

Cross Keys Maintenance Corporation (CKMC)
Board Meeting Minutes
February 13, 2023

Present: Deborah Saunders, Condo I; Carroll Jenkins, Dunn's Grove; Ruth Roman, Fallswood I; Hal Hathaway, Fallswood II; Jim McCabe, Goodlow House; Susan Giscombe and David Gordon, Harper House; Alex Katzenberg, Roland Green; Neal Borden and Karla Bunz, Roland Mews; Mike Grier, Village Management; Arsh Mirmiran, Caves Valley Partners.

- I. Hal Hathaway called the meeting to order at 6:00 pm.

- II. Review of the Minutes
The minutes of November 7, 2022 were presented. A recommendation was made to correct the date of the minutes to read: November 7, 2022. A motion was made to approve the minutes as corrected. The motion was seconded and passed unanimously. The minutes are entered into the Association's records.

- III. President's Opening Remarks
Hal greeted those present and introduced topics to be covered in tonight's meeting. Our focus: As a fiscally responsible association, how do we meet the goal of the Reserve Study AND cover current Maintenance issues at Cross Keys?

- IV. Treasurer's Report
David reported that:
 - The shared income of the 2 budgets is slightly less than anticipated due to arrears. That said, we are still over budget.
Discussion: If a year is over-budget, how is that handled?
Mike: As a function of accrual accounting, we are on a 3-year cycle of reconciling budgets. Statistically, 3 years of being either under- or over-budget evens out.
NOTE: Neither the Hotel nor Caves Valley Partners pay into the Recreational budget.
 - A. Reserve Study Update
Hal noted that CKMC hired accountants to put together a Reserve Expenditure Report for the next 3 years taking into account current maintenance issues not addressed in the reserve report from Miller Doddson.
A discussion ensued:
 - Under the current reserve report, no repairs or improvements would be made to pools;

- The repair to the storm drain at Roland Green is not included;
- Clubhouse upgrades, though needed, cannot be considered.

At the same time, it is critical that CKMC provide the amenities and maintenance services that condo owners expect when they buy into Cross Keys.

Tonight's CKMC meeting provided the opportunity for the Board to **discuss** these issues. **Decisions will have to be made at the next Board meeting this spring.**

V. Management Report

Mike reported that:

Management has met with Todd Harman the president of Hallaton an environmental pipe lining contractor to discuss the storm drain under Hamlet Hill Rd. at Cross Keys Rd. A proposal is being prepared for the repair of the storm drain by Hallaton.

Right now this issue is in discussion in view of the Reserve Study. To fund this study precludes repairs unless an exorbitant assessment is put into place.

Meanwhile, estimates are being pursued to determine the optimal solution.

- Similarly, pool repairs are on hold and another estimate forthcoming.
- The tennis court is scheduled for repairs this spring.

- The schedule was shared for the March Winter Arts Festival IV and concerts in March as well as an upcoming Jewelry Show.

VI. Commercial Update

Arsh shared that the office space in Village Square is basically full, and office space in the Quad has two large spaces available for rent.

Restaurant plans may now include a new building of 6200 sq. ft. for an upscale Asian restaurant, to open in fall '24.

It looks promising that an Italian market/deli will lease a space of 3800 sq. ft.

A couple of other restaurants are soon to sign in.

Easy Like Sunday is scheduled to open on March 14th.

VII. Old Business

Storm drains were discussed earlier in the meeting.

VIII. New Business

Carroll noted that the issue of the North Gate being open is still a security concern for several residents in Dunn's Grove. They have proposed that it should be open only during daylight hours. After a brief discussion, it was determined that the hours would remain "as is" since they have been shifted many times.

All were encouraged to attend the upcoming Arts Festival!

IX. The meeting was adjourned at 7:15 pm.

Then followed a meeting of the Recreation Committee.

NOTE: The next CKMC Board meeting has been rescheduled to May 1, 2023, when the Reserve financial information will be available.

Respectfully submitted,
Carroll Jenkins, Secretary

Notes on the Recreation Committee

We are on schedule to open the 3 pools this year. Until we address the Reserve study costs, we are not in a position now to discuss renovations.

