

TOWN  
MEETING  
June 10, 2021  
8:00 PM

**AGENDA**

1. **Call to Order**
2. **Pledge of Allegiance**
3. **Approval of Agenda and Minutes** (May 19, 2021 - Budget Session, May 20, 2021 - First Reader of Budget, May 27, 2021 - Worksession)
4. **1201 Claybrick Road Presentation** – Matthew Gordon, Attorney representing the District of Columbia will give a presentation.
5. **Craftsman Bike Trail Easement Presentation\*** – Town Attorney Todd Pounds will give a presentation to Mayor and Council. Town Administrator Galloway and Mayor Riazi will offer a brief update on recent conversations regarding Cheverly bike trail connections.
6. **Resident Input** - Public comment period. All comments are limited to 3 minutes. Residents are asked to please state name and ward.
7. **Committee Reports**
  - a. Recreation Council
  - b. Green Infrastructure Committee
  - c. Cheverly Day Committee
  - d. Planning Board
8. **Town Administrator Report** – Administrator Galloway will provide a report to the Mayor and Council regarding the status of Town operations as well as a summary of actions taken under the COVID-19 state of emergency.
9. **Police Report** - Chief Towers will give monthly report.
10. **Public Works Report** – Director Brayman will give monthly report.
11. **Consent Agenda\***
  - A. Approval of Town Grants – Mayor and Council will vote on the following grant requests:
    - Cheverly African American Community Organization (CAACO) — \$400
    - Friends of Kilmer Street Park and Arboretum — \$750
    - Cheverly Wildflower Garden (NIE Institute) — \$300
    - VineCorps - \$2000
  - B. Council Rules and Procedures – Mayor and Council will vote to approve changes.

12. **Final Reader Budget Ordinance\*** - Public hearing extended and then closed for final reader and vote on adoption of the Budget Ordinance for FY 2022.
13. **Cheverly Planning Board\*** – CM Munyeneh will bring forward Mr. Kobie Pruitt for consideration for appointment to the Cheverly Planning Board with Board recommendation.
14. **Juneteenth Proclamation\*** – Mayor will read the proclamation.
15. **Review of June Worksession agenda and future requests** – The Mayor and Town Administrator will offer a forecast of the June or July Mayor and Council Worksession agenda. Mayor Riazi will seek Council input on agenda items for consideration for future Worksessions.
16. **Mayor and Council Announcements** -- Opportunity to share community happenings and events. Mayor Riazi will afford each councilmember up to five minutes to speak. Unused time may not be transferred, and formal council business will not be conducted.

## 17. Adjourn

(\* ) denotes an agenda item requiring action (typically expressed by a vote) of Mayor and Council.

*Please Note: Pursuant to the Annotated Code of Maryland, State Government Article Section 10-508(a), the Council by majority vote may retire to executive or closed session at any time during the meeting. Should the Council retire to executive or closed session; the Mayor will announce the reasons and a report will be issued at a future meeting disclosing the reasons for such session.*

### **You are invited to a Zoom webinar.**

*When:* June 10, 2021, 08:00 PM Eastern Time (US and Canada)

*Topic:* Cheverly Town Meeting

Please click the link below to join the webinar:

<https://us02web.zoom.us/j/84025983118?pwd=cEhsbmU2aEs5MGViaGJnWVh6c1h6UT09>

**Webinar ID: 840 2598 3118**

**Passcode: 213079**

Or iPhone one-tap : US: +13017158592,,84025983118# or +13126266799,,84025983118#

Or Telephone: US: +1 301 715 8592 or +1 312 626 6799 or +1 646 558 8656 or +1 669 900 9128 or +1 253 215 8782 or +1 346 248 7799

Town of Cheverly  
**Special Budget Session Minutes**  
May 19, 2021

**Call to order:**

Meeting called to order at 6:00 pm via Zoom.

In attendance: Mayor Riazi, Council Members Nettles, Watson, McCann, Munyeneh, Garcia, and Fry.

Staff: Town Administrator – Dylan O. Galloway, Director of Public Works - Steve Brayman, Chief of Police - Jarod J. Towers, Town Treasurer – Melanie Friesen.

**Pledge of Allegiance**

Administrator Galloway gave an overview of the process for reviewing the budget including a review of the budgets for all departments. He then discussed the budget line by line.

Treasurer Friesen answered specific budget questions asked by Mayor and Council.

Chief Towers answered multiple questions about the speed cameras and detailed the police department's budget.

