

CHARLES CROSSING HOMEOWNERS ASSOCIATION

1282 Smallwood Drive, West #506 Waldorf, Maryland 20603, (240) 419-3193

CHARLES CROSSING CCHOA COMMUNITY MEETING

11.28.2020 Zoom Mtg

ID: 751 1199 2862 Password: X3hD1s

CALL TO ORDER: 10:01AM

Introduction of Board Members

Board Members and Administration

| | |
|--------------------|--------------------|
| Shelley Broadnax | President |
| Derek Watson | Vice President |
| Lynell Veney | Treasurer |
| Clarensinna Murray | Operations Manager |
| Donald Scarafile | AECC Chairperson |

Opening – Shelley Broadnax (President) opened the meeting by addressing the meeting minutes from June 20, 2020 will be available on the website once the link is updated. Also mentioned going forward the meetings will be conducted by Zoom calls because of COVID-19 to keep our homeowner's safe. As a reminder the office will schedule the meetings far in advance to be very respectful of our Homeowners and our Board Members schedules and the signage will be placed at the front and the back entrance for your convenience. She also went through the list of some of the major expenses and repairs this year and they are as follow:

- **Pool Renovation**
Pool could not open this year due to COVID-19 and it could not be inspected at the time. We took that opportunity to do some major repairs such as the Pool Resurfacing which cost \$70K. The money used was from the Pool Management contract that was budgeted for 2020. We may also endure some additional cost for inspection to open the pool in 2021 pool season. Pool patio seating area was extended behind the flower bed to accommodate more seating for social distancing under \$30K. New pool furniture was purchased because the old furniture was showing signs of mold & mildew this was under \$6K. Pool covers were purchased for both pools to keep them from being damaged over time which was about \$15K. We redid the floors in the reception area with slate flooring to help with the moisture in that area which was about \$2,500.00 There's still some work to be done for opening day in 2021 and we will keep you posted on those things once American Pool resume the work in April 2021.
- **Light Installation**
We did some community light installation this year which was under \$3K. SMECO will be coming back out to resume the install for additional lights and/or light bulb change which will take place in the early Spring.
- **Parking Repainted & Bench Install**
Townhouse parking area was repainted, a new bench and trash receptacle was installed at the bus stop.
- **Tree Removal**
We are responsible for the trees alongside the Townhouse area, so we had some dead trees removed costing about \$1K; however, we are not responsible for the trees on single family homes curbside- we contacted the County. They have since came out and cut back some of the overgrown trees along the curbside. With that said we would like to ask the assistance of our

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homeowners with cutting back the trees that may be impeding the light post that was installed or they already have on their property.

Financials -Lynell Veney (Treasurer)

Treasurer announced we are in the black with our numbers which is far better than what we had the last several years when we were in the red. The President mentioned: The Board of Directors and the office worked really hard this year to maintain our expenses so we could start putting money back into our reserves.

Shelley Broadnax (President) opened the floor up for questions; however, no one had any at that time. She proceeded with

- **New Pool Management Company & Maintenance**
We have a new pool management company, and they are working with us and our budget. The new pool rules went out with our September newsletter unfortunately this year we will not be able to extend passes to guest due to the pandemic and because of the strict pool policy. Passes will only be available to our homeowner's and whoever reside in the home. Presently we have all the homeowner's addresses on file, your HOA fees must be paid in full to receive your 2021 pool pass stickers which we will be mailing out.
- **HOA Assessment Schedule**
We had to make an adjustment to the payment schedule because our vendors needed to be paid properly so that we have the services that we need. Instead of the payments being scheduled for January, March and May it's change to January 31st, February 28th and March 31st. To enter the building of the management office you have to have on a mask; you will not be allowed in the office if a mask is not worn. It is mandatory.
- **New Trash Vendor**
We have a new trash collection company. We tried to work with our existing company because they were mainly the only ones at the time who accepted bulk trash. Now we are now moving on with Waste Management starting January 4th still Monday and Thursday and bulk will be on Friday instead of Thursday. You still have to contact the management office to schedule your bulk pick up of your 2 items only. Amber's last day will be on December 31, 2020 and no bulk will be done on this last pick up.
- **Commercial Vehicles**
we have a lot of commercial vehicles because a lot of Homeowner's are working from home; however, they are prohibited in our neighborhood. If your vehicle can not fit in your garage they must be covered. If they are not covered you will be assessed a violation, this is covered in our by-laws.
- **Farm Animals**
we have been experiencing farm animals on our property from our neighbor. We have contacted animal control and they are asking if we can provide picture documentation with dates. We are asking if you could take the pictures with date documentation and send to the management office email address so we can compile documentation to animal control because it's their word against our word.
- **Animal Waste**
We are asking of the Homeowners could clean up after their animals. We have placed a number of poop stations around the community, so there should be no excuse for not picking up after your pets.