The Club House cannot be rented during the months when the pool is open unless a lifeguard is hired: an untarped pool is a safety liability.

This meeting was adjourned at 7:25 pm.

Cross Keys Maintenance Corporation (CKMC)
Board Meeting Minutes
May 1, 2023

Present: Deborah Saunders, Condo I; Carroll Jenkins, Dunn's Grove; Ruth Roman, Fallswood I; Hal Hathaway, Fallswood II; Julie Cahan, Hamill Court; Susan Giscombe and David Gordon, Harper House; Ann Saunders, Roland Green; Neal Borden and Karla Bunz, Roland Mews; Mike Grier, Village Management; Arsh Mirmiran and Marie Gerwig, Caves Valley Partners.

I. Hal Hathaway called the meeting to order at 6:00 pm.

II. Review of the Minutes

The minutes of February 13, 2023 were presented. A motion was made to approve the minutes; seconded and passed unanimously. The minutes are entered into the Association's records.

III. President's Opening Remarks

Hal introduced topics to be covered in tonight's meeting. Two focus points:

1. Security issues at Cross Keys and
2. The completed Reserve Studies of the shared budget and the recreation budget.

IV. Treasurer's Report

Discussion of finances was deferred until a review of the Reserve Studies later in the meeting.

V. Management Report

Caves Valley Partners has requested a temporary accessway in order to complete a planned change in the road near the hillside where the farmer's market used to be. This would mean a regrading of the lower portion of the hill, a short stretch of road redesign, and then returning the hillside to its original grade. A motion was made to approve this request; seconded and unanimously approved.

FIOS is currently installed in the Gatehouse. Comcast will bring FIOS to the Village Square.

Mike reported on Recreation expenditures and events:

The tennis court at the Clubhouse has been repaired: \$7,500.00.

Bids are being solicited for a new boiler for the Clubhouse: \$60,000.00.

DRD has submitted a contract for the refurbishment of Pool #2: \$450,000.00.

Past and future Clubhouse events were noted.

Shared budget expenditures include:

Annual tree removal/maintenance \$25,000.00.

Road striping: \$2,500.00.

Additional Cameras at North and Center Gate: \$16,000.00.

Repair storm drain under Hamlet Hill Rd/Roland Green: \$10,000.00. APPROVED

Asphalt Repair at Hamlet Hill: \$16,000.00.

VI. Commercial Update

Arsh shared that:

The hotel is doing a good business, sold out on most weekends.

The office space in Village Square is basically full, and the Quad has a new major tenant, leaving little office space unoccupied. The landscape there has been upgraded.

The parking lot at Williams Sonoma has been sectioned off to make repairs in preparation for comprehensive garage improvements.

A smaller, excellent Italian market/deli will be coming.

Construction will begin in June for an Asian restaurant, to open in fall '24.

Another restaurant offering steaks and seafood is soon to be signed on.

Also, Caves Valley hopes to add a family-oriented Mexican restaurant.

Easy Like Sunday is doing extremely well – an excellent addition to the commercial property.

California Closets plans to open here at Cross Keys.

The apartment building plans to break ground in late fall 2023.

TENTATIVELY

VII. Old Business

A - Crime Prevention

The Baltimore City Police Department gave a presentation directed by Major Johnson, Commanding Officer for the Northern District. Also presenting were Sergeant Madrid, NCA supervisor and Ms. Scott, Safety Resource Coordinator.

Crime in Cross Keys has not substantially increased in the past year. However, larceny has increased locally, particularly at the CVS on Falls Road near Cold Spring

Lane. Vehicle theft across the country has targeted Kia and Hyundai cars built from 2015-2019. These cars lack an inexpensive security feature, and TikTok videos showed how to steal them. To combat this problem, owners of these cars can receive a free-of-charge wheel lock ("club") at the police department at 2201 W. Cold Spring Lane: Northern@Baltimorepolice.org, 410-396-2455.

The City Watch program connects individual cameras, including Ring-Doorbell devices, with the Baltimore Police Department. This can be arranged ONLY with the permission of the camera owner. It allows police to contact that owner in the event suspicious activity has been noted.

