

TOWN OF CHEVERLY, MARYLAND
MAYOR AND TOWN COUNCIL

WORKSESSION
February 25, 2021
5:30 PM

AGENDA

- 1. Call to Order**
- 2. Pledge of Allegiance**
- 3. Board of Elections Update** – The Board of Elections will give an overview of the upcoming May 3, 2021 election.
- 4. Constant Yield Conversation** - Mayor and Council will discuss the constant yield rate.
- 5. Audit Update** – Administrator Galloway and Town Treasurer, Melanie Friesen will give an audit update.
- 6. Grant Request** – Administrator Galloway will present a grant request from Cheverly CERT and the Woman’s Club.
- 7. Air Quality Monitoring Update** – Karen Moe will give an update on the Air Quality Monitoring program and Workshops.
- 8. Kilmer Park Update** - Ms. Marita Roos, Programs Director, Neighborhood Design Center, will present the final concept plan for 6301 Kilmer Street Park and discuss likely implementation phases and roles.
- 9. COVID-19 Update** - Town Administrator Galloway - will provide a report to the Mayor and Council of actions taken under the COVID-19 state of emergency.
- 10. Review of March Town Meeting agenda and future requests**
Mayor and Town Administrator will offer a forecast of the March Mayor and Council Town Meeting agenda. Mayor will seek Council input on agenda items for consideration for future Worksessions.
- 11. Adjourn**

GRANT ACQUISITION AGREEMENT

All grants issued by the Mayor and Cheverly Town Council are from appropriated funds of the Town of Cheverly and must be accounted for to specified auditing standards.

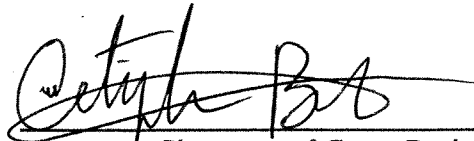
Name: Christopher Blegen Phone: 301-613-5457

Address: 2801 Cheverly Ave
Cheverly, MD 20785

Organization: Cheverly Community Emergency Response Team (CERT)

- I hereby agree NOT to expend funds allocated to the designated organization for salaries, stipends and/or personal income.
- As duly authorized by the above named organization to accept this grant, I assume full responsibility for the proper expenditure of funds for the requested expenses and will report to the town staff the manner in which expended.
- Receipts and a full accounting of all grant funds are required by the end of the given Fiscal Year ending June 30th.
- I also understand that the funds provided are not for my own personal use, and that violation of this agreement will result in the reimbursement to the Town of Cheverly of any/all funds spent outside the parameters as denoted in the grant application.

Date: 2-8-2021


Signature of Grant Recipient

PLEASE ATTACH THE FOLLOWING:

- ❖ THE PURPOSE OF THE GRANT REQUEST.
- ❖ A DETAILED DESCRIPTION OF THE PROJECT/PROGRAM YOU WISH TO EXECUTE WITH THE CHEVERLY GRANT PROGRAM FUNDING.
- ❖ A DETAILED ACCOUNTING OF AMOUNTS AND ACTIVITIES/ITEMS FOR WHICH THE GRANT FUNDS SHALL BE UTILIZED.
- ❖ A DETAILED TIMELINE FOR THE EXPENDITURE OF FUNDS.
- ❖ THE OVERALL BENEFIT TO THE COMMUNITY.

1. *The purpose of the grant request.* This grant is to fund the cost of an enclosed, cargo trailer to be used by Cheverly Community Emergency Response Team (CERT) and other Cheverly based organizations.
2. *A detailed description of the project/program you wish to execute with the Cheverly Grant program funding.* The towable, enclosed trailer will be used by Cheverly CERT to store first aid and disaster supplies for quicker response times within Cheverly and the surrounding areas.
3. *A detailed accounting of amounts and activities/items for which the grant funds shall be utilized.* An enclosed cargo trailer will be purchased with the funds. The trailer will be housed at the Cheverly American Legion parking lot at 3608 Legion Drive Cheverly, MD. **Cheverly CERT requests a grant of \$2,000.00 for this purchase.**
4. *A detailed timeline of the expenditure of funds.* Funds will be used to purchase the cargo trailer by April 30, 2021. A detailed report of expenditures will be submitted to the Mayor and Council by June 30, 2021.
5. *The overall benefit to the community.* The enclosed cargo trailer will be used by Cheverly CERT to store emergency first aid supplies and needed equipment to respond to community emergencies and disasters. Cheverly CERT will allow the scouts of Boy Scout Troop 257 and Cub Scout Pack 257 to use the trailer for hauling backpacks, tents, tarps, coolers, and other camping equipment to summer camp and camping sites.

