**CHARLES CROSSING CCHOA COMMUNITY MEETING**

02.20.2021 Zoom Mtg

CALL TO ORDER: 10:00AM

Introduction of Board Members

Board Members and Administration

Shelley Broadnax President

Derek Watson Vice President

Lynell Veney Treasurer

Clarensinna Murray Operations Manager

**Opening** - President (Shelley Broadnax) Called to order announcing this was the official year end meeting for the Year End 2020. Opens the meeting by addressing the meeting minutes from the previous meeting on Nov 28, 2020 which can be found on the website. She commended the homeowners for the up keeping of the Community, so we do not have many concerns. Starting off with the agenda discussing the ice from the record snow fall that we received, informing the Homeowner Ms. Morrow that the County takes care of the main roads and the community contractor which is Platinum Landscaping takes care of the icing in the Community. They will come out and salt the grounds if its 2 inches of snow but due to the icing instead of snow they had to wait until the snow finished falling before they could treat the grounds. The President also reminded the homeowners to make sure their walkways were clear of ice as well.

**Community Concerns** – President (Shelley Broadnax) addresses the Community concerns by stating that there have been a number of recreational vehicles that’s been seen throughout the Community. If you are picking someone up and leaving that’s fine, however no recreational vehicles should be stored or housed on the properties it’s strictly prohibited by Charles Crossing. Commercial vehicles are prohibited as well if they can’t fit in the garage you have to keep them completely covered. Please make sure you are parking your cars in the flow of traffic because that is a parking violation for Charles County. Example, if you are parking on Sedgewick Drive going East you must park in the same direction to avoid a fine from County. The HOA has been going through improving and increases the lighting in the Community with updating their brightness as well as installing new light post. So, if you have a light post installed on your property Homeowners have to maintain the clearance of their trees so that they do not obstruct the lighting for the streets. Referred Ms. Morrow to our website to pull our financials and meeting minutes.

**Financials** - Treasurer (Lynell Veney)

Treasurer announced we were in the black with our numbers which is far better then what we had the last several years when we were in the red. Also stated you can find the budget information posted on the CCHOA’s website for further review. If you have any questions, please email the Board for review. Asked Vice President of the Board, Derek Watson if he had comments, he had none because he could not talk. He was asked to send his comments in the chat if any.

**Community Business –** President (Shelley Broadnax) reminded the Homeowners of the assessment that are due at the end of February 28, 2021. The assessments are due by January 31st, February 28, and March 31st if not received you will be assessed a 10% late fee charge. As of right now there will be no renting of the community center at this time do to the covid restrictions and social distancing. On a 2nd note, there was some flooding at the community center in which the floors were damaged. There will be some floor repairing being done in the community center so you may see it underway when you come into the office.

**Pool Opening** – President (Shelly Broadnax) stated the opening of the pool will be May 29, 2021 we will be making some additional repairs to make it ADA and COVID compliant. Last year the pool was unable to open due to the repairs that were needed, so the management funds were used to repair the pool which was almost $80k in cost to have the pool functionable for this year. Also, we were able to provide a cover that was contributing to the damage of the pool and the floors were resurfaced. We are looking forward to the pool opening this year. The pool will not be opened to guest only the members of your household will be able to use the pool which will be by reservation only due to the COVID restrictions. If you have any questions you can find the new pool guidelines, rules and regulations posted on the website and will be sent in the mail.

**Board Elections** – President (Shelly Broadnax) stated the voting for Board elections will take place this Spring. You should be receiving the information in the mail asking if you wish to keep the existing Board or have a new Board. You may also nominate someone to take on a position on the Board and this information will be sent out in March due to the COVID restrictions. The company will provide us with the schedule which we will post on the website. You will have to blow the leaves to the curb. The company will post signage in the Community when they will be coming out.

**Other Business**

**Leaf Removal** - President **(**Shelly Broadnax) we procured a new service for you which we will be leaf removal. Each homeowner will need to have all their leaves blown to the end of their street/curb and placed in a pile. The leaf removal company will remove the leaves from the curb/sidewalk only. Signage will be posted in the Community of their arrival dates and times. This service will be provided twice a year. Once the company provides us with the schedule, we will communicate it with you as well as post it on the website.

