

**ANNAPOLIS OVERLOOK CONDOMINIUMS ASSOCIATION, INC.
BOARD OF DIRECTORS' MEETING/BUDGET HEARING MINUTES HIGHLIGHTS
NOVEMBER 2, 2005**

BOARD MEMBERS PRESENT:

Cliff Jones
Ed Pfarr
Hoda Rafik
Darlene Watkins

ALSO PRESENT:

Angie Grimaldi, COMANCO, Inc.
Rebecca Smith, Recording Secretary
Sharon O'Brien, 40G Sandstone Ct.

ABSENT:

Laura Katz

CALL TO ORDER:

The Board of Directors held a brief meeting before prior to the Budget Hearing. This meeting was called to order at 6:15 p.m. at the Eastport United Methodist Church.

A HOMEOWNERS PARKING ISSUE:

Ms. Grimaldi briefly discussed this issue once again. She explained that handicap-parking spots were designated on the plat when the community was built. However, these spots were not officially marked. An owner on Amberstone Court obtained a motor scooter and requested that his/her parking space be relocated to one of the larger/handicap spaces so that it could accommodate both his/her car and new scooter. Ms. Grimaldi originally told him/her that she would prefer to leave handicap parking spaces open for handicapped residents who really needed the spots. This owner mentioned that he/she possessed a handicap parking hang tag and provided Ms. Grimaldi with proper documentation. After much discussion, the Board of Directors agreed to provide this owner with the handicap parking space he/she requested. Ms. Watkins motioned to reassign this owner's spot, which Mr. Pfarr seconded. All approved.

MATURING CD:

A Certificate of Deposit at Washington Savings Bank that is due to mature on December 3, 2005. Since rates are increasing, Ms. Grimaldi suggested that the Board leave the CD as is, to which the Board agreed. Currently all of the Association's reserves are either in Money Market accounts or CDs.

ARCHITECTURAL CHANGE APPLICATION:

An owner on Amberstone Court submitted an architectural change application for a storm door. The storm door is to be a full view door that is white with brass trim. The Board of Directors agreed to approve this application as submitted and Mr. Pfarr signed it.

PET WASTE REMOVAL STATIONS:

An owner on Sandstone Court, recently emailed Ms. Grimaldi to express some concerns he had regarding pet waste littering the community. Ms. Grimaldi suggested that the Board reconsider installing pet waste stations in the community. Perhaps one in each court to start would be a good idea. She stated that Peachtree Business

Products offers the best price for these stations and each kit costs \$300. The Board of Directors agreed that, unless they are placed in extremely convenient locations, neighborhood residents are unlikely to use them. Ms. Grimaldi stated that the Association may fine homeowners for failure to clean up after their pets, but the fining process must be in accordance with the Maryland Condominium Act. Ms. O'Brien asked if a station could be installed along Cobblestone, to which Ms. Grimaldi answered yes. Mr. Pfarr suggested the stations be installed near dumpsters and asked if Nate, the Association's maintenance person, could install them? Ms. Grimaldi stated that he probably could and suggested that the community start by installing one (1) station in each court for a total of five (5). She will check to see if Peachtree Business Products offers a discounted price for the purchase of multiple stations. Ms. Rafik suggested the Association send a notice to all homeowners informing them of the locations and installation date. The Board of Directors agreed unanimously to approve obtaining five (5) kits and ten (10) additional cases of disposal bags. Nate is to empty the pet waste stations, as part of his duties.

BUDGET HEARING:

The Hearing was called to order at 7:10 p.m. The Board of Directors extensively discussed the proposed 2006 budget with the homeowners present, and also invited them to express any concerns regarding the budget or other items. For the convenience of homeowners, Ms. Grimaldi brought vehicle registration forms to the meeting. All homeowners are to receive new parking hang tags in 2006. Mr. Jones explained the assessment increase for 2006. It was also mentioned that the assessment will increase again in 2007, but may stabilize in the coming years.

GROUNDS MAINTENANCE:

The Association's 2006 Grounds Maintenance Contract with Ultimate Landscapes by Interra was discussed. Homeowners were informed of how money for landscaping is allotted as a line item in each year's budget. Currently, the Association is in the process of going through a detailed landscaping project. Ms. Grimaldi explained that Annapolis Overlook gave Anne Arundel County an easement for the Sewer Force Main Project staging area on AO property and that the county in turn gave the Association \$6,500 to replant this area along Forest Drive. That money as well money of the Association will be used to replant this barren area.

