

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

Northeast Community Center, Chesapeake Beach, MD.
September 14, 2019 -- 10:00 a.m.

9:30 Registration and coffee

Call to Order, Introductions, Meeting Agenda: Ownership of 54 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. He announced that Marta would be recording the meeting for accuracy. Introductions of the current Board of Directors and Committee Chairs were made. New owners of four properties introduced themselves. The agenda was approved and attendees were told that time for an Open Topic would be at the end of the meeting in order for the meeting to move along. The agenda was accepted and approved.

Approval of Minutes: Paul Doherty, Treasurer presented the minutes from September, 2018. There were no changes to the minutes suggested. The minutes were approved as read.

President's Remarks: Dave thanked the Board of Directors and the Committee Chairs and members for their work for the year and spoke of the many hours that these people put in on a totally volunteer basis. These volunteer hours help to keep down the HOA cost for the Home Owners. The big expenditures are landscaping, maintenance and Summit Management. Dave also mentioned the Mason and Mason reserve study that had been done previously and the needs and results from that going forth. Dave addressed the difficult situation concerning the parking challenge that has resulted from the new construction at Rod and Reel. He thanked the Owners for being patient throughout and he understood the problem. Paul added that Rod and Reel had done several things to try to alleviate the problem. The current challenge is the parking on C Street but that is a public street and public parking is allowed. Dave called for owners to attend the monthly Board meetings and Paul said there is a website for owners to find out information on what has been done. Ed Solkowski offered to help with Rod and Reel issues.

Treasurer's Report: Paul Doherty began the report by introducing the Summit representatives that he works with on the budget and other issues. He then presented the year end financial report for 2018, and the year to date report for 2019, and proposed budget for 2020. The 2018 financial results came in at a net loss of \$4365.99 against budget, mostly due to legal costs related to preparation of a maintenance easement agreement with the adjacent shopping center owners (See Old Business below). He talked about the Capital Reserves and expenses and explained the YTD balance sheet of Assets, Liabilities, Replacement Reserves and Equity. He also discussed expected 2020 expenditures. Paul stated that there was an audit of our 2018 finances by the accounting firm of Daly, Hamad & Assoc., PLLC. The auditors concluded that "the financial statements...present fairly, in all material aspects, the financial position of Chesapeake Station Homeowners Association, Inc. as of December 31, 2018 and 2017, and the

results of its operations and its cash flow for the years then ended in conformity with accounting principles generally accepted in the United States of America”

The Board decided, after no change in the last three years, to increase the standard assessment 2.5% in 2020, which amounts to an increase of \$4.82 per quarter (\$19.28 per year). The new assessment will be:

Townhomes = \$205.45

Single family homes (non-townhomes) =\$195.00

Paul continued and explained the budget for the coming year. There was a question concerning the attorney fees that are paid when the owner is late on assessment fees and if the amount is reimbursed. Paul was complimented on how well he kept up the website. He gave out the website address for owners that would like to check it out and also gave out the email address.

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 explained that the the Committee has responsibility for reviewing and approving anything concerning the outside of the homes and property of the owners to ensure that homeowners are making exterior improvements in harmony with the immediate neighborhood and Chesapeake Station as a whole. She discussed the procedure and forms that homeowners need to use in order to make any alterations and/or repairs to their property. Penny stated that her committee was always ready to help. Also owners need to be aware of runoff when doing work on the outside of their property. She stated conditions on cutting or trimming trees. There were several questions from the group concerning cutting of trees. Owners need to be also aware of the house numbers in order for them to be seen from the street.

Ed Solkowski mentioned that BGE cut down bushes and left the clippings there. BGE performed clipping because utility boxes need to be accessible to BGE.

A question was asked what would happen if someone goes ahead with changes and Penny said that the owner will get a letter stating the incorrect items.

She stated that the committee had approved 19 applications during the Spring and Summer.

- Grounds Committee: Bill Leebel

Bill was not available to attend the meeting. Dave addressed Bill’s written report and explained the Shopping Center easement and the conditions of maintenance on the easement (See Old Business below). He addressed the nine new arborvitae that were planted in the alley and said that watering had been a challenge and some had died. They will be replaced. He stated that the landscape contract is up for renewal and we are waiting for bids from 4 contractors to submit the bids. Dave said that there have been issues with owners trying to have the current landscaper do work around the area

that is not part of their contract. The owners were advised that the landscaper will only do the authorized contract work and, if there is any question, it should go through Bill.