The Administrative budget was discussed, so of the items discussed included:

- Administrative Department staffing
- Changing the Town Treasurer position to Assistant to the Town Administrator/Town Treasurer
- Unfreezing the part-time Code Compliance position
- Making the Office Aide a full-time position
- Increasing the Administrative staffing budget by \$40,000.00
- Youth Programming for preteens and teens

Police Department budget discussion included but was not limited to:

- Cars
- Overtime
- Rank and positions
- Freezing two positions (Sergeant and Master Corporal)
- New vehicles

Council suggested not purchasing any new vehicles and freezing two positions.

Chief Towers strongly recommended against freezing positions but was willing to accept not purchasing any new vehicles.

Administrator Galloway and Chief Towers agreed to discuss options and speak to Mayor and Council after the Public Works budget discussion.

Public Works budget discussion included but was not limited to:

- Project Manager
- Water consultant
- Frozen Assistant Mechanic position
- Sidewalks and water issues
- Project Open Space monies

**Motion to cut \$225,000.00 from the Police Department budget, by cutting the cars and have a conditional freeze to the Master Corporal and Sergeant Positions for six months and add \$40,330 to the Town Administrators budget to fully staff the positions, add \$70,000 to the Public Works budget for a Project Manager to assist with infrastructure issues, and cut \$15,000.00 from the uniform budget for the Cheverly Police Department; for a total savings of \$207,000.50.** CM Munyeneh, seconded by CM Nettles.

Mayor Riazi asked CM Munyeneh to hold her motion and she agreed.

Treasurer Friesen gave the overview for the Capital Improvement Program summary.

Chief Towers detailed the changes to the Police Department budget that he discussed with Administrator Galloway. The changes equal a savings of \$325,000.00.

**Motion to Amend Original Motion to support what the Chief has brought forward to the tune of \$324,828 with savings from the Police Department Budget while also including the increase to the Town Administrators Budget of \$40,300: CM Munyeneh**

Mayor Riazi asked CM Munyeneh to keep her motion to the Police Department only as there may still be discussions on other parts of the budget.

**Adjust Motion to Support what Chief has described:** CM Munyeneh, seconded by CM Nettles. Approved by CM Nettles, Watson, Munyeneh, Garcia, and Fry. Opposed by CM McCann.

**Motion to Support to add to the Town Administrators Budget \$40,300 includes covering the position of Town Administrator Assistant as well as staffing the frozen position in Code Enforcement:** CM Munyeneh seconded by CM Nettles. Approved by CM Nettles, Munyeneh, Garcia, and Fry. Opposed by CM Watson and CM McCann.

Mayor Riazi clarifies the motion to include Assistant to the Town Administrator position, unfreeze the halftime Code Compliance and making the Office Assistant Full time.

CM Watson agrees with unfreezing the Code Compliance position but is opposed to the other changes.

**Motion for the Elimination \$12,000.00 for Line Item 01027555, Contract Employee for:** CM Munyeneh, seconded by CM McCann. Approved unanimously.

**Motion to cut \$3,000.00 from the Mayor and Council budget for MML:** CM Munyeneh, seconded by CM Nettles.

Mayor Riazi asked that the motion be removed so the Town Administrator and Town Treasurer can research how much summer and fall MML will cost and then email them the information.

**CM Munyeneh withdrew her motion and CM Nettles withdrew her second.**

**Motion to add \$70,000.00 to the Public Works Budget for a Project Manager:** CM Munyeneh,

Mayor Riazi asked for clarification: A contract Project Manager or a full-time permanent staff position?

CM Munyeneh explained that it should be a contract position.

**Motion to Empower the Town Administrator and Director Brayman to Identify a Budget Line Item to Support a Program Consultant for the Purposes of Storm Water Management and other Infrastructure Needs not to Exceed \$70,000.00:** CM Munyeneh, seconded by CM Fry.  
Approved unanimously.

**Motion to Increase Line Item 01099030, Park Development to \$59,000.00:** CM McCann, seconded by CM Munyeneh. Approved unanimously.

Motion to Adjourn: CM Garcia, seconded CM McCann. Approved unanimously.

Town of Cheverly  
**First Reader of FY 2022 Budget Minutes**  
May 20, 2021

**Call to order:**

Meeting called to order at 6:30 pm via Zoom.

In attendance: Mayor Riazi, Council Members Nettles, Watson, McCann, Munyeneh, Garcia, and Fry.

Staff: Town Administrator – Dylan O. Galloway, Town Treasurer – Melanie Friesen, and Town Clerk – TC Hegeman.

**Pledge of Allegiance**

Administrator Galloway discussed the changes to the budget that were made at the meeting the night before.

Treasurer Friesen detailed the changes to the Public Works budget and that those changes are now reflected in the budget.

