

BOG Meeting July 13, 2020

In attendance were: Governors Bill Szczytko, Dawn Myers, Jeff Roche, Beau Breeden, Mary Lamb, Cheri Fairchild, Lisa Schmidt, Jerome Zadera, Matt Layman and Neil Macindoe, Town Manager Ryan Anderson, Budget Committee members Michael Buchet and Charlie Moore, and guests Michele Shipley, Bob Bishop, Stacey Wildberger and Larry Jennings.

President Szczytko called the meeting to order in an online session of GoToMeeting at 7:33 pm. The meeting was not held at the Cox meeting room in accordance with the social distance guidelines set by the state of Maryland and Anne Arundel County due to the COVID-19 pandemic. He stated that the legal case regarding the pier construction on River Bay Road is still ongoing and expressed his pleasure at Maryland being a state that has not seen a large uptick in COVID-19 cases.

Governor Roche introduced a variance request on behalf of a resident looking to build a small shed with setbacks less than required by covenants. The shed is less than the minimum square footage for most of the rules regarding sheds in the building codes, but covenants stipulate a 10 ft setback for all structures, regardless of size. The resident expressed concern with more open areas of the property including a well head, the path of storm runoff and blocking the water view of the neighbors across the street. Governor Roche and the resident are researching the county critical area requirements. Further discussion would take place in closed session.

Minutes of June 8, 2020 were reviewed. A motion to approve was made by Governor Breeden, seconded by Governor Lamb and unanimously approved.

The P&L statement of May 31, 2020 was reviewed. A motion was made by Governor Zadera, seconded by Governor Roche and unanimously approved.

COMMITTEE REPORTS

Town Manager- Town Manager Anderson reported that approval is needed for the updated piers agreement received from the attorney with changes made due to the current litigation. The fidelity bond coverage has been increased because it fell \$23,000 short of the amount required by the county and resulted in the county not releasing all SCBD funds to us. Mr. Anderson is working with Aaron Jones of the county finance office to release the remaining funds. There was a mostly uneventful July 4th with low turnout at the beaches and an incident at the Revell Downs community. There are two outstanding vegetation management plans, at Little Magothy beach and Harbor View Terrace. Two trees at the entrance to the main beach were trimmed of deadwood. New, lighter swim buoys were placed on July 9 and the playground equipment was pressure washed and sanitized June 19. A formal response is still needed regarding a complaint about trimming along the main beach fence line. Another inquiry was made regarding a duck blind on River Bay Road and was referred to the volunteer who headed up the previous effort. We are still awaiting a proposal from the Atlantis Community regarding removal of bamboo from the 2-foot strip bordering their property and lots on Southview Drive. The yardarm for the main beach flagpole will be installed when Richards Tree Service is able to bring their equipment. A meeting was held with the accountant on June 19 to clear up misunderstandings with the interest payments for the beach project loan. The State of Maryland Mosquito Spraying program is expected to begin soon pending personnel availability. The Green Holly entrance sign area has historically been mowed by the owner of the adjoining lot outside of Cape St Claire. That house has since been sold so it has not been mowed. The area will either be added to the current Cape mowing contract or be added to the grounds crew duties. The clubhouse will open for rentals at 50% capacity rental beginning August 1, 2020 and a new COVID capacity and cleaning clause has been added to the rental contract. The July 7 piers committee meeting, held outside at the Deep Creek boat ramp was very well attended and budgeting was discussed, slip reports were done in late June and on July 6. The county zoning department is back to full capacity so the backlog a violations can now be submitted. The building codes require application for a permit for all pools but do not spell out rules. We still have one open security officer position. We are losing one current officer August 1 but a replacement will be added the same day and 14 shifts for the month are covered. The business office remains closed with the drop box still being used to limit contact. A budget meeting was held June 22 and the next meeting is scheduled for July 20. Employee compensation and performance bonus criteria were to be discussed in closed session. A request has been made to add tents and semi-permanent barriers for outdoor seating at the shopping center. The court date for the River Bay Road pier litigation is set for August 14, 2020.

Beaches and Parks: Governor Breeden first asked for a moment of silence to honor former CSCIA governor Josephine Gardner, who passed away June 30th. She served on the Board of Governors 33 years, was president 6 times and worked tirelessly for the community. Governor Breeden would like to commemorate her efforts more in September. He thanked the 4 officers who helped at the beaches on July 4, along with the beach attendants and town Manager Anderson for their assistance. Governor Macindoe has tried to drive through the beaches most days and reported several compliments on a job well done by beach

attendants. People have told him they have witnessed attendants handling situations politely but firmly when dealing with non-Cape residents.

Piers: Governor Breeden reported the largest piers meeting turnout he has seen at the recent outdoor meeting. Notices have been sent out to the handful of slip holders whose slips were vacant in 3 consecutive checks. If no boat is available to put in the slip, they could lose the slip or it could be sublet. Slip holders recommended that the budget line be kept the same and that slip fees not be increased. They also expressed concern about the need for funds that caused the institution of the \$55 capital assessment in 2015. They would like the unspent funds to be held in a long-term saving account to create reserve funds for future needs.

Security: Governor Breeden reported the turnover in an officer position and that the goal based on budget is 20 shifts per month covered by security.

Events: Governor Fairchild stated that there are currently no activities, but initial planning is happening for the Christmas tree lighting and children's sing-along. One quarterly meeting has been canceled and she asked about the possibility of an outdoor July quarterly meeting.

