

# CHAPEL GROVE HOMEOWNERS' ASSOCIATION

Minutes of the Board Meeting

June 27, 2007

The Board of Directors of Chapel Grove Homeowner's Association met at Waugh Chapel Elementary School on Wednesday, June 27, 2007. Present were:

Nancy Gossard – President  
Luella Bressler – Vice President  
Mike Miller – Secretary  
Jim Frank - Treasurer  
Scott Wallace - Member-at-Large  
Byron Malogrides – Member-at-Large  
Doug Zander – Member-at-Large  
Kerrie Wilson – ProCom Management Agent  
Laurie Thorne – Recording Secretary  
John Kilgore – Pool Committee Chair  
Tony Mitchell – Safety Committee Chair

Additional Homeowners:

Ben and Mariann Moore – 1526 Star Stella  
Susan Lizzi – 1505 Criterion Drive  
Angela Moss – 760 Seneca Drive  
James Hsieh – 1541 Star Stella  
Belinda Horstkamp – 1209 Steuben Court  
Terri and Richard Leeds – 698 Reliance Court  
Joann Simmons – 799 Seneca Drive

Absent: Josh Mahoney – Landscape Committee

## **CALL TO ORDER**

Nancy Gossard called the meeting to order at 7:00 p.m.

## **OFFICER HENRY'S REPORT**

Officer Henry reported that speeds in the community are down, and that there have been very few repeat offenders. He believes his presence is making a big difference, although there is still a problem near the pool. Officer Henry shared that he heard that the community wanted to forgo his services in July, and he recommended against it, as he believes speeds will climb back up.

## **MINUTES APPROVAL**

The minutes from the May 23, 2007 Board meeting were reviewed. Byron Malogrides **motioned** to approve the minutes as written. Luella Bressler seconded the motion. There was no additional discussion and the motion was unanimously approved.

## **PRESIDENT'S REPORT**

Nancy Gossard presented the following report:

1. She is pleased to see people trying to maintain slower speed in the community. Nancy thanked Byron and his committee for working on this project.
2. Nancy thanked the Safety Committee for all of their good ideas for the community, and noted that the kids enjoyed the event they recently sponsored.
3. She noted that the Board is aware of the issues around the pool, and that they are working to address them.

### **TREASURER'S REPORT**

Jim Frank provided the following report:

1. The financial health of the community is very good. There is \$171,000 in the operating/rainy day fund, \$170,000 in capital reserves, and \$88,000 in the checking account.

### **MANAGEMENT REPORT**

Kerrie provided the following management report:

1. Transfers of Ownership
  - a. 2442 Jostaberry Way, Peggy Boone -\$449,990
  - b. 1411 Lodi Ct., Robert & Katie Jasinski- \$775,000
  - c. 1311 Waneta Ct., Patrick & Devon Mish-\$730,000
2. Projects Completed/Underway
  - a. AA County School Permit for June 22, Jul 25, Aug 22
  - b. BGE checklist for meter at gatehouse
  - c. Seasonal Changes tree removal estimate
  - d. Mosquito control services
3. General Matters
  - a. Arkblack- Homeowners received letters regarding lawn maintenance
  - b. Arkblack- Homeowner received letters regarding a violation of stored items
  - c. Arkblack- Homeowner received letters regarding an unapproved satellite location
  - d. Seneca- Homeowner received letter regarding a boat violation
  - e. Waneta- Homeowner received letter regarding an encroaching shed
  - f. Final Letter - Homeowner received a final letters regarding Jet Skis
  - g. Final Letter to Arkblack- Homeowners received final letter regarding trash can violation

Kerrie stated that the Board also reviewed those homeowners not in compliance, and those with outstanding financial commitments to the Association.

### **COMMITTEE REPORTS**

#### **COMMUNICATIONS**

Mike Miller reported that there is nothing new to report.

## **LANDSCAPING**

Doug Zander reported for Josh, who is on vacation:

1. The fence installation going along well, although it is on hold for the remaining seven sections. The fence was to go straight between the pylons, but Winchester had humped the ground. They have spoken with Seasonal Changes and they can flatten each section for \$150. Doug Zander **motioned** to approve spending an additional \$1,000.00 to flatten each section. Byron Malogrides seconded the motion. All in favor.
2. At the recent planning meeting, they reviewed lighting proposals from Atlantic (\$5300) and TLC (\$7500). An email copy of the TLC proposal was given to the BOD. Nancy commented that this was the first time seeing both proposal and that the email is not a contract. The difference in the proposals can be attributed to how each proposes to light the center of the gazebo. TLC is proposing to light the gazebo so it looks like a lighthouse. Josh and Doug feel that the TLC proposal will look more professional and upscale. Atlantic is proposing to light only the four corners. Josh did ask Atlantic if they could light the interior, but they responded that they have not done this in the past. Doug reviewed the proposals they have received and noted that TLC also offers a one-year guarantee on parts and labor. A homeowner questioned if future landscaping would be worked around this, and Doug indicated that it would be. Doug Zander **motioned** to accept the TLC proposal in the amount of \$7497.00. Byron Malogrides seconded. All in favor. Doug shared that the work will begin within two weeks at the outside.
3. Doug shared that flowers have not been planted pending the lighting work. Josh obtained a proposal from Seasonal Changes. They propose to install 32 flats of flowers at a cost of \$1440.00. Doug Zander **motioned** to accept the Seasonal Changes proposal, with the work to directly follow the completion of the lighting work. Jim Frank seconded the motion. All in favor.
4. Doug reported that he has spoken to Bartlett Tree Service about condensing their proposal down to two-year plan. They are currently pulling together a schedule. They are also putting together a letter for the community. He has also received a proposal from Seasonal Changes to remove the small dead trees in the community.
5. Doug indicated that the beech tree situation has not been resolved. This was a one hundred inch tree that carried a bond that stated that Winchester needed to replace the tree if necessary. Doug has reviewed old emails from Winchester where they state that they have replaced the tree. Doug wants to check the original planting plan, and to review the specs of what Winchester replaced as he thinks they are short.
6. Doug reported that there is a water problem on Arkblack where the water is always running on the road, even on hot days. They are working to determine the source of the water. He noted that there is always water behind the town homes. Kerrie shared that she went out with a contractor, and they popped the top of the meter box, and saw that the meter was spinning rapidly. They informed the homeowner, and suggested that they call the County. Kerrie noted that this appears to be a homeowner issue to resolve, as the homeowner is responsible for the section from the meter to the house. It was noted that there might also be a problem on Killarney. Doug asked if Kerrie could work with the people on Arkblack and the County to determine where the issue exists. Kerrie will send a letter to all homeowners on Arkblack with guidance as to what steps they need to take with the County. Doug wants to insure that each homeowner has contacted the County and that each meter has been evaluated and that each has received confirmation from the County that each is OK. They will then proceed from there based upon the results.

