

Shady Grove III HOA

GREEN TEAM ACTION PLAN 2023-2026

In 2022 Shady Grove III HOA worked with the Environmental Finance Center (EFC) at the University of Maryland and its Sustainable Maryland (SM) program to adopt the SM Residential Action Framework. Sponsored by the Chesapeake Bay Trust with support from the City of Gaithersburg, this framework guides homeowners' and civic 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 a Green Team Action Plan.

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



HIGHLIGHTS

LOCATION

School Drive and Appleseed Lane, Gaithersburg, MD

POPULATION

80 households

GREEN TEAM ESTABLISHED

2022

GREEN TEAM MEMBERS

Alena Proctor, Property Manager

Mary Jo Eagen, Board Member
Andrew Doepping, Board Member

Charlene Weiss, Board Member

GREEN TEAM CONTACT

David Gradin, Green Team Chair, dave.gradin@gmail.com

PARTNERS

Sustainable Maryland
Environmental Finance Center
City of Gaithersburg
Chesapeake Bay Trust



ENVIRONMENTAL FINANCE CENTER



Establish/Grow a Green Team

Action Leads:

Target Year:

Estimated Cost and Resource Needs:

Potential Partners:

Potential Resources:

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

In process as of Fall 2022. Sustainable Maryland provided a Green Team resolution from the Diamond Farm HOA as a template should SGIII want to formalize their Green Team.

Conduct a Community Survey

Action Leads:

Target Year:

Estimated Cost and Resource Needs:

Potential Partners:

Potential Resources:

- SM Survey Template | Sustainable Maryland | [Contact SM](#)
- Outreach and Restoration grant (behavior change) | Chesapeake Bay Trust | <https://bit.ly/3HwaZek>

Progress and Implementation Notes:

To better understand local interests and prioritize projects. The survey could be conducted online and be used to identify and prioritize community interests and opportunities.

Develop a Green Team Action Plan

Action Leads:

Target Year:

Estimated Cost and Resource Needs:

Potential Partners:

Potential Resources:

- SM Green Team Action Plan Template Sustainable Maryland | [Contact SM](#)
- Outreach and Restoration grant | Chesapeake Bay Trust | <https://bit.ly/3HwaZek>

- Community Engagement Mini-grant (for executing water-related projects) | Chesapeake Bay Trust | <https://bit.ly/3ojLvJe>
- Advocacy & Stewardship Handbook | Audubon Naturalist Society | <https://bit.ly/3sfWzZ0>
- Homeowner's Guide to Sustainability | Angi | <https://bit.ly/3HZadqq>
- Environment | Community Associations | <https://bit.ly/35lzug8>

Progress and Implementation Notes:

In process as of Fall 2022.

Track Diversity & Equity on Boards

Action Leads:

Target Year:

Estimated Cost and Resource Needs:

Potential Partners:

Potential Resources:

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

Progress and Implementation Notes:

Partner with Nonprofits or Higher Ed Institutions (e.g., grant writing, research, etc.)

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:

The aim is to help build capacity and provide technical assistance (such as grant writing, research, etc.). Reach out to SM if future opportunities arise and SM can help partner Park Summit with Muddy Branch Alliance, Chesapeake Bay Trust, etc.

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:

Shady Grove 2, Park Summit, Timberbrook, and Vistas at Washingtonian Woods are all nearby. See map in Attachment A of this report. Contact information for each HOA with a Green Team in the City of Gaithersburg can be found on the [SM website](#).

STORMWATER MANAGEMENT

Schedule Regular Community Cleanup Days

Action Leads:

Target Year:

Estimated Cost and Resource Needs:

Potential Partners:

Potential Resources:

- How to Organize & Lead Your Clean Up | Alice Ferguson Foundation | <https://bit.ly/3HkJiEY>
- Community Clean Up Event Support | Gaithersburg | <https://bit.ly/3rIWMus>
- City Cleanup Liability Release Form | <https://bit.ly/3rjhZ8m>
- 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:

Consider an annual cleanup, possibly around Earth Day, which can be completed with local volunteers. Consider reaching out to local schools and recruiting students who can use this opportunity to receive Student Service Learning (SSL) volunteer hours. The City of Gaithersburg can provide materials for free.

