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

**751 Glebe Harbor Drive, Montross, VA 22520-4158**

April 18, 2016

To: All POA Members and All GH-CP Property Owners

Since 2013, the Board of Directors for the Glebe Harbor – Cabin Point Property Owners Association, Inc., has been engaged in efforts leading to the filing of a petition with the Westmoreland County Circuit Court for the establishment of a proposed Sanitary District for the Glebe Harbor and Cabin Point subdivisions. The Sanitary District will provide a sustainable financial structure enabling us to maintain the community we all currently enjoy. The metes and bounds of the two subdivisions would form the boundaries of the Sanitary District and would include Betty’s Pond and Cabin Point Creek and their bottoms. The petition was filed on November 23, 2015. **Subsequently, the Circuit Court fixed Tuesday, May 3, 2016, at 9:00 am, as the date and time for the hearing to determine whether the property embraced by the proposed district will or will not benefit by establishment of the district.**  Legal notice of the hearing was published in the *Westmoreland News* on February 24, March 2, and March 9.

This letter informs owners of property in Glebe Harbor and Cabin Point of the upcoming hearing and the opportunity to express your views on this matter. Key information regarding the proposed Sanitary District is summarized below.

**Purpose of the Sanitary District**

The purpose for establishing the district is to ensure the continued viability of the Glebe Harbor and Cabin Point communities by creating a financially sound and sustainable structure and a reliable revenue stream that will preserve and maintain the unique and valuable assets of our waterfront and water access communities. We are asking approval of the Westmoreland County Circuit Court to establish this district so that the County Board of Supervisors may act on Virginia Code Section 21-118.4 9(a1) and permit the Sanitary District to maintain and operate community recreational facilities and related amenities, such as waterways, beaches and shoreline areas, and boat ramps for the benefit of all property owners--the cost of which is beyond the financial capability of today’s voluntary property owners’ association to manage with annual dues assessments only. The Sanitary District would accomplish this by setting an annual user fee on virtually all properties within the two communities and by providing access for those same property owners to all of the community recreational amenities. Thus, the Sanitary District presents opportunities not only to create a financially sound and sustainable future for the community but also to build a more inclusive community by providing owners of all property within Glebe Harbor and Cabin Point full access to all community recreational amenities in exchange for the payment of an annual user fee to the Sanitary District. The existence of the amenities of our community benefits all who own property here; with the establishment of the Sanitary District, the financial costs of these amenities will be shared by all who benefit.

The Sanitary District user fees create a revenue stream to fund the costs of management, operation, maintenance, improvement, and preservation of the community amenities. This includes the costs associated with dredging of inlet channels and creeks to maintain existing uses, shoreline stabilization and beach nourishment, maintenance of boat ramps and facilities, and other recreational facilities. Recreational facilities and amenities includes beaches, boat ramps, waterways, and the Clubhouse and swimming pool complex, including tennis courts, playground, basketball court, and picnic pavilion. A secondary purpose is the ability to consider future community improvements as described within the Virginia Code for Sanitary Districts.

**Proposed Governance Plan**

Consistent with the Virginia Code, the Westmoreland County Board of Supervisors will act as the governing body of the GH-CP Sanitary District. The Glebe Harbor – Cabin Point Property Owners Association, Inc. (the Association) will continue to exist and membership in the Association will be expanded to include owners of property within the bounds of the Sanitary District (Glebe Harbor and Cabin Point). The Association will retain ownership, custody, and control of all the properties, assets, facilities, and recreational amenities included in the GH-CP Sanitary District. Based on collaborative conversations with Westmoreland County government, we are proposing that day-to-day management, operations, and maintenance responsibilities will be governed under terms of an agreement between the Westmoreland County Board of Supervisors and the Association’s Board of Directors, who will continue to act on behalf of the Association’s members, representing all property owners.

Covenant enforcement matters and maintenance of non-VDOT roads are unaffected and will continue to be carried out by the Glebe Harbor Civic Association (GHCA) and the Cabin Point Civic Association (CPCA), respectively.

**Effect on Individual Property Owners**

All property owners within the GH-CP Sanitary District will be members of the Association. All property owners will have full access to all facilities and recreational amenities within the bounds of the proposed district and each property owner will have a voice in the management and operations of the Association through participation in regularly scheduled community meetings, election of the Board of Directors, and service as a volunteer. Also, the Association members consider and approve an annual budget recommendation for the Association that will be submitted to the Westmoreland County Board of Supervisors for their review and approval. Financial support will come from the payment of annual user fees to the County. The fee will be a line item on the real estate tax bill for each recorded lot. The projected annual user fee per lot under the Sanitary District is estimated to be approximately $190/year. The actual annual user fee per lot each year will be determined by dividing the total budgeted costs for the year by the number of lots within the proposed district.

The key point is that all property owners receive equal access to and use of all amenities and every property contributes the same annual user fee for that access and use, thus maintaining the value of community amenities for all property owners.

**How to Express Your Views**

**The hearing date is set for Tuesday, May 3, 2016, at 9:00 am, at the Westmoreland County Circuit Court, Westmoreland County Judicial Center, located at 175 Polk Street, Montross, VA 22520.** The hearing is to consider whether the community will or will not be benefitted by the establishment of the Sanitary District. You may appear in person. If you are unable to appear in person, you may submit a letter in support of, or in opposition to, the establishment of the Sanitary District. If you choose to submit a letter, please reference the case number and purpose for the hearing at the top of the letter **(Case 15-121, Re: Petition to Establish Glebe Harbor – Cabin Point Sanitary District)** and state your reasons for supporting or for opposing the establishment of the Sanitary District. The letter should be addressed to: **Westmoreland County Circuit Court, Attention: Clerk of the Court, Westmoreland County Judicial Center, 175 Polk Street, Montross, VA 22520.**

Also, if you are sending a letter **in support of** the establishment of the Sanitary District, please send a copy of the letter to our attorney: **Dunton, Simmons, and Dunton, Attention: E. Stanley Murphy, P.O. Box 5, White Stone, VA 22578.**

**What’s Next?**

We are hopeful that the Court will act favorably on this matter. Once the Court has made a ruling and entered an order to establish the Sanitary District, the matter goes to the Westmoreland County Board of Supervisors. The Board of Supervisors will hold two hearings on establishing the Sanitary District—one dealing with the substance of what will be incorporated or covered by the Sanitary District; the other dealing with the initial proposed budget for the Sanitary District. Advance notice of such hearing will be made to the public. If both the Court and the County Board of Supervisors act favorably on this request, an optimistic timeline would see the actual creation and initial operation of the Sanitary District in 2017. We will continue to inform you about developments on this matter.

Jeanne Axtell, President, GHCP Board, On behalf of the Board