7. Doug reviewed the Seasonal Changes proposal and noted that there was no mention of removing dead trees from Killarney. Kerrie will ask for a new bid to include this area. A homeowner questioned if firms other than Bartlett have been evaluated. Doug addressed the question and noted that they felt that Bartlett has the expertise that the community needs.
8. Kerrie shared that there is a dead tree behind 2392 Jostaberry, and that the County has been notified. It will probably take one month to receive approval to remove the tree. Doug asked that Kerrie solicit three bids for removing this tree. The proposal should include hauling the wood, but leaving the stump.

### **POOL COMMITTEE**

John Kilgore provided the following report:

1. John noted that they are aware of the problems with the pool and American Pool Management, and shared that APM has been responsive to their concerns. They have broken up the lifeguard pairs that were a concern, and have removed the head lifeguard, and replaced that person with a very senior guard. John will be meeting with American Pool on July 11<sup>th</sup>.
2. There are some maintenance issues at the pool that APM is addressing. There is a leaking seal on the pump, and they need to replace a skimmer and a vacuum.
3. It has been recommended that umbrella is needed next to guard chairs, and others have noted the need to have the other umbrellas repaired.
4. John shared that when they updated the pool rules, they inadvertently deleted the rule addressing the age at which children can come to the pool unaccompanied by an adult. The old rule stated that children under the age of 13 must be accompanied by adult 16 years or older while at the pool. It is proposed that the new rule state that children age nine and younger must be accompanied by either a a) responsible individual age 16 or older who has passed the swim test, or b) an adult.
5. A homeowner mentioned an incident last Saturday where a woman got hit by basketball during adult swim, while the lifeguard was on a break. There was discussion regarding the poor behavior by children and the appropriate ramifications for this behavior. It was felt that the lifeguards and parents are not providing proper supervision or enforcing the rules. It was also noted that with only two lifeguards on duty at a time, that there is not sufficient coverage when one guard is on break, and one guard is in the chair, as the gate is left unmanned. It was also noted that one time both guards took a break since no one was in pool, and all were in agreement that this was unacceptable.
6. John noted that there is a big ant problem at the pool, and asked if they could spray for ants. Doug responded that they could get a bid once the extent of the situation is identified. Kerrie will follow up.
7. John also noted that the drinking fountain has not yet been repaired.

### **SAFETY COMMITTEE**

Tony Mitchell provided the following report:

1. Tony spoke with Nestor Flores yesterday and the county will be doing a traffic analysis that will track vehicle flow in and out of the community. They will also be doing a speed study, and Tony expects to have the results at the next meeting.
2. Byron responded to Officer Henry's comment that he was not needed in July, and stated it didn't come from him. Byron noted that Officer Henry would be back in July.

**HOMEOWNER FORUM**

1. A homeowner shared that she has a dead tree at 760 Seneca. Doug noted that there is a list of dead trees, and that they will be looking for more.
2. A homeowner asked if the “tombstones” around the dead trees could be removed. Doug asked Kerrie to ask the County if their landscape company could remove the post mortem marker.
3. A homeowner stated he received letter regarding his lawn care, and asked if this is a concern, why the front of the community doesn’t look better. Nancy responded that they have had an ongoing problem with the electrical at the front of the community and explained the history. Hopefully this will be addressed when BGE completes their work tomorrow. The homeowner noted that he lives at 792 Seneca and that the weeds in the area behind him are really bad.
4. A homeowner suggested that the website reflect that the time for general meeting is 7:00 p.m., not 6:30 p.m.
5. A drawing was held for a Starbucks gift card and Joann Simmons was the winner.

**ADJOURNMENT**

The meeting adjourned at 8:12 pm.

Approved by: \_\_\_\_\_  
President

Date: \_\_\_\_\_

Submitted via e-mail to Kerrie Wilson at ProCom on July 14, 2007  
by Laurie Thorne/Recording Secretary  
lauriethorne@comcast.net