

Community Relations -- Final distributed December 2010

Mission Statement: The mission of the Community Relations Committee is to give town residents the information they need to be active participants in the Town's governance, to create a deep sense of community and neighborliness among the Town's residents by organizing activities and events aimed at residents of all ages and interests, and to reach out to residents so that their government and services are responsive to their needs and concerns.

Completed

Create and publish a handbook describing municipal government in the Town (provided by Town Manager)	I.1.c.1-3
Provide information on Town's distinctive character to residents (provided during FAR process; see Jakubiak report)	II.3.A.1
Instituted block captain program to educate residents on community security and emergency issues	
Review & modify handbook describing municipal government (2nd edition provided by Town Manager)	I.1.c.1-3

On-going

Establish programs that build community	III.1.B.1-4
Review effectiveness of communication used in town and recommend changes as needed	I.4.A.2
Utilize block captains to communicate with residents	I.4.B.1-2
Expand the use of media to communicate with residents	I.4.A.1-2
Educate residents about community safety and preparedness--coordinate with Public Services	

Priority Tasks for '10-11

Encourage residents' participation in Town affairs	I.1.B.1
Develop process for updating the Town's historical pamphlet for the Centennial; identify areas of research.	II.2.B.1
Create appropriate plan for providing info to homeowners/developers on the Town's built environment	II.3.C.1

Long Range Planning -- Final distributed December 2010

Mission Statement: The Long-Range Planning Committee identifies, monitors and analyzes emerging trends and local, county and state activities that could affect the Town's quality of life and recommends appropriate Council actions. It also monitors implementation of the Town's Strategic Plan.

On-going

Monitor emerging/best community practices	II.5.A.1-2
Monitor county and state affairs for emerging issues & strategize for Town response (e.g. zoning rewrite)	I.5.A.1-2
Monitor development near town borders (e.g. Pearl Street, Elm Street Park, Chevy Chase Lake)	I.5.B
Annual review of strategic plan progress	I.2.F.3
Hold Town forums to educate residents on county and state issues affecting Town	
Establish a process to monitor the implementation of the Strategic Plan (completed; to be presented to Council)	I.2.F.1-2
Oversee work of Purple Line Mitigation Advisory Group	

Priority Tasks for '10-'11

Update Strategic Plan	
Develop orientation for new Town Council members in conjunction with Council and Town Manager	I.6.C.1,2,5,6
Develop relationships with key people influencing regulations relevant to Town (e.g., Planning Board, County Council, Bethesda Chevy Chase Regional Services)	
Utilize technical assistance of outside professionals as necessary to address complex issues facing the Town	
Work with Town Manager to review current Town management best practices and make recommendations to Council	

Public Services- Final distributed December 2010

Mission Statement: The Public Services Committee of the Town of Chevy Chase is charged with helping the Town deliver high quality services and promote a safe environment for our residents. Public services of interest include those provided solely by the Town as well as those services that are partially or fully provided by other governmental and/or private entities. These services include public safety, water run-off, utilities and Town maintenance.

-Town Safety: Traffic control and safety; Pedestrian safety, including sidewalks and crosswalks; Residential security; Security; Policing options

-Water run-off: Property run-off; Storm drains

-Utilities: Street light acquisition; Street lights improvement; Electric; Water and sewer; Underground placement of utilities

-Town Maintenance: Streets and sidewalks; Trash removal; Recycling; Leaf and yard debris removal; Snow removal

Completed

Meet & confer with other governmental entities to resolve storm water issues (Phase I completed; Phase 2 approved)

IV.5.B.1

Develop and advise residents on Consulting Water Management Program

Evaluate street lighting and hold forums to educate public

On-Going

Evaluate, implement & monitor public safety issues

I.2.C.1-2

Evaluate existing service amenities (e.g., traffic, sidewalks, parking enforcement)

III.2.A.1-2

Consider new service amenities and implement, if appropriate

III.2.B.1-2

Educate residents about community safety and preparedness -- coordinate with Community Relations

I.2.D.1

Priority Tasks for '10-'11

Review and update traffic plan

Complete street lighting evaluation and make recommendation to Town Council

Continue to resolve storm water issues with County (Phase III)

IV.5.B.1

Promote Consulting Water Management Program

Recommendations from July Committee Report

Action on street light recommendations

Evaluate need for and recommend additional sidewalks

Land Use -- Final distributed December 2010

Mission Statement: The mission of the Land Use Committee is to consider and recommend solutions to issues and concerns relating to land use and construction in the Town of Chevy Chase that may be identified by the Town Council, Town residents, or the Committee itself, to advise the Council on the use of existing Town authority to control development and redevelopment, and to identify laws, policies, and practices related to development that the Town may wish to use. Recommendations are made in view of the Town's Strategic Plan and the public health, safety and general welfare of Town residents.

The Committee will, among other things: (1) advise the Council on land use issues as they arise, 2) monitor enactment of new state and county regulations pertaining to land use that impact the Town, 3) monitor effectiveness of existing Town land use ordinances and regulations and suggest modifications, 4) provide information to Town residents and developers about the Town's land use goals, regulations, policies, and practices.

