

BOG Meeting October 14, 2024

In attendance in person: Governors Joe Angel, Beau Breeden, Cheri Fairchild, Thor Harris, Ed Hayes, Mary Lamb, Neil Macindoe, Town Manager Frank Tewey, Budget Committee member Blake Morris and Charlie and guests Becky Benner, Phil Ourisson, and Stacy Wildberger. In attendance online: Governors Kim Pollock and Michele Shipley.

Governor Breeden called the meeting to order at 7:32 pm as Pres. Zadera was unable to attend. He noted the busy month with the Cape Conservation Corps plant sale, the Zero Waste Capers swap, plans for Halloween Happenings, budget preparations, a meeting regarding Fairwinds Marina and more.

MINUTES AND FINANCIAL STATEMENTS

Minutes of the September 9, 2024 BOG meeting were reviewed. A motion to accept the minutes was made by Governor Lamb, seconded by Governor Harris and approved unanimously.

The financial statements for August 2024 were discussed. A motion was made to approve by Governor Fairchild and seconded by Governor Lamb. Balances of the bank accounts were: Operating funds- \$194,000 Beach restoration grants- \$183,000, piers- \$297,500 and Special Community Benefits District (SCBD)- \$199,100. The motion passed unanimously.

TOWN MANAGER REPORT

Mr. Tewey reported on the following: The new crosswalk on Cape St Claire Road near the fire station has been painted and signs erected. Phase 2, installation of electronic signs, is expected soon. The budget committee finalized a balanced budget for review and approval by the board. The audit for Fiscal Year 2024 (FY24) was completed at the county with a \$23,657 carryover to include in the FY26 budget. Police officers are covering 16 of 31 dates in October. Crime reports included an assault, 2 fraud/ID thefts, 2 thefts, 3 mental health issues and 1 unattended death.

A letter has been drafted to inform homeowners adjacent to the clubhouse field that installation of a black chain link fence to replace the wooden one was approved, and they may choose to keep the section of wooden fence along their property but will have to assume maintenance responsibility. Two infant and two child swings were replaced at the main beach.

A county administrative board hearing for 1199 Rolling View Dr for a variance to allow an addition with less setback and buffer than required is scheduled for November 26 at 10am. Approval has already been given by CSCIA. Two new building requests were received. One request for a replacement in kind dock was received for 1178 Riverbay Rd. A pier agreement was drafted by the attorney and sent to the homeowners for signatures. A complaint was received for a shed being built without permits at 728 Fairway Dr. No permit is on file at the county and no building application was received by CSCIA.

COMMITTEE REPORTS

Broadneck Council of Communities (BCC): Governor Breeden reported that the BCC held a meeting in September with about 60 people in attendance. The State Highway Administration presented findings on the 2024 Route 50 traffic study but have not shared plans for 2025. County Councilwoman Amanda Feidler gave an update on the General Development Plan, including zoning changes, what was vetoed, and a marina bill designed around the Orchard Beach community. New developments will now have to include a certain percentage of affordable housing. The BCC is still on the advisory committee for the Chesapeake Natural Recreational Area, but it is expected to end up approved as part of a larger bill at some point.

Beaches & Parks: Governor Macindoe met with Erin Gosman, president of Youth Sailing to discuss plans for more equitable use of the kayak racks. Youth Sailing is planning to have all kayaks removed for cleanup/maintenance of the racks. The racks might be rented out on a rotating basis for a number of years (to be determined) and then opened up for the next on the waitlist.

Business Lot Owners Association (BLOA): No report.

Building: See Town Manager report.

Budget: Budget committee member Blake Morris noted that they worked diligently to keep the increase to the budget as small as possible. Increases to payroll are following industry standards, to pay for improved safety and quality of beaches, etc.

Caper: Governor Lamb said the October issue was out early.

Clubhouse: Governor Lamb reported that the two skylights in the office were replaced due to leaks.

Events: Governor Lamb announced Halloween Happenings on October 19 and a movie night is being planned. Volunteers welcome!

Grants: See Budget below.

Legislative: No report.

Personnel: No report.

