

## VILLAGE OF FRIENDSHIP HEIGHTS

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### VILLAGE COUNCIL

MELANIE ROSE WHITE, *Mayor*

ROBERT PESTRONK, *Chairman*

DANIEL AHR, *Vice Chairman*

MARTHA SOLT, *Secretary*

ROY SCHAEFFER, *Treasurer*

MICHAEL MEZEY

CHERYL TYLER

JULIAN P. MANSFIELD, *Village Manager*

### Approved Minutes

#### Friendship Heights Village Council Parks and Grounds Committee

Tuesday, October 8, 2024

**Parks and Grounds Committee members present:** Robert Pestronk; Daniel Ahr; Roy Schaeffer.

**Others present:** Julian Mansfield; six residents.

At 7 p.m., Mr. Pestronk called the meeting of the Friendship Heights Village Council Parks and Grounds Committee to order. Mr. Pestronk added approval of the minutes to the agenda. The Committee decided to table approval of the minutes until the next meeting.

#### Page Park Update

Mr. Mansfield reviewed the items noted by the County DPS inspector in the pre-construction inspection, which include the following: 1) The ADA Compliance form was not correctly signed and needs to be signed by a licensed professional and resubmitted; 2) The drawings for the main pathway must include a slope measurement; 3) Three 3rd-party inspections are required. Once these materials are approved and third-party inspections are completed, a final on-site inspection will be required. GreenSweep is currently coordinating to complete these items.

Mr. Mansfield was asked to get clarification from the County DPS regarding whether the stormwater management plan requirements will affect the opening of the park.

The Committee discussed the possible opening date for Page Park. Mr. Mansfield explained that there are too many different and unknown variables at this time to project an opening date.

#### Page Park Stormwater Management Contract

Mr. Mansfield reported that the Village had not yet signed or returned the contract. Mr. Mansfield was asked if the bid price submitted by the stormwater management contractor has an expiration date. He will check with the contractor to determine if there is.

Mr. Schaeffer thought that the Committee generally agreed to follow the addendum to the contract with GreenSweep regarding submitting change order requests, and the Village's approval of the proposal for the stormwater management plan did not comport with the language in the contract addendum. Mr. Pestronk referenced the contract addendum which stipulates that GreenSweep is responsible for any work required for the park project completion, regardless if the work was specified in their original contract.

Mr. Ahr stated that we can take Jedd Narsavage's recent email as their assertion that the stormwater work is outside the original scope of work and is therefore a change order request. The Committee directed Mr. Mansfield to get a legal opinion from Village attorney Ron Bolt as to whether the stormwater management issue would be considered outside the scope of work and therefore qualify as a change order. Mr. Pestronk said that a vote to reconsider the stormwater contract at the next Council meeting may be in order.

### **Potential recommendation to Council for process to review any other change order requests proposed by GreenSweep**

Mr. Ahr indicated the process is outlined in the addendum to agreement. The Committee discussed developing a list of items that should be included in requests for change orders, and the list will be forwarded to Mr. Mansfield. It was agreed that Mr. Mansfield will present to the Committee any change order requests received from the contractor in the proper format. The Committee thought this might be a standard process for change orders associated with not just Page Park but for capital and other projects, for example, the Red House.

Martha Solt asked about the process for evaluating change order requests. Committee members agreed that the Committee's role would be to review the requests and make a recommendation to the full Council for final approval. Mr. Schaeffer suggested that the Committee could engage a licensed professional to review change order requests. The Committee concurred that the need for such a professional(s) could be determined on a case-by-case basis.

Mr. Pestronk indicated the change order requests should address a standard set of questions, including a reference to the addendum, a brief explanation of what's being requested, the detail of work being proposed, the cost being proposed, justification that work is required, plus any additional information the contractor would want to provide. The Committee agreed by consensus to propose this approach to the Village Council.

### **Draft Charter for Committee**

It was agreed by consensus to postpone this discussion to the next Committee meeting, so that Committee members have more time to review the proposed draft charter.

## **Need for qualified independent professional review change order requests**

Mr. Schaeffer discussed the need for the Village to hire a licensed professional to determine if any additional work proposed for Page Park is in compliance with the change order requirements. Committee members discussed needing a technical expert that understands the County DPS process, or, perhaps, other technical requirements for which the Village has no on-staff expertise. The Committee agreed a multidisciplinary firm should be hired and could be used on a case by case basis for both the Page Park work and any other Village projects in the future. This recommendation will be presented to the full Council for approval.

## **Dead or dying Trees and Shrubs**

Mr. Mansfield reported on the Village arborist's recent assessment of several trees that appear to be dead or dying. Mr. Mansfield will contact GreenSweep and report back to the Committee at its next meeting regarding the dead shrubs in Humphrey Park.

No other actions were taken by the Parks and Grounds Committee. Mr. Ahr moved, Mr. Schaeffer seconded to close the meeting. The motion was approved unanimously. The meeting was adjourned at 8:54 p.m.

Respectfully Submitted:



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Bobby Pestronk, Parks and Grounds Committee Chair