GRANT ACQUISITION AGREEMENT

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Name: Joyce Lang Phone: 301-773-2211

Address: 6424 Forest Rd. Cheverly, MD 20785

Organization: The Cheverly Women's Club

- I hereby agree NOT to expend funds allocated to the designated organization for salaries, stipends and/or personal income.
- As duly authorized by the above-named organization to accept this grant, I assume full responsibility for the proper expenditure of funds for the requested expenses and will report to the town staff the manner in which expended.
- Receipts and a full accounting of all grant funds are required by the end of the given Fiscal Year ending June 30.
- I also understand that the funds provided are not for my own personal use, and that violation of this agreement will result in the reimbursement to the Town of Cheverly of any/all funds spent outside the parameters as denoted in the grant application.

Date: Feb. 22 2021 Joyce Lang

Signature of Grant Recipient

PLEASE ATTACH THE FOLLOWING:

THE PURPOSE OF THE GRANT REQUEST.

A DETAILED DESCRIPTION OF THE PROJECT/PROGRAM YOU WISH TO EXECUTE WITH THE CHEVERLY GRANT PROGRAM FUNDING.

A DETAILED ACCOUNTING OF AMOUNTS AND ACTIVITIES/ITEMS FOR WHICH THE GRANT FUNDS SHALL BE UTILIZED.

A DETAILED TIMELINE FOR THE EXPENDITURE OF FUNDS.

THE OVERALL BENEFIT TO THE COMMUNITY.

GRANT ACQUISITION NARRATIVE — The Cheverly Women's Club

THE PURPOSE OF THE GRANT REQUEST.

The purpose of the grant request is to celebrate Cheverly's graduating seniors in the time of COVID-19 when they have not been able to enjoy so many of the traditions and celebrations of senior year. Last year's graduating seniors really loved their gift bags. They appreciated all the personal touches and care put into their gift bags. The Cheverly Women's Club donated to the effort last year.

A DETAILED DESCRIPTION OF THE PROJECT/PROGRAM YOU WISH TO EXECUTE WITH THE CHEVERLY GRANT PROGRAM FUNDING.

The Cheverly Women's Club is working with a group of community volunteers who organized this effort last year to again offer gift bags to Cheverly graduating seniors in the time of COVID-19. There is extensive outreach with area public, private, and homeschool networks to make sure that any graduating senior family who is interested in participating is included and there is no cutoff date for a gift bag.

A DETAILED ACCOUNTING OF AMOUNTS AND ACTIVITIES/ITEMS FOR WHICH THE GRANT FUNDS SHALL BE UTILIZED.

The Women's Club is requesting \$2,000 to be used to purchase various items to outfit gift bags for Cheverly graduating seniors. Last year's gift bags included snacks and candy affirmations, gift cards, mugs, decals, cupcakes, frames, and more.

A DETAILED TIMELINE FOR THE EXPENDITURE OF FUNDS.

The Cheverly Women's Club would appreciate receiving the funds as soon as possible, but no later than the beginning of the third week in March. Funds will be used to make purchases as items are available and needed through to the middle of June. Anyone making purchases will know to save receipts for submission to the town by the end of June 2021.

THE OVERALL BENEFIT TO THE COMMUNITY.

This program will continue to "pass love along" to our graduating seniors and their families living in Cheverly who have persevered through an experience like no other before.



6301 KILMER STREET PARK

FINAL CONCEPT



the
Neighborhood
DesignCenter

**Town of Cheverly Council Meeting
February 25, 2021**

Project Timeline

community engagement • concept for landscape design • park programming

September 2020

- Project kickoff with stakeholders
- Develop online survey materials for community input

October – November 2020

- Gather community input
- Stakeholder meeting to review priorities for design & programming and draft concept alternatives
- Community input on draft concepts through online survey

December 2020 – February 2021

- Final design and program summary

What the Survey Revealed

- Love the trees and nature
- Want to feel relaxed, safe, and welcome
- Want more of a destination



- Enjoy the unprogrammed open space
- Would like to partake in quiet, unstructured, and/or natural activities in the park

Design Goals

- Add seating, trash cans, and standard park amenities
- Create an identity and sense of place (signage)
- Add circulation and ADA accessibility
- Keep and enhance the calm and relaxed feeling of the park
- Keep and enhance the trees
- Formalize the natural elements of the park
- Keep space for unstructured activities



