

The third quarter Pheasant Run HOA meeting was held on June 18, 2018 at the New Life Christian Center located at 9844 Mallard Drive Laurel, MD 20708.

The meeting was called to order at 7:10 pm after it was determined by HOA President Jamar Staples that a quorum had been met. All current board members were present. Former board members Alex Dea and Dan Burke forfeited their positions by missing two consecutive meetings. JoAnne Robbins of Tidewater Management community representative present.

1. Approval of minutes-Minutes from the March quarterly meeting were approved by the board. The president will update the HOA website with the previous meetings minutes.
2. Board Nominations-Call for new board members from the floor. Dave Desormeaux requested to join the board and was approved unanimously by all voting board members. Jeffrey Harris requested to join the board and was approved unanimously by all voting board members. Brad Whitfield abstained from casting a vote for Mr. Desormeaux or Mr. Harris.
3. Parking-Violations are reduced. Emphasis made that there is no predatory towing in place. Residents encouraged to reach out to the parking committee chair with any parking issues or concerns. Clarification given that Jamar Staples is the parking committee president.
4. Architectural-Request made that all architectural requests be submitted to the board directly versus through Tidewater management. Our current contract with Tidewater is management only so if requests are sent to them, they in turn forward to the board which may cause delays. Clarification given that there is no architectural committee chair and that the board collectively addresses any requests/submissions. Walk through performed on June 10th. Letters will be mailed to individual homeowners with violations. Query by homeowner if rear fences are required to be wood or can it be composite fencing that looks like wood. Clarification that architectural guidelines need to be updated to address homeowner's requests for permeable pavers, composite fencing, etc. Homeowner requested that the board recommend companies once guidelines have been updated.
5. Social Activities-Nothing planned at this time.
6. Call for Committee Involvement-Jeff Harris would like to recruit homeowners for architectural control so there is a wider shared knowledge base for future community planning. The following homeowners expressed interest in the architectural committee-Jeffrey Harris, Samantha Jones, Mark Jones, Brenda Desormeaux. The following homeowner expressed interest in the social committee-Lindsey Baker. The following homeowners expressed interest in the parking committee-Patty Perkinson, Diana Krueger, Dan Baker. The following homeowner expressed interest in the maintenance committee-Dave Desormeaux.

7. Finance Committee-Debra McCoy, committee chair was not present. JoAnne Robbins from Tidewater community management indicated that we are on track with our budget as the community has not had many expenditures. We've spent fourteen thousand dollars over the past seven months. Clarification given based on homeowner's query that are on an accrual basis versus debt basis. At the end of 2017 we had accrual for bad debt. Per JoAnne, bad debt should not be calculated in the budget. Expenditures have been mainly for landscape services. Budget items may need to be reclassified. Question raised as to what the landscaping company does other than cut the grass. Landscaping also does community clean-up, emptying trash, picking up leaves. Yard waste must be in paper lawn bags. Landscapers and trash collectors will not pick up yard waste in plastic bags. Mr. Staples offered homeowners to get paper lawn bags from him or the local home improvement store.
8. Old Business-HOA Vice President Patty Perkinson headed the Spring dumpster event. Some homeowners complained of the location where the dumpsters were placed, specifically on Boise as it was in front of someone's home. Jeff Harris indicated he was responsible for location as it was specifically placed such that it was easier to get in and out and it cannot be placed on county roads. Emphasis placed that the community is fined if items that are not permissible are placed in the dumpsters (i.e. mattresses, paint cans). Request made that items that are violations be included in the newsletter as a reference prior to the next dumpster event. The P.O. Box no longer accepts payments. All payments should be sent directly to Tidewater to ensure prompt processing. Online payments require an account with Union Bank and there are no fees associated fees for payments made via this method. The mailing address for Tidewater has recently changed to a post office box in Atlanta, GA, but the Baltimore location is still receiving payments.
9. New Business-Community walkthrough outcomes need to be discussed with new members of the architectural committee. Meeting date to be established. Option to move to full property management with Tidewater. A community of one hundred fifty-two homes cannot be adequately managed with the few board members we have. The current contract with Tidewater for financial only is \$6000 and if we go to full management it will go up to \$15,900. The increase would not affect the assessments this year, but would affect next years. Concerns raised that spending that much will deplete our reserves to repair the structures within our community. At the last reserve study, it was estimated that it would take approximately one million dollars to complete the necessary repairs. We collect less than one hundred fifty thousand dollars per year in assessments. Regardless of whether we move to full management, the quarterly assessments must go up to meet community needs. Community involvement has been low. People commit to help and then fail to show up. Clarification given by Ms. Robbins that the reserves monies cannot be touched/utilized outside of approved expenditures. Estimated time frame if we move to full management would be less than a year.