Mayor Riazi outlined the Budget Ordinance. The budget will take effect on July 1, 2021. The budget can be amended during the fiscal year if necessary.

The second reader of the Budget will occur in the May Worksession.

CM Munyeneh departed at approximately 6:54 pm.

**Motion to Introduce Town of Cheverly Ordinance number O-01-21 Budget Ordinance for 2022 Fiscal Year:** CM Watson, seconded by CM Garcia. Approved unanimously.

**Motion to Adjourn:** CM McCann, seconded by CM Nettles. Approved unanimously.

7:00 pm

Town of Cheverly  
**Worksession**  
Minutes  
May 27, 2021

**Call to order:**

Meeting called to order at 7:30 pm via Zoom.

In attendance: Mayor Riazi, Council Members Nettles, Watson, McCann, Munyeneh, Garcia, and Fry. Town Attorney – Jason DeLoach  
Staff: Town Administrator – Dylan Galloway, Director of Public Works – Steve Brayman, Town Treasurer - Melanie Friesen, and Town Clerk -TC Hegeman.

Add Infrastructure/Pedestrian bridge #7.5 and Odors #7.6 to the agenda. Motion to Amend Agenda to add 7.5 and 7.6: CM Nettles, seconded by CM Munyeneh. Approved unanimously.

**Pledge of Allegiance**

**Washington Gas Update** Director Brayman introduced Daminique Branch and Reggie Wilson with Washington Gas. The project includes service line replacement, installation, and activation of a new gas main. Ms. Branch gave a brief presentation of the project that will begin in May and end in July.

Washington Gas is a 24/7/365 operation. If anyone smells gas, please call Washington Gas immediately.

**Update on DC Bus Depot Development at 1201 Claybrick Road** Administrator Galloway gave a brief update on DC Bus Depot Development at 1201 Claybrick Road. A presentation by their attorney will be given at the June 10 Town Meeting.

**Town Administrator Report** Administrator Galloway gave his bi-weekly Covid-19 report. Treasurer Friesen explained the transfer of Town funds into an interest-bearing account and the two small changes. Administrator Galloway discussed the following topics:

- Food Fridge Program
- RDA – submit RFP feedback by June 2.
- Planning Board – appointment recommendation by CM Munyeneh

**Town Grant Submission Presentations**

*The Cheverly African American Community Organization* - Barbara Brown discussed the \$2000 Juneteenth grant request.

*VineCorps* – Chris Dwyer discussed the \$2000 grant request for the Summer Leadership Development Program for Cheverly Youth.

*Friends of Kilmer Street Park* – Dave Kneipp discussed the \$750 grant request for funding the

park and arboretum that were not covered in final concept.

*NIE Institute* – CM Fry discussed the grant request for \$300 on behalf Mr. Doug Alexander.

**Second Reader/Hearing of FY 2022 Budget Ordinance** Administrator Galloway gave an overview of the budget.

**Infrastructure** CM McCann discussed submitting an earmark for the design of a pedestrian bridge.

**Booms and Noxious Odors** Mayor Riazi spoke about an upcoming meeting with Maryland Department of the Environment (MDE) on June 7 at 6:30 pm.

**Mayor and Council Tasks** Mayor Riazi and Administrator Galloway discussed Rules and Procedures and modifying parts of the document, specifically Resident Input and the Agenda format.

**Liaisons** Mayor Riazi discussed the various committees and asked councilmembers which committee they would like to sign up to be a liaison for.

CM Munyeneh nominated CM Fry to be on the Planning Board committee, CM Watson to be on the Cheverly Day committee, and CM McCann to be on the Green Infrastructure committee.

**Motion for CM Fry to be the Liaison for the Cheverly Planning Board:** CM McCann, seconded by CM Munyeneh. Approved unanimously.

**Motion for CM Watson to be the Liaison for the Cheverly Day Committee:** CM Munyeneh, seconded by CM Fry.

**Motion from CM McCann to be the Liaison for the Green Infrastructure Committee:** CM Garcia, seconded by CM Fry. Approved unanimously.

**Vice Mayor** presides over meetings in the mayor's absence. CM Garcia nominated CM Munyeneh. **Motion for CM Munyeneh to serve as Vice Mayor:** CM Garcia, seconded by CM McCann. Approved unanimously.

**Juneteenth Proclamation** Mayor Riazi asked for assistance working on the proclamation.

**MML Priorities** a list of priorities was discussed as well as which councilmembers will attend which sessions at MML. All councilmembers except CM Watson and CM McCann will attend in person.

**Mosquito Spraying of Town** discussed the spraying notifications residents received and brainstormed questions to ask when presentation is given to mayor and council about spraying.

