

**CAPE ST. CLAIRE IMPROVEMENT ASSOCIATION  
QUARTERLY MEMBERSHIP MEETING  
OCTOBER 24, 2017**

The October Quarterly Membership Meeting was convened on October 24, 2017 in the Cape St. Claire Clubhouse. President Breeden called the meeting to order at 7:32 P.M. and thanked all for attending. He said that the beach season this summer was one of the busiest in a long time and thanked the beach attendants for dealing with what few incidents arose. The beach attendants were led by Ariane Simms and Scott Powers, who have both worked for us for a few seasons. He said the Board of Governors has been very busy in the last few weeks with meetings and with all the issues that we are dealing with, and he thanked the members for putting in the extra time. He said tonight's theme is volunteering. Candidates for the Board need to submit bios by November 15 to the Caper for the November issue to be on the ballot for the January vote. He said that currently two people have expressed an interest in running. He noted that the Board now stands at 8 members but it can go up to 12, a number it has not been at since 2013. He noted that the bulk of tonight's meeting will be dealing with the budget presentation and that there will be updates on Cape St. Claire Road, the Severn River Bridge, and other issues.

**Secretary's Report / Approval of Minutes:**

**The Minutes of the July 25, 2017 Annual Meeting:** John Redmond moved that these minutes be approved as written. The motion was seconded by Margaret Jennings. There was some discussion of clarifying a sentence in Corporal McAdoo's presentation. The sentence was reworded and the minutes, with the change, were approved unanimously.

**Treasurer's Report / Approval of Profit & Loss (P&L) Statements:**

**The May 31, June 30, and July 31, 2017 P&Ls:** Dave Toy moved that these P&L statements be approved as presented. The motion was seconded by Bob Bishop. President Breeden explained that these P&Ls were the last two months of FY17, and the first month of FY18. There was a question regarding audits and President Breeden noted that we are required to audit SCBD money and we have also begun to audit our books, as well. There was also a question about Piers expenditures and President Breeden explained that last year's planned capital improvement project has been delayed until this fall. After this discussion the motion to approve these P&Ls passed unanimously.

**The FY 19 Proposed Budget**

President Breeden introduced the proposed FY19 budget and the explanatory letter that will accompany the budget in the Caper. He noted that the budget has been formatted to make it easier to read.

Reading from page 1 of the budget, President Breeden went over the various sources of income and explained each. He said there were no plans to increase the cap or assessment this year, He noted that our 2,309 tax lots yield \$404,075 in SCBD money, and that by using \$27,153 from our FY17 fund balance, we come up with a net SCBD income of \$431,248. He noted that the plan is to use another \$31,384 from the non-SCBD fund balance to help balance the budget and go towards a proposed playground capital improvement. Adding all the non-SCBD income and SCBD income together gives us a

proposed FY19 income of \$687,183. He also added that this is the first time we have decided to spend some of our fund balance.

President Breeden then went on to explain the various categories of expenditures. Non capital improvement expenditures would total \$531,198. In noting the rise in insurance costs, he said we are much better insured than we have ever been, and he said the rise in legal services is because we are using them more, and more effectively. He also noted that the CSCIA bought a truck for groundskeeping and maintenance, at a cost of \$6,000, and added that dealing with trees on our property that need to come down is a big expense. Signage has increased because we are getting a new signboard and repairing the welcome sign, and telecommunications has increased because of the security camera monitoring we now use and the need to buy a computer, phone, and related material for a town manager. He added that the Board will be hiring a "headhunter" in November to facilitate our search for a town manager, who will receive \$75,000 in salary and benefits.

He added that Jay Morgan is retiring and our security will now be headed up by Corporal Cannel, and that canine crews will be coming in as needed.

And he noted that the beach attendants work May through September.

Moving on to capital expenditures, President Breeden mentioned the planned playground equipment replacement, the past year's renovations in the Clubhouse and the new kitchen coming this fall, along with a possible small waterside porch in the future, the planned repairs to the piers at Lake Claire and Little Magothy, and the yearly debt retirement of \$41,000 for our beach restoration project, which will take us through the design and permit phase.