TRASH REMOVAL:

The Board of Directors also discussed the community's trash removal contract with Calvert Trash Systems. Trash removal prices themselves have not increased that much, however, gas prices have. Therefore, the rise in gas and fuel expenses serves as the main items that cause increase within the trash removal contract. Bulk pick-up is not included. Mr. Jones mentioned that he investigated bids from other trash removal service providers, and Calvert Trash's price was the most competitive.

MANAGEMENT:

Mr. Jones briefly mentioned Annapolis Overlook's contract with COMANCO, Inc. He stated he is very satisfied with the management services the Association is receiving.

HOMEOWNER CONCERNS:

COMMUNITY POND:

An owner on Ironstone Court asked Ms. Grimaldi a few questions regarding parking within the community. He also mentioned he was concerned with the amount of debris in the community pond. He asked when it was going to be cleaned. Ms. Grimaldi said she would speak with Interra regarding this matter.

Another owner on Ironstone Court also expressed concern regarding debris within the pond area. They stated that, a few years ago, the area looked much cleaner and more maintained. They also mentioned they had trouble renting their unit because of the unsightly appearance of the pond. This owner's unit faces the pond, and they stated the pond has become a reason to look for a different unit. Ms. Grimaldi stated the pond does receive chemical treatments. Although the grass and other shrubs surrounding the pond have not yet been cut down, they will be. This owner stated they simply want the pond to look as if it is well kept. Ms. Grimaldi stated that the Board will have to decide to what extent they want the pond to be maintained. Mr. Jones mentioned that the only purpose of the pond is for storm water management, and doesn't necessarily need to be beautified. Ms. Grimaldi mentioned that the pond has not had any landscaping or planting done around it, and it isn't imperative that it is. Any landscaping or planting done around the pond is not included in the Association's grounds maintenance contract. Mr. Jones stated that the Board of Directors will discuss and address the pond issue. In the meantime, he suggested that homeowners email Ms. Grimaldi with any questions or concerns they have regarding the pond.

LANDSCAPING:

An owner on Amberstone Court discussed the bare area behind his unit. This issues has already been partially addressed as trees behind his unit have been trimmed in hopes that more sunlight will encourage the growth of grass in this area. He also stated he had a minor complaint with the landscaping company. He would like the workers to be more careful when they come to do work within the community. Ms. Grimaldi said she would address this concern with Interra.

BUILDING NUMBERS:

Another homeowner stated she thinks the numbers on the buildings within the community are not readily visible. She was concerned that emergency vehicles would not be able to correctly identify buildings, especially at night. The Board of Directors agreed to discuss this issue more extensively. Ms. Grimaldi stated she would check with Apple Signs, Inc. for suggestions.

TRAFFIC LIGHT:

One homeowner inquired about the installation of a traffic light at the entrance of Annapolis Overlook. As discussed at previous Board meetings, Ms. Grimaldi explained that there is not enough traffic coming in and out of Annapolis Overlook to warrant the installation of a traffic light. The County Roads Department has previously stated that one alternative would be to allow "right turns only" when exiting the community. This would create a problem, as there is really no place to turn around on Forest Drive.

COMMUNITY PAINTING:

Community painting was briefly discussed. All owners present expressed that they are very satisfied with the work done by Palmer Brothers and said the buildings look very nice.

ADJOURNMENT:

The Budget Hearing was adjourned at 8:00 p.m. The Board of Directors stayed after to discuss a few more issues.

MEETING LOCATION:

Since Ms. Katz has her unit on the market, she will be resigning from the Board. As a result, her office will no longer be available for meetings. Ms. Grimaldi stated that the Board will need to find a new place to meet. Ms. Watkins volunteered her home for a meeting location. Mr. Jones stated he would also check with his employer, The Department of Agriculture, as they have available conference rooms. In addition, the Board voted to approve the purchase of a \$100 gift certificate from “Babies R Us”, for Ms. Katz’ baby, due in December, since the use of her office’s meeting room for the last few years has been a great benefit to the Association.

NEXT MEETING:

The Board of Directors agreed not to meet in December. The next meeting is scheduled for Monday, January 30th, 2006.

BUDGET APPROVAL:

Mr. Pfarr motioned to formally approve the 2006 proposed budget. Mr. Jones seconded the motion. The rest of the Board of Directors agreed unanimously and the budget was approved.

ADJOURNMENT:

There being no further business to discuss, the meeting was adjourned at 8:15 p.m.

APPROVED: _____ **DATE:** _____