Completed

Maximize use of existing Town authority to control development & redevelopment	II.1.A., 1,3,4,5
Provide information to homeowners/developers on Town's built environment (see Jakubiak report)	II.3.C.1
Identify key laws, policies, practices, etc. Town wishes to control concerning development	II.1.B.1-2
Develop strategies for obtaining control over development	II.1.C.1
Review and revise Chapter 4 of building in Town Code (first phase completed)	
Status report on effectiveness of land use regulations and suggested modifications	
Create and publicize incentives (considered and rejected)	II.3.D.1 & 3

On-going

Advise council on land use issues	
Review land use ordinances & regulations	I.3.A.1,2,4
Oversee Town's Park and Playgrounds Program	
Monitor new county and state regulations and determine impact on Town	
Develop handbook describing Town's building codes	

Priority Tasks for '10-'11

Continue rewrite of Chapter 4 of Town Code to incorporate needed housekeeping details and policy changes.	
Continue clean-up of Chapter 4	II.3.C.1
Complete handbook describing Town building code	

Recommendations from July committee report

Contract right of way survey

Governing Body (Council and Town Manager) -- Final distributed December 2010

Completed

Establish enforcement mechanisms	I.3.B.1
Maximize control over development using powers currently available	II.1.A.1-5
Appoint five standing committees-	I.1.A.1-4
Create & publish a handbook describing municipal government in Town--see also Community Relations	I.1.c.1-3
Track and resolve complaints from residents (includes establishing process & procedures)	I.2. E.1-2
Schedule timely pre-construction meetings	II.4.C.1-2
Establish mechanisms for online comments about development issues	II.4.B.2

On-going Town Manager

Adopt best practices in municipal financial management (using GASB & GFOA standards)	I.6.A.2
Adopt best practices in personnel management (using MML, NLC & IMCA practices)	I.6B.2
Identify emerging issues at county & state levels & create a plan for managing them--TM report bimonthly	I.5.A.1-2
Study the efficiency & effectiveness of municipal operations--to be reviewed again in 2011	I.2.B.1-4
Notify adjoining residents about development applications	II.4.A.2
Encourage participation in staff training & educational activities	I.6.C.1,2,5,6,
Adopt best practices in managing personnel, i.e., job descriptions, evaluations	I.6.B
Work with county & state officials to resolve storm water drainage issues	IV.5.B.2
Assure the Town's appropriate records are organized and easy to access	I.4.C.
Review data to identify trends and to take all appropriate actions	I.2.E.3
Review ordinances and regulations (in conjunction with Council)	

On-going Council

Encourage participation in training & educational activities	I.6.C.1,2,5,6,
Committees provide recaps of progress on on-going issues along with recommendations	
Review ordinances and regulations in conjunction with Manager	

Priority Tasks for '10-'11

Develop orientation for new Town Council members working with LRP	I.6.C.1,2,5,6,
Task assignments for Town Mgr & staff need to be clarified & identify how success is to be measured, such as II.3.A-D, III.2, III.2.A, III.5.A	
Offer executive development in town management to acquaint Council members with best practices	
Facilitated session to clarify roles & responsibilities of Town staff, Council and Committees	

Climate Protection -- Final distributed December 2010

Mission Statement: The purpose of the Climate Protection Committee is to ensure that the Town take meaningful steps to mitigate global climate change, in compliance with the requirements of the U.S. Mayors' Climate Protection Agreement.

The five steps in compliance include:

1. Undertaking a greenhouse gas assessment
2. Setting a goal for reducing greenhouse gas emissions that is consistent with the Kyoto Protocol.
3. Preparing a climate action plan to achieve the goal
4. Implementing the climate action plan
5. Measuring impact of the action plan on greenhouse gas emissions.

The Climate Protection Committee receives guidance from and provides advice to the Town Council on how to comply with the U.S. Mayors' Agreement and works with volunteers and Town staff to implement relevant activities.

Completed

Developed Energy Audit and Improvements Assistance Program

Signed Mayor's Climate Protection Agreement

IV.4.B

Developed Chevy Chase Challenge

Developed Step Up to the Challenge Walk-a-thon

Conducted Greenhouse Gas Assessment/Survey

Distributed Compact Fluorescent Bulbs

Purchased renewable energy credits for Town streetlights

Initiate Town-specific Bike Day

Ongoing

Monitor emerging/best community practices and educate residents

II.5.A.1-2

Create programs to educate residents about environmental issues

IV.1.B

Abate environmental threats--in conjunction with Environment committee

Encourage active transportation through an annual event

Priority Tasks for '10-'11

Use best practices

Encourage Climate Control Block Parties

Increase uptake of audits and home energy upgrades

In Progress--from July committee report

Green Homes subcommittee preparing proposal to identify incentives for building greener in Town

Improved communications strategy

Environment -- Final distributed December 2010

Mission Statement: The Environment Committee was established to help the Town promote a healthier environment for all Town residents. Toward this end the Committee develops and sponsors voluntary programs to encourage conservation and enhancement of the Town's natural resources and to promote environmentally friendly policies and practices. It also helps the Town achieve these objectives by proposing new ordinances and suggesting regulations for implementing new and existing ordinances. Lastly, the Committee keeps Town residents informed about both mandatory and voluntary initiatives relating to the environment.

Completed

Developed Native Canopy Tree Planting Program
Reviewed and revised the Town's Water Ordinance
Developed Noise Control Ordinance

On-going

Publicize & enforce the tree ordinance	IV.2.A.1,3,4
Publicize & enforce the water ordinance	IV.5.A.1,3,4
Inventory open spaces and natural resources	IV.3.A.1
Identify & prioritize adverse environmental threats & recommend solutions	IV.4.A
Preserve and expand the tree canopy	IV.2.A-B
Reduce environmentally adverse activities (in conjunction with Climate committee)	IV.4

Priority Tasks for '10-'11

Implement strategies to protect open spaces and natural resources (e.g. Conservation Easement Program)	IV.3.B.1
Review tree ordinance and revise as necessary	
Create process for monitoring best practices in collaboration with Climate committee	
Consider Town use of herbicides and pesticides and educate community	

In Progress--from July committee report

Conservation easement program

Committee recommendations for projects from July report

Review tree ordinance
Backyard Wildlife Certification Program