He noted that by using our reserves, the budget is zeroed out.

There was some discussion regarding the town manager's benefits and salary, as well as the use of reserves and increasing the amount, which currently stands at \$230,000 in money market accounts.

There was a break from 8:25 to 8:40

## **OLD BUSINESS**

President Breeden updated the progress of the Cape St. Claire Road project. He has talked to the DPW and they have the permits to begin reconstruction to correct the storm water ponds. They also owe us 1,000 plants which may get planted this fall or in the spring. County arborists will be checking dead and dying trees, particularly the one by the sign board. President Breeden is working with the state to repair the potholes from the island out to College Parkway,

Regarding the town manager, President Breeden said the Board met in August to discuss the scope of the job search and decided to hire an executive search firm, in part to take away any bias in hiring friends and neighbors.

President Breeden said that this fall the Lake Claire boating pier will be raised 1 foot or so from the gate to the current rise, at a cost of \$45,000, and that we just got bids for raising Little Magothy pier to get

the electrical lines out of the water. He said that the piers wait list is down from 191 to 71 and that there should be 15 to 20 slips available in the spring.

President Breeden commented that Governor Zadera has done a great job in modernizing the building permit process.

Governor Lamb noted upcoming events: trick or treating at the shopping center this Thursday, Halloween Happenings this Saturday, and Breakfast with Santa coming up. She added that details for all are in the Caper. She also reminded everyone that the Clubhouse will be closed for two weeks in November for renovations.

Governor Roche said that the county is putting together a traffic study with regards to alleged speeding on Blue Ridge, and said that 4 or 5 neighbors will need to get involved.

Governor Breeden updated progress on our \$167,500 contract with Biohabitats for design and permitting, and hydrology reports, for our beach restoration project. He said that Biohabitats has told us about a company called Greenvest, which specializes in this stormwater mitigation and restoration work. The county is way behind in getting credits for Bay cleanup, and they would pay for any work that Greenvest did for us. Our 7 stream restoration sites are potential areas that Greenvest would deal with. We have 90 days to decide if we want them to take on our work. Greenvest would maintain any work they do for 7 years, at no cost to us. Their work would involve digging out and reseeding the Lake Claire area, among other things. We are going to get a letter of intent to them to begin the process. He also added that we are going to the early bond bill hearings in November to ask the Legislature, once again, for money for our project.

There was some discussion of how Greenvest and Biohabitats work would mesh, and it was noted that Greenvest is well-vetted and has a good reputation.

## **NEW BUSINESS**

President Breeden brought up the county General Development Plan, which gets updated every 10 years. There will be a series of listening sessions through February, with plenty of opportunities for citizen input. The BCC is involved in the process with small area plans. The GDP will determine how we want the county to look in 2040, with regards to traffic, infrastructure, development, etc. He added that if enough people turn out to the sessions, the county may have to actually listen to us.

President Breeden noted that the Severn River Bridge project is in progress, and said that he is the Broadneck volunteer representative on the project. The project is currently on schedule, with lane shifts coming later this year, and a May 25, 2018 deadline for completion. He and Governor Lamb pointed out that there are speed cameras in the construction zone and \$40 tickets will be issued for anyone caught going more than 12 mph over the 55 mph limit.

## **COMMENTS**

Governor Lamb noted that this coming Strawberry Festival is the 60th anniversary and she will be trying to bring back Cape old-timers.

Phil Orrison mentioned that the CCC Harvest Bash is November 3 in the Clubhouse.

## **ADJOURNMENT**

Larry Jennings moved that meeting be adjourned, the motion was seconded by Bill Schneider and passed unanimously. The October 24 quarterly meeting of the Cape St. Claire Improvement Association was adjourned at 9:24 P.M.

## **MEMBERS PRESENT**

Governors Breeden, Lamb, Macindoe, Myers, Roche, Szczytko, and Zadera were present, as was Budget Committee member Toy and Administrative Assistant Coble. Governor Fairchild was absent, as were Budget Committee chair Buchet and member Facciponti.