

**Minutes of the  
Board of Directors Meeting of the  
Crescent at Cherry Lane Homeowners Association, Inc.  
April 21, 2011 7:30 pm**

Board Members Present: S. Michael Chittenden, W. Carl Isler II, Robin McCormick

Officers Present: Jackie Zimmerman

Board Members Absent: None

**I. Call to Order**

Mr. Chittenden called the meeting to order at 7:40 p.m.

**II. Approval of the Minutes**

Copies of the minutes from the Board meeting of December 7, 2010 and the Member meeting of February 10, 2010 were distributed to all Members present at the meeting.

A member noted a typographical error on the first page of the minutes from the December Board meeting, five lines from the bottom. Mr. Isler made a motion to approve the minutes of the Board meeting as amended to correct the error and the minutes of the Member meeting. Ms. McCormick seconded the motion. The motion passed unanimously.

**III. Old Business**

**A. Budget**

Mr. Chittenden reviewed the Association's budget. He reported that income was currently above budget and expenses were currently below budget. A Member asked when expenses were billed by the landscaping company. Mr. Chittenden explained that the expenses are billed in equal monthly installments over the year and total to the amount shown on the budget.

Mr. Chittenden announced that the Board has moved forward with efforts to collect delinquent dues from Members who were overdue. Those actions include lawsuits filed in Prince George's County to accelerate the payment of dues for 2011 and collect all dues. He discussed the possibility of foreclosure and wage garnishment if delinquent amounts were not paid.

**B. Covenant Amendments**

Mr. Chittenden reported that the developer had adopted the amendments to the Declaration of Covenants approved by the Members at the February meeting. He briefly described the changes made by the amendments and informed the Board that the amendments had been recorded in the Prince George's County land records and that builders were supplying the correct documents to new home buyers.

### C. Community Website

Mr. Chittenden thanked Ms. Zimmerman for her efforts in developing a community website. He reported that efforts were being made to make the site more functional and provide more information. Mr. Chittenden discussed the possibility of an online newsletter on the website. The board provided the address of the website to those present: <http://crescentatcherrylane.webs.com>.

### D. Speeding Cars on First Baptist Lane

Mr. Chittenden reported that some progress had been made on slowing down cars on First Baptist Lane. He discussed the radar sign that displayed cars speeds that had been place on First Baptist Lane at the Board's request. Police have also been running radar on random mornings to help step up enforcement.

Mr. Chittenden also reported that he was working with the community policing officer with the Laurel Police Department to continue these efforts. The officer is willing to come to HOA meetings to discuss safety concerns. The Board discussed the possibility of looking into whether the city would stripe First Baptist Lane to keep cars right of center.

### E. Committee Assignments

Mr. Chittenden reported that the Board had received a sufficient number of volunteers to establish the three planned committees: Covenants Committee (Architectural Review), Social Committee, and Neighborhood Watch Committee. Mr. Chittenden said additional volunteers are welcome on the Social and Neighborhood Watch Committees, but that the size of the Architectural Review Committee is limited by the Covenants.

The Board considered the proposed slate of committee members (including non-voting Board liaisons):

#### ➤ Covenants Committee

- Howard Choi
- Latonya Cooper
- Ray Yuang
- S. Michael Chittenden (Board Liaison)

#### ➤ Neighborhood Watch Committee

- Wendy Brown
- Howard Choi
- Sandra Fernandez
- Yolanda Speight
- Matthew Wills

- Jeff McFarland
- Kate Wright
- W. Carl Isler, II (Board Liaison)

➤ Social Committee

- Wendy Brown
- Latonya Cooper
- Yolanda Speight
- Ray Yuang
- Jackie Zimmermann
- Kate Wright
- Robin McCormick (Board Liaison)

Mr. Isler made a motion to reach out to the volunteers on the lists, have them schedule an initial meeting, and nominate chairpersons to the Board. The Board would then act to approve the chairpersons at the next Board meeting. Ms. McCormick seconded the motion. The motion passed unanimously.

