

CHAPMAN FARM

Homeowners' Association

Crofton, Maryland

THE BOARD OF DIRECTORS OF THE CHAPMAN FARM HOMEOWNERS ASSOCIATION MET AT THE CHAPMAN FARM CLUBHOUSE ON MAY 30, 2006

CALL TO ORDER:

The meeting was called to order at 7:00pm with the following members present:

- Tim Johnson President
- Mark Collins Treasurer
- Rick Gloekler Secretary
- Scott Davis Managing Agent- ProCom

APPROVAL OF MINUTES

The minutes from the meeting held on April 25, 2006 were approved as written. Tim Johnson motioned to approve the minutes from the previous meeting as written with the exception of one change in regard to the date of the October meeting which falls on October 31, 2006. The board approved the change from October 31, 2006 to October 24, 2006. Rick Gloekler seconded the motion and the motion carried.

TREASURER'S REPORT

The General Trial Balance for the Association was reviewed and it is in accordance with the Budget for the fiscal year.

- Cash on hand in checking for the month (as of April 30, 2006) is \$90,885.
- The cash on hand in savings is \$110,515.
- The total income for the month is \$67,662.
- The total expenses for the month were \$1,862.
- Leaving a total gain for the month of \$65,800.
- The total gain for the year to date is \$44,344.
- Mark reported that there is enough money in reserves to handle the cost of the fence project.

PRESIDENT'S REPORT

- The parking lot has been re-sealed and new lines were painted.
- The new playground equipment has been installed.
- The fence replacement project has been approved and is on the docket.
- The pond aeration is on hold because all of the vendors have indicated that the different types of aeration devices that are available will sink into the mud and fail.
- The spring inspections have been completed. **The board directed Scott to inform residents that are in violation, that they have until October 1, 2006 to bring the violation(s) into compliance.**

COMMITTEE REPORTS

- Currently there are no active committees.

Traffic Committee- Update

Tim had an update on the issue of delaying the speed hump installation that was voted on in the March meeting. Mark motioned delay the installation of the speed hump in order to conduct another traffic study to re-measure speed and volume in the areas of Price Road, Maynard, Pearl and Chapman Road as well as study new areas for possible placement of the speed hump. Mike seconded the motion and the motion carried. Tim Johnson abstained from the vote. The board asked Nestor for a new traffic study, but Nestor said that the county will not re-study an area that has already qualified. Tim asked how they could go against the resolution that has already been passed. The initial resolution that was made at the community meeting was passed and it was to add the speed hump in lieu of taking out the circle. After a brief discussion, the board decided to put a notice in the next community news letter announcing that this topic would be discussed at the next board meeting.

NEW BUSINESS

- Tim asked Scott to have new wood chips placed in the tot-lot to bring it up to code for the new equipment that was installed. The new trash can has been delivered and Buck will install it.

ACC

- 5 new ACC requests were submitted to the board for their review. The requests will be reviewed in the Executive Session.

MANAGEMENT REPORT

Scott Davis of ProCom gave the management report.

1. Transfer of Ownership to date

- Ward to Dennis Parkinson & Marie King
2807 Tellier Court
09/09/05- \$600,000
- Bradford to Paul & Catia D'Imperio
1593 Chapman Road
03/03/06- \$608,900
- Long to Eugene & Jennifer Bekker
1610 Trumbell's Court.
03/31/06- \$625,000
- Flinter to Peter & Elaine Allen
2711 Vergils Court
04/28/06- no sales price available.
- Avg. Sales Price this period, from info given: \$611,300

2. Proposals/Projects

- At the April 25, 2006 Board Meeting, the Board of Directors signed the contract for the replacement of the fences in the front of the community, with Mid Atlantic Deck and Fence. In Mid-Atlantic's original bid for the fence, they inadvertently did not include the section of fence that runs from the Brite Court pond to the Chapman Road entrance, coming around the corner half into the front yard of the first house on Chapman Road. It is only 160 feet of fencing, but the cost for the removal and installation of the additional section of fence is going to cost an additional \$2,384. This is the at-cost price, so (apparently) Mid Atlantic is not making any money on this section. This is only what the cost of the new material costs.

With this additional cost, the total contract price changes from \$71,706 to \$74,090. For reference purposes only, Long Fence came in at \$79,974, while the Fence Connection came in at \$74,833. Mid Atlantic's new price is still

lower than the other two bids, be it by a small amount from Fence Connection's. The Board has voted via E-Mail to accept the amended contract price, and the project is scheduled to begin in approximately five to six weeks. Letters will be sent to all affected homeowners even the two affected homeowners in Crofton Chase.

- b. The clubhouse/tot-lot/tennis courts parking lot and walking path has been re-sealed, while just the parking lot was re-stripped.
- c. The new piece of playground equipment has been installed, and looks great. CS Lawn will be installing wood chips as soon as possible.
- d. A new trashcan has been purchased for the tot-lot, and a work order has been put in for the old remaining base of the can to be removed, and the new can installed. The new can is red, and will match the tot-lot equipment.
- d. It was discussed last year that a community wide inspection of trees (mainly the ones between the street and sidewalk) in the common area was going to take place. Is this something the Board is still planning to do? (ACTION)*
Scott suggested obtaining a few proposals from tree companies that would come out and give their professional opinion on what should be done to the trees. The board agreed with Scott's suggestion to have 3 tree companies come out and submit a proposal for the trees.

