Cheverly Mayor and Council
Work Session
Thursday, October 22, 2026, 7:30 PM

AGENDA

1. **Call to Order**

2. **Pledge of Allegiance**

3. **Approval of Agenda**

4. **FY2026 Budget and Audit Update**
   The Mayor and Council will receive an update on the FY2026 budget and audit, including the Town's financial performance and the status of the annual audit process.

5. **Woodway and Forest Road Erosion Updates**
   Staff will present findings of the Woodway and Forest Road erosion study.

   1. Forest Rd Chev BPW Project Overview

6. **Review of Town Fee Schedule**
   The Mayor and Council will review and discuss the Town's current fee schedule and consider potential updates or adjustments.

   1. Fee Schedule FY27 (7.20.26)

7. **Ethics Commission Resolution ***
   Appointment of Members of the Ethics Commission

   1. Resolution R-4-26 - Ethics Commission Appointments

8. **Election Sequencing – Post-Election Timeline**
   The Mayor and Council will discuss the post-election timeline and sequence of activities following Election Day.

9. **Boyd Park Resurfacing Project – Tennis Court Change Order Approval***
   The Mayor and Council will review and consider approval of a change order for additions to the double tennis courts as part of the CDBG PY51 Boyd Park Resurfacing Project.

   1. Boyd Park Resurfacing Project, Double Tennis Court Change Order

10. **Town Administrator Report**
    Town Administrator Galloway will provide a report to the Mayor and Council.

11. **Update by CM Fry & Garces Regarding Cheverly Station Apartments**
    Council members will provide updates/feedback from residents at Cheverly Station Apartments

12. **Adjourn**

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

*Resident input will be allowed as part of action items, presentations and discussion items on the agenda, residents seeking to speak will be recognized by the presiding officer. Residents may speak once, for no more than three minutes, on each eligible agenda item per the adopted Council Meetings Rules & Procedures.

Residents are also encouraged to submit input to the town clerk at townclerk@cheverly-md.gov to be read at the meeting.

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.

Topic: Cheverly Mayor & Council Work session

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Forest Road Outfall Project

Geotechnical Investigation Summary

Investigation conducted by EcoSite
Summary presented by the LID Center

Thursday, October 22, 2026
Town of Cheverly Work Session



Project Context

Concentrated outfall flow is eroding the streambank near US 50

Location/Focus

- Cheverly Gardens neighborhood in Town of Cheverly, draining to an outfall near John Hanson Highway (US 50)

Problem

- Stormwater is collected from streets and discharged at a single outfall
- Concentrated flow is causing streambank erosion

Completed Work

- Initial Report completed by EcoSite
- Geotechnical investigation completed



Geotechnical Investigation Scope

STARTING WITH THE BASICS:

- Geotechnical investigations were performed in July 2026
- Four (4) borings were taken around 6441, 6445 and 6455
- Boring Depths = 15 feet
- Completed report submitted in August



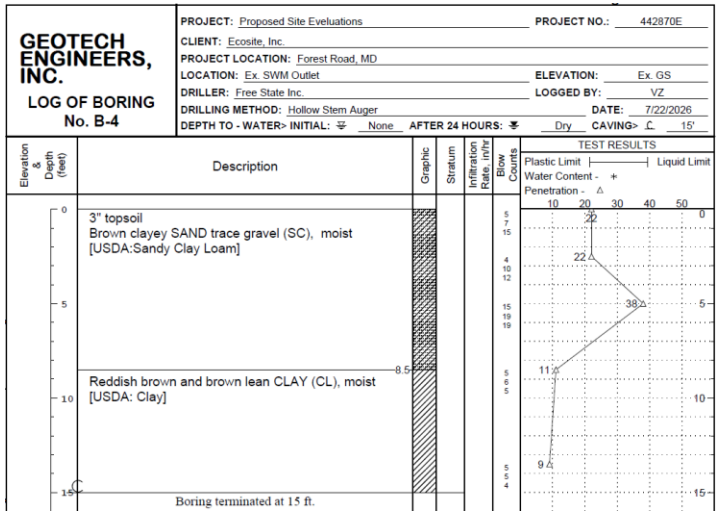
Boring Location Plan

Geotechnical Findings

Geotechnical findings do not prevent the project from proceeding

DETAILED FINDINGS

- Slopes – Steep bank slopes, active erosion
- Erosion – Due to surface runoff and concentrated flow at outfall
- Project Viability – Based on the geotechnical findings, there are no issues that prevent the project from proceeding



