



**CROFTON CIVIC ASSOCIATION  
BOARD MEETING  
First Baptist Church, Crofton  
October 16, 2023 – 7:30 PM**

**Present:**

**Board Members:** Anna O’Kelly, Marsha Perry, Brain Riley, Daria DeLizio, Charles See, Robert Kendall, and Hal Sheldon.

**Staff:** Martin H. Simon, James Harvey, Sgt. Jason Jett, Tara Gottschalck.

President Anna O’Kelly opened the meeting with the Pledge of Allegiance.

**Announcements by President Anna O’Kelly:**

Anna announced that this meeting is being recorded to assist the Administrative Assistant with the transcription of the minutes.

The Crofton Farmers Market continues on Saturdays in October at the Crofton Library from 8:00 AM to Noon and features local and regional produce, food, drinks, food trucks, and much more.

At the market on October 21st, from 10:00 AM to 12:00 PM, Crofton’s 9th annual Chili Cook-Off will be hosted by Crofton Kiwanis and the CCA. Prizes will be awarded for the Chili Cook-Off Champion, the Chili Cook-Off People’s Choice, and a special prize for the Hottest Chili. The event will benefit the Crofton Christian Caring Council’s Food Pantry. Attendees can make a \$5 donation or donate a package food item, try each chili, and submit their ballot for the People’s Choice Award. Please see the sign-up form on the CCA website for additional details and registration.

Next door to the Chili contest the CCA will have a tent to sell Crofton 60<sup>th</sup> Anniversary Christmas ornaments to support the 60<sup>th</sup> anniversary programs for next year.

The Arundel Volunteer Fire Department Station 7 Terror Trail continues Friday and Saturday evenings at 7:30 PM to 10:00 PM, through October 28<sup>th</sup>. Tickets may be purchased on their website at [Station7terrortrail.com](http://Station7terrortrail.com).

On Thursday, October 19th, at 6:30PM at the Crofton High School Auditorium, the Crofton Choral Connection Concert will be held. The brief concert, which is free to the public, will feature performances by choir students from all Crofton area schools.

On Saturday, October 21st, from 10:00 AM to 1:00 PM at the Greater Crofton Chamber of Commerce will host its annual shred event at their offices located at 2126 Espy Court, Crofton, MD 21114. You may bring up to four file boxes of paper to be shredded. The event is free, and donations will be accepted.

On October 24th, the Crofton Chamber of Commerce will host its annual Crofton Community Awards Banquet from 6:00 to 9:00 PM at the Blue Dolphin Seafood Bar and Grill, Route 3 North, Gambrills. The banquet honors individuals who have made a significant contribution to the community. Tickets are

\$40 per person and may be purchased through the Crofton Chamber's website at [Croftonchamber.com](http://Croftonchamber.com). The Crofton Civic Association and the Crofton Police Department will be participating in this event.

On October 27th from 6:00 PM to 8:00 PM, the Crofton Police Department will host its First Annual Trunk-or-Treat at the Crofton Elementary School parking lot. Please bring the kids out for lots of candy, prizes, and demonstrations. Chick-fil-a and Mission Barbecue will be on hand giving out food.

On Saturday, October 28th the CCA & Crofton Kiwanis Club will host the Annual Crofton Halloween Parade and Costume Contest. This year the parade begins at the Crofton Country Club and ends at the Town Hall. Costume judging starts at 10:00 AM and ends at 10:50 AM. The parade kicks off at 11:00 AM and kids can join in at the tail of the parade. The winners of the costume contest will be announced at Town Hall's backyard after-party, where there will be crafts for the kids, a story-telling witch, and refreshments.

On Monday, October 30th at 7:00 PM the Orchestra Feeder System Concert will be held at Crofton High School. This concert is free to the public.

Historic Linthicum Walks presents a pajama party with Santa and Mrs. Claus featuring a reading of The Polar Express and the Night Before Christmas. Be sure you wear your pajamas so you can enjoy making holiday crafts and eating holiday treats. Four time slots are available: Friday, November 3, 2023, 6:00 PM-7:30 PM, Saturday, November 4, 2023, 10:00 AM-11:30 AM, 1:30 PM-3:00 PM, and 6:00 PM-7:30 PM. The cost is \$15 per child. Tickets may be purchased on their website at [historiclinthicumwalks.org](http://historiclinthicumwalks.org).

Crofton Kiwanis with the support of the Crofton Civic Association will begin the Flags for Heroes program November 4th through 18th. American Flags will be displayed near the Front Entrance on Route 3 at Lake Louise. Proceeds from this event will go towards Kiwanis civic and charitable programs and the flags will also be displayed around Memorial Day 2024. It costs \$50 to sponsor a flag. There is an option to add a placard with the name of your honoree for \$5.95. Contact [Croftonkiwanis.org](http://Croftonkiwanis.org) to pay by card or write to [CroftonFlags@gmail.com](mailto:CroftonFlags@gmail.com) to request a form for ordering to pay by check. Orders must be completed by October 24th.