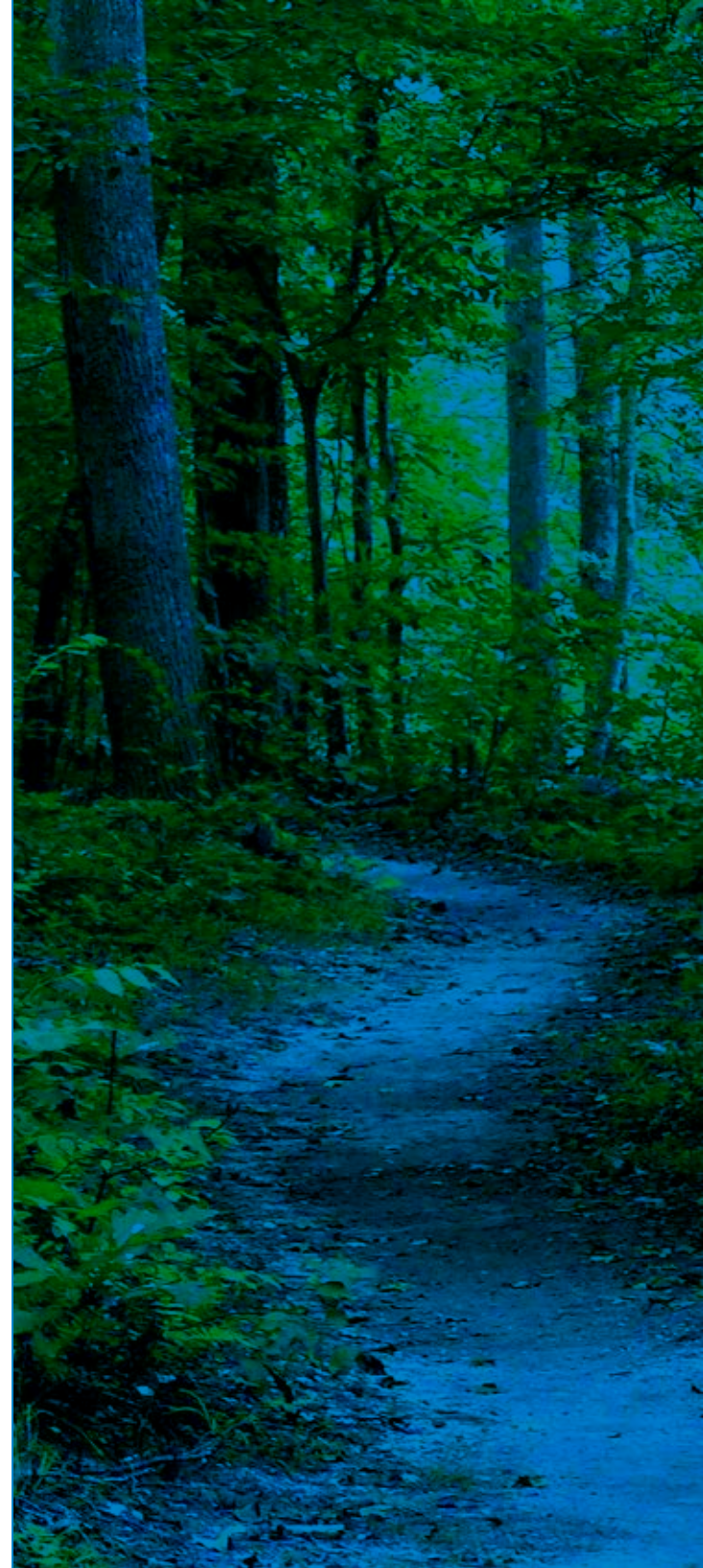
Final Concept

ACTIVE ECOSYSTEM

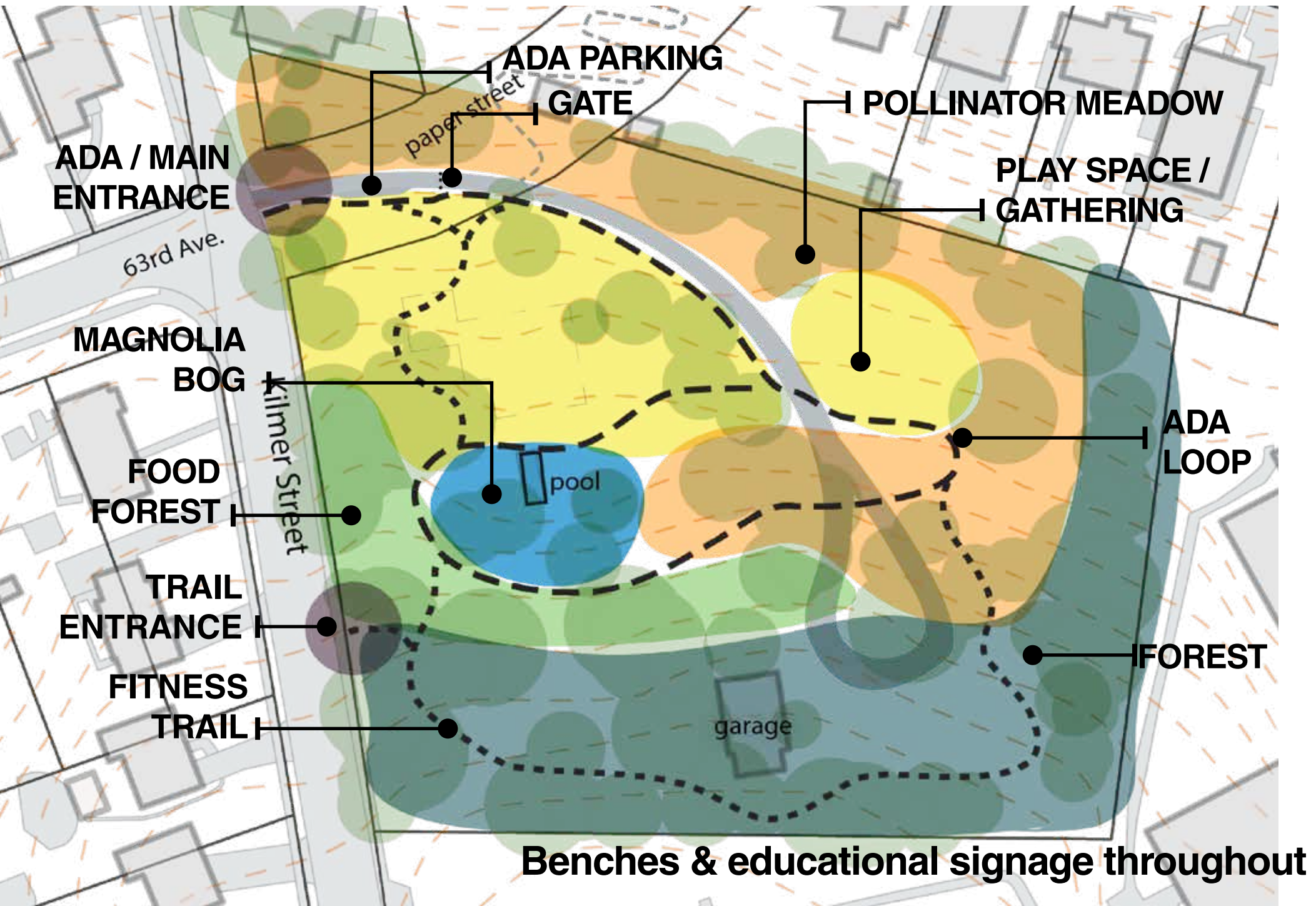
Managed native arboretum with trail loops, fitness and playspace, restoration