GEOTECH ENGINEERS, INC.
LOG OF BORING No. B-4

PROJECT: Proposed Site Evaluations — PROJECT NO.: 442870E
CLIENT: Ecosite, Inc.
PROJECT LOCATION: Forest Road, MD
LOCATION: Ex. SWM Outlet — ELEVATION: Ex. GS
DRILLER: Free State Inc. — LOGGED BY: VZ
DRILLING METHOD: Hollow Stem Auger — DATE: 7/22/2026
DEPTH TO - WATER> INITIAL: None — AFTER 24 HOURS: Dry — CAVING> 15'

Elevation & Depth (feet) | Description | Graphic | Stratum | Infiltration Rate, in/hr | Blow Counts | TEST RESULTS (Plastic Limit, Liquid Limit, Water Content, Penetration)

3" topsoil
Brown clayey SAND trace gravel (SC), moist
[USDA:Sandy Clay Loam]

Reddish brown and brown lean CLAY (CL), moist
[USDA: Clay]

Boring terminated at 15 ft.



Photo 3: Bank Erosion (adjacent to existing storm pipe outlet)



Photo 4: Ravine-type Steep Slope behind House No. 6455

DGS Grant Project Phases

PHASE 1 – GRANT AWARD AND AGENCY COORDINATION (CURRENT):

- DGS Grant Application – Work with Cheverly to assemble and submit the required paperwork. Funding is appropriated, but DGS must formally award the grant.
- Early Agency Coordination – Meet with permitting agencies and SHA to confirm design and permitting requirements and gather initial feedback.

PHASE 2 – FINAL DESIGN AND PERMITTING

- Detailed engineering design
- Permit preparation and agency review
- Bid-ready construction documents

PHASE 3 - CONSTRUCTION

- Final Construction
- Closeout

Current Phase 1 Activities

1. Complete DGS grant coordination activities
2. Meet with SHA and stakeholders
3. Refine restoration approach
4. Confirm permitting pathway
5. Develop final design scope and budget

FEE SCHEDULE

General Government		
Notaries	$5.00	per document
Copies - Black and White	$0.50	per page
Copies - Color	$1.00	per page
Faxing / Scanning	$1.00	per page
Business Licenses Tier I: High Impact Businesses	$1,500.00	annually
Business Licenses Tier II: Commercial & Automotive Businesses	$300.00	annually
Business Licenses Tier III: Personal & Professional Services	$200.00	annually
Business Licenses Tier IV: Mobile, Solicitation & Temporary Businesses	$100.00	annually
Business Licenses Tier V: Home-Based Businesses	$50.00	annually
Pavilion Reservation	$200.00	per day
Alcohol Permit	$100.00	
Vending	$75.00	per vendor
Town Field Reservation	$50.00	per hour (COI required)
Outdoor Town Court Reservation: 1 Court	$50.00	per hour (COI required)
Outdoor Town Court Reservation: 2 Courts	$100.00	per hour (COI required)
MPIA/FOIA Requests *Pursuant to the MPIA fee schedule, the first two (2) hours of work are provided at no charge. Thereafter, all time incurred by employees and contractors in responding to the request shall be charged at the applicable hourly rate until fulfillment of the request is complete.*		
Building Permits	$25.00	for the first $1000 of the project estimate
	$5.00	for every additional $1000 of project estimate
Driveway Apron Permits	$100.00	
Rental License	$300.00	for initial license
	$200.00	for annual license renewal
Re-Inspection Fee	$100.00	
Solicitor Permit	$1,000.00	per day
Residential Zone Parking Permit	$10.00	per vehicle
Residential Zone Parking Visitor Pass (two max per residence)	$10.00	
Animal Violations (Ch. 4)	$25.00	for the first offense
	$50.00	for the second offense
	$100.00	for subsequent offenses
Housing Code Violations (Ch. 5)	$50.00	for the first offense
	$100.00	for subsequent offenses
Rental License Violations (Ch. 5)	$500.00	each offense
Illegal Dumping, Litter and Garbage (Ch. 10)	$400.00	each offense
Lot Maintenance (Ch. 18)	$50.00	for the first offense
	$100.00	for subsequent offenses
Lot Maintenance (Ch. 18): Abandoned Vehicle Violation	$400.00	each offense