Currently the Baltimore City Police department drives once/twice a day to the CK commercial district. This presence is a crime deterrent. They offered to extend that daily drive throughout the residential properties. This offer is much appreciated.

Arsh Mirmiran noted that security cameras have been installed throughout the commercial district and garage. It has been reported that people have been casing some stores and clothing has been taken.

After presentations, the Board conducted further discussion of crime prevention in Cross Keys.

Present gate hours were reviewed for all gates, and the question arose whether to close some gates or reduce hours open. It was agreed that the hours for all gates would remain as-is for the summer months.

At the same time, the installation of cameras at the North and Center gates at a cost no greater than \$16,000.00 was unanimously approved. Increased lighting at these gates will be discussed at a future meeting.

B. Reserve Studies

Shared Budget: At the present time, we are in compliance.

Recreation Budget: If we are to be close to compliance, we can not afford ANY expenditures. The most pressing item is Pool #2, which needs an overhaul. This will cost approximately \$450,000.00 and would be completed in two stages: fall and spring.

Alternative plans were discussed, resulting in the agreement that work on Pool 2 would be funded by "borrowing from ourselves:" identifying the costs on the budget

statements until repaid. This would demonstrate fiscal responsibility on the part of the Board. It was recommended that new, specific information be obtained for work on Pool 2, to be reviewed at the next Board meeting.

VIII. New Business

There was discussion about the duties of the Club House Manager and the fulfillment of these duties by the current manager. This position is governed by CKMC.

This meeting was adjourned at 8:10 pm.

Respectfully submitted,
Carroll Jenkins, Secretary

NOTE: The next CKMC meeting will be on Monday, June 12, 2023.

Cross Keys Maintenance Corporation (CKMC)
Board Meeting Minutes
June 12, 2023

Present: Sarah Taylor, Condo I; Carroll Jenkins, Dunn's Grove; Ruth Roman, Fallswood I; Hal Hathaway, Fallswood II; Julie Cahan, Hamill Court; Alex Katzenberg, Roland Green; Neal Borden, Roland Mews; Mike Grier, Village Management.

- I. Hal Hathaway called the meeting to order at 6:00 pm.
- II. Review of the Minutes
The minutes of May 1, 2023 were presented. A motion was made to accept the minutes as written. The motion was seconded and passed unanimously. The minutes are entered into the Association's records.
- III. President's Opening Remarks
Hal greeted those present and introduced topics to be covered in tonight's meeting.
- IV. Treasurer's Report
The treasurer was not present.
Hal reported that the Shared Budget is in good shape. Reasonable expenditures have been made and predicted costs for lighting and cameras at the gates to CK are within budget.
The reserve balance is adequate for the remainder of the year, barring unforeseen circumstances.
- V. Management Report
 - Mike reported that the storm drain piping repair for Hamlet Hill Rd. @ Roland Green has been completed.
 - He then presented the proposal from Dantech, Inc. for a camera system expansion to cover all entrances to CK. At past CKMC meetings, it has become clear that the CK community needs to upgrade security. Two years ago, proposals from other companies were solicited for security cameras at the Gatehouse. Dantech, Inc. was selected at the time to install these, and they have fully lived up to expectations. This proposal for additional cameras at the other three gates was thoughtfully discussed and the **vote was unanimously in favor of accepting this proposal.**
 - CKMC streetlights have been updated with brighter bulbs (c. 20% brighter) and new, clear lenses. This is again in response to a need for increased security.

- VI. Commercial Update
No representative from Caves Valley attended tonight.
- VII. Old Business
The discussion of crime prevention (additional cameras and lighting) was covered in the Manager's Report.
- VIII. New Business
The next CKMC Board meeting is scheduled for September 11, 2023.
- IX. Adjournment
The meeting was adjourned at 6:15 pm

Then followed a meeting of the Recreation Committee.

Notes on the Recreation Committee

A. BUDGET ITEMS

Hal reported that the Reserve Recreation Budget as of the end of April stands at \$625,000. The Reserve Study demands that the Reserve Budget be \$625,000.