- Social Committee: Penny Schmidt
Penny stated that the Luau was a huge success and the October Fest is scheduled for Saturday, Oct.26th
- Yacht Club: Dave Ferguson
There are a ten 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. The rentals have brought in \$510 in revenue this year.

Paul stated that there was a signup sheet for anyone that would like to join any of the committees.

Old Business:

- Update on CSHOA Governing Documents. Dave stated the update is being done to eliminate the old information concerning the developer and to bring the documents up to date and easier to read. Comments from the Board have been sent on to the attorney. When the update is completed, owners will approve. He stated all documents are online for residents to read. Paul commented there are four governing documents (Articles of Incorporation, Declaration, Bylaws, Book of Policy Resolutions) and these are available to read on line. Charlie asked if anyone just bought a home and not gotten a set of HOA documents. Lisa, a new resident had not received a copy but went on line to get them. It was noted that the law states that the documents should be presented to new owners by the seller or the seller's agent.
- C Street alley fence, wall and arborvitae update. Dave stated that we had to respond to a request from the Shopping Center owners that we maintain the arborvitae in the alley and keep them from growing into the new fencing installed by the Shopping Center. New arborvitae bushes were planted but watering has been an issue. There are some that will have to be replaced.
- Rentals in the community need to be registered with the Town in accordance with a new town ordinance. Paul also reminded the owners that the HOA needs to be notified as well when a property is rented out. There is a form on line to comply.
- Beverly Maccari mentioned that there were rat traps by the Shopping Center that were not maintained. She was told that the HOA had no responsibility in that and she should contact the Shopping Center. There was a house that had a rat problem on C Street that was mentioned. The owners do not live there fulltime and it was noticed by neighbors. It has been resolved.
- 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. It would include a full time Property Management person to represent the HOA. Discussions with Summit are continuing. Also Dave has talked with

the HOA in Windward Key and has gotten some ideas of what their management company provides. The Board is looking into what items should be included in a management contract and will look into other management companies.

- **Chesapeake Station Shopping Center Easement**
An easement agreement between the Shopping Center and CSHOA has been completed on maintenance of a small piece of Shopping Center property that CSHOA has been maintaining.

Board of Directors Election:

Dave announced that he would not be a board member this next year so there was to be a vacancy. Current Board members on the ballot for 2020 were Paul Doherty, Charlie Pritchard, Marta Francis, and Warren La Heist

Linda Dodman asked that her name be added to the ballot but stated that she doesn't reside in Chesapeake Station a full 12 months of the year. Mike Mitravich was also nominated from the floor. After the voting, nominees elected to the Board of Directors for 2020 are:

Mike Mitravich
Charlie Pritchard
Warren LaHeist
Marta Francis
Paul Doherty

New Business:

- Issues with Rod and Reel resort garage construction had lots of discussion. The Town has put up "No Parking" signs at the entrance to C Street and 30 feet from the corner. Rod and Reel has finally added the stop sign to the exit from the resort. It was noted that C Street is a public street and parking is allowed. Two residents on Arcade had complaints about the people coming over from the resort and parking and walking around. Linda Dodman pointed out an existing HOA resolution (Policy Resolution #4) about Resident parking decals. The discussion turned to ways to make it through until the parking garage is completed. It was suggested to create Resident-only Parking areas on C Street with stickers required and have residents responsible to have their guests have parking passes. It was also stated that owners need to be sure they have a CSHOA sticker on all of their cars to help identify parking by non-residents. After much discussion, it was decided to wait until after the parking garage was completed and open to determine what exactly needs to be done.
Also discussed was the fence between Rod and Reel separating our private beach. Dave stated the fence has been rebuilt several times and that the bay water erodes and knocks the fence over and it was an unsolvable problem. There was a motion passed to have the Board look into the possibility of the creation of Resident Parking.
- **Open Topics-** Ed Solkowski suggested a neighborhood watch. Gene Francis mentioned that it needs everyone to participate in order for it to work. Athena Lewis volunteered help with the resident directory by compiling a file of information and pictures of each

resident in order for residents to know who lived in the community. Paul requested that everyone keep their contact information up to date.

Dave was thanked for his service as President and received a round of applause.

11:55 Adjournment of Business Meeting