (such as July 4) will increase due to a change in the County's law controlling the minimum wage.

**The Council approved by unanimous consent the proposal from Gali Service.**

**Discussion/vote on request from the Carleton to remove trees:** Mr. Mansfield reported that the Carleton has requested permission to remove two trees from its grounds. A written recommendation from the Carlton's arborist indicated that one tree has outgrown the area that it occupies and the other is in decline.

**Mr. Dorsey moved, Ms. White seconded, to approve the request from the Carleton. The motion carried. 6-0-0.**


**Discussion/vote on community service awards to be presented July 4:** Mr. Mertens reported that the suggested nominees for the Community Service Awards are Dorothy Hall (Highland House West) and Sheila Manes (The Carleton). The awards will be presented at the July 4 celebration.

**The Council approved by unanimous consent the nominees for the Community Service Awards.**

**ADJOURNMENT:**

**There being no further business before the Council, Mr. Mertens moved, Mr. Lewis seconded, to adjourn the meeting at 9:15 p.m. in order to enter into a closed session pursuant to Maryland Code, General Provisions Article, Section 3-305(b)(1), to discuss the appointment, employment, assignment, promotion, discipline, demotion, compensation, removal, resignation, or performance evaluation of appointees, employees, or officials over whom this public body has jurisdiction.**

Respectfully submitted,

  
Paula Durbin  
Secretary