However, there are **two situations requiring immediate attention** of the Recreation Budget:

1. Pool #2.

As has been discussed at length in past meetings, and after forestalling deferred maintenance on Pool #2, we can no longer put off necessary repairs (an overhaul) or the pool will be unusable in the near future and will be shut down.

The Property Manager presented a revised contract for repairs from DRD, the company that has serviced Cross Keys Pools for c. 30 years. This was discussed at length.

It was agreed to remove #10 in the document re: underwater lights. The resulting cost for that pool alone is c. \$500,000.00. The cost is likely to run slightly higher if new issues are discovered (wiring, etc.) as the job progresses.

To proceed, the pergola needs to be removed.

An effort has been made to secure other bids for this job. However, DRD came through with a sensible plan. It was felt by the Board that DRD's positive performance over the past 30 years and extensive experience with that particular pool positioned them to knowledgeably approach the problem.

2. The hot water heater/boiler in the clubhouse no longer works and needs replacement.

This is expected to cost c. \$60,000 as has been discussed in past meetings. Bids for replacement are being solicited.

Budgeting:

1. Even with \$11,000 contributed to the Recreation budget per month, it is clear that tapping the Reserve Recreation budget would put it out of compliance with the Reserve Study.
2. Therefore, to meet our fiscal responsibilities with transparency, it has been agreed that the Recreation budget would borrow from the Shared budget to fund these two major projects. This loan will be paid off over the coming years.

Board approval:

1. The Board unanimously approved the DRD contract for the repair of Pool #2, subject to the removal of #10: underwater lighting.
2. The Board unanimously approved that VM remove the pergola at Pool #2.
3. The Board unanimously approved the execution of a contract to replace the hot water heater at the Clubhouse, at a cost of no more than \$60,000 – unless increased costs are approved by the Board.

It is understood:

1. The pool repair will be done in two phases: Fall 2023 and Spring 2024.
2. The start day of work on this project will be predicated on the granting of permits by the city.

B. PERSONNEL

Margie Goodman has resigned from the position of Clubhouse Manager.

1. This job opportunity has been posted on Next Door, Facebook and Indeed, and spread by word-of-mouth in the community.
2. A sub-committee of the Recreation Committee has vetted applicants and referred a candidate to Hal and the Property Manager for an interview on Wednesday.
3. We are grateful for the work that goes into this and hope the position is filled soon!

The Recreation Committee meeting adjourned at 6:53 PM.

Respectfully submitted,
Carroll Jenkins, Secretary

Cross Keys Maintenance Corporation (CKMC)
Board Meeting Minutes
September 11, 2023

Present: Sarah Taylor, Condo I; Carroll Jenkins, Dunn's Grove; Ruth Roman, Fallswood I; Hal Hathaway, Fallswood II; Julie Cahan, Hamill Court; David Gordon, Harper House; Ann Sanders (alt.), Roland Green; Carla Bunz, Neal Borden, Roland Mews; Arsh Mirmiran, Caves Valley; Mike Grier, Village Management.

- I. Hal Hathaway called the meeting to order at 6:00 pm.
- II. Review of the Minutes
The minutes of June 12, 2023 were presented. A motion was made to accept the minutes as written. The motion was seconded and passed unanimously. The minutes are entered into the Association's records.
- III. President's Opening Remarks
Hal greeted those present and introduced topics to be covered in tonight's meeting.
- IV. Treasurer's Report
We are on budget through July of this year and in November our proposed budget for 2024 addressing the Reserve Requirement numbers will be presented. Further discussion revolved around the Reserve Study. Although this year CKMC will be in compliance with the study, the costs incurred by the repairs to the middle pool (#2) and other improvements will make it very challenging to remain in compliance in future years without raising Association fees.
- V. Management Report
Mike reported that cameras have been installed at all gate locations, per previous Board meetings. However, the electrical configuration must be changed to support these units, which may cost \$8000-\$9000. After discussion, a motion was made to authorize up to \$10,000 to have the appropriate wiring installed. Bids are being solicited.
The arrears report was reviewed.
- VI. Commercial Update
Arsh detailed some of the additions expected for the commercial district:
 - It will soon be announced that the Italian market will be moving in to the space between the hotel and William Sonoma. That market will feature ready to eat

pizza, pasta, salads as well as Italian wines and beer – and groceries. They hope to open in April 2024.