**Flooding** - Shelly Broadnax (President) we have been having some major flooding issues in the Community mainly in the Townhomes community surrounding the playground area in which the water has now since backed up into the yards of some of the Townhomes. We are currently looking into contractors that can come out and evaluate the area. We’ve are retrieving recommendations on how we can have the water build issue addressed properly. In turn we have placed a survey is on the website with 3 options asking you to choose 1 which will help the Board to decide on how to proceed with the repairs. The following options are 1. Having the playground area trenched and repaired and place the playground back, 2. Trench and level out the playground with gravel to make it a doggy park or 3. Remove the playground and place trees in the area to make it a tree garden to absorb the water which will control some of the flooding. We also have been experiencing flooding behind Halifax St which will take longer to repair.

**Projects 2021**

**Halifax Flooding** - Clarensinna Murray (Operations Manager) Spoke on the projects that will take place in the upcoming weeks/months. Halifax project which will start after the weather breaks along with the playground area. We did have to have the County come out to survey both areas to see where our property lines were to determine the start locations. We will be starting both projects at the same time which should be around March depending on the weather. Then we have Gossett Ct swale area which have been a major issue for us with the over growing of the vegetation over the Summer. Due to the weather being cold and the leaves are dead this is a perfect time to have this area cleaned out.

A new project has come about at the Community Center we had an unexpected flooding from the bathrooms which has caused the floors to become completely damaged. We are seeking out a contractor for this repair so we can see pinpoint the exactly where the flooding has originated and to determine the cost of how much it will cost to be repaired. And as soon as we know will keep everyone posted by posting it on the website.

**Looking Forward**

**Pool Opening Day -** Operations Manager (Clarensinna Murray) announced the opening of the pool which will be on May 29th. If everything goes well with the inspection the pool opening will be having a small celebration. We have done some remodeling, brought new pool furniture, added a new patio and acquired a new management company. We will be having an upcoming Shred Day and the date will be later determined and posted on the website.

**Open Form**

**Communication** - Shelley (President) Stated going forward the best way to know what’s going on in the Community will be communicated on our website. This is no offense to the Homeowners, but we want to avoid any contact due to COVID. If you need to stop by the office, remember to wear your face mask or you will not be permitted into the office. We just want to keep everyone safe.

Mrs. Marrow started by thanking the Board and the office staff for the wonderful job she has seen with the upkeep of the Community. She was very pleased and thanked the President for the open welcome. Her question was with the leaf removal in the front of the yards will the homeowners receive a discounted option to have their leaves removed from the back of their homes? Because a lot of homes have large backyards and many trees will there be a cost. Shelley (President) responded by telling Mrs. Marrow yes there is an option where the homeowners can call and have their leaves removed and receive a discount. This was just something to help the Homeowners out who have issues with the cleaning of the leaves from there yards.

Mrs. Marrow also wanted to know how long has the Board been in office, how many members are on the Board and how long is the term? Shelley (President) responded with letting her know the current Board has been in office since 2018. The Board members are President, Vice President, Treasurer, Secretary which the Secretary position is open, and the positions term is annual. The members of the Board have lived in the Community for a longtime. The current Board wasn’t pleased with the way the old Board was running the HOA so they decided to step up and take on the responsibility of running the HOA the way the Homeowners would approve off. The new Board came into office and hired new office staff to accommodate all the needs of the Homeowners and to rebuild the relationship.

Ms. Tanya was concerned with the lighting at the second entrance. She wanted to know if we could have additional lighting there because that area is very dark. Shelley (President) responded by letting her know when the development was built there was no transformer boxes installed near there to have additional lights placed in that area. The Board decided to go ahead and make sure the Community has enough lights throughout for it’s safety.

Shelley (President) asked if there were anymore questions, no on responded, but she let them know they can contact the office by email and they will be addressed accordingly.

Meeting adjourned at 10:34am

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