

Centreville Civic Association

September 12, 2024

Board Meeting Minutes

Present: Bayard Williams (“B. Williams”), President; Gaylan Crumley (“G. Crumley”), Vice President; Peter Dietz, Treasurer (“P. Dietz”); John Bilek (“J. Bilek”); Tiffany Shrenk (“T. Shrenk”), Secretary; Abby Fischer (“A. Fischer”)

Board Members Absent: N/A

Guests present: 5 Centreville Residents (non-Board Members) present.

1. Call to Order by B. Williams @ 7:01 p.m.
2. Review and Approval of Minutes from the June 13, 2024. Motion made for approval of Minutes. 1<sup>st</sup>: G. Crumley, 2<sup>nd</sup> P. Dietz, motion carried.
3. P. Dietz presented the Treasurer’s Report. P. Dietz reported balances stated in the Treasurer’s Report. Reported CCA membership dues received to date of \$16,435.99. Current balances in both accounts are \$12,219.22. Motion made to approve the Treasurer’s report. 1<sup>st</sup>: A. Fischer; 2<sup>nd</sup>: G. Crumley; motion carried.
4. Committee Updates:
  - a. Communications: T. Shrenk updated that the CCA website had been updated with graphics for the Harvest Festival and Holiday Stroll and previously had been updated in the summer with graphics for the summer concert series. A. Fischer reported regarding recent social media posts. A. Fischer is looking into signs to be made advertising future CCA meetings due to request for physical signage advising of the CCA Annual Meeting. Suggestion was made to request the individual neighborhood associations to post meeting notices.
  - b. Highways and Byways: G. Crumley updated regarding Valley Way entrance. B. Williams updated regarding issue raised by Valley Way to eliminate parking spaces because of parked cars impede the viewpoint of vehicles attempting to turn off of Valley Way onto Kennett Pike. Valley Way requested to eliminate 5 parking spaces to the south of Valley Way to improve visibility for vehicles exiting Valley Way onto Kennett Pike. Buckley’s also requested to remove two parking spaces adjacent to their exit. Matt Buckley from DelDOT responded to the request for the elimination of these spaces. DelDOT’s email stated that if those spaces were eliminated then 70 total spaces should also be eliminated because of visibility issues present at those spaces as well. Additionally, Buckley’s response raised concern that eliminating parking spaces will lead to increased speeding on Kennett Pike. J. Bilek raised concern that elimination of parking would affect the character of the Village and post problems for the business district, which needs parking. Suggestion made to suggest DelDOT designate certain spaces for “compact car” to improve visibility. B. Williams proposed idea of installing mirrors to assist with visibility, but G. Crumley stated Valley Way had looked into that and it would not help the problem. Consensus stated that parking throughout the Village was needed and the request should be limited and focused only on the elimination of the 7 spaces proposed by

Valley Way and Buckley's to be eliminated. J. Bilek raised concerns about how spaces would be eliminated as putting in planters but would be at a cost and would carry a maintenance cost that the CCA could not agree to take on given its responsibilities for the gateways and bulbouts. Suggestion was made to eliminate as few spaces as possible and restrict others to assist with visibility. Valley Way will continue to discuss their request with DelDOT. G. Crumley updated regarding DART bus route to Centreville that DART has proposed to eliminate citing low ridership. The high school, Winterthur and other larger organizations spoke out in opposition to the elimination of the route during the phase of public comment. A.I. DuPont high school had a survey and high vote in favor of keeping the route. Bilek moved in favor of CCA to write a letter to DelDOT that CCA is opposed to eliminating the bus route. (2<sup>nd</sup>: T. Shrenk). B. Williams to reach out to D. Durham and get name to write to.