- In addition, Kneads Coffee and an ice cream store will be coming to Cross Keys.
- The office space is full, but for two small offices.
- The apartment agreement is to be completed by the end of 2023, with construction anticipated to start this spring.
- The parking deck at William Sonoma required additional attention due to water membrane issues and the subsequent need for some structural repairs. However, this is now complete.
- The current fenced-off area of parking will be redone and largely returned to use as parking space.

It was agreed by all that the Farmer's Market (Misty Valley) has been a wonderful addition.

It was also noted that the idea of reducing Falls Road by a lane for bicycle use only has been tabled – for now.

VII. Old Business

No old business to report.

VIII. New Business

The next CKMC Board meeting is scheduled for November 6, 2023.

IX. Adjournment

The meeting was adjourned at 7:00 pm.

Then followed a meeting of the Recreation Committee.

Notes on the Recreation Committee

Property Manager Mike Grier reported that a lot of work has gone into getting ideas and estimates for a new boiler for the Clubhouse. Options were discussed and the recommendation was made to accept Fidelity's proposal for the installation of a heat pump. This would provide both heat and air conditioning to the upstairs area of the building. This is also the most affordable option and reduces the gas bill for the Clubhouse. (At the same time, there will be an increase in the electric bill.)

The downstairs area has an adequate system currently for both heat and air conditioning.

A motion was made to approve the proposal presented by Fidelity to purchase and install the heat pump at a cost of \$48,774.00. The motion was seconded and unanimously approved by the Board.

Repairs on Pool 2, the large, “middle” pool, can proceed as soon as required permits are issued. There has been considerable delay by the City in getting these.

Once permits are issued, the Board agreed that the trellis can be removed at a cost of \$1540.00. That lumber can be salvaged and used on other Cross Keys projects.

A temporary construction gate will be needed during the repair process. The bid by Fence Masters of \$1,900 was accepted as the most reasonable.

There are two holly trees near the entrance of pool 2, and it was agreed by the Board that these should be removed at a cost of \$600.00.

The pool cover for pool #1 at the clubhouse is showing age-related wear. An estimate for a new replacement from DRD is \$12,130.00. The Board decided to use the one we have for another year.

Pickleball continues to grow in popularity, while there remains a strong tennis contingent. The one usable court by the clubhouse is used by both groups. A proposal was received to convert the tennis court into two pickleball courts, but the Board turned this idea down. The court needs to be available to tennis players as well.

Some residents are protesting the noise resulting from pickleball games.

A lock on the fence has deterred players who are not from Cross Keys.

Spotted Lantern Flies have infested 18 Ailanthus trees at pool 2. The only way to address this is to have them removed, and the low bid of \$4575.00 has been received. It was agreed by all that this removal should proceed.

Damian Mathews, the new Clubhouse Manager, has been doing a great job. All who have met him note that he seems to fit “hand-in-glove” with the position. He is currently working on an electronic version of Keynotes.

Respectfully submitted,
Carroll Jenkins, Secretary

September 12, 2023

Cross Keys Maintenance Corporation (CKMC)
Board Meeting Minutes
November 6, 2023

Present: Sarah Taylor, Condo I; Carroll Jenkins, Dunn's Grove; Ruth Roman, Fallswood I; Hal Hathaway, Fallswood II; Mike Grier (alternate), Goodlow House; Julie Cahan, Hamill Court; David Gordon, Harper House; Alex Katzenberg, Roland Green; Karla Bunz, Roland Mews; Arsh Mirmiran, Caves Valley; Marie Gerwig, Mackenzie; Mike Grier, Village Management.

