GLEBE HARBOR – CABIN POINT ASSOCIATION, INC.

751 GLEBE HARBOR DRIVE, MONTROSS, VA 22520

phone: 804-472-3646 email: [GHCPAssoc@gmail.com](mailto:GHCPAssoc@gmail.com)

website: www.gh-cp.org

***Welcome to the neighborhood!*** This letter will introduce you to the community and the recreational facilities we enjoy and provide you with key contact information as you settle into the community.

***Our Organization.*** By owning property in the Glebe Harbor and Cabin Point subdivisions, you are a member of the GHCP Association (the Association). The Association, organized as a nonstock, nonprofit Virginia corporation, owns the recreational facilities and assets located in the two subdivisions and operates them for the benefit of all property owners. We are exempt from taxation under 501c7 as a social club. We are not a homeowners’ association nor a property owners’ association. We have a voluntary Board of Directors and rely on volunteers to support many of our activities. Let us know if you’d like to participate whether for a few hours to help with social events or facilities maintenance, or on a more sustained basis. If you have any questions, contact our Office Manager, Teresa Edwards, at the Clubhouse (804-472-3646 or GHCPAssoc@gmail.com). Our volunteer Board of Directors is also a resource for you as you become more active in the community. The list of current board members and their contact information is attached and is also posted on our website under the About Us tab.

***Board Meetings*** are held at the Clubhouse generally on the second Monday of each month beginning at 6:30pm. Each meeting starts with an open community concerns session. Owners are welcome to bring suggestions and questions to the open community session and to stay to observe the full board meeting.

***General Membership Meetings*** are held three times a year usually in the spring (April to June), late summer (August), and late fall (December) at the Clubhouse on a Saturday morning beginning at 9:30am. These community meetings will be announced through email, regular mail (for those who opt out of email communication), and the Association website. The meetings are your opportunity to express your views and participate actively in the governance of the Association.

***GH-CP Sanitary District.*** To assure an adequate revenue source for the community, the GH-CP Sanitary District was formed in 2016 and established as a separate fund in Westmoreland County. The GH-CP Sanitary District exists to preserve, to protect, and to perpetuate recreational opportunities in the community, including the operation of existing facilities and the protection and preservation of the community’s waterways, beaches, and shorelines. A Recreational User Fee (RUF) is assessed on each lot in the community and collected annually by Westmoreland County. Having a steady revenue source allows the recreational facilities and amenities to be well-managed and well-maintained, thereby supporting the value of all properties in the community. It is estimated that property values increase by as much as 15% when well-maintained recreational facilities are available.

While the GH-CP Sanitary District is governed by the Westmoreland County Board of Supervisors, it is the GHCP Association Board of Directors and members that manage, operate, and maintain the recreational facilities on a day-to-day basis. As a property owner, you have the opportunity to have a voice in how the facilities are managed; to contribute time as a volunteer; to vote on matters brought before the membership; to stand for election to the Board of Directors; and to serve on Committees.

***Recreational User Fee.*** For the 2018 – 2019 fiscal year, the RUF is $200 per lot per year and that entitles you, the members of your household, and guests to use the recreational facilities and amenities. The RUF is paid along with your annual real estate tax bill.

***Recreational Facilities.*** The recreational facilities include the:

* Beautifully maintained pool;
* Sand beaches suitable for picnicking and fishing;
* Boat ramps for access to community creeks and the open waters of the Lower Machodoc Creek and the Potomac River;
* Clubhouse outfitted for meetings, social events, games, and general “get-togethers”
* Picnic pavilion
* Playground
* Tennis courts

Owners may rent the clubhouse or the picnic pavilion for private parties. Details and reservation forms are on our web site under the General Information & Forms tab

***Community Maps.*** Maps of the Glebe Harbor and Cabin Point subdivisions are available online under the About Us tab.

***Access Cards:*** Because our recreational facilities are solely for the use of property owners, you’ll need to have facility access cards with you when you use the facilities. To obtain your access cards, please complete and return a Property Owner Information Form to the GHCP Association office which is located at 751 Glebe Harbor Drive, the Clubhouse. Up to four cards will be issued to each property. The cards are for your use and that of your family members and household guests. We ask that facility access cards be carefully controlled by you and not shared with unauthorized users. The Property Owner Information Form is on the web site, under the General Information & Forms tab.

***Owner Leases:*** Property owners may enter into private, contractual arrangements to rent or lease their residence or unimproved lot and the accompanying access rights to a non-property owner who wants to use the Sanitary District facilities. The access rights run with the property and cannot be separated from the property. If the property owner executes a legal agreement to lease their residence or lot, then the access rights of that property convey to the lessee for the term of the agreement. Each lot is limited to a single lease. The Leased Property Information Form is available on our web site, under the General Information & Forms tab.