3. Correspondence

- a. ProCom has provided copies of all incoming and outgoing homeowner correspondence that was received and sent between the delivery dates of April's Board Package and May 24, 2006.
- b. Any violation letters sent to homeowners that have correction deadline (i.e. 30 30 days, 48 hours) have been scheduled for re-inspection on those specific dates.
- c. Correspondence requiring Board ACTION.
 - 1. Letter from Gene Cordes regarding his suggestions for spring inspections.
 - 2. Letter from Gene Cordes regarding his neighbor.
 - 3. Phone call from Patreen Sherlock, 1504 Pearl Ave. regarding the trees on Pearl Ave. Wood Bore is causing the tips of the trees to die. Apparently, this type of disease spreads very quickly to surrounding trees.
 - 4. E-Mail from Janet Hill, 1548 Chapman Road, regarding the common area behind her house.
 - 5. E-Mail from Susan Haag, 2716 Vergils Court, requesting the use of the clubhouse for a weekly group.
 - 6. e-Mail from the Larchers, 1610 Petes Court, regarding common area trees behind Petes/Tobys/Bains Courts.
 - 6.5 In the same E-Mail from the Larches, they have brought it to the Board's attention that their neighbor at 1613 Petes Court have made an alteration to their property, and to ProCom's knowledge, have never submitted an ACC request for this alteration. Should ProCom send a letter requesting Their signed request, explaining that if they do not have one, they will have to submit one for the Board's review?
 - 7. Phone call from J&R Business Care regarding the carpet in the clubhouse.
 - 8. Letter from the Ruschaupt's, 2700 Sabra Court, requesting an extension to rectify the items noted in their 2006 Spring Inspection Report.

4. General Matters/ Miscellaneous

- A. Nestor Flores with the County Traffic Engineering division has provided the date collected during the most recent traffic study, between the dates of 04/24/06 and 05/01/06.
- B. The State of Maryland Department of Agriculture has provided notice that the community will be monitored for adult mosquitoes every Monday after 7:00pm. If the field inspector gets a landing rate count of 5 mosquitoes in 2 minutes, or a light trap count of 20 female mosquitoes a night, the community will be treated for adult mosquitoes at that time.
- C. CS Lawn has provided their March and April monthly maintenance reports.

- D. CS Lawn has provide notice that summer annual will begin to be planted starting May 22nd. They have also provided notice that shrub pruning will begin at the end of May, not to begin later tan mid- June.
- E. There are a few common area pine type trees directly behind 1609 Clarks Court that are partially dead, and the homeowner is requesting they be removed and replaced. (ACTION)
- F. 2712 Hamils Court has cleaned up the rear yard and removed the boat from the common area/property. All items noted in the letter have been rectified.
- G. ProCom has E-Mailed Jeff Lindhurst signed copies of the approved minutes from January 2006 through March 2006.
- H. Per Board decision at the April 25th Board Meeting, a \$75.00 gift card to The Big Fish Grill has been purchased, and presented to Linda Godstrey, the former Social Committee chairperson, for her had work over the past few years.
- I. ProCom has attempted to contact Michael Cantwell with the State of Maryland Mosquito Control Section regarding the possibility of adding fish to the two wet ponds for help in mosquito control. A response is yet to be received. ProCom is continuing to attempts to contact Mr. Cantwell.
- J. Officer Newman and Sgt. Peterson have been contacted stressing to focus more on crime in the community, not just traffic violations.

5. Executive Session- (See Executive Session)

6. 2006 Meeting Schedule

- A. January 31, 2006 (Annual Meeting)
- B. February 28, 2006
- C. March 28, 2006
- D. April 25, 2006
- E. May 30, 2006
- F. June 27, 2006
- G. July 25, 2006
- H. August 29, 2006
- I. September 26, 2006
- J. October 24, 2006
- K. November 28, 2006
- L. No December Meeting

Presented by: Scott M. Davis, CMCA, Managing Agent, Chapman Farm HOA

Being no further business to come before the board, the meeting was adjourned and the board immediately went into the Executive Session. The Executive Session ended and the open meeting was re-called open, and then all adjourned.

Submitted by: **Hayley N. Hancock**

 7-25-06
Recording Secretary

Approved by:

Chapman Farm HOA Monthly Board Meeting May 30, 2006

06-05.1 RESOLVED THAT the Board approved the Minutes, from the previous Monthly Board Meeting that was held on May 30th, 2006, as written with exception of the date change of the October meeting. It was scheduled for October 31, 3006 and the board approved the change of the meeting date to October 24, 2006. Rick Gloekler seconded the motion and the motion carried. Executive session minutes were also approved as written.