exhibits with signage & seating throughout.

Restoration “exhibits:”

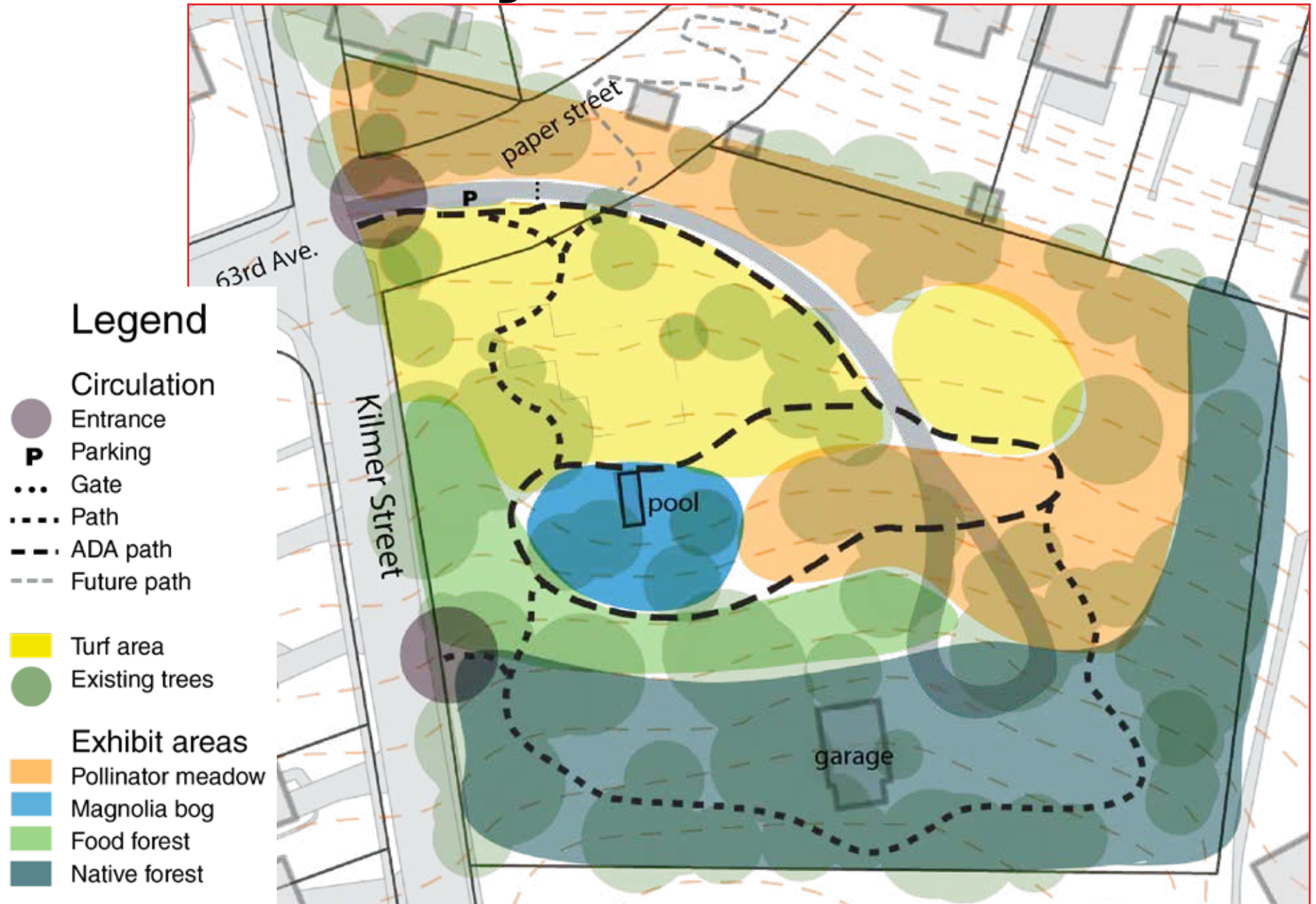
- Woodland Food Forest
- Magnolia Bog/Wetland
- Maryland Forest
- Pollinator Meadow