#### IV. New Business

##### A. Architectural Review Application

The Board considered two architectural review applications submitted by the Member at 14913 First Baptist Lane. The Board approved the first application (to construct a small retaining wall around a planting bed) unanimously.

The Board discussed the second application (to plant two trees on the Member's lot). Mr. Chittenden expressed his view that the Covenants did not clearly require the Committee's approval with regard to tree planting. Mr. Isler expressed concern that tree roots could damage utility lines or storm drains for which the Association is responsible. However, he agreed that the Covenants did not clearly require approval. The Board unanimously approved the application subject to the following conditions:

- (i) the Member must contact the utility companies to ensure no utility lines or storm drains are damaged during the planting;
- (ii) the Member must consult with the Member at 14915 First Baptist Lane and ensure that they do not object to the placement of the tree between the two units; and
- (iii) the tree between the two units be of an appropriate size such that it does not touch either house's exterior wall when fully grown.

Mr. Isler agreed to draft the approval letter and include the conditions.

## B. Parking Restrictions

Mr. Chittenden discussed various safety concerns raised by Members with regard to parking in the community. Specifically, he discussed blind spots created by cars parked too close to various intersections and roads narrowed to one lane in some areas when cars are parked on both sides of the road. He noted that in many, but not all, cases, the cars causing difficulties were parked illegally.

The Board discussed the imposition of parking restrictions in the following areas:

- Archsine Lane - on the even side or near the intersections on the odd side;
- First Baptist Lane - on the odd side;
- Breckenridge Street - Between First Baptist Lane and Hardcastle on the \_\_\_\_ side and between Rockcastle and Cherry Lane on the \_\_\_\_ side;
- Hardcastle Street - Between Cherry Lane and Breckenridge Street on the \_\_\_\_ side; and
- Rockcastle Street - Between Breckenridge Street and Archsine Lane on the \_\_\_\_ side.

A Member expressed concern about the lack of guest parking. The Board acknowledged the problem but noted that Members and residents are supposed to be parking in their garages and on their driveways. This would leave street parking largely open for guests. The Board also noted that Cherry Lane does not have parking restrictions near the community.

Mr. Chittenden made a motion to move forward with parking restrictions in the above-described areas and to look into what was necessary to have the restrictions put in place. Mr. Isler seconded the motion. The motion passed unanimously.

## C. Covenant Violations and Fines

The Board discussed recurring covenant issues. Mr. Chittenden described the Board's efforts to date with gaining compliance on issues related to trash. Specifically, Members have been placing their trash curbside without a can and placing their cans out the day or night before trash day. Sections 8.8(C) and (E) prohibit these activities. The Board agreed to take more aggressive action, including fines, for repeat offenders.

The Board also discussed continuing concerns with Members allowing their dogs to defecate in people's yards and not removing the waste. Mr. Isler encouraged residents to be considerate and encourage your pets to use the common areas or your own yards. Mr. Isler reported that he is collecting information on potentially installing pet waste stations in remote parts of the common area and will make a report to the Board.

## D. Property Management Agreement

Mr. Chittenden reported that the Board had solicited property management contracts from four companies. Two companies—D.H. Bader and Avro, LLC—have provided contracts, which were

distributed to the Board. Mr. Chittenden reported that both agreements provide the same services as Tidewater and have structured their pricing in the same way. Both agreements include a fee slightly larger than that charged by Tidewater.

Mr. Chittenden reported that Tidewater has become more responsive to the Board's concerns and has resolved many of the Board's earlier complaints favorably. He expressed concern that many of the growing pains the Board experienced with Tidewater would be repeated with a new provider. Given the improvement in the relationship with Tidewater, he suggested the Board not replace Tidewater as property manager at this time, but continue to monitor the situation. After discussion, the Board agreed.

#### V. Member Discussion

The Board opened the floor to Member comments and discussion. No Members requested time to speak.

#### VI. Adjournment

Ms. McCormick made a motion to adjourn the meeting. Mr. Isler seconded. The meeting was adjourned at approximately 9:30 p.m.