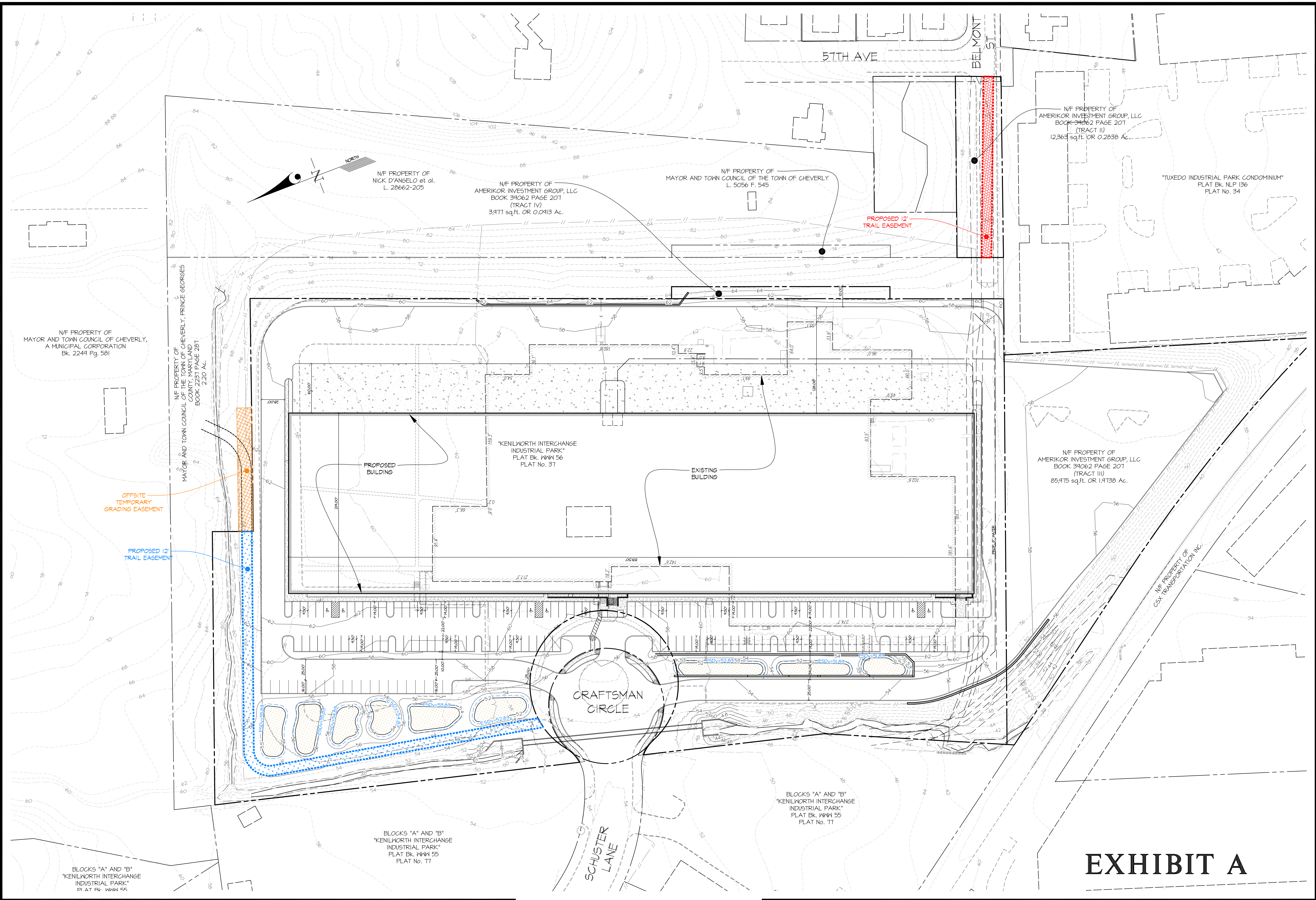


**Review of June Town Meeting agenda and future requests**

Town grants	Final Reader & adoption of the FY 2022 Budget Ordinance
Rules and Procedures	1201 Claybrick Road presentation
Translation	Approval of Juneteenth Proclamation
MML	Mosquito spraying
Budget calendar	ARP

Motion to Adjourn: CM McCann, seconded by CM Garcia. Approved unanimously.