Storm Drain Stenciling



Action Leads:

Target Year:

Estimated Cost and Resource Needs:

Potential Partners:

Potential Resources:

- Storm Drain Stenciling | Chesapeake Bay Foundation | <https://bit.ly/3J23WKJ>
- Storm Drain Art Project | Gaithersburg | <https://bit.ly/3JcTtMD>

- Keep Montgomery County Beautiful Storm Drain Marking Program | Montgomery County | <https://bit.ly/3ohqBKK>
- Storm Drain Stenciling Action Project | MD Department of Natural Resources | <https://bit.ly/3okXMx9>
- 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:

Green Team is interested in a mural at the north end of the weir in the park and at storm drain inlets on streets. City of Gaithersburg can provide materials. An excellent outreach and education project.

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/3gi85qX>
- Watershed Assistance Grant Program (for conceptual plans/designs) | Chesapeake Bay Trust | <https://bit.ly/3AWvU7S>
- Stormwater Management Program Document Template | U.S. Environmental Protection Agency | <https://bit.ly/3rlo0M7>
- Stormwater Action Plan: Mckenney Hills/Carroll Knolls Civic Association | Environmental Finance Center | <https://bit.ly/3rle4lR>

Progress and Implementation Notes:

SM can potentially provide grant-funded assistance.

Conduct Pet Waste Management Outreach



Action Leads:

Target Year:

Estimated Cost and Resource Needs:

Potential Partners:

Potential Resources:

- Pet Waste Program Matrix | Sustainable Maryland |

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

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

- Outreach and Restoration grant (behavior change) | Chesapeake Bay Trust | <https://bit.ly/3HwaZek>

Progress and Implementation Notes:

SM can pet waste yard signs in English and Spanish; additional signage and electronic outreach materials can be provided. Contact SM for more information.

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:

Some exist nearby in the City's park. Green Team can investigate adding several new stations in Malcolm King Park with the City Parks Department.

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>

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

- 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 overuse of road salt. The City uses brine. SG3 Green Team will discuss with their contractor whether it is possible to change materials and/or policies, if helpful.

Install and Maintain Green Infrastructure (e.g., Bioswale, Rain Garden, Pervious Pavers, Green Streets Etc.)

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/3gi85gX>

Progress and Implementation Notes:

Several opportunities exist for small-scale stormwater infrastructure. Funding and technical assistance for projects can come from the City and non-profits. List of RainScapes contractors is here:

https://www.montgomerycountymd.gov/water/Resources/Files/rainscapes/Contractor_List.pdf.

ECO-FRIENDLY LANDSCAPING

Coordinate Invasive Species Removal

Action Leads:

Target Year:

Estimated Cost and Resource Needs:

Potential Partners:

Potential Resources:

- Weed Warriors | Montgomery County Parks | <https://bit.ly/32QFTil>
- Maryland Invasive Plants Prevention and Control | MD Department of Agriculture | <https://bit.ly/3INfDES>
- About Invasives | Maryland Native Plant Society | <https://bit.ly/35BBSz7>
- Native Plant Resources | Muddy Branch Alliance | <https://bit.ly/3ghPj9B>

- 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/3gi85gX>
- Invasive Plant Species of Concern | MD Invasive Species Council | <https://bit.ly/34sVgOU>

Progress and Implementation Notes:

The community has significant invasive issues, especially at the interface with the park.

Adopt and Promote Native Plant 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/3gi85gX>
- 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:

Consider adding this language into any new landscaping contracts, etc.

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:

This can be accomplished with volunteers with cell phone apps.

Tree Planting



Action Leads:

Target Year:

Estimated Cost and Resource Needs:

Potential Partners:

Potential Resources:

- City Support | Gaithersburg
- 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/3gi85gX>

Progress and Implementation

Notes:

Consider making this an annual Arbor Day or Earth Day event. Lots of funding support is available for tree planting projects. Reach out to SM after reviewing resources listed above if you need additional guidance. Previous tree plantings have been red maples.

