

Drum Point Property Owners' Association
Board of Directors Meeting
401 Lake Drive
June 6, 2023
Final

Board Members Present: Mike Snapp, Jack Andre, Bonnie Blades, Ginny Rice, Susan Rork, Allen Fine

Board Members Not Present: Tony Spakauskas, Asha Andreas, and Maggie Johnson

Staff Present: Rhea Webster – Association Manager

Property Owners and Guests Present: None Present

Call to Order: Mike Snapp, President of the Board of Directors for the Drum Point Property Owners' Association (DPPOA), called the meeting to order at 6:30 p.m. All meetings of the DPPOA are recorded, and Robert's Rules of Order govern the proceedings.

Approval of Minutes and Agenda: Jack Andre made a motion to accept the minutes from the May 2, 2023, meeting, distributed previously via email. The motion was seconded and approved unanimously. The minutes were approved as written.

President's Remarks: Mike Snapp introduced Allen Fine, who has volunteered to replace Mike Chaconas on the Board of Directors, who resigned for personal reasons. After the Board and manager introduced themselves, Susan Rork made a motion for Mr. Fine to be appointed to the Board. The motion was seconded and passed unanimously.

Office Update: Rhea Webster reported the following:

- Membership for the current fiscal year, which ends June 30, is at 81%. Membership for the upcoming fiscal year is at 66%. These numbers are consistent with past years.
- Absentee ballots for approval of the FY 2024 budget are available in the Association office.
- The next meeting of the General Membership is scheduled for June 29th at the Drum Point Club.
- Collections:
 - The Association was granted a judgment in a claim against Edward and Mrs. Kerman for past-due Association fees in the amount of \$2,004.00 plus court costs.
 - A property on Pilot Way transferred to a new owner on a non-arm's length basis, and a letter was sent to her outlining and explaining the fee structure. A check in the amount of \$1,612.00 for past-due fees has been received, and the account is now current.
- A site visit was conducted with Deputy Kreps of the Calvert County Sheriff's Office to discuss a solution to the parking problem on River Terrace.
 - Deputy Kreps made several suggestions, some of which are already being put in place (i.e. – clearing additional area of the unpaved right-of-way to allow people to park off the pavement).
 - Deputy Kreps stated that warnings and tickets can be issued to those who park on the pavement and block traffic, but appropriate signage must first be in place. This is also in the process of being done, with parking directional signage and better placement of the “no parking on pavement” sign at the top of the street.
 - A property owner on River Terrace suggested the Association ask the Drum Point Club to sell a portion of club property just inside the gate. The gate could be moved back to allow for parking. The Club will be consulted.

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Committee Reports and Roundtable:

Operational/Roads Committee: Rhea reported the following:

- The invoice, in the amount of \$231,153.90, for the paving done by Great Mills Trading Post in 2022 has been received.
 - The budgeted funds have been transferred from County-held Special Tax District money to our STD capital expense account.
 - Jeff MacDonald (previous Project Manager) reviewed the asphalt and fabric tickets as well as other data to be sure they match the proposed amounts. It appears that there is an overcharge in the amount of stone delivered for shoulder backup. He estimated an overage of 2,000 LF, which resulted in an overcharge of more than \$4,000 at \$2.15/LF of stone installed. He can and will “wheel” the area to determine the exact amount. The amount of stone delivered per LF is not the same as the LF paved, as there are areas where no stone is needed (paved driveways, guardrails near the asphalt, grassy areas that abut the pavement etc.). A adjusted invoice will be requested.
 - Chris Franklin’s compensation percentage will be discussed in the Executive session.
- Storm Water Management Projects:
 - The invoice for work on Leason Cove Drive has been received from Grover’s Lawnscape in the amount of \$2,317.50. It has not yet been paid as Mike Snapp suggested that some of the rock should be moved and spread out to assure that storm water can move easily down the swale. Mike Toro of Grover’s Lawnscape has been notified that this needs to be done prior to payment of the invoice.
 - Proposals for work on the River View Causeway and on Surf Street at Beech Drive were approved by the Board via email. After discussion, a motion was made as follows:

Motion: Ginny Rice made a motion to affirm the decision to approve proposals from Grover’s Lawnscape as follows: River View Causeway in the amount of \$736.38 and Surf Street at Beech Drive in the amount of \$2,070.30. The motion was seconded and approved unanimously.

- Ward’s Marine can begin work on the Bay Drive Causeway once a deposit check has been received so material can be ordered. They will provide a contract once they receive word from the Association that there is no need for a road bond to be placed and assurance that they can use a parking area adjacent to Lake Charming to stage material and equipment.

Finance Committee: The Balance Sheet and Profit and Loss Statements were distributed. Jack Andre, DPPOA Treasurer, stated that all accounts are within the expected range. The following was noted:

- The final billing of the paving work is over the proposal (over and above the amount of overcharge – see above). This is not unusual as the cost of asphalt etc. cannot be assured when the proposal is made.
- Given that we no longer receive monthly reports from the Calvert County Finance Office as to the balance of Special Tax District funds available, adjustments are being made in QuickBooks based on the amounts received. This will allow for a better estimate of available funds.

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Environmental Committee: Bonnie stated that she will take photos of areas where Phragmites have been being treated for the past several years to determine if treatment is needed this year. She will provide a piece for the newsletter informing property owners who have Phragmites on their property how best to have it removed. Cutting it down, digging it up, etc. will cause it to spread due to the extensive root system.”

Ginny Rice will work to remove ivy from a tree on Barreda Boulevard at Overlook Drive.

Safety Committee: In Maggie’s absence, Mike briefed Allen Fine about the Community Emergency Response Center and its use in an emergency.

Welcome Committee: Rhea reported that three Welcome Buckets have been distributed in the past month. Cindy Andre requested additional buckets from Ace Hardware, and 25 buckets have been received.

Planning Committee: Beach Erosion: Mike Snapp reported that the permitting process is now at the County level with approval received from State agencies, including the Maryland Department of the Environment and the Army Corp of Engineers. Once approval is received, Coastline Design PC will request proposals from various contractors. It is hoped that work can begin in the coming fiscal year.

Unfinished Business:

Reserve Study: Mike Snapp, Jack Andre, and Rhea will meet with a representative from Miller Dodson, the company who will conduct the Level II Reserve Study, this Thursday at 10:00 a.m.

New Business: Drum Point Day is scheduled for July 1st at the Drum Point Club. Volunteers are needed to help with set up, food serving, grilling, and cleanup etc. The Association provides the food, and the Club pays for entertainment and non-alcoholic beverages. The event will run from 2:00 – 7:00.

Public Comment: None offered.

The next Board meeting will be held on Tuesday, July 11, 2023. With no further business to discuss, a motion was made at 7:30 to adjourn to Executive Session. The motion was seconded and approved unanimously.