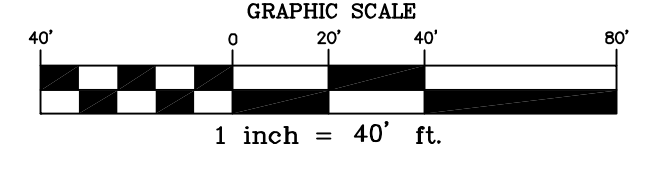
10:51 pm



# EXHIBIT A

**GLW**  
 PLANNING | ENGINEERING | SURVEYING  
 3809 NATIONAL DRIVE | SUITE 250 | BURTONSVILLE, MD 20896 | GLWPA.COM  
 PHONE: 301-421-0284 | BALTO: 410-880-1850 | DC/VA: 301-498-2524 | FAX: 301-421-1180

DESIGNED BY	MAJ			
DRAWN BY	LMW			
CHECKED BY	MAJ			
DATE		REVISION	BY	APPR.



PREPARED FOR:  
 CRAFTSMAN CIRCLE LLC  
 ONE SOUTH STREET  
 SUITE 2800  
 BALTIMORE, MD 21202  
 ATTN: KRISTINA MOORE  
 PH: 410.347.7163

SCALE	1"=40'
DATE	JAN, 2021

ZONING	I-1
TAX MAP	- GRID
ZONING	58-E2/E3

**TRAIL & TEMPORARY GRADING EXHIBIT A**  
**2300 CRAFTSMAN CIRCLE**  
**KENILWORTH INTERCHANGE INDUSTRIAL PARK - PARCELS "A" & 124**  
 PLAT Bk. WWW 56 PLAT No. 37 (TRACT I Bk. 43773 Pg. 15)  
 BLADENSBURG ELECTION DISTRICT No. 2 PRINCE GEORGE'S COUNTY, MARYLAND

G. L. W. FILE No.	19030
SHEET	1 OF 1

L:\CAD\DRAWINGS\TRAIL PLANS BY CALW\HUBBIS\19030 - Conference Circle Trail Exhibits.dwg

## 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: Barbara Brown Phone: 240-464-4407

Address: 6452 FOREST ROAD  
Cheverly, MD 20785

Organization: CHEVERLY AFRICAN AMERICAN COMMUNITY ORG.  
CAACO

- 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<sup>th</sup>

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: 5-19-21 Barbara Brown  
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.*

The Cheverly African American Community Organization (CAACO), is requesting a grant to host the Juneteenth program on June 19, 2021 at Cheverly Town Hall. The grant request is presented below.

**GRANT PURPOSE:** To facilitate the Juneteenth Celebration and observance of the African American pursuit of freedom throughout America. This will bring the Cheverly Community together to celebrate our common bond of freedom. This has been an African American annual celebration tradition since June 19, 1865. To date, Juneteenth legislation has been passed in 49 states and the District of Columbia recognizing Juneteenth as either a state holiday or day of observance.

**PROGRAM:** June 19, 2021

**Flag raising ceremony starting a 1:00 PM**

- **Opening Prayer**
- **Raising of the U.S. Flag and Juneteenth Flag**
- **Playing of the Star Spangled Banner and Juneteenth National Anthem**
- **Reading of the Juneteenth History**
- **Buffalo Soldier Presentations and Display Setting**
- **Reading of the Cheverly Juneteenth Proclamation**
- **Guest Speakers**
- **Closing remarks**
- **Closing Prayer**

**REQUESTED FUNDS:** \$400.00

ASL Support	\$150.00
NJOF Donation	\$50.00
Buffalo Soldiers	\$50.00
Pastor	\$50.00
<u>Misc. Expense</u>	<u>\$100.00</u>
<b>TOTAL:</b>	<b>\$400.00</b>

**COMMUNITY BENEFIT:** The Cheverly African American Community Organization (CAACO), is honored to present to the residents of Cheverly and the surrounding communities, relevant African American History and the importance of the observance and recognition of Juneteenth. The historical legacy of Juneteenth illustrates the value of never giving up hope in uncertain times.

**Barbara Brown**  
**CAACO Convening Coordinator**

## 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 Dwyer Phone: 301-602-4315

Address: 3111 Belleview Ave.  
Cheverly, MD 20785

Organization: VineCorps

- 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<sup>th</sup>.
- 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: 17 May 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.*

## **Grant Request Attachment for Town of Cheverly to Support Summer Leadership Development Program for Cheverly Youth**

Purpose of the Grant Request: VineCorps requests a \$2,000 grant to support Cheverly youth participation in Leadership Adventures, a summer leadership development program for 13 – 20-year-olds.