WILDLIFE HABITAT

Coordinate an Annual Bio Blitz

Action Leads:

Target Year:

Estimated Cost and Resource Needs:

Potential Partners:

Potential Resources:

- BioBlitz Program | National Geographic Society | <https://bit.ly/3HIH9c5>
- Sponsorship Program | Chesapeake Bay Trust | <https://bit.ly/3sbCJy7>

Progress and Implementation Notes:

A fun and informative single day educational event, where residents survey the plants and animals in their community. Done with a phone app
<https://www.nationalgeographic.org/projects/bioblitz/> Mike will double check on the date.

Plant Pollinator Gardens

Action Leads:

Target Year:

Estimated Cost and Resource Needs:

Potential Partners:

Potential Resources:

- Guide to Passing Wildlife-Friendly Property Maintenance Ordinances | National Wildlife Federation | <https://bit.ly/3hu5oK7>

Progress and Implementation Notes:

Possible locations on slopes, parking medians, Meadow Grass Court garden area.

Establish a Mosquito Control Program

Action Leads:

Target Year:

Estimated Cost and Resource Needs:

Potential Partners:

Potential Resources:

- Mosquito Prevention Checklist | Montgomery County | <https://bit.ly/3HnfTtW>
- Make Your Own Mosquito Trap | Montgomery County | <https://bit.ly/3ukckB6>

Progress and Implementation Notes:

Green Team has indicated that this is an issue community-wide. SG II purchased dunks to control mosquito larvae and are going to purchase GAT traps. Reach out to the Green Team at SGII for lessons learned and recommendations. Contact information for each HOA with a Green Team in the City of Gaithersburg can be found on the [SM website](#).

HEALTH AND WELL-BEING

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.

Distribute Educational Material on the benefits of an Active-Lifestyle

Action Leads:

Target Year:

Estimated Cost and Resource Needs:

Potential Partners:

Potential Resources:

- How to Create a Lifestyle Program Your Residents Love | First Service Residential | <https://bit.ly/3ptlo2i>
- Four Benefits of a More Active Lifestyle for Your Senior |Just Divine Home Care | <https://bit.ly/3Lgup9k>
- How a Manager Helps HOA Owners Be More Active and Healthy | HOA Leader | <https://bit.ly/3vw4IBn>
- Classes & Programs | Gaithersburg | <https://bit.ly/3tp4Daw>
- Wellness Program Information | Maryland Department of Budget and Management | <https://bit.ly/3ptzmC2>
- Senior Center Services | Maryland Department of Aging | <https://bit.ly/3swQM2B>

Progress and Implementation Notes:

The City has loads of programs that residents can take advantage of.

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/3uAXITy>

Progress and Implementation Notes:

Request recycle bins and water fountains from the City for the area by the soccer fields in Malcolm King Park.

Promote Backyard Composting

Action Leads:

Target Year:

Estimated Cost and Resource Needs:

Potential Partners:

Potential Resources:

- Compost Drop-off Site | Gaithersburg | <https://bit.ly/3L7TSBz>
- Compost bin pickup locations | Montgomery County | <https://bit.ly/3HJnzHa>
- Maryland - Right to Compost for HOAs and Condos | Institute for Local Self-Reliance | <https://bit.ly/369ek55>
- Backyard Composting | Montgomery County | <https://bit.ly/3rL9Da5>
- Compost bin pickup locations | Montgomery County | <https://bit.ly/3HJnzHa>

Progress and Implementation Notes:

SM can provide access to low-cost bins.