Buildings: Governor Roche reported that except for the variance request reported above, there has not been a lot of activity after the rush of applications earlier in the year.

Budget: Governor Zadera reported the next budget meeting will be July 20. He stated that now that the issue of the bond rate with the county is known, it can be forecast for future years to avoid the delay in receiving the final check for the fiscal year. After the June budget meeting, he would like to have better walks through with each committee going forward, focusing on each line item to note income vs. expenses. With the unexpected legal fees this year, along with reduced clubhouse rentals and uncertainty of future rentals and events, it is difficult to forecast for the next budget, but he asked all committees to keep track of their line items. He noted that piers did well in FY 2020 and that there was more HOA packet income than expected. Budget Chair Buchet thanked Governor Zadera for his discussion and added that line item totals were projected for FY2022, and that they need to be broken down by income stream (SCBD/Piers/Maint) at the next meeting. Governor Lamb is awaiting cost proposals for office space reorganizing and will supply them to the budget committee as soon as they are received.

Clubhouse: Governor Lamb reported new cleaning procedures for the clubhouse. The current contract allows for 5 cleanings per week, which will now be done Thursday, Friday, Saturday and Sunday nights, along with a Sunday afternoon cleaning after the church services. Sanitation of all tables and chairs will be done for an extra \$40/hour fee, which might be added to the rental cost. Sunday afternoon rentals will have to be scheduled starting at 2 o'clock pm instead of the current 1 o'clock to allow time for sanitation. The Cape Clean Up is currently scheduled for September 19 but could be cancelled by the county.

Caper: Governor Lamb reported lower than expected advertising income but also reduced printing costs to help offset.

Strawberry Festival: Governor Lamb reported that the Strawberry Festival could not occur but that there could potentially be a Straw and Pumpkin Fest in the October if allowable by pandemic restriction levels.

Covenants: Governor Layman reported that CSCIA was notified of a request to the county for a non-conforming use permit for 2 dwelling units on a single lot at 1312 Breezeway Drive. The county does not require public hearings for such requests, but notifies neighbors, and one of those neighbors reported it to the CSCIA. Governor Layman spoke with a county employee who told him to submit a letter with information the CSCIA felt was pertinent to the decision process. That was done and a response is expected in 2-3 weeks. If the Planning and Zoning Commission decides against CSCIA recommendations, an appeal can be made. In a follow-up email, the employee contradicted his phone conversation by saying that if the property had been used as a two-dwelling lot for the last 10 years, the request could likely be approved, even though it was against zoning rules.

OLD BUSINESS

Governor Breeden reported that the Maryland Department of the Environment (MDE) had scheduled a public hearing regarding the beach restoration project but cancelled it when those opposing the project withdrew their opposition. The Board of Public Works notified CSCIA of concerns and passed unanimously after public testimony by Governor Breeden. Federal permits have been completed and engineers are finalizing blueprint wording to satisfy Anne Arundel County concerns. With this project being in the Magothy River Watershed, it falls under a Type 2 exclusion which will not allow construction projects to occur in wetlands where waterfowl hunting is occurring from November 15 through March 15. Because the permitting process has taken longer than anticipated, the contractor being used for the project had to start two large county projects while waiting for the Cape project and will not be able to complete the Cape projects before the November 15 deadline. Sites 1 and 2 are now both planned to start concurrently in March to maximize cost effectiveness. Governor Breeden reported all positive comments

on the Site 2 plans and expects the permits to be complete soon. The state Capital Waterways budget includes \$250,000 toward the Cape projects with limitations. Governor Breeden said it might be able to be used for acquiring sand for Main Beach and Lake Claire replenishment from a planned Little Magothy River Association dredge, potentially at a cost savings. He will work through the Department of Natural Resources (DNR) process. Discussion followed regarding changing contractors to move up the timeline of completion. Governor Breeden said that would mean negotiating a contract that may cost more or difficulty finding a contractor who can do the entire job from a barge as the permit is written now. Biohabitats and Alliance of the Chesapeake both recommended staying with the current, highly regarded contractor to ensure quality work and known costs. The current budget allows for contingencies and the permits are good for 3 years with the possibility of extension.

NEW BUSINESS

President Szczytko raised the question of how to potentially hold the July quarterly meeting. Discussion included options of 6 ft separation meeting either inside the clubhouse, outdoors at the beach, a hybrid meeting with some people in the clubhouse and a screen projection outdoors or a virtual meeting.

COMMENTS

Bob Bishop expressed relief at the beach restoration project.

Stacy Wildberger said that the Cape Conservation Corps (CCC) was working with Governor Macindoe regarding a potential Eagle Scout project building benches for the Serene Ravine. He has put her in contact with an Eagle Scout who has looked at the property. She will continue to work with him to make sure they follow all CSCIA requirements. She requested permission to apply for a Unity Gardens grant of up to \$1000 for the purchase of additional plants for the ravine. The CCC is planning a plant sale and is working out details of how to maintain social distancing protocol during the sale.

Michael Buchet reiterated the importance of Josephine Gardner's work for the community, saying that she and Lou Biondi had been instrumental in his becoming involved in the budget committee.

ADJOURNMENT

A motion was made by Governor Fairchild to adjourn and move to a closed session. It was seconded by Governor Lamb and approved unanimously. The July 13, 2020 meeting of the CSCIA Board of Governors was adjourned to a closed session at 8:57 pm.

CLOSED SESSION

A closed session was convened at 9:03 pm and adjourned at 10:39 pm. Regular session adjourned at 10:40 pm.