- I. Hal Hathaway called the meeting to order at 6:00 pm.
- II. Review of the Minutes
The minutes of September 19, 2023 were presented. A motion was made to accept the minutes as written. The motion was seconded and passed unanimously. The minutes are entered into the Association's records.
- III. President's Opening Remarks
Hal greeted those present and introduced topics to be covered in tonight's meeting.
- IV. Treasurer's Report
The shared budget is currently on target with the Reserve Fund. Some costs are expected to rise in 2024, an example being the salary for the roving patrol employees, which will rise to \$15.00 per hour. The 2024 proposed budget was reviewed and a motion was made and seconded to accept the 2024 CKMC budget: unanimous approval.
- V. Management Report
 - Mike reported that all cameras are up and running, though the remote is still being addressed.
 - The arrears report was reviewed.
 - There is a dead elm tree on the south hill; removal will cost \$3225.00.
 - Bids are being requested for asphalt repair and repaving in three sections of Cross Keys: 1) Hamlet Hill adjacent to Roland Mews, 2) between Goodlow and Dunn's Grove, and 3) Cross Keys Road at Fallswood I.
 - A Patrol Agreement between CKMC and each Association was established in 2021 and was reviewed at this meeting. All Associations agreed they would participate again in this agreement and were given a copy to sign.
 - A report by the MD Chamber of Commerce was shared regarding the shortage of workmen throughout the state.

VI. Commercial Update

Arsh detailed some of the additions expected for the commercial district:

- Za Vino, an Italian market similar to Di Pasquale's, will be moving into the space between the hotel and William Sonoma. They hope to open in April 2024.
- Always Ice Cream store has signed an agreement with Cross Keys.
- Cordish will be presenting a fine steak/seafood restaurant.
- Atlas plans to open an Asian themed restaurant in early October.
- The remaining available office space in the Quad (24,000 square feet) will be divided into two smaller offices.
- Questar is ready to begin construction of the apartment building this spring.

VII. Old Business

No old business to report.

VIII. New Business

- Elections 2024

The following officers were unanimously voted in for 2024:

President - Hall Hathaway (Fallswood II)

Vice President – Karla Bunz (Roland Mews)

Secretary – Carroll Jenkins (Dunn's Grove)

Treasurer – David Gordon (Harper House)

- The next CKMC Board meeting is scheduled for February 12, 2024.
Future meetings: May 13, 2024; September 9, 2024; November 11, 2024

IX. Adjournment

The meeting was adjourned at 7:00 pm.

Then followed a meeting of the Recreation Committee.

Notes on the Recreation Committee

Property Manager Mike Grier updated the Board on the clubhouse heating system. As discussed at the previous Board meeting, a new heat pump was approved to heat the Clubhouse. However, at the time of installation, it was determined that the electric capacity at the Clubhouse is inadequate to support the heat pump.

Therefore, the current boiler will be repaired to generate heat for a couple of more years. This work should be complete in the next several days. During that time, new quotes will be generated which will include an upgrade in electric power for the building. Current estimates for that electric power: c. \$25,000.

Repairs on the South Pool:

- A temporary construction gate has been installed at a cost of \$1900.00.
- Two holly trees were removed: \$600.00.
- The trellis was removed: \$1540.00.
- Coping stones and concrete have been removed.
- Eighteen Ailanthus trees at the South Pool were infested by Spotted Lantern Flies. They have been removed: \$4575.00.

The proposed 2024 Recreation budget was discussed. A motion was made to accept; seconded and unanimously approved.

Clubhouse Manager Damian Mathews has been doing a great job. His new electronic version of Keynotes has been very well received. With Damian at the helm, and encouragement from the Recreation Committee, there has been an increased number of events booked at the Clubhouse.

This has led to a discussion as to whether a CKMC employee or representative needs to be present at each event. The Board reviewed an opinion email from Bruce Brown who strongly recommended that the existing policy remain: Yes, a CKMC employee or representative needs to be present to ensure the Clubhouse is properly closed down and locked at the end of each event.

The Board agreed unanimously to continue this policy.

