

8 Russell Avenue HOA

GREEN TEAM ACTION PLAN 2024-2029

In 2023, 8 Russell Avenue HOA worked with the Environmental Finance Center (EFC) at the University of Maryland and its Sustainable Maryland (SM) program to establish a Green Team and adopt the SM Residential Action Framework. Sponsored by the Chesapeake Bay Trust with support from the City of Gaithersburg, this framework guides homeowners' associations through a process that increases their awareness of natural resources and watershed protection issues, educates their residents on the importance of community-based sustainability efforts, and encourages action.

Over the course of a year, the EFC project team led community members through a process of identifying and prioritizing shared areas of need, strategies for enhancing collective action, and opportunities for developing projects culminating in this Green Team Action Plan.

The 8 Russell Avenue Green Team Action plan is a living document that establishes priority actions for the next three to five years and serves as a tool for Green Team members to stay organized and track progress over time.



HIGHLIGHTS

LOCATION

8 Russell Avenue,
Gaithersburg, MD 20877

POPULATION

43 units (36 residential, 7
commercial)
~90 residents

GREEN TEAM MEMBERS

Rick McKinney
Russell Kennedy
Colleen Raufaste

GREEN TEAM CONTACT

Matt Potts, Property
Manager,
mattp@oakbrookmgmt.com

PARTNERS

Sustainable Maryland
Environmental Finance
Center
City of Gaithersburg
Chesapeake Bay Trust



ENVIRONMENTAL
FINANCE CENTER



COMMUNITY ACTION

Establish/Grow a Green Team

Action Leads:

Target Year: 2023

Estimated Cost and Resource Needs: Free

Potential Partners: Sustainable Maryland

Potential Resources:

- SM Framework presentation | Sustainable Maryland | <https://go.umd.edu/cyZ>

Progress and Implementation Notes:

- Completed in Fall 2023.

Conduct Sustainability Education and Outreach

Action Leads:

Target Year:

Estimated Cost and Resource Needs:

Potential Partners:

Potential Resources:

Progress and Implementation Notes:

- Consider creating a listserv, newsletter, or updating the community website with a page for residents to share environmental resources. Use the building's bulletin board to educate residents, when appropriate. Make sure to translate educational materials into Spanish and Mandarin to meet the needs of the entire community.

Track Diversity and Equity on Boards

Action Leads:

Target Year:

Estimated Cost and Resource Needs: Free

Potential Partners:

Potential Resources:

- Equity Workgroup | Choose Clean Water Coalition | <https://bit.ly/3ungsto>

Progress and Implementation Notes:

Coordinate with Neighboring HOAs on Green Initiatives

Action Leads:

Target Year:

Estimated Cost and Resource Needs:

Potential Partners:

Potential Resources:

- Creating Sustainable, Resilient, and Healthy HOAs | CAP Management Denver, CO | <https://bit.ly/3uV6mHd>

- Greening Your HOA | Piedmont Environmental Council | <https://bit.ly/33t1IVw>
- Green Condo and Homeowners Associations: Ideas on Green Initiatives from Across the Country | HOA Leader | <https://bit.ly/3sMCFoN>

Progress and Implementation Notes:

- Audubon Square, Hidden Creek, Summit Hall, and Saybrooke are all within a mile and have established Green Teams. SM can provide contact information. Consider partnering to pilot a compost pick up program with private collector, yard sales, earth day events, etc.

Partner with Nonprofits or Higher Education Institutions to Help Build Capacity and Provide Technical Assistance

Action Leads:

Target Year:

Estimated Cost and Resource Needs:

Potential Partners:

Potential Resources:

- Community Engagement and Restoration Mentorship Program | Chesapeake Bay Trust | <https://bit.ly/346360J>

Progress and Implementation Notes:

- Aim is to help build capacity and provide technical assistance (e.g., grant writing, research, etc.) For future opportunities to partner with UMD, Muddy Branch Alliance, Chesapeake Bay Trust, etc.