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- Leaf Removal
Reminder due to the Fall we are asking the Homeowners to pick up their leaves and make sure they are left on the sidewalk because they are slippery, and we have a lot of walkers in this community.
- Parked Cars
Please do not block the sidewalks; if your vehicle is too large please park them properly.
- 4 Wheelers & Dirt Bikes
We have contacted Charles County police about 4 wheelers and dirt bikes riding on Sedgewick Drive - they are prohibited. Charles County police is asking for picture documentation of them coming from the address. They are aware of the situation but need documentation. If you see them just snap a picture and submit it to our management office email because the bikes will be confiscated.
- Collections – Stated we have 18 accounts that have not paid their assessments which is far better than the 40 accounts we had previous years. Our Attorneys are working with us to get the assessments paid.
- Rentals:
We will not be renting the pool house or the Community center due to COVID -19.

Projects 2021

Cleaning of Pond: The 1st stage of the pond repairs has since been completed as of 11/30/2020 which was the killing of the cattails and removal. The 2nd phase which will be dredging the pond and cleaning the bottom will take effect until 2021.

Mulch: Both Playgrounds

Power Washing: The fence at the Community Center entrance will be washed.

Mosquito Spray: TBD the county will be assisting with this matter in the Spring 2021

Bulk Day & Shred Day – April 17, 2021

Looking Forward

- Christmas Door Decoration Contest - Judging -December 22,2020-winner will receive a Gift Card \$25.00 or from Honey Bake Ham Store
- Bulk Day & Shred Day -April 17, 2021 @ 10am
- Trunk A Treat - October 31, 2021 Time: (TBD)

AECC - Donald Scarafile (Chairperson) Reiterated the importance of following the AECC requirements when installing items outside of the home. Also informing the Homeowners the application for a Zoning permit is now available on the county website when and if needed. Turning in your permit will help the process role faster.

Rentals – Clarensinna Murray (Operations Manager) Since the community center and pool house is no longer available due to the pandemic. We are allowing the fields as rental areas. The Open Field (Front of Community Center Entrance) - \$250.00 (\$100.00 deposit to guarantee space at time of booking, which will be applied to your balance). Open Field (Poolside near Sedgewick Drive) - \$350.00 (\$100.00 deposit to guarantee space at time of booking, which will be applied to your balance) All rentals are up to a 4 hour minimum. Chairs and tables will be included in the rental and possibly a tent if needed.

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Open Form

Questions from Homeowners –

- 1) How many ppl use the pool area over the period of the Summer?
President: Could not give an exact number, but explained they were necessary repairs.
- 2) What was the rationale behind changing the payment schedule for HOA assessments? It would have been nice if we could have informed the homeowners prior to the change.
President: We had to make the adjustments to pay our vendors, so we changed the time when they were due. We will put it on the website and apologize if we did not inform you properly.
- 3) So, do you guys anticipate the pay schedule change that will raise a lot of the fees, because a lot of people do not pay attention to the change on the statements.
President: We have communicated, and we have been trying to do it with different avenues.
Operations Manager: Suggested after the 1st assessment is due, we can send out an email to everyone who has one on file a reminder of the 2nd & 3rd assessment date.
- 4) Have you taken into consideration the impact of the pandemic to the payment?
President: Yes, we did we have waived late fees and pushed up the dates of when payment is due
Vice President: We do not penalize anyone for paying by or before the end of the year.
- 5) Can we have a light at the Community center entrance on the left side? Can it be replaced? On the Charles Crossing Side 1st entrance.
President: If there is not a conjunction box, we can not install a light, but we can make it brighter if there's an existing light. At the 1st entrance we will get ODC to look at it.

President thanked everyone for participating.

Meeting adjourned at 11:10am

Approving minutes Signatures from the Board:

____ Signature on File _____
Shelley Broadnax -President of the Board

Date

____ Signature on File- _____
Derek Watson-Vice President of the Board

Date

____ Signature on File _____
Lynell Veney -Treasurer of the Board

Date