- c. Membership: P. Dietz updated that a bequest of \$15,000 was received by the Friends of Canby Grove Park by the Gretchen E. Mercer Trust. The Release and Indemnification Agreement requested by the Trust's counsel had been completed and sent back, and the money has not yet been received. P. Dietz suggested starting an endowment fund with the funds. Acknowledged that because the recipient of the funds is the Friends of Canby Grove Park the funds are restricted for expenses related to Canby Grove Park. T. Shrenk suggested P. Dietz reach out to the Delaware Community Fund to inquire about starting an endowment fund. B. Williams responded in favor of a fund to create a cushion for park expenses. G. Crumley updated that a draft of the annual dues letter will be sent out to the Board members for review and comment following the Board meeting with a target mailing date of November 1<sup>st</sup> consistent with the beginning of the new fiscal year. Suggestion was made to send ask community associations to send out email to their homeowners to encourage payment of dues. J. Bilek will print out the letters again at no charge. P. Dietz reported that 18% of residents included in the mailing paid dues, and 20% payment of businesses paid. B. Williams confirmed 3 Board of Directors positions will be available, and he had received interest from 2 individuals for Board positions. The question was asked whether the bylaws require a ratio of residents v. business members for Board positions, and B. Williams indicated they did not. .
- d. Merchant Relations: T. Shrenk updated regarding the Summer Concerts, Harvest Festival, and Holiday Stroll. Two summer concerts were rained out. Excess funds from sponsors for the concert series will be put towards the Holiday Stroll. Planning for the Holiday Stroll is underway with Santa and the First State Symphonic Band scheduled to return. T. Shrenk will seek additional sponsorship funds to cover costs of event. Harvest Festival is being planned by the merchants and outside vendors are to pay \$50 to be permitted to set up a booth in the park for the event.
- e. Landscaping/Gateways & Bulbouts: B. Williams updated regarding landscaping issues. Ansoniums in bulbouts are too tall in several of the bulbouts. Landscapers in the summer moved them down in front of Valley Way, which provided a temporary solution. Another issue has been raised concerning tall plants in the

bulbouts at Center Road, so they will be mowed down. B. Williams will have a walkthrough with the landscaper to determine a better plan for plants in the bulbouts. Mount Airy is the another issues mentioned with tall plants.

- f. Park Maintenance: A. Fischer raised the issue of mulch needed in the playground, particularly around the Merry Go Round and reported that the playground representative was contacted and recommended mulch for the whole playground area. G. Crumley has reached out to the contractor to get the name of the mulch used. Once more information is received about the type of mulch needed, J. Bilek and G. Crumley will obtain quotes to purchase and install the mulch.
5. New Business:
- a. Speed limit enforcement – B. Williams reported that the State Police Captain has been in contact and stated that they have included Centreville on their rotation for the speed trailer and officer enforcement. B. Williams reported that the speed limit change has a layered approach. The change of the speed limit was the 1<sup>st</sup> step and enforcement was next step with police coming out on rotating basis and issuing speeding tickets. Rumble strips were suggested, but B. Williams explained rumble strips had been ruled out due to the noise that they would create in a residential area. G. Crumley stated that the speed trailers have been collecting data north of Snuff Mill Road and determines the need for police presence. In response to a question about the data, G. Crumley reported that the data that has been collected has not been shared by the police.
  - b. New development concerns – J. Bilek updated that the DRAC has been reinstated and he will be a member. The first training session for the members will be on September 25<sup>th</sup> and there are no motions on the agenda. J. Bilek reported regarding percentage of DRAC members that have to be residents within the Centreville overlay. Other members include an architect and a landscape architect.
  - c. Project based funding: A. Fischer raised the issue of more focused fundraising for large capital campaign plans. B. Williams stated he will speak with the landscape architect for specific costs of recommended plants and improvements for the park and bulbouts to prepare for more specific fundraising.
  - d. Centreville History Book – P. Dietz reported that there are 41-42 Centreville history books remaining. The books are out of print. He reported he has the electronic media of the proof in the form of a removable hard drive and would need to spend \$200 to purchase a player for the specific type of drive. He received a quote from Peabody Press to scan and reproduce the book for \$1800 (cost is only to create an electronic file of the book). \$1875 to print and bind the book but likely more. J. Bilek raised the issue that the book is outdated, and A. Fischer requested the Board set the price to sell the remaining books. P. Dietz proposed a book cost of at least \$50/each. T. Shrenk stated book was previously given out for free by the CCA Board and was previously sold by CCA for \$25/each. A. Fischer, G. Crumley, and B.

Williams stated agreement with a price of \$30/each. B. Williams agreed price should be set at \$29.95/ea for books remaining in inventory. J. Bilek will man a CCA table at the park at the Harvest Festival and have the book available for purchase at \$29.95/ea via Venmo or cash.

e. Odd Fellows Building – A. Fischer asked about the Odd Fellows property near Wild Thyme stating the shrubs on the property were overgrown and encroaching on the sidewalk area. B. William confirmed that businesses are responsible for the maintenance of their properties along sidewalks.

f. G. Crumley’s Board Position – G. Crumley announced that he will be stepping down from his Board position at the end of November and that the November Board meeting will be his last Board meeting.

6. The meeting was adjourned @ 8:42 pm. (1st T. Shrenk, 2<sup>nd</sup> J. Bilek; motion passed). Next meeting will be the 2<sup>nd</sup> Thursday of November 2024.