

**CHESAPEAKE STATION HOMEOWNERS ASSN.
ANNUAL MEETING
Minutes**

Northeast Community Center, Chesapeake Beach, MD.
September 8, 2018 -- 10:00 a.m.

9:30 Registration and coffee

Call to Order, Introductions, Meeting Agenda: Ownership of 56 properties was represented at the meeting, either by presence or proxy, confirming that a quorum was present. Dave Ferguson called the meeting to order at 10:00 a.m. Introductions of the current Board of Directors and Committee Chairs were made. New owners of five properties introduced themselves.

Mary Mathis requested that time be included during the meeting prior to adjournment for open discussion by the members. Mary also requested that discussion of the general condition of the C St. alley be added to the agenda. The former was added to the agenda between New Business and Adjournment and the latter was included in New Business. The agenda was approved as modified.

Approval of Minutes: Paul Doherty, Secretary presented the minutes from September, 2017. Mary Mathis pointed out that a question and answer during the 2017 Grounds Committee presentation was not captured in the minutes completely accurately. There is a restriction on tree height for new plantings in Resolution 3; i.e. tree height may not exceed 12 feet when mature. Also an attachment was missing. The minutes were approved as amended.

President's Remarks: Prior to the meeting, Roland Schlehuder stepped down from the Board and Treasurer's position after many years of service to the HOA. Dave Ferguson thanked Roland, in his absence, and Cathy Diggle passed around a card for signature by the HOA members also thanking Roland for the work he has put in over the years. Dave also made an appeal for volunteers for the Board and Committees.

Diane Halvorsen, who has formerly served on the Board, commented that Member-at-Large is a good introductory position for any new member who might consider volunteering for the Board. Mary Mathis pointed out that the CSHOA web site is a significant source of information that members can use to educate themselves on HOA operation.

Treasurer's Report: Paul Doherty presented the year end expenditure report for 2017, and the year to date report for 2018, and proposed budget for 2019. The 2017 results came in within a fraction of 1% of the budget. In summary, the HOA is in good financial shape and assessment amounts will remain the same as 2018. Quarterly amounts for 2018 will be:

Townhomes = \$200.63

Single family homes (non-townhomes) =\$190.18

Mary Mathis stated that the last two updates of the Mason & Mason reserve study assessed the condition of sidewalks in the development as “fair” and asked what the Board’s plans were regarding this. Paul stated that the study projected repairs to concrete and pavement may be necessary in 2020.

Mary Mathis asked if potential reimbursement by the Roland’s shopping center owners for grounds maintenance by the HOA of a small section of shopping center land adjacent to HOA common property would be reflected in the budget. Paul stated that an easement agreement was still in the process of negotiation and any future reimbursement would be reflected as HOA income in the budget.

Dave Ferguson pointed out that the Town has offered funds to CSHOA to mitigate the cost of beach cleanup necessitated by debris dumped into the Bay from opening of the Conowingo dam. Ed Solkowski stated that he is available to facilitate future interactions the HOA may have with Town government on various topics.

Ed Solkowski asked about the guidelines pertaining to expenditures which deviate from an approved budgets. Paul stated that he would look into that. He stated that assessments may not rise more than 10% in any one year without approval of the HOA membership. Ed also requested more detail or explanation on various budget line items than was provided in the Notes accompanying the proposed 2019 budget.

After the presentation and comments, a motion was made and seconded to approve the budget. The motion carried and the budget was approved.

Committee Reports:

- **Architectural Committee: Penny Schmidt**
Penny spent some time describing Resolution 3, which provides CSHOA Architectural guidelines. Colors for main entry doors is not explicitly specified in the Resolution and the Architecture Committee has in the past permitted a variety of colors. Ed Solkowski asked what owners should do about variances from Architectural guidelines noted in the development. Paul Doherty stated that an owner may notify the Board or Architecture Committee.

Penny stated that the Committee is considering updating Resolution 3 in 2019 to clarify some guidelines and update the list of colors called out in the document.

- **Grounds Committee: Bill Leebel**
Bill stated that Highlands, our grounds contractor, has been keeping the common property in good shape. Besides routine grounds maintenance, four trees were removed this year and drains were installed in two locations to deal with runoff issues. Five jobs are pending – shrub removal on Dentzel Ct., removal or trimming of two shrubs in the Overlook, some general vine removal, and tree branch trimming at the south end of the C St. alley. Highlands has also been removing debris from the beach that was deposited by the Conowingo dam opening.

Ed Solkowski pointed out that owners should be aware of their insurance coverage and responsibilities regarding water and sewer lines running to their homes. Buried lines inside property lot lines are owners' responsibility.

Mary Mathis stated her belief that maintenance of the C St. alley has been inadequate and needs to be addressed by the Grounds Committee and the Board. Also, there's a problem with runoff and owners depositing debris in the alley. She provided an analysis of square footage and assessment income in different areas of Chesapeake Station and implied that the C St. alley is receiving ground maintenance attention that is not in concordance with square footage and assessment contribution.

Mary Mathis also provided a letter written by LevelGreen Landscaping containing an analysis and proposal for the arborvitae along the alley.

- **Social Committee: Cathy Diggle**

The Luau in June was successful, despite a brief period of rain during the event. Forty-six people attended. The annual Oktoberfest is scheduled for October 13 at 2:00PM in Dentzel Ct. The committee is planning a Christmas decorating contest again this year and there may be a caroling event in December if there is sufficient interest.