***Recreational Facility Rules.*** The rules for the use of recreational facilities are developed, with community input, by the Board of Directors as the elected representatives of the community. The rules are reviewed and approved by County officials acting on behalf of the Sanitary District. You may find the current rules on our web site, under the Sanitary District tab.

***Communications.*** To operate cost effectively, we use email to quickly and efficiently communicate matters of interest. We will not pester you with lots of emails! Promise!

***GH-CP.org*** is our website at [www.gh-cp.org](http://www.gh-cp.org). Lots of information is available there.

[***GHCPAssoc@gmail.com***](mailto:GHCPAssoc@gmail.com) is our main email for inquiries, suggestions, etc.

You may also find information about the community on ***Facebook –Glebe Harbor and Cabin Point, Facebook-GHCP Pool, and Facebook—GHCP Yard Sale.***

***Glen-net*** is a community list serve operated by a community member, Glen Thomason. You can join that list serve by contacting Glen at glent68773@aol.com.

Please keep us posted if you change your email address, home address, or lease your property, so that we can keep you up to date.

***Association Sponsored Social Activities.*** The GHCP Association schedules and manages a variety of open-use social activities and events that are hosted or sponsored by volunteers in the GHCP community. Most of these activities and events are open to all property owners on a first-come, first-served basis at no charge. Special events, such as themed parties or catered events, are open to all property owners on a first-come, first-served basis but a fee is charged to cover the costs of providing the event. Additional information regarding social activities and events may be found on the website.

***When You Have Questions.*** Please contact the Association at: [GHCPAssoc@gmail.com](mailto:GHCPAssoc@gmail.com) , or by phone at 804-472-3646. The office is staffed by volunteers and one part-time employee and is generally open from 10:00 am to 2:00 pm Monday through Friday. If we miss your call, please leave a message and we will respond on the next business day. And, of course, contact any board member with questions or suggestions. If it is an emergency, please call the Sheriff’s Office or other emergency services directly.

We look forward to meeting you in the coming weeks and hope that you become involved in the life of the community, contributing your ideas and suggestions and volunteering your time to sustain Glebe Harbor -Cabin Point as an enjoyable waterfront and water access community.

Jeanne O. Axtell, President, Glebe Harbor – Cabin Point Association, Inc.

On Behalf of the GHCP Association Board of Directors

***LISTING OF KEY COMMUNITY AND COUNTY CONTACTS:***

***GHCP Association Board of Directors and Officers***

President: Jeanne Axtell [joaxtell@gmail.com](mailto:joaxtell@gmail.com) 804-472-4639

703-282-2544

Vice President for Bill Spencer [wtspencer3@gmail.com](mailto:wtspencer3@gmail.com) 443-540-0413

Operations:

Vice President for Jocelyn Davis [joce6135@gmail.com](mailto:joce6135@gmail.com) 571-243-3596

Planning:

Treasurer: Fred Selby [fredselby2@gmail.com](mailto:fredselby2@gmail.com) 804-472-4254

703-283-0075

Secretary: Barbara Cole [barbarkcole@gmail.com](mailto:barbarkcole@gmail.com) 804-472-2178

Director Debbie Dunn [alldunn14@msn.com](mailto:alldunn14@msn.com) 571-230-0052

Member Services: 703-494-3581

Directors At Large:

Brett Billington [brettbillington262@gmail.com](mailto:brettbillington262@gmail.com) 703-568-6609

Harriet Dixon [harrietdixon14@yahoo.com](mailto:harrietdixon14@yahoo.com) 804-472-3069

540-645-7166

John Hutt [jchuttjr@gmail.com](mailto:jchuttjr@gmail.com) 804-450-3692

804-493-9700

***Glebe Harbor Civic Association***

President: Buddy Axtell [glebeharbor@gmail.com](mailto:glebeharbor@gmail.com) 804-472-4639

***Cabin Point Civic Association***

President: Marion Dongieux [cabinpointcivicassociation@gmail.com](mailto:cabinpointcivicassociation@gmail.com) 804-472-3183

***Westmoreland County*** [www.westmoreland-county.org](http://www.westmoreland-county.org)

County Administrator, Norm Risavi nrisavi@westmoreland-county.gov 804-493-0130

District 2 Supervisor, Russ Culver russculverdist2@gmail.com 804-761-0898

***Emergency Contacts.* When you dial 911, you must tell them you are in Westmoreland County, Virginia.** Because of our proximity to the Potomac River, emergency calls are sometimes picked up by Maryland emergency services! These are your local non-emergency numbers.

Sheriff’s Department 804-493-8066

Westmoreland County Volunteer Rescue 804-493-8600

Westmoreland County Volunteer Fire Department 804-493-9596