Active Ecosystem



Active Ecosystem



Circulation

Circulation loops will clarify the park experience, allowing visitors to create their own journey to their favorite exhibits and play spaces. Trail gradients are planned to be 5% slope or less where possible.

ADA + bike access

- Main entrance with historic brick pillars, gravel drive
- 2 pull-in parallel parking spots adjacent to the ADA loop
- Widened road for turnaround space
- Bollards spaced across road permits bike access
- Bike parking at entrance

Trail loops

- Secondary entrance to fitness trail
- Mulched trail through forest areas- Fitness trail upper loop, 4-5 feet wide
- Fitness trail gradient is shown as ADA-accessible, connections to other trails may not be
- ADA loop to enhanced features - the pool, magnolia bog, and food forest
- ADA loop is mown grass, 8 feet wide.

Future path

The paper street is a possible link to lower Kilmer Street and Cheverly Station apartments. This section will require stairs.



Exhibit areas

Landscape exhibit areas are planned as enhanced plant communities. The exhibits build upon existing natural assets such as the planted *amelanchier* grove and the wet soils near the pool. This strategy and the proposed pollinator meadow on steeper slopes will simplify maintenance while creating new visitor experiences and destinations.

Food forest

- Planted as a woodland edge with layers of canopy trees, understory, shrubs, herbs, ground cover and vines
- Amelanchier grove is the foundation planting for food forest
- Grape arbor proposed as a feature for the vine layer, in place of vines growing on trees
- Benches overlooking pond and meadow
- May require deer fencing, dogs should be leashed

Proposed site:

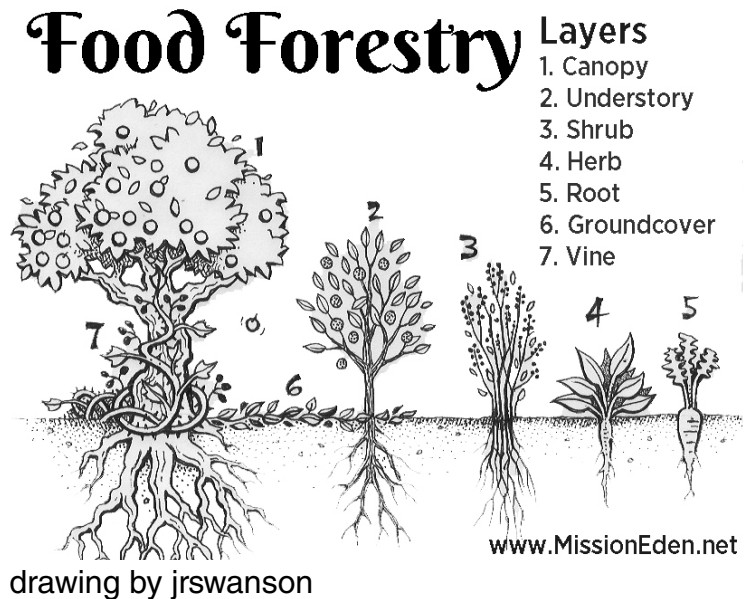


Exhibit areas

“Where a surface layer, usually of coarse white gravel, or of gravel and sand mixed, is underlaid by an impervious layer of clay, and flushed by a constant flow of spring water, there grows without exception, and only there, some combination of the plants which characterize what are here called Magnolia bogs.”

