

Colonial Park Homeowners' Association, Inc.

Community Meeting Minutes

November 07, 2017, 7:00pm

Elks Lodge

- I. Roll Call / Certification of Proxies
 - a. Meeting began at 7:08pm.
 - b. Verified all homeowners present were accounted on the sign-in sheet.
- II. Proof of Notice of Meeting
 - a. Mailing to homeowners on October 11, 2017
 - b. Email sent on October 12, 2017
 - c. Email sent on November 5, 2017
- III. Officer Reports
 - a. President
 - i. None
 - b. Vice President
 - i. Looking into the drainage pipe washing away dirt in Phase I large open space
 - c. Secretary/Treasurer
 - i. A copy of the Community's 2017 September YTD financial report was available to homeowners. A brief review and discussion occurred.
 - ii. A summary of the Community's assessment delinquency was provided. As of September 30th, 2017, seven homeowners were in arrears greater than 60 days, with the vast majority of the delinquent balance attributable to two homeowners. Discussion revolved around the actions (including, but not limited to, judgments, liens, and foreclosure) that are being employed to collect on past-due accounts. Four of the delinquent accounts are in the process of being paid.
 - iii. One homeowner has filed for bankruptcy but fails to continue submitting quarterly assessment payments. Legal is evaluating options, including contesting the legitimacy of the bankruptcy claim since the homeowner has agreed to no longer be delinquent.
 - iv. Board will evaluate with our attorney about public notification of homeowners who are in arrears. HOA documents do permit this practice.
 - v. Noted that a clean-up of HOA long-term surplus continues and would reflect as a negative variance in this year's financial reports.
- IV. Action without Meeting
 - a. Former homeowner had \$610.73 of unsecured debt and deemed uncollectable; Board approved write-off to avoid additional collections expense.
 - b. Consulted attorney regarding matter involving a homeowner renting the home to multiple families; violation issued.

- c. Board signed a contract with the same accountant to prepare tax forms and conduct an audit of the Association's financial reports.

V. Committee Reports

- a. Architectural Control Committee
 - i. New committee chair named.
 - ii. Planning to conduct a compliance walk-through by spring 2017.
- b. Landscaping Committee
 - i. Suggestion provided by homeowners to evaluate lighting the entrance monuments.
- c. Community Events Committee
 - i. Fall Harvest Party was on October 22nd and well-attended.
 - ii. Second annual Holiday Cookie Swap is on December 10th.
 - iii. Created the closed "Colonial Park Social Group" on Facebook. Homeowners are encouraged to sign up.
 - iv. Looking for homeowners to participate on the committee.
- d. Open Space Committee
 - i. No report

VI. Unfinished Business

- a. Dog excrement concerns – This continues to be a community-wide issue. Board will issue fines (\$25) to homeowners who do not clean up after their dog. Also concern that homeowners from Colonial Woods are using the Phase III common area and not picking up after their dogs.
- b. Speed bump installation research – Rick reported that Anne Arundel County said the HOA would need to determine the speed bump design and the County will conduct the survey. Board to evaluate the positives/negatives of speed bumps in our community and bring to a future community meeting.
- c. Heritage Community Church property – HCC is planning to develop (build single family homes) part of its land adjacent to Colonial Park. Board members met with the pastor of the HCC and offered that the homes to become part of the HOA, though details would need to be discussed.

VII. New Business

- a. Reminder to homeowners to store trash receptacles behind a fence or in a garage.
- b. 2018 Proposed Budget – The Board reviewed the proposed 2018 budget outlining anticipated revenue and expense. The Board is proposing an increase from \$22/mo to \$24/mo due to the growing cost of grounds maintenance and collections expenses, as well as a desire to save additional money for reinvestment in beautifying the open spaces in all phases of the community. This is the first increase in the assessment since the developers built all the homes. Community feedback was solicited. The budget was adopted with no changes.
- c. Airport Noise – There are grassroots efforts to change take-off routes from BWI. Homeowners can join the "Quarterfield Rd" group on Nextdoor.com for more information.

- d. SCMaglev train – Maglev routes negatively impacting our community are no longer being considered.
- e. Phase III Parking – Homeowners are encouraged to not park at the corner of Governor Johnson and Garfield Avenue, as such parking is impeding traffic flow. Board will contact AACo about erecting “no parking” signage.
- f. Homeowner asked others to be considerate about making space available on streets for snowplows. One thought was to only permit parking on one side of the street. Board will evaluate and send notification when a significant snow event is anticipated.
- g. Homeowner expressed concern about the evergreen trees lining the entrance to Phase I/II as being too close to the street. Board will evaluate if any action will be taken.

Meeting adjourned at approximately 8:17pm.

Next Community Meeting will be scheduled in the late spring/early summer and announced at a later date.

Homeowners in attendance

1304 AC	1230 CP	8106 MA
1306 TL	1237 CP	8117 MA
1224 CP	1242 CP	8123 MA
1228 CP	1244 CP	8513 LD