Respectfully submitted,
Carroll Jenkins, Secretary

November 14, 2023

**Cross Keys Maintenance Corporation (CKMC)
Board Meeting Minutes
December 7, 2022**

Present: Sarah Taylor, Condo I; Carroll Jenkins, Dunn's Grove; Ruth Roman, Fallswood I; Hal Hathaway, Fallswood II; Julie Cahan, Hamill Court; Susan Giscombe and David Gordon, Harper House; Alex Katzenberg, Roland Green; Neal Borden and John Ford, Roland Mews; Arsh Mirmiran and Marie Gerwig, Caves Valley Partners, Mike Grier, Village Management.

I. Hal Hathaway called the meeting to order at 6:00 PM.

II. Review of Minutes

The minutes of August 1, 2022 were presented and a motion was made to approve them as written. The motion was seconded and passed unanimously.

The minutes are entered into the Association's records.

III. President's Opening Remarks

Hal greeted those present and introduced topics to be covered in tonight's meeting, the focus being on HB107, now Maryland law, and its CKMC budget impact.

IV. Management Report

Mike Grier reported that:

- There are no updates to report on the signs at Cross Keys.
- A second bid is expected for lining the storm drains at Hamlet Hill.
- Work on the pools is on hold; a second bid has been received.
- The estimate for replacing the carpet and wallpaper at the Clubhouse is about \$25,000.00. That project is on hold.
- A discussion followed on the use of the space within the Clubhouse, and Mike will send the Board the guidelines/regulations on this.
- The arrears report was provided as well as a revised Draft Budget.

V. Commercial Update - Update on CK Business Properties

Arsh reported that there has been a great deal of construction activity at the Courtyard.

- Bird deterrents have been put in place.
- Benches have been stained.
- Landscaping has been redone on the north lot
- Considerable work has been done on courtyard lighting.
- The exterior paneling work has been extensive.
- Painting has begun in the garage.

Almost 100% of office space in Village Square and 70% of the Quad has been rented out.

Commercial properties are in negotiation.

The plan is to provide a variety of cuisines/ethnic foods between restaurants and grocery shopping. Other shops planned include a wine store, women's clothing store, a nail salon, and a hair salon.

VI. 2023 Shared Budget

- The most recent Reserve Study for CKMC was in June 2021,
- Maryland State law (see HB 107, signed by the Governor earlier this year) requires that recommendations of this Study be fully funded in 12 months.
- The Second Revised Draft Budget (the Shared budget) reflects this recommendation by increasing fees paid to CKMC by Condo Associations approximately 25% in 2023.
- An in-depth discussion followed reviewing the implications of this raise in owners' condo fees. Despite the fact that this will be an enormous burden to owners and condo associations, it was agreed that this course of action was necessary to be in compliance with Maryland law.
- The issue of the fee increase was brought to a vote. The motion was made to accept this increase as presented in the meeting's second Draft Shared Budget. The motion was seconded and unanimously approved.
- It was also discussed that should there be any immediate expenses for CKMC in 2023, these could be met by an assessment of Condo Associations.

VII. 2023 Recreation Budget

- A similar review took place with an in-depth discussion of the Second Revised Recreation Draft Budget, which reflected an increase of CKMC Recreational fees of approximately 30%.
- It was again agreed that despite this being an enormous burden to owners and condo associations, this course of action was necessary to be in compliance with Maryland law.
- The motion was made to fully fund this increase as presented in the meeting's Second Revised Recreation Draft Budget. The motion was seconded and unanimously approved.
- It was noted that a second bid on the repair of Pool #2 has been received. A 3rd bid will possibly follow. Were a bid to be accepted, it is unlikely that work would begin until fall of 2023. This issue will be revisited in coming Board meetings.

VIII. Election of Officers

The current slate of officers has volunteered to serve in 2023:

- President – Hal Hathaway
- Vice President – Neal Borden
- Treasurer – David Gordon
- Secretary – Carroll Jenkins

There being no other nominations for officers, the motion was made to accept this slate of officers for 2023. The motion was seconded and unanimously approved.

IX. 2023 Scheduled CKMC Board Meetings

Mondays at 6:00 pm

~~January 9, 2023~~ Feb 5, 2023

April 3, 2023

September 11, 2023

November 6, 2023

X. Adjournment

With no further business, the meeting was adjourned at 7:40 pm

Respectfully submitted,
Carroll Jenkins