Detailed Description of the Project/Program: Leadership Adventures this summer plans to include four community service activities and four outdoor adventure activities between late June and early August. The activities are designed to be fun yet challenging experiences for the group. Working with a budget, the core team of youth chooses, plans, coordinates, evaluates, and reflects upon the activities and team performance, focusing on key life and employment skills such as openness, collaboration, communication, creative problem-solving, empathy, servant leadership, and resilience. Service-learning activities are done in partnership with local community-based nonprofits such as Anacostia Watershed Society, SEED, Little Friends for Peace, Cheverly United Methodist Church, Christ House, Sitar Arts Center, and University of Maryland, and serve as an introduction to jobs and careers in the nonprofit sector. Adventure-learning activities typically include intensive hikes such as climbing Old Rag mountain in Shenandoah National Park, camping at the beach (Assateague) or mountains, kayaking, whitewater rafting, rock climbing, spelunking, orienteering, paintball, horseback riding, mountain biking, and more, and are meant to practice teamwork and expand comfort zones. Meals are included for all activities.

Detailed Accounting of Amounts for Activities/Items: Costs for specific activities can vary significantly, but overall, adventure-learning activities average about \$120 per participant and service-learning activities average about \$10 per participant (over and above structural costs such as staffing and insurance). VineCorps typically offers these activities at a 50% - 90% discount on a sliding scale based on family income, meaning we comp participants an average of \$90 per participant per activity pair (service and adventure). Primary expenses include activity fees, transportation, equipment rental, materials and supplies, and food and drink. For the purposes of this request, VineCorps proposes that the grant cover 22 service-learning activity slots and 22 adventure-learning slots for Cheverly youth:

- 6 slots per service activity x 4 service activities = 24 service-learning slots
- 6 slots per adventure activity x 4 adventure activities = 24 adventure-learning slots
- 24 service/adventure pair slots x \$90 per pair slot = \$2,160 (22 pair slots = \$1980)

This grant will leverage additional funding to cover the program's full cost of \$12,000.

**"Now and always, we begin again." — VineCorps Motto, from Benedictine tradition**

Detailed Timeline for Expenditures: All program expenses will be incurred in June, July & August 2021. VineCorps can either submit receipts for \$2,000 worth of expenses after the program ends, or if required for fiscal year reasons (or otherwise preferred), VineCorps can issue slot reservation receipts to the Town for the total before the program begins.

Overall Benefit to the Community: These particular “positive youth development” experiences tend to be intensively bonding, so the hope is that an inclusive core leadership group of Town youth will emerge to help anchor and guide the Town’s new commitment to ongoing youth development programming.

In gratitude,



Chris R. Dwyer  
Executive Director  
VineCorps  
301.602.4315  
chris@vinecorps.org

“Now and always, we begin again.” — VineCorps Motto, from Benedictine tradition

## 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: DAVID KNEIPP Phone: 301-772-3946

Address: 6215 INWOOD STREET  
Cheverly, MD 20785

Organization: FRIENDS OF KILMER STREET PARK

- 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<sup>th</sup>.
- 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: MAY 3, 2021

David W. Knipp

*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 projects for the Kilmer Street Park and Arboretum not covered in the Kilmer Street Park Final Concept Plan and associated budget for the 2021 fiscal year.
2. *A detailed description of the project/program you wish to execute with the Cheverly Grant program funding.* The Friends of Kilmer Street Park wishes to accomplish the following projects with the funding:
  - a. tag trees with aluminum tags and update tree inventory to finish the last requirement for the Level 1 Arboretum certification,
  - b. paint the Kilmer Street address sign and post with two coats of exterior white paint,
  - c. help remove invasive species with volunteer labor using paper yard waste bags,
  - d. help prevent mosquitoes with 'Mosquito Dunks' in the goldfish pool,
  - e. mark the no-mow zone and trails with orange fiberglass wands,
  - f. help aerate the goldfish pool with two solar fountains,
  - g. beautify the garage and two cinder block pillars with a new coat of exterior paint.
3. *A detailed accounting of amounts and activities/items for which the grant funds shall be utilized.* Our funding request needs to cover the cost of supplies to accomplish the above listed Kilmer Street Park projects. **The Friends of Kilmer Street Park requests \$750 to accomplish the listed projects.**
4. *A detailed timeline for the expenditure of funds.* Funds will be used to purchase supplies in May and June. A final accounting of funds, receipts, and any excess monies will be turned in to the town treasurer by June 25, 2021.
5. *The overall benefit to the community.* The town of Cheverly benefits by park improvements above and beyond what are budgeted by the Kilmer Street Park Final Concept Plan and associated 2021 fiscal year budget. Work will be done by 'Friends of Kilmer Street Park' and other volunteers. All work will be coordinated and approved by Mr. Steve Brayman, Director of Public Works. The above list of projects should help improve the appearance of the Kilmer Street Park and enhance the park experience for Cheverly citizens.

