

The first quarter Pheasant Run HOA meeting was held on January 22, 2018 at the New Life Christian Center located at 9844 Mallard Drive Laurel, MD 20708.

The meeting commenced at 7:05pm after it was determined by HOA President Jamar Staples that a quorum had been met.

1. Approval of minutes-Minutes from the December meeting were unavailable for presentation and approval and thus will be deferred to the next HA meeting.
2. Community Legal Counsel-Amber Bryant of the law offices of Pickett and Oliverio was present at the meeting. Pickett and Oliverio have been the PRHOA's legal counsel for several years. Ms. Bryant emphasized that HOA assessments must be paid on time, but in circumstances wherein this does not occur, they can work with those homeowners with delinquent accounts. The request was made that HOA members reach out to the law firm for civil suits and delinquency letters for properties placed into collections. They also assist with demand letters for liens and civil suits, interpretation of legal documents and will aid in legal disputes.
3. New Community Management Company-Tidewater was announced as the new management company who has assumed the financials for the community. A Tidewater representative was scheduled to attend the meeting, but was unable to do so due to illness. Assessments are scheduled to be mailed to homeowners within the next two weeks. Due to the delay in assessment mailing, the due date for the first quarter assessments was moved to February 1, 2018 and no late fees will be assessed for payments received before February 15, 2018. Confirmation given that the quarterly fees had increased by 10% effective with the October 2017 quarter and are now \$233.95 per quarter; that assessments may be paid online with Tidewater but will incur an additional fee, that assessments may still be mailed to the PRHOA in the interim period. Clarification given that payment coupons will not be used for the first/upcoming assessment with Tidewater.
4. Parking-Possibility of moving to assigned parking was discussed. Neighbors encouraged to have their guests use overflow parking. Residents complain that when they come home late they are unable to locate parking within proximity of their home posing a safety issue. There are one hundred and fifty-two homes in the community and approximately three hundred and ten parking spaces, thus not enough to assign two spots per home. Per Amber Bryant of Pickett and Oliverio, the HOA Board can technically decide about the assigned parking and notify the community, but this is not the stance the HOA president wishes to take. Mr. Staples encouraged community members present to think about potential assigned parking options as he would like the community's input before any changes and/or decisions are made. Plan to review parking options at next community quarterly meeting.

5. Boise Wall Repairs-Update provided that there have been no additional repairs done on the Boise wall in preference of making other more needed repairs such as to the large potholes and sidewalk also on Boise. Affirmation provided by community members that the sidewalk repairs performed look good.
6. Committee Members Needed-Request placed by board for volunteers to serve on the various open committees (maintenance, architectural, finance, parking, pending welcome committee).
7. Feral Cats-Issue with cats was addressed. Laurel Cats was contacted and instructed community residents to discontinue feeding the cats for a minimum of 24-48 hours as they will then place food strategically to trap the cats. Board to follow-up with Laurel Cats in this regard.
8. Bulk Trash/Trash-Collection-Complaints about community members leaving unsightly bulk trash in common areas. The board contacted Bates waste management for pick-up and the fee that was incurred by the community was approximately \$25 for a large pick-up. If the trash violation is proven, plan to bill the homeowner for the collection fee. Issues with furniture being paced in the court at Mallard Drive. Reinforced that all homeowners/residents should call the county and schedule a bulk pick up prior to placing items outside. All pick-up items should be placed in front of the individual home, not at the end of the street. Mr. Staples requested that residents report known offenses to him for follow-up. Ms. Bryant, community lawyer indicated that violations must be reported to the board, followed by a hearing after which the association may fine the offender and the fee will be attached to their account. Residents requested that bulk trash guidelines and the consequences for failure to follow the rules be included in next newsletter. Complaints raised that the trash handlers don't return the trash containers on the curb or sidewalk and leave haphazardly in the street.
9. Walk-Throughs-Question raised whether the management company would perform walk-throughs. Tidewater does not offer walk through services under our present contract which is a financials only agreement and not full service. The board is responsible for ensuring that the architectural guidelines are upheld.
10. Management Company Fees-Tidewater fee for financials only is \$6000/annually. This fee includes mailing and collection of assessments, bookkeeping, managing the website and making payments to the various vendors. Positive feedback shared about Tidewater being very responsive. HOA attorney Ms. Bryant stated that Tidewater is one of their firm's favorite management companies.
11. Review of HOA assessments-Assessments are necessary to perform needed community repairs and maintenance. Based on the 2015 reserves study, we have approximately one million dollars' worth of repairs to be performed in the community. The reserve study is available online with a breakdown of the projected costs. Major issue is with the roads and the community's underlying drainage system. The annual budget itemizes where the assessment fees are spent. HOA receives approximately \$152,000 annually in

assessment, not including deficient accounts. The assessment fees are not sufficient to meet the demands of the community. Concerns voiced that the HOA fee is too high. The fee is \$74 per month which is much less than other communities especially in the DC metro area. The board is tasked with ensuring we get the best services for the community's money. More involvement is needed to get those projects completed that we can do independently as a community to save money. Smaller projects proposed to start off.

12. Crime and Safety-Resident reported that his vehicle was stolen from in front of his home on Pheasant Run. Concerns raised about motorcycles being parked on the sidewalks at night. Incident with paint guns where resident's vehicles were damaged/vandalized. Residents complained regarding the issue of cars playing loud music and people hanging out in the park after dark when the weather gets warmer and wish to address what we can do about this behavior. Increased traffic noted between the hours of 12am-3am. A neighbor reported who lives on Boise Road who throws a large party monthly. Resident inquired if there is anything in the bylaws to address this. Request for increased police presence. Consensus that we need to be more vigilant as a community in reporting and responding to things that appear suspicious.
13. Resident Concern-Samuel Yego requested that the board and community address his request for reimbursement for cutting down two community trees. Mr. Yego was requested to place his request in writing to Mr. Staples for presentation to the entire board for consideration. Mr. Yego verbalized compliance and understanding of this request.
14. Towing Company-Resident inquired if we plan to maintain community towing services by Bumper to Bumper? At this time, we will maintain the services as it is difficult to identify towing companies that are receptive to working with private communities. Residents offered potential options for alternative towing companies if the community is seeking to change.
15. Maintenance-Does the community plan to replace the picnic benches in the rear of the community with something more durable? (i.e. rubberized metal) The board is aware of this need, but is prioritizing repairs such as the roads at this time.
16. Gas Lamps-Gas lights are each individual homeowner's responsibility. Former board member Jeff Harris was working with board members to get the gas lamps up and running but he is no longer on the board. Board will reach out to Bright Light to determine if they can assess the gas lamps. It is the community's, not individual homeowner's, responsibility to ensure that gas is reaching the lamps. Community members requested resources with which to get the lamps repaired and functional. Community resident Cheryl (last name not available to this writer) offered to assist residents who need assistance turning on their gas lamp that has been determined to be functional/receiving gas. Large light on Boise keeps going out. Determined to be a BGE issue, not an HOA issue.

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17. Communications-HOA president Mr. Staples requested that everyone confirm that they'd received his electronic communications. He requested that those who had not update their e-mail addresses with him prior to leaving.

The meeting was adjourned at 9:30pm.

Next meeting to be held on February 19th at 9915 Mallard Drive Laurel, MD

Respectfully Submitted,

Tyra Estwick

PRHOA Board Member