Piers: Governor Breeden announced that three estimates were received for replacement of the small pier at Deep Creek, the decking around the boat ramp, and a section of the bulkhead with 10 finger piers. The amounts range from \$250,000-361,000. The piers

committee approved the plan to spend down savings intended for such projects, but it leaves little for future projects. The board needs to review and approve the actual outlay of funds. It might be possible to split the job into phases to avoid such large expenditures in a single fiscal year. The bids are affected by many factors such as types of screws, treatment level of wood, length of pilings, etc. Input is welcome. As the boating season winds up, renewal letters will go out to slip holders in good standing, warning letters to those not in compliance with the contract, and the waitlist will be updated. Water will be shut off in mid-November. Burge Sprinkler and the maintenance crew will perform the winterization. A question was asked about treatment of the water and whether the acidity could affect boats motors. Governor Breeden said there is a water softener at Deep Creek and only filters at Lake Claire.

Security: No report.

Strawberry Festival: No report.

Technology: No report.

OLD BUSINESS

Governor Breeden said plans are in process for clearing bamboo from the area adjacent to the upper parking lot at Deep Creek to create a storage area for the Youth Sailing boats.

Governor Breeden reported that Bayland Management wants to submit permits to start the 240-day permit review time so dredging can begin in fall 2025. Alliance for the Chesapeake put out a Request for Proposal to collect bids for beach restoration design for Sites 3-7 but are not getting much response. BioHabitats is continuing their contracted work. The deadline for bids can be extended.

Phil Ourisson made a presentation on behalf of Cape Conservation Corps (CCC) regarding erosion along the path behind the shopping center to the Swim Club. Due to damage to the curb at Blue Ridge Place, water runs down the path, washing the dirt down into the parking lot. He met with 5 contractors and received 4 proposals for \$11,000, \$31,000, \$48,000 and \$61,000, with widely varied levels of work that would be done such as type of fill and/or piping, type of steps, clearing of invasive plants, etc. For the lower bid, funding from CCC, CSCIA, the Swim Club and the shopping center, etc, might be possible. The others would require grants and would take until 2026 or later. CCC could do some of the removal of invasive plants, but notice may be needed for neighboring homes. Town Manager Tewey will contact the county about repairing or replacing the curb. Governor Lamb said she recalls the curb not being replaced due to concern of flooding on Blue Ridge Place. A storm drain inlet connecting to the existing system on Hilltop Dr was suggested. Even if the water can be diverted in some way in the future, repairs to the path are still warranted given the extent of the damage and the usage of the path.

Town Manager Tewey presented the proposed balanced budget as recommended by the budget committee. Using historical revenues from Caper advertising, clubhouse rentals at the new rates, carryover from FY24, etc, a 4.81% increase in the Special Community Benefits District fee is recommended, from \$270 to \$283/tax lot. Expense lines were adjusted using historical data also, with decreases in legal fees and maintenance. Increases were mostly in payroll to increase police shifts, fully staff beach attendants, move the office administrator job to salary from hourly, provide a 4% cost of living adjustment, and pay the webmaster a \$100/month stipend. Capital expenses of \$7,500 are for improvements to the old main office. There is a 6% increase to the Capital Reserve line as mandated by the state required study. Governor Harris made a motion to accept the budget as presented and it was seconded by Governor Lamb. Discussion followed regarding the need to add lines to show the shoreline improvement grant funds on the profit and loss report, not just the balance sheet. The expense line has been showing the payment on the loan for the past few years, but with large expenditures of funds earmarked for beach projects, the impression on reports will be that we overspend drastically. By adding the grant carryover to the revenue side, the public can see the source of funding. Governor Breeden made a motion to amend the budget to show the \$66,400 carryover grants savings as a revenue source for beach restoration projects and the matching \$66,400 expense, it was seconded by Governor Shipley and approved unanimously. Governor Fairchild made a motion that the amended budget and accompanying letter be accepted and presented at the October 22 quarterly meeting. It was seconded by Governor Angel and passed unanimously. Governor Harris made a motion that the letter be amended to explain the use of savings designated for beach restoration. The motion was seconded by Governor Shipley and passed unanimously.