The next CCA Board and General meeting is scheduled for Monday November 13th, at 7:00 PM at the First Baptist Church, Crofton.

### **Approval of Minutes –**

The minutes from the CCA Board and General Membership meeting, held on September 11, 2023, require approval. There were no additional comments or revisions needed for these previously distributed minutes. The minutes were filed.

### **Town Manager's Report – Martin H. Simon**

Martin reported that Anne Arundel County has not yet updated the assessable tax basis figure so final deliberations and voting on the FY25 tax district budget will not take place during this meeting. The County indicated that we would receive it by the end of the month. Upon receipt of this information, the Board will reconvene to complete the budget.

Martin reported that during the Executive Session at last month's meeting, the Board voted on the 2023 CCA Citizen of the Year, which will be awarded to Lynn Pollock. Corporal John Sims will be awarded the Crofton Police Officer of the Year. Both will be recognized at the Greater Crofton Chamber of Commerce Community Awards Banquet on October 24<sup>th</sup>.

Martin reported that the \$100,000 check from the County for the Forest Conservation Easement has been received and deposited on October 10<sup>th</sup>. It was placed in a money market fund that will earn 4.25% for the next six months. The Board will determine how the funds will be used. He thanked the County Executive and Forestry Division personnel for their assistance and the tax district residents for their support in acquiring the land. The property has been saved from unwanted development, 1,600 trees have been planted at no cost, and the land will be protected in perpetuity. Additionally, there will be a reduction on the tax burden on the property going forward.

Martin reported there has been a good response to the 60<sup>th</sup> Anniversary Student Art Contest. There was a steady stream of children dropping off their submissions.

Martin reported that Eagle Scout candidate Jacob O'Sullivan has set up a fundraising event to raise money needed for building two park benches for installation behind the backstop at Hardy Field. The Fundraiser is for Nando's Peri Peri in Waugh Chapel Center on November 6<sup>th</sup>. Diners who present Jacob's flyer to the restaurant that day will have 40% of their check donated to this project.

Martin also met with another Eagle Scout candidate, Peter Almoguera, and his father Pedro, regarding the refurbishing of two existing park benches and a picnic table in the playground area. Pedro is the new scout leader of Troop 115, and Martin has discussed the potential for other Scout projects that would benefit the CCA.

Martin reported that the landscape contractor has added fall colors to various planting beds around the community.

Martin reported that per the current Policies and Procedures Manual, the Town Manager is responsible for providing monthly reports on police overtime to the Board for regular and special events. He apologized that he has neglected to do so up until today, though he noted that Sgt. Jett has been referencing special events OT in his reports. He will continue to report all overtime moving forward. Since the last Board meeting on September 11, regular overtime was 5.5 hours. Special event overtime was 33.5 hours for the Fall Festival on the Green for all officers. Sgt. Jett and Cpl. Sims worked 2 hours each at the Ice Cream Social on September 10<sup>th</sup>. The total overtime for the past 5 weeks is 43 hours. This was above average due to the number of events and provided great community outreach from our police department.

Martin reported that following the Public Safety budget meeting, Jason was asked to do an analysis of all overtime being used and anticipated in the year ahead. His calculation shows that for a typical year approximately 167 hours of special events overtime is used based on a staff of 4. The first quarter of FY24 (July through September), 23.5 hours of regular overtime were used, an average of 8 hours per month, or 96 hours per year. Additional coverage will be needed next year for four of the Crofton 60<sup>th</sup> Anniversary events, The Golf Outing, Summer Music festival, Kid's Fest, and the Gold Star Dedication. 400 hours of combined overtime are budgeted in FY25. Once the police department is at full staff, the

calculation will not change. The next Chief will be an exempt employee, and therefore ineligible for overtime. Martin and Sgt. Jett believe that the Chief should attend as many CCA special events as possible and flex his time accordingly.

Martin reported that so far in 2023 only 8 hours of Holiday Pay have been authorized, accounting for Ofc. Gable's coverage on Labor Day. There are 160 hours remaining in the FY24 budget. He remarked that Holiday Pay as its own category has been eliminated in the FY25 budget.