STORMWATER MANAGEMENT

Promote Stormwater Best Management Practices

Action Leads:

Target Year:

Estimated Cost and Resource Needs:

Potential Partners: City of Gaithersburg, Montgomery County Department of Environmental Protection (they have educational material that can be used)

Potential Resources:

- Stormwater 101 | Gaithersburg | <https://bit.ly/3gHCo14>
- Stormwater Pollution Prevention | Gaithersburg | <https://bit.ly/3Bft51z>
- Types of Stormwater Management Facilities | Montgomery County | <https://bit.ly/3JIHNqF>
- Rainscapes Reward Program | Gaithersburg | <https://bit.ly/3Hp6Okp>

Progress and Implementation Notes:

- Residents can be informed in quarterly mailings, via the community website, or on the building's bulletin board.

Storm Drain Stenciling



Action Leads:

Target Year:

Estimated Cost and Resource Needs:

Potential Partners: City of Gaithersburg

Potential Resources:

- Storm Drain Stenciling | Chesapeake Bay Foundation |

<https://bit.ly/3J23WKJ>

- Storm Drain Art Project | Gaithersburg |

<https://bit.ly/3JcTtMD>

- Outreach and Restoration Grant | Chesapeake Bay

Trust | <https://bit.ly/3HwaZek>

- Community Engagement Mini Grant | Chesapeake Bay Trust <https://bit.ly/3ojLvJe>

Progress and Implementation Notes:

- There are storm drains that are suitable for murals/stenciling. The City can provide materials. An excellent outreach and education project, especially for children.

Develop a Stormwater Management Action Plan

Action Leads:

Target Year:

Estimated Cost and Resource Needs:

Potential Partners:

Potential Resources:

- Outreach and Restoration Grant | Chesapeake Bay Trust | <https://bit.ly/3HwaZek>

- Community Engagement Mini Grant | Chesapeake Bay Trust <https://bit.ly/3ojLvJe>

- Green Streets, Green Jobs, Green Towns (G3) (for project execution) | Chesapeake Bay Trust | <https://bit.ly/3qi85gX>

- Watershed Assistance Grant Program (for conceptual plans/designs) | Chesapeake Bay Trust | <https://bit.ly/3AWvU7S>

- Stormwater Action Plan: Mckenney Hills/Carroll Knolls Civic Association | Environmental Finance Center | <https://bit.ly/3rle4IR>

Progress and Implementation Notes:

- Sustainable Maryland can aid with the funding and development of a stormwater plan.

Install Pet Waste Stations

Action Leads:

Target Year:

Estimated Cost and Resource Needs:

Potential Partners:

Potential Resources:

- Montgomery County's Pet Waste Management Program for HOAs | Montgomery County | <https://bit.ly/3AUyMIE>

Progress and Implementation Notes:

- There are several residents with dogs in the building. Install pet waste stations in the most popular walking/pet relief areas of the community. Make sure to consider and plan for maintenance of the station(s) over time.

Adopt a Salt Reduction Plan

Action Leads:

Target Year

Estimated Cost and Resource Needs:

Potential Partners:

Potential Resources:

- Winter Salt Watch | Izaak Walton League of America | <https://bit.ly/3ANKxu1>

- Road Salt Moving Toward the Solution Report | Cary Institute | <https://bit.ly/34vc2MV>

- Road Salt Best Management Practices Fact Sheet | NH Department of Environmental Services | <https://bit.ly/3GmFQbw>

- Winter Maintenance Salt Application Guidelines and Calculator | Saltwise Wisconsin | <https://bit.ly/34Q83dQ>

Progress and Implementation Notes:

- This is a priority for the City and County. Specific products and application procedures can help reduce the overuse of road salt. SM can provide the MD Department of the Environment's *Smart Salting Training Manual* with recommended reduction strategies. Build on the HOA's salt ban on the upper deck of the parking garage. Work with the landscaping contractor to develop a more environmentally friendly winter salting contract.