Cathy also reminded residents that parking decals are available to residents for vehicles that regularly park in Chesapeake Station.

- **Yacht Club: Dave Ferguson**

There are a few spaces available in our boat rack for kayaks and dinghies. Annual rental is \$15. Dave reminded members that boat rack spaces are for residents only.

Old Business:

- **C St. Walkway Erosion**

During the 2017 Annual meeting, the Board brought up the possible need to replace the storm drain around the walkway behind the homes on the east side of C St. at a possible cost of \$40-\$50K. The Board was able correct the erosion problem with an alternate solution at the much lower cost of approximately \$3,000.

- **Architectural Violations**

Letters were sent to some owners in 2018 notifying them of violations on their property of CSHOA Architectural guidelines. For the most part, owners have responded and corrected the problems.

- **Expansion of Summit Management Services**

There have been past discussions of contracting Summit to expand their service to CSHOA and take over some of the management duties that the Board and Committees currently perform. Discussions with Summit are continuing.

- **Chesapeake Station Shopping Center Easement**
It was discovered in 2017 that two small strips of land behind the CSHOA properties on the west side of C St. have been maintained by CSHOA for many years but are actually owned by Steuart Investment Company as part of the Chesapeake Station Shopping Center. See Attachment 1 below. The Board has been in the process of negotiating an easement agreement with Steuart regarding this property.

Recently, the Board was notified by Steuart that they were approached by the Town on the possibility of installing a pedestrian sidewalk bordering the split-rail fence along the entrance to the shopping center. This may have a yet-unknown impact on the easement negotiations.

Board of Directors Election:

Prior to the meeting, Roland Schlehber announced his resignation from the Board. Nominations for the new Board made prior to the meeting were: Paul Doherty, Warren LaHeist, Dave Ferguson, Charlie Pritchard. During the meeting, Marta Francis volunteered to serve on the new Board and her nomination was accepted.

Since there were only 5 nominees for the 5 Board positions, a voice vote of the membership was taken in lieu of paper balloting. The slate of candidates was elected unanimously.

New Business:

- **Renting Chesapeake Station Property**
Dave Ferguson reminded owners that the CSHOA Declaration of Covenants requires owners who rent their property to submit a copy of the lease to the Board. Leases in duration of less than 6 months are not permitted. A question was asked from the floor if the VA/FHA places a ceiling on the percentage of rentals that may exist in a development for owners who may be seeking a VA/FHA loan. An answer offered from the floor is that such restrictions only apply to condominiums.
- **C St. Traffic Speed Survey**
At the request of the Board, the County Sheriff's Department installed speed monitoring radar on C St. Two separate surveys were conducted in April/May, each about 5 days long. Results showed that despite a few who drive unsafe speeds, most stay close to the posted 15mph limit. The overall speed average was 16mph. The highest speed recorded was 42mph.
- **Update of CSHOA Governing Documents**
The Board has had discussions on updating our governing documents to make them easier to read, incorporate new laws that may have been passed since the last time the documents were updated, and incorporate provisions which facilitate management of the community. The Board has not yet made a decision.

- **C St. Alley Arborvitae**
It has been noted that there are gaps in the line of arborvitae along the C St. alley and dead growth on some of the trees. Replacement and/or removal of arborvitae have been discussed by the Board. In the past, replacement plantings have not done well because, the Board believes, insufficient watering. Dave Ferguson has solicited input from townhouse owners whose properties line the alley about the arborvitae. Mary Mathis submitted a written analysis and proposal from LevelGreen Landscaping during the meeting for addressing the area.
- **Pet Waste Signage**
Because of a problem with pet waste, the Grounds Committee has installed signs on the split-rail fence along the south end of C St. reminding dog walkers to pick up after their pets. Dave Ferguson also reminded owners that the County has a leash law.
- **Petty Crime Incidents and Loitering**
In the last 9 months, there have been at least two incidents of unknown persons attempting to enter and pilfer automobiles parked in Chesapeake Station. There was also one reported incident of a couple found sleeping on the ground in the area of the stairway leading from the C St. alley. Owners were reminded to be attentive and report suspicious activity. Diane Halvorsen noted that residents can call the Sheriff's Dept. non-emergency phone number. Mary Mathis commented that she has noted County Sheriffs patrolling the alley. Ed Solkowski stated that he can act as an intermediary with the Town Neighborhood Watch Committee for incidents like this.

Open Forum:

Mary Mathis stated her belief that maintenance of the C St. Alley was receiving insufficient attention from the Board and Grounds Committee and that deterioration of the alley will attract loiterers and criminals. She submitted an analysis of square footage and assessment income in various areas of Chesapeake Station as a rationale for how to allocate resources to each area, including the alley. Ed Solkowski stated the idea of installing surveillance cameras in certain parts of Chesapeake Station has been brought up in past Annual meetings, which would provide evidence for and deter criminal activity and loitering.

Ed Solkowski stated his belief that the traffic survey of Mears Ave. and Bayside Rd. (Rt.261) done in association with expansion of the Chesapeake Beach Resort & Spa was insufficient.

Another member stated that there were propane tanks installed on a neighboring property which were not shielded as required by Resolution 3 and requested that the Architecture Committee take action.

12:05 Adjournment of Business Meeting

Attachments:

Land Owned by Shopping Center but Maintained By CSHOA

Attachment 1

Land Owned by Shopping Center but Maintained By CSHOA (highlighted in yellow)