### **Comptroller's Report – James Harvey**

Jim distributed his first quarter report to the Board members. He explained we do not have income until December when the County delivers our first property tax payment. We are using money set aside in reserves to get through this period. Through September 30<sup>th</sup>, there is a net loss of \$206,113.91, and a total of \$914,545.58 in our checking and money market accounts. The insurance carrier for two of our policies withdrew from the market. Our broker found a new company for police and professional liability insurance policies. The premiums for those policies and Workers' Compensation insurance are \$16,000.00 higher than was budgeted. Adjustments to the FY25 budget have been made to reflect this change.

Jim reported that the October edition of the E-Advocate had over 1300 views and we have been very active with our social media posts.

Jim reported that we are selling 60<sup>th</sup> Anniversary apparel at the online spirit store until October 23<sup>rd</sup> as part of the fundraising for 60<sup>th</sup> Anniversary events.

Jim reported we received over 100 submissions at Town Hall for the Student Art Contest. The submissions have been reviewed by a panel of judges, Jo Anne Cook, Hal Sheldon, Gina Knudson, and Becky Smith. A winner was selected from each of the five elementary schools, as well as best submission for both K-2<sup>nd</sup> grades and 3<sup>rd</sup>-5<sup>th</sup> grades. There will be honorary mentions with ribbons handed out at the display. All artworks will be displayed at the 60<sup>th</sup> Anniversary Art Show in January and February 2024 at the Crofton Library.

Jim reported on the Crofton Fitness Week/Let's Move! Program is being developed and seven fitness firms have signed up as participants.

The committee will continue working on the history project and the Crofton Salutes our Heroes programs. The date of the Kid's Fest at Village Green has been confirmed for July 13<sup>th</sup>, 2024. The next meeting of the 60<sup>th</sup> Anniversary Committee is Thursday October 19<sup>th</sup> at 6:00 PM at the First Baptist Church.

Jim reported that the Crofton Dog show raised over \$700 for the Rude Ranch Animal Rescue. The Ice Cream Social was well attended. The upcoming Crofton Chili Cook-off will be held this Saturday at 10:00 AM at the Crofton Farmer's Market. There are eleven participants registered. We will also be selling our Crofton 60<sup>th</sup> Anniversary Christmas ornaments, and letting people know about the Crofton Goldstar Memorial program at this event. Jim commented on the timeline for the memorial, which will

be installed in November 2024, however, it takes 24 weeks to produce the memorial. This means the funding needs to be completed at the end of this year.

Hal asked why we are selling the spirit wear now as it seems early. Jim explained that it is part of the front-end fundraising for the events next year. There may be a second round for the store next year. All orders will be delivered for pick up at Town Hall. Daira asked if we have the items to view. Jim explained we do not, but everything is in the online store. There is a link from the website, as well as posts on social media.

Jim added that at the General Membership Meeting in January, he will present the budget and will also give a presentation on ADA requirements. Jim distributed an ADA Primer to State and Local Governments to Board members for their review. The CCA is required to comply with the ADA requirements.

## **Committee Reports**

### **Planning & Zoning** – *Marsha Perry*

Marsha reported that Pat Huecker is attending the County Council meeting tonight. The meeting will be discussing bill 69-23. It should be completed by the next Board meeting, and Marsha will report on the outcome. The Planning Advisory Board meets Wednesday. Pat is our representative on that committee. Marsha will testify for three minutes to the Planning Advisory Board about not allowing developers to amend anything they wish in the Forest Conservation Bill with regards to Area II planning. Area II is made up of Jessup and Laurel. This is an important matter of saving the watersheds.

Marsha mentioned an article in today's Capital, regarding the people in Wilson Town that are attempting to preserve the area. There are unmarked graves behind the church, which are believed to belong to slaves. She attended the Linthicum Walks presentation by a professor from John's Hopkins who reported the Hopkins' family had owned slaves. Marsha would appreciate any information on this to add to the history project for the 60<sup>th</sup> Anniversary. Marsha also contacted Sacred Heart who has records of slaves who attended the church.

Marsha mentioned the survey from Anne Arundel County for the reorganization of Crofton Park. Jim confirmed that it was sent out to the community.

Marsha mentioned the letter from the residents of Crofton Colony to the CCA requesting the assistance of the CCA with contacting County representatives regarding the flooding concerns of The Ridings at North Branch. Crofton Colony pleaded with County representatives to force Toll Brothers to fix the problem. Toll Brothers has presented a storm water management plan to the County they think will solve the problem.

### **Public Safety Committee** – *Brian Riley*

Brian had nothing to report.

**Finance Committee** – *Renee Speer*

No report.

**Recreation Committee** – *Daria DeLizio*

Daria had nothing to report.