/ Tree tags - \$44.56 (Forestry Supplies)

✓ Stainless steel screws (for tree tags) – \$33.88

✓ 1 Quart white paint (for street sign post) - \$22.24 (Lowe's)

✓ 100 paper yard waste bags - \$54.70 (Lowe's)

✓ Reflective tape (to be adhered to white street sign post or fence post) - \$16.88 (Lowe's)

✓ Orange fiberglass wands for no-mow zone (need to verify with Steve Brayman we still need these) – 50 for \$47.99 or 100 for \$68.99 (Amazon) TO BE PURCHASED

✓ Mosquito Dunks for the pool – 6-pack \$9.51 (Lowe's) TO BE PURCHASED

Solar fountains -\$12.71 each (suggest we buy two if one gets 'fished out' from the pool) Amazon TO BE PURCHASED

Concrete paint for cinder block entrance pillars and garage – 833 square feet garage & cinder block pillars X 2 coats of paint will require about 9.5 gallons @ \$30 / gallon = \$285 plus rollers plus concrete patching compound for prep work (\$9) - \$325 (Lowe's) TO BE PURCHASED

TOTAL - \$580.18 + 15% buffer

**Please let me know if I forgot anything**

## 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: Douglas Alexander Phone: 301-275-3473

Address: 3127 63rd Place  
Cheverly, MD 20785

Organization: NIE Institute, a 501(c)(3) nonprofit — \$300 is the grant amount requested

- 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<sup>th</sup>.
- 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: May 4, 2021

*Douglas Alexander, President, NIEI*

*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.*

I'm requesting a grant/reimbursement of \$300, which is around half the \$598.12 spent by my nonprofit NIE Institute on the Cheverly Wildflower Garden at 3127 63rd Place (see PDF file of all expenses).

Per the reasoning in my last grant request two-years ago, the Town's Forest plans for the property were not successful. I requested permission to develop the Garden. For the last 3 years I've seeded, planted and maintained the property as an attractive and functional wildflower garden for the Town.

This effort has likely saved over \$300 in Town funding for manhours and equipment for mowing and maintenance that used to be spent on the property over an approximately 2-year time period of the expenses.

Of course, there are the less tangible benefits such as a beautiful landscape for residents to enjoy. Environmentally, native pollinators, rabbits, birds and other wildlife are expanding in the garden. Carbon is being sequestered in the soil and stormwater runoff if filtered through the main meadow and rain gardens.

Thank you for considering my \$300 grant/reimbursement request. Please make payment to my nonprofit NIE Institute and send to my address below.

Doug

Doug Alexander, President  
NIE Institute, a 501(c)(3) non-profit  
3127 63rd Place  
Cheverly, MD 20785  
301-773-2082, [doug@niein.org](mailto:doug@niein.org)

# Celebrating Juneteenth in Cheverly MD

Proclamation to facilitate the Juneteenth Celebration and observance of the African American pursuit of freedom throughout America. This will bring the Cheverly Community together to celebrate our common bond of freedom. This has been an African American annual celebration tradition since June 19, 1866.

WHEREAS, Our country is made up of people from every nation on earth, who are declared equal not only in freedom but also in justice, both of which are essential for a healthy human civilization; and

WHEREAS, Our nation was conceived on July 4th, 1776 with the Declaration of Independence, the classic statement being: “We hold these truths to be self-evident, that all men are created equal, that they are endowed by their Creator with certain unalienable Rights, that among these are Life, Liberty and the pursuit of Happiness”; and

WHEREAS, It was on September 22, 1862, the **Emancipation Proclamation** was issued that by Abraham Lincoln, the President of the United States, proclaiming New Year’s Day, January 1, 1863, that all persons held as slaves within any State or designated part of a State “shall be then, thenceforward, and forever free;” and

WHEREAS, The Emancipation Proclamation led the way to total abolition of slavery in the United States. With the Emancipation Proclamation, the aim of the war changed to include freeing slaves in addition to preserving the Union. Although the Proclamation initially freed only the slaves in the rebellious states, by the end of the Civil War the Proclamation had influenced and prepared citizens to advocate and accept abolition for all slaves in both the North and South; and

WHEREAS, Texas was the last Confederate territory reached by the Union Army. On June 18, 1865, almost 2 1/2 years later, Major General Gordon Granger arrived in Galveston, Texas with 1800 troops. On June 19, 1865 he issued general Order Number 3 announcing the end of both the Civil War and slavery: “The people of Texas are informed that, in accordance with a proclamation from the Executive of the United States, all slaves are free. This involves an absolute equality of personal rights and rights of property, between former masters and slaves and the connection heretofore existing between them, becomes that between employer and hired labor. The Freedmen are advised to remain at their present homes and work for wages. They are informed that they will not be allowed to collect at military posts; and they will not be supported in idleness either there or elsewhere”; and

