

**Glebe Harbor – Cabin Point Association, Inc.**

**751 Glebe Harbor Drive, Montross, VA 22520**

**Phone: 804-472-3646**

**Email: GHCPAssoc@gmail.com**

**Date: May 8, 2019**

**TO: All GHCP Property Owners and Members**

**Meeting Notice:** This letter provides notice of the Annual Membership meeting of the Glebe Harbor – Cabin Point Association, Inc., that will be held on Saturday, June 8, 2019, at 9:30 am. The meeting will be held at the GHCP Clubhouse located at 751 Glebe Harbor Drive, Montross, VA 22520.

**What's Planned for the Agenda—Survey Results of the 2019 Member Survey:** At this business meeting, we will present the results from the 2019 Member Survey. The GHCP Association fielded the survey beginning in late January 2019 with a final close date of April 2, 2019. The survey was to gather information on member demographics, personal use of recreational facilities, personal importance of the recreational facilities, and a sense of the general importance of the recreational facilities to members. Additionally, information was sought about prioritizing projects related to the beaches and waterways and facilities. Lastly, members' evaluation of currently offered pool amenities and activities was solicited as input into the upcoming 2019 pool season.

**Approval of the GH-CP Sanitary District Budget for Fiscal Year 2019 – 2020:** On April 29, 2019, the Westmoreland County Board of Supervisors approved the County's budget for FY 2019 – 2020, including the budget for the GH-CP Sanitary District and the recreation user fee at \$200/lot. This decision maintains the fee at the same level as it is currently. The approved \$200/lot recreation user fee will generate revenue to support a budget of \$262,800 – an amount that funds the current level of operating expenses, including debt service, and provides minimal contingency funding for emergencies and repairs.

The budget is a **plan** for operations, maintenance, capital outlay, and debt service for the upcoming year. Approval of the budget does not constitute approval of the actual funds for these purposes. That does not occur until the Westmoreland County Board of Supervisors approves an appropriation for the GH-CP Sanitary District. We expect that the appropriation will be approved sometime in June 2019. We will provide an update at the meeting on the approved budget plan and anticipated appropriation.

**Proposed Capital Improvement Plan for the GH-CP Sanitary District:** As we advised you previously, the GHCP Board of Directors is revising the proposed 5-year capital improvement plan submission based on further guidance from the County. The projects included in the revised submission will be those capital improvements involving "the addition of a permanent structural change or the restoration of some aspect of a property that will either enhance the property's

overall value, increase its useful life or adapt it to new uses.” The plan will include recreational facilities projects and waterway, beach, and shoreline projects. Further, the minimum dollar threshold for capital improvements to be included in the plan is \$50,000. With the concurrence of the County Administrator, we will share the revised submission at the June 8 meeting.

After review by the County Administrator, the submission will be presented to the County Planning Commission, and later to the County Board of Supervisors. A public hearing will be held by each of these bodies to solicit public input. Property owners will have the opportunity to comment on the plan and express their views at either of these public hearings. We will provide you with additional information on the hearings when it becomes available.

**Election of Persons to Serve as Directors for the GHCP Association:** In accordance with the By-Laws, an election of persons to serve as Directors for the GHCP Association will be held during the June 8 meeting. The Nominating Committee will present a slate of candidates to fill the three (3) expiring terms on the Board. Nominations may also be made from the floor, provided the person making the nomination has first obtained the consent of the person being nominated. Following the presentation of candidates, the election will be held to determine those who will serve on the Board of Directors. The resumes of candidates will be posted online at [gh-cp.org](http://gh-cp.org) on June 1 for your review prior to the meeting. Copies of resumes will also be available at the meeting.

**Come in Person or Send your Proxy:** We urge you to attend the June 8 meeting in person. If you cannot attend, we urge you to complete the attached proxy form and submit it to Barbara K. Cole, Secretary, GHCP Association. Proxies are used to establish quorum for the conduct of business meetings and to vote on matters brought before the membership for consideration.

***All proxies must be received by the Association Office no later than Friday, May 31, 2019.***

Proxies may be submitted in person or by mail to the Clubhouse address, or by email to [GHCPAssoc@gmail.com](mailto:GHCPAssoc@gmail.com). Be sure to fully complete the proxy information to assure your proxy is valid. As provided by Virginia law, all proxies are subject to validation by the Secretary. Proxies received after May 31 will not be considered valid for use at the June 8 meeting and no proxies will be accepted at the door on the meeting day.

**One final request:** Would you be willing to receive official notifications by email to help us contain escalating postage costs? The GHCP Association is seeking to expand its use of email for official business notifications to property owners. If you are willing to accept email notification, please contact us at: [GHCPAssoc@gmail.com](mailto:GHCPAssoc@gmail.com) and provide us your preferred email address. Electronic communication reduces paper and postage costs.

We look forward to seeing you on June 8, 9:30 am, at the Clubhouse.



Jeanne O. Axtell, President, GHCPA Board

On Behalf of the Board