- Waldo McAtee, 1918, Natural History of the District of Columbia

Magnolia bog

- Once a more common landscape on wooded wet slopes in Prince George’s County, now globally imperiled
- Site has consistently wet soils that can support wetland plants such as sweetbay magnolia, ferns, herbaceous layer
- Exhibit showcases the community of characteristic plants for education purposes

Proposed site:



Exhibit areas

Pollinator meadow

- Consists of pollinator-friendly herbaceous species in a matrix of tall native grasses
- Plant meadow on steeper slopes and downslope of mowed areas to control on-site erosion and manage stormwater downstream
- Mow trails along contours, 8 feet wide minimum
- Educational signs will help visitors understand larger biodiversity objectives, such as pollinator habitat, supporting food webs, soil health
- Consider stormwater grant to fund meadow establishment.
- Mow once a year to remove undesirable woody species such as common privet (*L. vulgare*)
- Hand control needed for invasive vines such as English ivy (*H. helix*), sweet autumn clematis (*C. terniflora*)



Exhibit areas

Native Forest/Arboretum

- Active planting program with Maryland native trees is underway, phased tree plantings beginning in 2019
- Utilize plan to develop trail and organize planting of accessioned, labeled trees
- Town is interested in seeking arboretum designation for park
- Level 1 certification available through ArbNet international arboreta community
- Arboretum plan and establishing governance group are next steps (arbnet.org/resources/tree-collections)

Proposed location:



	LEVEL I	LEVEL II	LEVEL III	LEVEL IV
Arboretum plan	■	■	■	■
Organizational or governance group	■	■	■	■
Labeled tree and woody plant taxa				
25+	■			
100+		■		
500+			■	■
Staff or volunteer support				
Volunteer or paid	■			
Paid management		■	■	■
Curator			■	■
Scientific or conservation staff				■
Public dimension				
Public access and at least one event per year	■	■	■	■
Enhanced public and educational programs		■	■	■
Substantial educational programming			■	■
Collections policy		■	■	■
Collaboration with other arboreta			■	■
Collections data sharing with networked collections			■	■
Agenda for tree science, planting, and conservation			■	■
Collections conservation				■

ArbNet Arboretum accreditation program

Furnishings

Exhibit furnishings

- magnolia bog: existing pool with fish, water lilies, wildlife sculpture, signs
- food forest: grape arbor, benches, signs
- native forest: fitness elements, tree labels, benches, signs
- pollinator meadow: benches, signs, wildlife sculptures