Install and Maintain Green Infrastructure



Action Leads:

Target Year:

Estimated Cost and Resource Needs:

Potential Partners:

Potential Resources:

- City Support | Gaithersburg | [Contact SM](#)
- Outreach and Restoration Grant | Chesapeake Bay Trust | <https://bit.ly/3HwaZek>
- Community Engagement Mini Grant | Chesapeake Bay Trust | <https://bit.ly/3ojLvJe>
- Green Streets, Green Jobs, Green Towns (G3) (for project execution) | Chesapeake Bay Trust <https://bit.ly/3qi85qX>

Progress and Implementation Notes:

- Includes bioswales, rain gardens, pervious hardscapes, green streets, rain barrels, etc. Several opportunities exist for small-scale stormwater infrastructure, including landscaped beds and downspouts on the building. An opportunity area is the downspout pictured above which can have a cistern installed to capture stormwater runoff. Water from the cistern could be used to water landscape beds and trees around the property. Funding and technical assistance for projects can come from the City and non-profits.

ECO-FRIENDLY LANDSCAPING

Coordinate Invasive Species Removal

Action Leads:

Target Year:

Estimated Cost and Resource Needs:

Potential Partners:

Potential Resources:

- About Invasives | Maryland Native Plant Society | <https://bit.ly/35BBSz>
- Native Plant Resources | Muddy Branch Alliance | <https://bit.ly/3qhPj9B>
- Invasive Plant Species of Concern | MD Invasive Species Council | <https://bit.ly/34sVgOU>

Progress and Implementation Notes:

- English ivy grows in the landscaped beds throughout the community. Green Team has expressed interest in removing English ivy from the building's grounds.

Adopt and Promote Water-Efficient Landscaping Practices

Action Leads:

Target Year:

Estimated Cost and Resource Needs:

Potential Partners:

Potential Resources:

- City Support | Gaithersburg | [Contact SM](#)
- Rainscapes Reward Program | Gaithersburg | <https://bit.ly/3Hp6Okp>
- Outreach and Restoration Grant | Chesapeake Bay Trust | <https://bit.ly/3HwaZek>
- Community Engagement Mini Grant | Chesapeake Bay Trust <https://bit.ly/3ojLvJe>
- Green Streets, Green Jobs, Green Towns (G3) (for project execution) | Chesapeake Bay Trust | <https://bit.ly/3qi85gX> - Landscaping with Native Plants | MD Native Plant Society | <https://bit.ly/3LvJXG3>
- Native Plant Guide | Chesapeake Native Plant Center | <https://bit.ly/3Luq3Lw>

Progress and Implementation Notes:

- Landscape areas in front of and on the sides of the building can be retrofitted or augmented with native plant species.

Conduct a Tree Canopy Inventory



Action Leads:

Target Year:

Estimated Cost and Resource Needs:

Potential Partners:

Potential Resources:

- Urban Tree Canopy Assessment | U.S. Department of Agriculture Forest Service | <https://bit.ly/3szEGon>
- Guide to Assessing Urban Forests | i-Tree | <https://bit.ly/3ssca88>
- Tree Canopy Assessment | City of College Park | <https://bit.ly/3sCwung>
- Tree Canopy Study | City of Salisbury | <https://bit.ly/3GIE0SO>

Progress and Implementation Notes:

- The tree canopy is aging out and several trees are unhealthy. There is Green Team interest in planning for succession planting

and caring for older trees. An inventory can be conducted with volunteers with cell phone apps.

Plant Trees

Action Leads:

Target Year:

Estimated Cost and Resource Needs:

Potential Partners:

Potential Resources:

- City Support | Gaithersburg | [Contact SM](#)
- Outreach and Restoration grant | Chesapeake Bay Trust | <https://bit.ly/3HwaZek>
- Community Engagement Mini Grant | Chesapeake Bay Trust | <https://bit.ly/3ojLvJe>
- Green Streets, Green Jobs, Green Towns (G3) | Chesapeake Bay Trust | <https://bit.ly/3qi85gX>

- Urban Trees Grant Program | Chesapeake Bay Trust | <https://bit.ly/3S6gerl>

Progress and Implementation Notes:

- Consider starting an annual Arbor Day or Earth Day planting with funding support from the Chesapeake Bay Trust. Consider partnering with neighboring HOA Green Teams.