**Greater Crofton Council Liaison** – *Chuck See*

Chuck reported he attended the last GCC meeting on September 9<sup>th</sup> regarding the ongoing construction on Route 3. Crofton Downs resident Lisa Wilcock, who has established The Riedel Traffic Committee, was in attendance. She was speaking on the speeding issue and spoke about the teenager who was struck while crossing Johns Hopkins Road. She is leading the effort on traffic mitigation on Riedel Road. The committee has a website and Facebook and Instagram pages. The next meeting will be in November.

Martin remarked on the traffic study counters around the community. He contacted DPW and was told that it is not a County study, and that they do not know who is responsible. No permits are necessary to do this. They will investigate and let us know if they can determine who is running the counters.

**Covenant Review Committee** – *Stephen Tull*

No report.

**Maintenance and Operations** – *Rob Kendall*

Rob had nothing to report.

**Education Committee** – *Hal Sheldon*

Hal asked if Town Hall can put out an additional request on the Listserv to assist him on the reporting of events at area schools. He reported on upcoming events at Crofton Elementary School. Tomorrow is Unity Day; students will wear orange. Saturday the 21<sup>st</sup>, is the Monster Mash movie at 6pm. The Boosterthon Fun Run is on the 24<sup>th</sup>, the Halloween Costume party is on the 31<sup>st</sup>.

**Police Chief Report** – *Sgt. Jason Jett, Acting Chief*

Sgt. Jett reported on the monthly statistics for September. He pointed out that calls to service have significantly increased from August (397) to September (1,578). Patrol checks went from 279 in August to 908 for September. Traffic stops increased in September to 214, from 13 in August. These increases are a direct result of the increased staff and the specialized training to operate in the community and have increased the productivity of the police department. The statistics are posted to the website and the E-Advocate.

The additional staff has allowed for more shifts. Shifts have been expanded from 7:00 AM to 9:00 PM allowing higher visibility in the community. There are two officers working each shift. Residents have noticed the additional presence and have shown continued support to the department.

There has not been any continuous crime to report this month. Sgt. Jett believes this is due to the increased patrols.

Traffic stops were at an all-time high in September, with a 50% drop in October. Sgt. Jett believes this is a result of additional patrols and increased traffic stops last month. Motorists are obeying the speed limits in the community.

Sgt. Jett reported on recent community events. The ice cream social was a success even though the rain cut it short. The Crofton Police received a great deal of community support at the Chamber's Fall Festival on the Green.

In the police department's continuation of community outreach, Sgt. Jett began organizing a Trunk-or-Treat event at the Crofton Elementary School parking lot. What was initially a small event has grown tremendously. There has been support from local leaders Stuart Schmidt and Shannon Leadbetter, the County Sheriff's Office, and many local businesses such as Gold Fish Swim Academy, Pherm Brewing Company, Brady's Auto Care, Chick-fil-a, Mission BBQ, and others. The cut off for participants will be Wednesday. Residents have been donating items to give out as well. Sgt. Jett is thrilled to have regained this level of connection with the community.

Hal asked if Ofc. Gable was the officer who gave out the most traffic citations. Sgt. Jett confirmed that he has given out the most traffic tickets, and he is very pleased with his performance since joining the department.

Brian asked about the increase in calls this past month, wanting to know if it is because more officers are available to be on call, and not because of increased crime. Sgt. Jett confirmed that yes, this is due to increased staff, not increased crime.

### **Other Business:**

Kathy apologized for missing the budget meeting, she forgot about it. She is happy to take any questions regarding the recreation budget. She spoke about the upcoming events. The Halloween Parade and Party on October 28<sup>th</sup> will have a story-telling witch and make and take crafts. There is a change in the Holiday Tree Lighting event this year at the Crofton Country Club. It will be held on Wednesday, November 29<sup>th</sup> at 6:00 PM. Traditionally it was usually held on the Monday after Thanksgiving and had a later start time of 7:00 PM. The Country Club has asked to revise the time and date. Kathy feels this date and time is more accommodating to families who travel during the holiday and the earlier start time is better for small children.

Regarding the budget, Kathy highlighted that she requested adding a new teen/tween painting event and an inflationary increase since the prices of candy and crafts has gone up, as well as vendor hourly prices which have increased \$50 per hour. Jim mentioned that the Board did approve the inflationary increase but did not approve the newly added teen event.

**Citizen Questions or Comments**

Martin acknowledged resident Brenda Wakefield who had previously submitted an article on trees in the community for future publication in the E-Advocate. He explained that the last two issues were quite full. She said she still has interest in publishing her article. She spoke about her concerns for tree safety in the community, specifically trees that are dead or may have branches in danger of falling, causing damage or injury.

With no other questions or comments, the meeting was adjourned for an Executive Session.

*Meeting minutes completed by Tara Gottschalck, Administrative Assistant (November 7, 2023)*

MS/JH/JJ(tg)