Trail furnishings

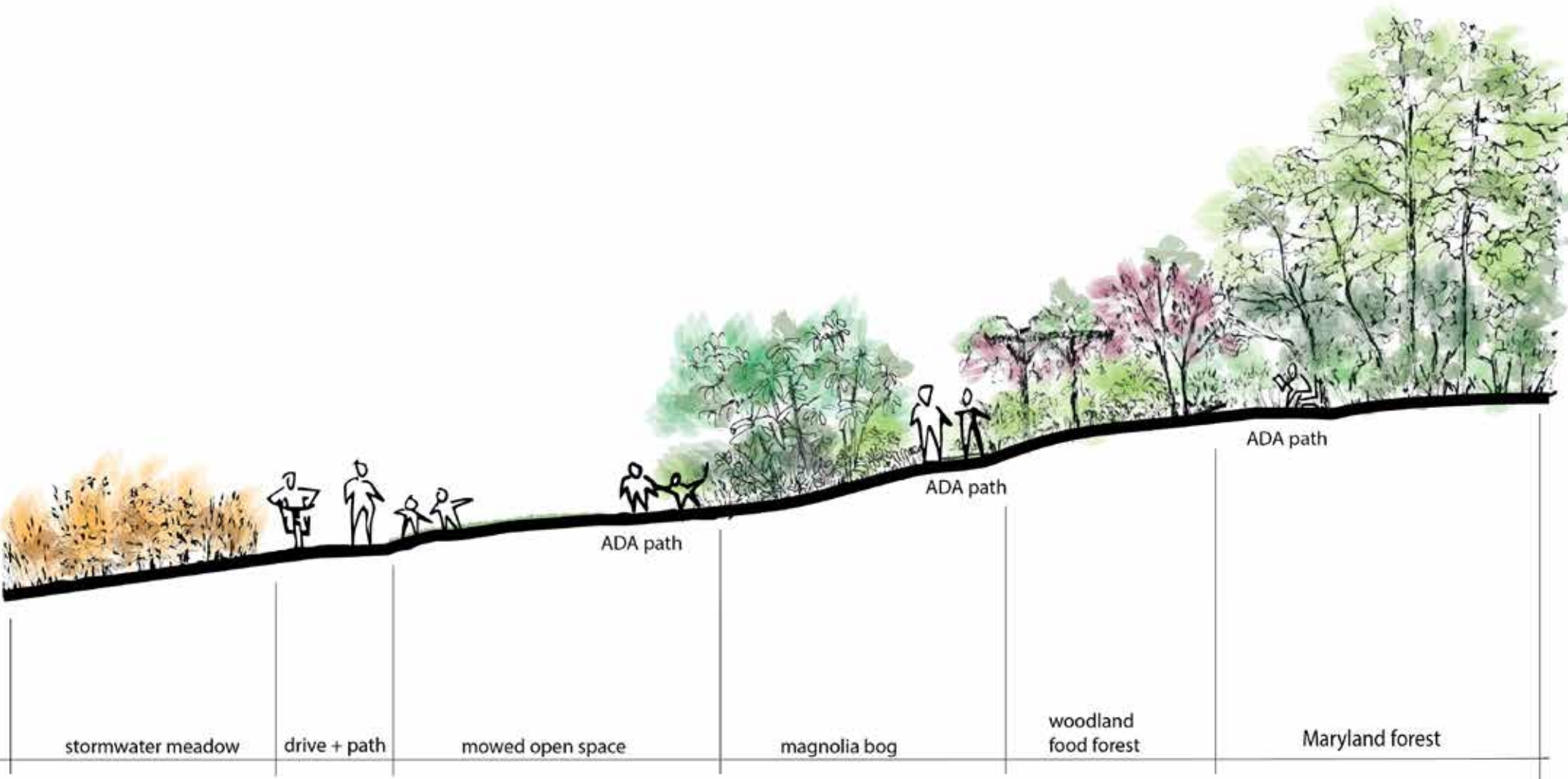
- bike rack
- trail markers

Materials

- natural or composite wood
- stumps
- steel for longevity and ease of maintenance



Section- Exhibits



Next Steps for 2021

When	What	Lead/Support	Approvals
February	Committee approval of concept plan	<i>NDC</i>	GI committee
	Identify individuals / team to pursue arboretum certification. Complete application.	Park champions	GI committee
	Present concept plan to Council along with phased budget	<i>NDC</i>	Mayor & Council
Spring	Target grants for exhibit implementation	Park champions	GI committee
	Onsite staking of paths, exhibit outlines	<i>NDC /</i> Park champions	Public Works
	Consult with ecologist(s) for exhibit planting	Park champions	Town/GI committee
Summer	Order plants for fall planting	Park champions	Town/Public Works
Fall	Phased exhibit & arboretum planting	<i>Town / Volunteers</i> Park champions	Town/Public Works

Planting Palettes

Food Forest

Serviceberry/Juneberry	<i>Amelanchier alnifolia</i>	Understory	Fruit, pollinators
Pawpaw	<i>Asimina triloba</i>	Understory	Fruit, pollinators
Persimmon	<i>Diospyros virginiana</i>	Understory	Fruit, pollinators
Hazelnut ⁶	<i>Corylus americana</i>	Understory	Fruit, pollinators
Elderberry ⁵	<i>Sambucus canadensis</i>	Shrub	Fruit, pollinators
Black raspberry	<i>Rubus spp</i>	Shrub	Fruit, pollinators
Black chokeberry	<i>Aronia melanocarpa</i>	Shrub	Fruit, pollinators
New Jersey tea ⁷	<i>Ceanothus americanus</i>	Shrub	Nitrogen fixer
Virginia sweetspire	<i>Itea virginica</i>	Shrub	Pollinators
Sweetshrub ³	<i>Clethra alnifolia</i>	Shrub	Pollinators
Ostrich fern	<i>Matteuccia struthiopteris</i>	Fern	Edible fiddleheads
Wild strawberry	<i>Fragaria vesca</i>	Herbaceous	Fruit
Pale purple coneflower	<i>Echinacea pallida</i>	Herbaceous	Medicinal herb
Wild mint	<i>Mentha arvensis</i>	Herbaceous	Medicinal herb
Ginseng	<i>Asarum canadense</i>	Herbaceous	Medicinal herb

Magnolia Bog

Sweetbay magnolia	<i>Magnolia virginiana</i>	Understory tree
Possumhaw	<i>Viburnum nudum</i>	Shrub
Winterberry ⁴	<i>Ilex verticillata</i>	Shrub
Highbush blueberry	<i>Vaccinium corymbosum</i>	Shrub
Sensitive fern ¹	<i>Onoclea sensibilis</i>	Fern
Turtlehead	<i>Chelone glabra</i>	Herbaceous
Jack-in-the-pulpit ²	<i>Arisaema triphyllum</i>	Herbaceous