WILDLIFE HABITAT

Plant Pollinator Gardens



Action Leads

Target Year:

Estimated Cost and Resource Needs:

Potential Partners:

Potential Resources:

- Lands Green Waters Clean | Muddy Branch Alliance | <https://bit.ly/3u5iLu3>

Progress and Implementation Notes:

- Opportunities exist in several common areas.

HEALTH AND WELLBEING

Promote Local Farmers Market

Action Leads:

Target Year:

Estimated Cost and Resource Needs:

Potential Partners:

Potential Resources:

- The Guide to Montgomery County Farmers Markets | Montgomery County | <https://bit.ly/3hwjydK>

- Farmers Markets | Gaithersburg | <https://bit.ly/3oKPU8n>

Progress and Implementation Notes:

- Promote the City's Farmers Markets to residents. Residents can be informed in quarterly mailings, via the community website, or on the building's bulletin board.

WASTE REDUCTION

Develop a Litter Prevention and Outreach Campaign

Action Leads:

Target Year:

Estimated Cost and Resource Needs:

Potential Partners:

Potential Resources:

- Litter Reduction Program | Montgomery County | <https://bit.ly/3Lhu8CQ>
- Keep Maryland Beautiful | MD Department of Housing and Community Development | <https://bit.ly/3U7OxB6>

Progress and Implementation Notes:

- Residents can be informed in quarterly mailings, via the community website, or on the building's bulletin board.

Conduct Recycling Outreach and Education



Action Leads:

Target Year:

Estimated Cost and Resource Needs:

Potential Partners:

Potential Resources:

- Recycle Coach App | Gaithersburg | <https://bit.ly/3AZXIIh>
- Recycling & Bulk Pick Up | Gaithersburg | <https://bit.ly/33ec1wq>
- Recycling Service Summary | Gaithersburg | <https://bit.ly/3rL8AXH>
- Trash and Recycling Guide | Quince Orchard Park HOA | <https://bit.ly/3Bh4zgB>

Progress and Implementation Notes:

- Misuse of the recycling bin is a regular issue. Residents can be informed via quarterly mailings or a more targeted outreach campaign such as through educational door hangers.

Review Current HOA Purchasing Practices and Evaluate Opportunities for Reducing Consumption

Action Leads:

Target Year:

Estimated Cost and Resource Needs:

Potential Partners:

Potential Resources:

- Green Procurement and Environmentally Preferable Products (EPP) | MD Department of Environment | <https://bit.ly/3uwnq64>

Progress and Implementation Notes:

CLEAN AND RENEWABLE ENERGY

Promote Energy Efficiency Practices

Action Leads:

Target Year:

Estimated Cost and Resource Needs:

Potential Partners:

Potential Resources:

- Home Performance Rebates | Pepco | <https://bit.ly/346LKAP>
- Residential Rebates & Discounts | Pepco | <https://bit.ly/3s8wL1e>
- HVAC Efficiency Rebates | Pepco | <https://bit.ly/3GqtU8K>
- Smart Thermostat Savings | Pepco | <https://bit.ly/34vbp5H>
- Energy Wise Rewards | Pepco | <https://bit.ly/34Nze99>

Progress and Implementation Notes:

- Residents can be informed in quarterly mailings, via the community website, or on the building's bulletin board.

