

MEETING MINUTES

Chesapeake Village Homeowners' Members Meeting

Date: June 17, 2025 (rescheduled from June 10) **Time:** 7:30 p.m.

Location: Videoconference

Board members: Mark Petrakis (President), Richard Burch (Vice President), Monty Wood (Secretary), Rick Brinkley (Treasurer). Absent: Jamilia Howard (At-Large).

Residents: 0

AGENDA TOPICS

■ Agenda topic *Call to Order, Roll Call* | Presenter Mark Petrakis

The meeting was called to order at 7:48 p.m. by Mark Petrakis. The meeting had been scheduled for June 10 but was postponed because of a lack of a quorum. It was rescheduled for June 17.

■ Agenda topic *Approval of Agenda* | Presenter Mark Petrakis / Monty Wood

The Board unanimously approved the agenda for the meeting.

■ Agenda topic *Corrections /Approval of Previous Meeting Minutes* | Presenter Monty Wood

The Board approved the May 2025 meeting minutes.

Action Items	Person responsible	Deadline
Create agenda for next meeting, keep minutes of previous meeting	Monty Wood	Continuous
Post agenda and minutes from the previous meeting.	Mark Petrakis	Continuous

■ Agenda topic *Recurrent Business* | Presenter Mark Petrakis

Management Services

The HOA Board is looking to hire a management company to handle administrative duties. Key needs: financial management, online portal, dues collection, vendor payments, and administrative tasks (resale packets, ARC requests). The Board has interviewed three companies to start in 2026. The three are Majerle Management, Westward 360, and Clark Simson Miller. Proposed monthly fees range from \$580 to \$750 for their services.

The Board met with Westward 360 on May 12, met with Majerle Management on April 24, and met with Clark Simson Miller on May 15. The Board has narrowed the finalists to Westward 360 and Majerle Management.

MEETING MINUTES

Landownership Issues

The Board is trying to obtain clear ownership of Open Space C and Residue C & D on the neighborhood map. Residue C & D and Open Space C are still in question, as well as Dark Star Lane and the Future Right of Way (near the circle). Residue B is now in Chesapeake Village's name. We are still trying to obtain a quick claim deed from Quality Built Homes and Over Water LLC. Matt Dyer, Esq., is the attorney on this case.

Matt Dyer reports that deeds will be coming to him soon.

Common Areas

Green Roots submitted a proposal to powerwash the front brick sign for \$955. The Board felt that was too expensive to remove graffiti. After using a wirebrush on the paint, and subsequent plant growth, the graffiti is no longer visible.

Also, a light is out that usually shines on the sign.

Complaints

A North Calvert Woods landscaper is creating ruts on Dark Star Lane. The Board decided to send a letter to the homeowner asking them to find another access point to their property and not to use Dark Star Lane.

Committees

Community Improvement Committee: Part 2 of the drawings from the landscape architect (Anik Jhaveri, KOr.10) are on hold because of landownership issues.

Social Committee: We still do not have members or a chair for this committee. A renter in the neighborhood, Gene Summers, is offering to coordinate several seasonal events – a spring clean-up, a summer cookout, and a fall charity drive.

Welcome Committee: New homeowners include: 7208 Chesapeake Village Boulevard (Way), 7607 Donerail Court (Zangle), and 7328 Chesapeake Village Boulevard (Shah/Chum). These homeowners will receive welcome baskets.

HOA Covenants Review Committee: If Open Space C becomes Chesapeake Village property, we will need to update the covenants with that information. If that happens, it would be an ideal time to update other parts of the covenants.

Luminaries Committee: The next event is scheduled for December 13, 2025.

Architecture Review Committee

The following projects have been approved:

- i. 7110 Chesapeake Village Blvd (deck floor and rails)

MEETING MINUTES

The ARC chair is interested in updating the rules and standards to include guidance with requests received.

Note: Approvals for projects should include a note that homeowners are responsible for any permits that may need to be obtained from the Town of Chesapeake Beach or Calvert County or the State of Maryland.

Note: The HOA Board will not approve fences, decks, exterior improvements, etc., if the homeowner is “not in good standing,” meaning the homeowner has an outstanding inspection violation or has a delinquent account. Also, homeowners will not receive the \$100 annual dues discount if the homeowner is “not in good standing.”

Review of Action Items

Action Items	Person responsible	Deadline
Obtain clear ownership of traffic circle right-of-way	Board	Ongoing
Find out who really owns Dark Star Lane and other areas	Board	Ongoing
Correct county records to remove Over Water LLC from property records	Board	Ongoing
Ask Green Roots to send confirmation that work has been done	Mark Petrakis	Ongoing
Determine recipients for the welcome packages	Mark Petrakis	Continuous
Oversee neighborhood committees	Mark Petrakis	Continuous
Draft individual letters to homeowners with serious ARC violations	Mark Petrakis and Richard Burch	Continuous
Check to see if homeowners have inspection violations before ARC approvals	Mark Petrakis	Continuous
Schedule the next Community Improvement Committee meeting	Justin Matz	Continuous

MEETING MINUTES

■ Agenda topic *President's Report* | Presenter *Mark Petrakis*

Property inspections were conducted by Marlowe & Associates the week of April 14. Violations are ready to be reviewed. Another round of inspections are scheduled for June.

News from the Town of Chesapeake Beach:

- a. [Swimming Advisory for Bayfront Park](#) (May 16)
- b. [Caution for Travelers](#) (May 16)
- c. [Post-Storm Town Update](#) (May 16)
- d. [George Owings III Stars & Stripes Festival Today](#) (May 24)
- e. [BGE Energizing Small Business Grant Info Session is June 5](#) (June 2)

Action Items	Person responsible	Deadline
Maintain resale packages	Mark Petrakis	Continuous
Post Chesapeake Beach town updates on the HOA's Facebook page and HOA website	Mark Petrakis	Continuous

■ Agenda topic *Treasurer's Report* | *Rick Brinkley*

207 out of 218 homeowners have paid their 2025 assessments (95 percent) so far. Five still owe for last year. There is \$44,458 in the checking account, and \$257,887 in the money market account.

Action Items	Person responsible	Deadline
Update the database containing the list of residence and their owners after each sale	Board	Continuous
Check to see if homeowners are paid up before ARC approvals	Rick Brinkley	Continuous
Deposit dues, keep track of who has paid or not	Rick Brinkley	Continuous

MEETING MINUTES

■ Agenda topic *Around the Board* | Presenter *Around the Board*

Secretary Wood made the Board aware that Green Roots has been placing advertising signs around the neighborhood. These signs have not been approved are in violation of HOA covenants.

The Board decided to table the idea of a group photo for the 77th consecutive month.

Action Items	Person responsible	Deadline
Take group photo for website	Board	Continuous

■ Agenda topic *Community Comments* | Presenter *Open Forum*

None.

■ Agenda topic *Calendar* | Presenter *Mark Petrakis*

Next HOA meeting: July 8, 2025.
<https://us02web.zoom.us/j/89973177494>
Meeting ID: 899 7317 7494

■ Agenda topic *Adjourn* | Presenter *Mark Petrakis*

The meeting was adjourned at 8:52 p.m.