Planting Palettes

Native Forest / Arboretum

Swamp white oak	<i>Quercus bicolor</i>	Canopy tree
Pin oak	<i>Quercus palustris</i>	Canopy tree
Sweetgum	<i>Liquidambar styraciflua</i>	Canopy tree
Tulip poplar ⁷	<i>Liriodendron tulipifera</i>	Canopy tree
Blackgum	<i>Nyssa styraciflua</i>	Canopy tree
Eastern redbud	<i>Cercis canadensis</i>	Understory tree
American holly	<i>Ilex opaca</i>	Understory tree
Sweetbay magnolia	<i>Magnolia virginiana</i>	Understory tree
Witch hazel ⁶	<i>Hamamelis virginiana</i>	Understory shrub
Sweetfern	<i>Comptonia peregrina</i>	Shrub
Huckleberry	<i>Gaylusscia frondosa</i>	Shrub
Mountain laurel	<i>Kalmia latifolia</i>	Shrub
Arrowwood viburnum	<i>Viburnum dentatum</i>	Shrub
Maple leaved viburnum ⁴	<i>Viburnum acerifolium</i>	Shrub
Evergreen wood fern ⁵	<i>Dryopteris marginalis</i>	Fern
New York fern	<i>Thelypteris noveboracensis</i>	Fern
Jack-in-the-pulpit	<i>Arisaema triphyllum</i>	Herbaceous
Black snakeroot	<i>Cimicifuga racemose</i>	Herbaceous
White wood aster	<i>Aster divaricatus</i>	Herbaceous
Alumroot	<i>Heuchera americana</i>	Herbaceous
Golden ragwort ³	<i>Packera aurea</i>	Herbaceous
Woodland phlox ²	<i>Phlox divaricata</i>	Herbaceous
Solomon's seal ¹	<i>Polygonatum pubescens</i>	Herbaceous
Bluestem goldentod	<i>Solidago caesia</i>	Herbaceous



Planting Palettes

Woodland Edge

Cinnamon fern	<i>Osmunda cinnamomea</i>	Fern
Sensitive fern	<i>Onoclea sensibilis</i>	Fern
Pussytoes	<i>Antennaria plantaginifolia</i>	Herbaceous
Yellow wild indigo	<i>Baptisia tinctoria</i>	Herbaceous
Threadleaf coreopsis ²	<i>Coreopsis verticillata</i>	Herbaceous
Flat top white aster	<i>Aster umbellatus</i>	Herbaceous
Common boneset	<i>Eupatorium perfoliatum</i>	Herbaceous
Wild geranium	<i>Geranium maculatum</i>	Herbaceous
Woodland sunflower	<i>Helianthus divaricatus</i>	Herbaceous
Grass leaf blazingstar ⁴	<i>Liatris pilosa</i>	Herbaceous
Beardtongue	<i>Penstemon digitalis</i>	Herbaceous
Heart-leaved aster	<i>Aster cordifolius</i>	Herbaceous
Pennsylvania sedge ¹	<i>Carex pensylvanica</i>	Grass
Bottlebrush grass	<i>Elymus hystrix</i>	Grass
Little bluestem	<i>Schizachryium scoparium</i>	Grass
Gama grass	<i>Tripsicum dasyloides</i>	Grass

Pollinator Meadow

Broomsedge	<i>Andropogon virginicus</i>	Grass
Virginia wild rye ⁶	<i>Elymus virginicus</i>	Grass
Switchgrass	<i>Panicum virgatum</i>	Grass
Little bluestem	<i>Schizachryium scoparium</i>	Grass
Purpletop	<i>Tridens flava</i>	Grass
Butterflyweed	<i>Asclepias tuberosa</i>	Herbaceous
Coneflower	<i>Echinacea purpurea</i>	Herbaceous
Joe pye weed	<i>Eupatorium fistulosum</i>	Herbaceous
Round head bush clover ⁵	<i>Lespedeza capitata</i>	Herbaceous
Narrowleaved mountain mint	<i>Pycnanthemum tenuifolium</i>	Herbaceous
Blackeyed Susan ⁶	<i>Rudbeckia hirta</i>	Herbaceous
Three lobed coneflower	<i>Rudbeckia triloba</i>	Herbaceous
Gray goldenrod ³	<i>Solidago nemoralis</i>	Herbaceous



intake

Clean Up Green Up 2017

design

the Neighborhood Design Center

Marita Roos, RLA, AICP
Landscape Programs Director
301-270-9673
mroos@ndc-md.org

Laura Robinson, MLA
Landscape Designer
lrobinson@ndc-md.org



f Neighborhood Design Center
@neighborhooddesigncenter
@NDCMaryland
www.ndc-md.org



site v
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complete

PAAC
JAMES MADISON