Install Energy Efficient Appliances and Lighting in Community Facilities

Action Leads:

Target Year: Ongoing

Estimated Cost and Resource Needs:

Potential Partners:

Potential Resources:

- Energy & Green Building Incentive Program | Gaithersburg | <https://bit.ly/34z2KPR>
- Improving Your Home with Maryland WholeHome | MD Department of Housing and Community Development | <https://bit.ly/3GoFAsI>
- Homeowners | Green & Healthy Homes Initiative | <https://bit.ly/3utLVRa>
- Home Energy Efficiency, Incentive and Projects | Montgomery County | <https://bit.ly/35T6jBa>
- Lighting Discounts | Pepco | <https://bit.ly/35VflNV>
- Appliance Recycling Program | Pepco | <https://bit.ly/3rGiSs0>

Progress and Implementation Notes:

- As interior lights need to be replaced, replace them with LEDs.

Install a Reflective White Roof

Action Leads:

Target Year: Complete

Estimated Cost and Resource Needs:

Potential Partners:

Potential Resources:

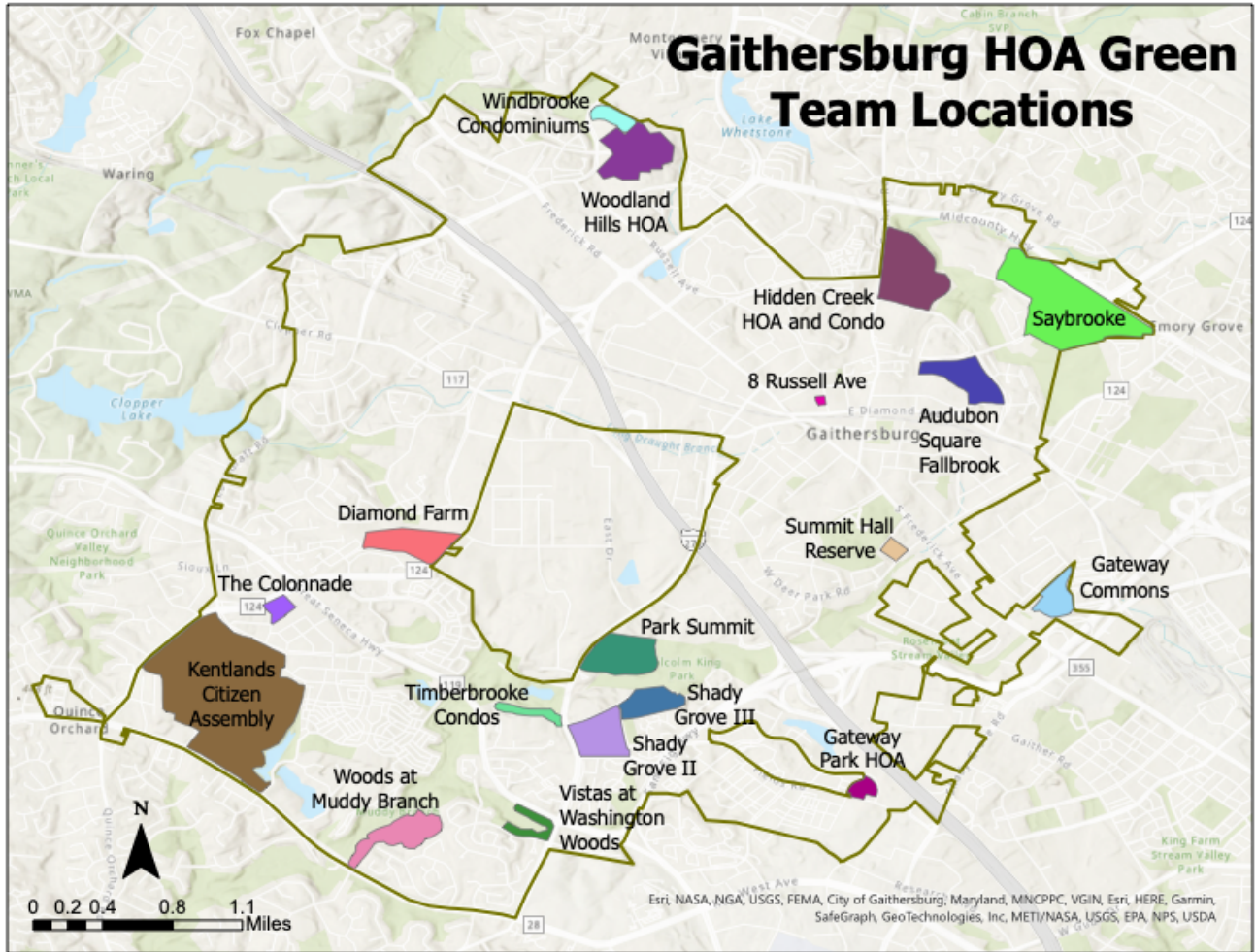
- Civic Works Highlighted for Work on Cool Roofs in Baltimore | The Corps Network | <https://bit.ly/3rsuwqa>