Noise Violations (Ch. 19)	$50.00	for the first offense
	$200.00	for subsequent offenses
Sign Violations (Ch. 23)	$50.00	for the first offense
	$100.00	for subsequent offenses
Industrial Park Covenants Violations	$400.00	each offense
Police Department		
Accident Report Copy	$10.00	
Vehicle Release**	$100.00	**no charge for crime victims
Late Payment Fee	$25.00	
Incident Report Copy	$10.00	
Red Light Camera Violation	$75.00	
Speed Camera Violation Dependent on MPH over speed limit	$40.00	12-15 MPH over limit
	$70.00	16-19 MPH over limit
	$120.00	20-29 MPH over limit
	$230.00	30-39 MPH over limit
	$425.00	40 and over MPH over limit
Finger Printing Services	$35.00	State Only
	$50.00	Full FBI and State
Returned Check Fee	$35.00	
Parking Tickets		
METRO Parking Lot	$50.00	
Residential Zone Parking	$75.00	
Fire Lane / Fire Hydrant	$200.00	
Non-Maryland Registered Vehicles	$250.00	
Maryland State Registered Vehicles (non-Cheverly)	$100.00	
Other General Parking Violations	$100.00	
Public Works		
Small Recycling Bin*	$15.00	*Optional $5 Delivery Fee
Large Recycling Toter*	$50.00	*Optional $5 Delivery Fee
Rain Barrel*	$75.00	*Optional $5 Delivery Fee
Compost Bin*	$50.00	*Optional $5 Delivery Fee
Special Event Equipment Rental*	$20.00	*Optional $5 Delivery Fee
Mulch*	$45.00	*Optional $5 Delivery Fee
Tree Evaluation	$85.00	
Bulk Trash Pick-Up: Items under 50 pounds	$10.00	per item, 3 item max
Bulk Trash Pick-Up: Items over 50 pounds	$100.00	per additional 20 pounds or fraction thereof
Bulk Trash Pick-Up: Appliances	$20.00	per first item
	$10.00	per additional, 3 item max
Holiday Tree Disposal: Pick-Up or Free Drop-Off in Designated Locations	$5.00	
EV Charging Station Membership	$75.00	per month

RESOLUTION R-4-26

Appointment of Members of the Ethics Commission

WHEREAS, the Mayor and Council of the Town of Cheverly, Maryland desire to make appointments to the Ethics Commission.

NOW, THEREFORE, BE IT RESOLVED that in accordance with the provisions of Section § C-3-2 of the Charter of the Town of Cheverly, Maryland, the following persons are appointed as Ethics Commission members for a tenure of three (3) years [or until a successor is appointed, whichever is longer]:

Name:	**Ward:**
David LaVoy	Ward 1
Ed Terry	Ward 2
Dione Dobbins	Ward 3
Thomas Ruyle	Ward 4
Latanya Jones	Ward 5
Anna Clay	Ward 6
Tonya Parker Yates	Mayor

These appointments are effective on the date of this resolution.

Adopted: October 22, 2026

Attest: _____

_____
Micah Watson
Mayor

_____
Christopher R. Wade
Councilmember

_____
David Tansey
Councilmember

_____
John LeGloahec
Councilmember

_____
Charly Garces
Councilmember

_____
Nicole Bryner
Councilmember

_____
Amy Jean Chung Fry
Councilmember

To: Mayor and Council

Thru: Dylan Galloway, Town Administrator; David Morris, Cheverly Police Chief/Acting Director of Public Works

From: Ahjah Prom, Public Works Administrator

Date: October 22, 2026

Re: CDBG PY 51 - Boyd Park Resurfacing Project, Double Tennis Court Change Order

Background Information and Overview

The Town of Cheverly was awarded $177,958 through the Maryland Department of Housing and Community Development (DHCD) Community Development Block Grant (CDBG) Program Year 51 for improvements and enhancements to the double tennis, basketball, and multi-purpose court surfaces at Boyd Park.

Previously, the Mayor and Council authorized the Town Administrator to execute a construction contract with Mid-Atlantic Asphalt in the amount of $99,244.01 to complete work associated with the project. Following the contract execution, staff conducted community outreach and solicited feedback on potential court and play area designs through an online public poll. Based on the results of that engagement process, additional design elements were identified for inclusion in the project.

Mid-Atlantic Asphalt subsequently submitted Change Order Estimate No. 2873 in the amount of $17,464.77 to incorporate the community-selected design enhancements related to the double tennis court designs. The original contract amount of $99,244.01, combined with the proposed change order of $17,464.77, results in an updated total project cost of $116,708.78. This amount remains under the project budget and comes at no additional cost to the Town.

Staff Recommendation & Action Requested

Staff recommends and requests Mayor and Council authorize the Town Administrator to execute Mid-Atlantic Asphalt Change Order Estimate No. 2873 in the amount of $17,464.77 to incorporate the design features selected by residents through the Town's community engagement process.

Cc: Jason DeLoach, Town Attorney
Giselle Richards, Town Clerk
Damion Hunter, Public Works Operations Manager