Offer and Promote Community-Wide Composting

Action Leads:

Target Year:

Estimated Cost and Resource Needs:

Potential Partners:

Potential Resources:

- Compost Drop-Off Site | Gaithersburg | <https://bit.ly/3L7TSBz>
- Food Composting Made Easy | in Gaithersburg | <https://bit.ly/3Llrx12>
- Food Scraps (Food Waste) | Montgomery County | <https://bit.ly/3BfATAp>

Progress and Implementation Notes:

Identify a suitable location. Also, the City is expanding curbside pickup. There are dropoff sites across the City (like Casey Community Center).

CLEAN & 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:

Promote Community Solar & Solar Co-ops

Action Leads:

Target Year:

Estimated Cost and Resource Needs:

Potential Partners:

Potential Resources:

- MD Capital Area Solar Co-op | Solar United Neighbors | <https://bit.ly/3rkmlXn>
- Oaks Landfill, Montgomery County Community Solar Project | Neighborhood Sun | <https://bit.ly/3omcX9w>
- Community Solar Resources | Pepco | <https://bit.ly/3sbn95H>
- Community Solar Pilot Program | MD Public Service Commission | <https://bit.ly/3AWpDJ8>
- A Guide to Community Shared Solar: Utility, Private, and Nonprofit Project Development | Sun Shot | <https://bit.ly/34sFXFT>
- HOA Solar Action Guide | Solar United Neighbors | <https://bit.ly/3sfW7tW>
- Completed Co-ops in Maryland | Solar United Neighbors | <https://bit.ly/3uFM9oA>

Progress and Implementation Notes:

Interest in informing the community by going door to door. Potentially have QR codes ready to go for rebates for ease of communication.

Promote Energy Audits for Residential Homeowners

Action Leads:

Target Year:

Estimated Cost and Resource Needs:

Potential Partners:

Potential Resources:

- Quick Home Energy Checkup | Montgomery County | <https://bit.ly/3sagEjt>
- Quick Home Energy Check-up | Pepco | <https://bit.ly/3LgG7kj>
- Do It Yourself Energy Assessment | U.S. Department of Energy | <https://bit.ly/3gkWZlm>
- Energy Assessments | Pepco | <https://bit.ly/3613AFH>
- Residential Clean Energy Rebate Program | MD Energy Administration | <https://bit.ly/3LD9YDE>

Progress and Implementation Notes:

Upgrade to LED Streetlights

Action Leads:

Target Year:

Estimated Cost and Resource Needs:

Potential Partners:

Potential Resources:

- LED Streetlight Conversions in Maryland & Virginia: Opportunities, Challenges, and Strategies in 2020 | MD Energy Administration | <https://bit.ly/3siexKA>
- LED Street Light Conversion | Gaithersburg | <https://bit.ly/3gspjs8>
- County's Streetlight Conversion Yields Financial Savings and Reduces GHG Emissions | Montgomery County | <https://bit.ly/3oqMxTO>

Progress and Implementation Notes:

This is of high priority to the Green Team! Need to conduct a lighting audit first. Grants are available.

TRANSPORTATION

Conduct a Walking Audit

Action Leads:

Target Year:

Estimated Cost and Resource Needs:

Potential Partners:

Potential Resources:

- Walk Audit Toolkit | Montgomery County | <https://bit.ly/3JpkOpJ>
- Walk Audit Toolkit and Leader Guide | AARP | <https://bit.ly/3szwvZb>
- Get to Know Your Neighborhood with a Walk Audit | Safe Routes to School National Partnership | <https://bit.ly/3sxTN1y>

Progress and Implementation Notes:

Install Traffic Calming Measures

Action Leads:

Target Year:

Estimated Cost and Resource Needs:

Potential Partners:

Potential Resources:

- Residential Traffic Calming | Montgomery County | <https://bit.ly/3ogyhNG>
- Traffic Calming Measures | Montgomery County | <https://bit.ly/3HnTUDf>
- Traffic Calming Measures for HOAs | Radarsign | <https://bit.ly/3L4FFW3>

Progress and Implementation Notes:

Install speed bumps where appropriate. Need to identify locations. Streets are City-owned, so must request this infrastructure from the City. Consider installing educational signage.

Appendix A: Map of Residential Green Teams In Gaithersburg