Governor Shipley reported that the budget committee struggled with separating expenses between the SCBD monies, which must be spent each year according to county guidelines. CSCIA corporate funds have fewer restrictions but are limited to the maximum level of maintenance fees, clubhouse rentals, advertising, etc. It was suggested that in the future, salaries be moved to the SCBD side to ensure payroll is covered. If something occurs such as the 2020 COVID situation when the clubhouse could not be rented, corporate funding could be significantly affected. SCBD must be spent fully, cannot be saved for future years, but allows for increases.

NEW BUSINESS

Governor Harris spoke as president of the Swim Club, saying they are going to do a capital reserve study and are looking at what improvements they may make in the future, from updating the building to increasing the size of the pool. He requested information on any standing agreements with CSCIA so that they can best determine how to use the property within the limits of the lease. Governor Breeden noted that the original 100-year lease agreement was in 1967 and it cannot be revoked unless the Swim Club dissolves. Other agreements were not added as amendments to the original lease and there are questions about the exact size of the lot and fence placement. Town Manager Tewey will work with the club to organize all agreements for lease, taxes, stormwater and insurance.

Governor Breeden announced that the Critical Area deadline for public comments on the construction of the new firehouse is today. To build the firehouse as planned, 6 acres of land will need to be planted with trees and shrubs to offset the environmental impact. Goshen Farm has approved a plan to use their property.

He also announced the Deep Creek boat parade hosted by Donnelly's Dockside scheduled for November 16. There is a fee to participate. Contact Jack Meehan at the email address included in the email sent to slip holders.

Governor Breeden said there was a meeting with the owners of Fairwinds Marina, Larry Goldberg and his daughter Joanna, attended by President Zadera and Governors Breeden, Lamb, Pollock, Macindoe and Shipley. Fairwinds told them about preliminary plans to use 3-4 acres of property currently used for boat storage to create a new 30-50-unit housing development with townhomes/condominiums. They say there are no formal proposals or drawings yet, and there are several issues such as critical area, density, utilities, and current zoning. With the current marina B zoning, they can build a boatel (multilevel boat storage), pool or restaurant, but not residential housing. It would require a textual amendment to the zoning. Traffic studies would need to be done. They have purchased a home in Atlantis that is adjacent to the marina and could be used as an access point for utilities. The property is not part of Cape St Claire, so residents of any housing there would not pay into CSCIA or have CSCIA privileges. CSCIA cannot regulate any building on that property. The owners want to maximize earnings from the property and will add something else if not permitted to build housing. The Board of Governors want the community to let their thoughts on it be known. Please attend the October 22 quarterly meeting to voice opinions.

COMMENTS

Stacy Wildberger of Cape Conservation Corps (CCC) said the plant sale was very successful. The Little Learning Libraries were installed and will be stocked soon. She commended Rebecca Sawyer for a job well done. There will be a celebration in November as an "open house" for the libraries. Planting of 100 trees and shrubs at Little Magothy beach is scheduled for October 18 & 19. Several employees from Wells Fargo will help. Broadneck Grill donates a percentage of sales from the 3rd Wednesday of each month to CCC. Dine in or carry out to help support the efforts to beautify the Cape. The November 15 meeting will feature backyard Habitat Hero George Mauer speaking about how to create a bird friendly yard. There will be a silent auction of artwork done by residents of the Cape.

Becky Benner announced the Garden Club Harvest Dinner on October 20 to celebrate the Yard of the Month winners for 2024. The next meeting will be November 12, a change from the normal schedule due to election day.

Mrs. Benner announced the Goshen Farm Harvest Pasta Dinner was canceled due to illness. Goshen Farm Goodies, items made from produce harvested from the farm gardens and beehives, will be available as pop-up sales.

ADJOURNMENT

A motion was made by Governor Angel to adjourn to closed session, seconded by Governor Harris and approved unanimously. The meeting was adjourned to closed session at 9:01pm. The closed session occurred from 9:07 pm to 9:36 pm. The October 14, 2024 CSCIA Board of Governors meeting was adjourned at 9:36 pm.