Progress and Implementation Notes:

- White roof was installed approximately 5 years ago.

APPENDICES

Appendix A: Map of Gaithersburg HOA Green Teams





Appendix B: Summary of Recommended Funding Sources

Funding Source: Chesapeake Bay Trust

Chesapeake Bay Trust Planned Program Schedule - Fiscal Year 2024													
<p>In an effort to help applicants plan proposal development and submit applications to the Trust, a draft program schedule for the Trust's current fiscal year (FY) is provided. The Trust's FY is from July 1 to June 30. This calendar encompasses the general timeline (month) when we expect a Request for Proposals (RFP) to be available to the public and does not reflect when funding decisions will be made or when the applicant will be notified of the decision. RFP may be released at any time during the first month highlighted in green (unless noted otherwise) and the schedule is subject to change at any time. Review the program specific pages (program name is a link) for the most up to date information, and in-depth timeline information.</p>	Key												
	Program Open												
	Month Program Closes												
	Program Closed												
Program Name	2023						2024						
	Jul.	Aug.	Sep.	Oct.	Nov.	Dec.	Jan.	Feb.	Mar.	Apr.	May	Jun.	
Community Engagement & Restoration Mini Grants	Rolling while funds are available												
Keep Maryland Beautiful			Opens in September			Due							
Green Streets, Green Jobs, Green Towns							Opens in December		Due				
Outreach & Restoration	Opens in May	Due											
Urban Trees							Opens in December		Due				
Urban Trees Mini Grant Program	Rolling while funds are available												
Watershed Assistance Grant Program			Opens in September			Due							

Updated 10/12/2023

Appendix C: Community Survey Results

Survey: Gaithersburg Homeowners/Civic Assn.	
Name of Homeowners Association/Community Association	8 Russell Avenue HOA
Year the community was developed	1988
Contact person	Matt Potts
Email address	mattp@oakbrookmgmt.com
Phone number	301-654-5107
Street Address of Community (or nearest cross-streets)	8 Russell Ave Gaithersburg, MD 20877
Website (link?)	NA
Social media (Facebook, list serv, etc.?)	NA
Newsletter (email, paper; how often?)	unknown
Land (# of acres, if known?)	unknown
Parks or Playgrounds (name? location?)	0
Common Buildings (number? uses?)	1-gym room, lobby, garage
Total Number of Households?	43
Number of Single Family Homes?	0
Number of Townhouses or Apartments?	36 (7 units are commercial)
Approximate Total Number of Residents?	90
Facilities/Maintenance company (name, contact details?)	Ark
Trash Pickup? (municipality, County or contractor?)	Republic Services
Active Volunteers Committees (name(s)?)	Board of Directors
Nearby Streams or Waterways (name, if known?)	Long Draught Branch, Seneca Creek
Pet Waste Stations (how many? locations?)	0
Nearby Schools (names? grade levels? locations?)	Gaithersburg Elementary, Gaithersburg Middle, Gaithersburg High
<p><small>Please return to Mike Hunninghake. Proaram Manaer. mikeh75@umd.edu. 301-405-7956</small></p>	
  ENVIRONMENTAL FINANCE CENTER	