Concern raised that we have not been with them for a full year and thus they have not established a proven track record with our community yet. Reviewed the process of how Tidewater was selected. Search was initiated in September 2017 and several management companies offered quotes. All quotes were reviewed by the board and Tidewater offered the most comprehensive services for the best cost. President reiterated that the small number of people actively involved cannot address the needs of the community. Clarification offered that control of the community does not transfer to the management company but rather all decisions still go through the board. Homeowner suggested we allow other management companies to rebid on full management to determine if they come in lower. The proposed fee was based on the original request submitted by the board. If we wish to revise, the annual fee would be adjusted accordingly. Homeowners inquired what a full management contract would entail. Hand out was provided. Mr. Staples also sent out a summary via e-mail to all registered homeowners in advance of the meeting. If under full management, Tidewater would get the bids from vendors and present to the board for ultimate decision. Tidewater has relationships with many vendors and report they get better deals. If we proceeded with full management, the contract would be for one year from start of contract. Concerns raised that we would get lost if we moved to full management with Tidewater as we are a smaller community. Previous management company was too big and did not respond to community inquiries/requests. What would be the expected response time from Tidewater with homeowner inquiries? Response-They are required by their executive team to respond within twenty-four business hours. Ms. Robbins indicated that we would get assigned to a manager located in Silver Spring with P-Cam, fifteen years or greater in the business and designations from CAI. Request made for Tidewater to provide the budget. Request made to place community Tidewater representative contact information on the HOA website so homeowners may easily reference.

10. Gas Lines-There was emergency digging on community property to Washington Gas hired contractors to fix it. A contractor working for the realty agency failed to call Miss Utility prior to digging and severed the gas line prompting the emergency contractors through Washington Gas. Gas lamps throughout the community need to be serviced as the community is old and many of the existing gas lamps do not work. Washington Gas refuses to address the issue and their policy is not to repair the lines to gas lamps as it likely does not generate enough revenue. Brite Lite, an independent company, can rehabilitate the lights within the community but it will take money. Argument raised that we should not invest in the gas lines as they are not sustainable and we should consider converting the existing lamps to electric lights.
11. Complaint raised that Tidewater gave false information to a homeowner in reference to cutting down a tree. Ms. Robbins indicates that she is the only Tidewater representative who handles our community and that she did not give out that information.

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Clarification again given to the homeowners present, that all issues unrelated to financials should go through and to the board, not through Tidewater.

12. Homeowners are not submitting to the architectural board for approval prior to installing solar panels.
13. Concern raised that physical mailings should be sent as some of the homeowners are not receiving the e-mails. Clarification that new homeowners receive the bylaws at the time of home purchase. Goal to get as many homeowner's e-mail addresses as possible as transitioning to all electronic communications saves the community money.
14. Community repairs-Emphasis placed on maintaining property values for future resale. Biggest concern for maintenance is repairing the roads. Patty Perkinson indicated that she contacted the office of Prince George's County councilwoman Mary Lehman to discuss grants to help with community repairs.
15. Concerns raised by a homeowner regarding Mr. Desormeaux and Mr. Harris returning to the board after abruptly vacating their positions last year. General request that we move forward with a focus on our community, making it better and welcoming those who want to be involved in that process.
16. Finance Committee Chair Debra McKoy present and indicated that there is approximately \$34,000 in the community's synchrony bank account. The goal is to move it to the Tidewater reserve account. Requires a change of signature authorization from former HOA president Dave Desormeaux. Homeowner Samantha Jones indicated she has an interest in joining the finance committee. Request made with Ms. Robbins of Tidewater to provide the finance committee with a financial statement to share with the community. Ms. McKoy indicated that she is not the HOA treasurer and is solely serving in the role of finance committee chair. David Desormeaux volunteered to be the HOA board treasurer.

The meeting was adjourned at 8:30 pm.

Next HOA meeting to be held on July 16th

Respectfully Submitted,

Tyra Estwick

PRHOA Board Member