



**BOARD OF DIRECTORS MEETING**  
**January 21, 2020 7:45 AM**  
**BUP Conference Room**

**AGENDA**

- 7:45**            **Welcome** (*Debbie Michaels*)
- 7:45**            **Approval of Minutes**
- 7:45 - 7:55**    **Marketing/Arts & Entertainment** (*Stephanie Coppula, Jane Fairweather*)
- 7:55 – 8:00**    **Maintenance** (*Jeff Oyer*)
- 8:00 – 8:10**    **Transportation** (*Kristen Blackmon*)
- 8:10 – 8:15**    **Financial Report**
- Financial Statements – December 31, 2019 (*Sarah Wolek*)
- 8:15 – 8:25**    **Executive Director Report** (*Jeff Burton*)
- 8:25 – 8:35**    **Chairman’s Report** (*Debbie Michaels*)
- Committee Updates
- 8:35– 8:45**    **Other Updates/New Business**
- 8:45 – 9:00**    **Executive Session - Personnel**
- 9:00**            **Adjourn**

**BETHESDA URBAN PARTNERSHIP, INC.**  
**Minutes of the Board of Directors Meeting**  
**November 19, 2019**

**Board Members Present:** Debbie Michaels, Greg Rooney, Jane Fairweather, Robert Donohoe, Jack Alexander, Andrew Jones, Heather Dhlopolsky, Marian Block and Katya Marin

**Staff Present:** Jeff Burton, Stephanie Coppula and Kristen Blackmon

**Guests Present:** Derrick Harrigan – Bethesda Chevy Chase Regional Services Center, Dan Schere – Bethesda Beat

**Call to Order:** Meeting called to order at 7:45 a.m. by Debbie Michaels

Debbie Michaels thanked Jack Alexander for his service to the Board and presented him with a plaque commemorating his six years of service on the BUP Board.

**Minutes:**

Debbie Michaels asked for a motion to approve the minutes from the previous Board meeting. A motion was made and seconded to approve the October 15, 2019 Board of Director's meeting. The motion passed unanimously.

**Marketing Report:**

Stephanie Coppula reported there was an awesome event at Triangle Arts Studio with the Naval Support Activity Bethesda. The art of soldiers who had gone through a week long art therapy program is currently on display at the studio. There was a nice reception outside the studios to kick off the event.

S. Coppula noted that staff is preparing for Winter Wonderland on December 7 in Veterans Park.

S. Coppula also noted that staff is working on the 25<sup>th</sup> Anniversary networking breakfast scheduled for Wednesday, December 11 at the Bethesdan Hotel.

S. Coppula also reported that applications are currently being accepted for numerous spring events such as the Essay, Short Story and Poetry competitions as well as the Painting Awards and the Fine Arts Festival.

S. Coppula noted that we hope to announce a call for public art sometime shortly after the first of the year for the mural on the side of Garage 35 with the hopes of a spring installation. Staff also continues to work on finalizing the details for a mural on the Hilton Garden Inn.

**Maintenance Report:**

Jeff Burton reported that concrete curb and sidewalk repair have been completed.

J. Burton noted that the tree survey has been completed and that all trees that need to be replaced have been ordered. The new trees should all be in by the end of the year.

J. Burton reported that the plantings have been completed around the new gateway sign at the intersection of Woodmont Avenue and Wisconsin Avenue.

### **BTS Report:**

Kristen Blackmon reported that there will be a joint TMD meeting with the County Executive. Advisory committees from the five TMD's are invited to a joint meeting with the County Executive Friday morning. BTS will be attending.

K. Blackmon reported that the County Council is still working on a new TDM bill that would add new fees to both current buildings and new development including residential. Work sessions at the Council continue on this bill.

### **Financial Report:**

No financial report given.

### **Executive Director Report:**

Jeff Burton reported that staff had submitted BUP's requested MARC adjustment to Ken Hartman's office for the FY21 budget. Ken Hartman briefly explained the new process based on the County Executive's new initiatives and priorities.

J. Burton reported that everyone on the staff attended at least one day at the IDA fall conference that was held in Baltimore this year. Feedback was that everyone felt it to be very informative and useful.

J. Burton reported that we are working with DOT with some art projects in the public right-of-way. A project for an artistic painting at the crosswalks at Arlington Road and Bethesda Avenue is moving along nicely. BUP is applying for a grant to fund this project. BUP is getting some resistance about painting the roadway on a portion of Norfolk which is the second project. Discussions are ongoing in an attempt to find a compromise for this project.

J. Burton reported that he and Ken Hartman met with DEP. There is apparently a stipulation in the County code that states that any trash can in the public right-of-way must have a matching recycling can. Most of the trash cans were installed by the County before BUP was established or by developers as part of their sight plan. There are currently 300 trash cans in Bethesda and only 40 recycling cans. Technically, none of the Urban Districts are complying to the code. The cost to bring everything up to code would be approximately \$4 million. The DEP director understood the problem and said that he would put this amount in his budget to try and secure the funding.

J. Burton reported that BUP's efforts to go "Green" by becoming chemical free and by using battery powered equipment instead of gas powered continues. BUP is developing a partnership with Bethesda Green and the local schools to form teams that will be assigned specific areas and will pull weeds beginning in the Spring.

J. Burton noted that BUP has submitted a modified agreement between DOT and BTS to the new Director at DOT. The modifications are designed to give BTS more flexibility in performing its contract duties and goals.

Susanna Parker has been working with Stephanie Coppola to develop a new communications tool for providing the community with a more real-time, concise and consolidated construction update. S. Parker presented a demo of the new tool. Constituents will be able to sign up to get these weekly email updates.

### **Chairman's Report:**

There were no updates on either the branding or corporate documents committee although J. Burton noted that the County is still working on an agreement with a vendor to put information kiosks in the public right-away.

J. Burton noted that staff is in the process of putting together ideas for next year by looking at programs, events and maintenance and looking for ways they can be improved or enhanced. The BUP Board has also received an email asking for ideas. Several ideas were offered at this time including more holiday events and pop-up events in retail space that is currently vacant. Jack Alexander suggested we continue to pursue Triangle Towers for putting up a mural.

### **Other Business:**

No new business.

At this time a motion was made and seconded to adjourn the Board meeting and move into executive session to discuss personnel issues. There was no discussion and the motion passed unanimously.

**Next Meeting:** January 21, 2020