WHEREAS, Texans began the celebration of Juneteenth in 1866, with community events such as parades, cookouts, prayer gatherings, musical performances, and historical cultural readings; some communities purchased land for Juneteenth celebrations, such as Emancipation Park in Houston, TX; and as freed families emigrated from Texas to other parts of the United States, they carried the Juneteenth celebration with them; and

WHEREAS, Al Edwards, a freshman state representative, put forward the bill, H.B. 1016, in 1979 making Texas the first state to grant this emancipation celebration; and

WHEREAS, On January 1, 1980, Juneteenth became an official Texas state holiday. Since then, 49 other states and the District of Columbia have passed legislation recognizing Juneteenth as either a state holiday or day of observance; and

WHEREAS, Too often African American history has gone unrecognized, not discussed, and covered up.; and

WHEREAS, The Cheverly African American Community Organization (CAACO), is honored to present to the residents of Cheverly and the surrounding communities, relevant African American History and the importance of the observance and recognition of Juneteenth. The historical legacy of Juneteenth illustrates the value of never giving up hope in uncertain times.

NOW, THEREFORE, The Cheverly Mayor and Council, do hereby proclaim June 19th, 2021 as Juneteenth Celebration Day in the Town of Cheverly, and to be celebrated and commemorated with the raising of the Juneteenth flag at Cheverly Town Hall.

**TOWN OF CHEVERLY  
ORDINANCE O-01-21  
BUDGET ORDINANCE  
FOR THE 2022 FISCAL YEAR**

**An Ordinance whereby the Town of Cheverly adopts a Budget for Fiscal Year 2022 which begins on July 1, 2021 and ends on June 30, 2022.**

**(Uncodified)**

**WHEREAS**, Article VII, Section C-23A(2) of the Charter of the Town of Cheverly grants to the Mayor and Council the power to appropriate and expend funds for any purpose deemed to be public; and

**WHEREAS**, each fiscal year of the Town commences on July 1 and ends by the following June 30, pursuant to Section C-32 of the Charter of the Town; and

**WHEREAS**, the Mayor and Town Council have, prior to each fiscal year, adopted a budget to govern the appropriation and expenditure of funds for the next fiscal year; and

**WHEREAS**, after numerous discussions and meetings, the Mayor and Town Council have prepared a budget for fiscal year 2022 containing anticipated revenues and proposed appropriations and expenditures for said fiscal year; and

**WHEREAS**, said budget, as discussed at numerous public meetings by the Mayor and Council, is attached hereto as Exhibit A;

**WHEREAS**, pursuant to Section C-14 of the Charter the Mayor and Council have authority to enact legislation by the affirmative vote of the greater of either 2/3 of the quorum present or four members of the Council, with the Mayor being able to provide a fifth vote if necessary.

**NOW, THEREFORE, BE IT RESOLVED**, by the Mayor and Council of Cheverly in regular session assembled that the budget for fiscal year 2022 containing anticipated revenues and proposed expenditures of the Town, which budget is attached hereto as Exhibit A, and is hereby incorporated by reference, be and hereby is adopted for the fiscal year 2022 to take effect July 1, 2021 until June 30, 2022.

**AND BE IT FURTHER RESOLVED**, that this budget shall govern the expenditure of funds by the Town during the fiscal year 2022;



**AND BE IT FURTHER RESOLVED**, that the Mayor and Town Council may, from time to time, during the fiscal year amend this budget by motions made, discussed and carried so long as any action regarding this budget is taken at a public meeting after notice and a public discussion and the amendments to the budget for entire fiscal year do not increase the total expenditures by more than ten percent (10%) of the total expenditures figure appearing on attached Exhibit A;

**AND BE IT FURTHER RESOLVED**, that this Ordinance shall take effect on July 1, 2022; however, provided that a fair summary of the ordinance is published at least once in a newspaper of general circulation in the Town of Cheverly.

**INTRODUCED** by the Mayor and Town Council of the Town of Cheverly, Maryland, at a Special Meeting on **May 20, 2021**, at which meeting copies were available to the public for inspection.

**ADOPTED** by the Mayor and Town Council of the Town of Cheverly, Maryland, at a Regular meeting on **June 10, 2021**, at which meeting copies were available to the public for inspection.

Adopted: \_\_\_\_\_

Attest: \_\_\_\_\_

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
Councilmember

\_\_\_\_\_  
Councilmember

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Councilmember

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Councilmember

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Councilmember

[-] indicate deletion  
**CAPS/BOLD indicate additions**