

Cross Keys Maintenance Corporation (CKMC)
Board Meeting Minutes
May 12, 2025

In Attendance: Sarah Taylor & Barry Phipps - Condo I; Beth Leonard – Dunn's Grove; Ruth Roman - Fallswood I; Peggy Winfield - Fallswood II; David Rosenberg - Goodlow House; David Gordon & Deborah Levin - Harper House; Karla Bunz - Roland Mews; Alex Katzenberg - Roland Green; Julie Cahan - Hamill Court; Joe Ann Weaver – D.H. Bader

I. Call to Order

The Meeting was called to order at 6:04 PM by President, Karla Bunz.

II. Review Minutes of February 10, 2025

The previous Board Minutes from February 10, 2025, were reviewed and one correction, Section VI, second to the last line should read "A Framing Studio will be coming to the Village Square". There being no other additions or corrections, a Motion was made, seconded, and passed to approve the Minutes, as amended.

III. President's Remarks/Management Report

Fencing - Karla Bunz reported that the perimeter fencing along Falls Road has been inspected and is in need of paint and repair as it has not been painted for a couple of years. Painting has helped prevent corrosion and rust. The fence will be painted.

Truck Traffic - CKMC has been working with Caves Valley Partners (CVP) concerning the truck traffic which has improved somewhat. There is still truck traffic coming into all gates when they should only be coming into the gate just south of the Main Gate.

Caves Valley Partners indicated that they have patched the road up to the Hotel as well as the southern end of Cross Keys Rd. due to heavy truck traffic.

Pool Season - The pool season begins May 24, and the pool passes are being distributed electronically. Homeowners and tenants need to contact Bader at the Clubhouse if they do not have a computer or smartphone in which to receive their passes online. Emails have been sent to all residents.

Gas Line Project/Asphalt Work - BGE has begun the work that was scheduled to begin in August 2024. They have been working on the gas line project at Fallswood I and the

Gatehouse. They will continue down the Falls Road corridor. Unfortunately, there is no timeline as to when they will return to Cross Keys to complete the rest of the work.

Security - There has been an uptick in porch pirating and the Baltimore City Police Department says they need to know when these thefts are occurring. Sergeant Olivio is the Community Liaison for the Baltimore Police Department and attended the meeting to discuss this problem. Some of the larcenies in the community are the result of people leaving their car doors unlocked and property being visible through their windows. Delivered packages need to be picked up quickly by residents or their neighbors. He emphasized that any theft should be reported to Baltimore City through 311, and if it's in progress, 911.

IV. Treasurer's Report

The financial statements were previously emailed to all Board members. It should be noted that we only recently received the October - March water bill in the amount of \$283,000. Specific monthly billing from the City has been sporadic.

There was a discussion concerning the water main break in November 2024 as well as the break near the Hotel on Preakness Weekend in 2024. Joe Ann Weaver will look into whether CKMC was charged for water use during these two periods of time when large amounts of water were flowing due to the break and not for usage.

Karla Bunz indicated that Bader looked into appropriate bank accounts for investments for our Reserves and other accounts to obtain fair interest on our money in these accounts. She awaits a proposal from them with specific recommendations.

V. Commercial Update

Arsh Mirmiran of CVP gave an update on the commercial space.

- Luna Oaxaca, the Mexican restaurant, has opened.
- The Nine-Tailed Fox by the Atlas Group is set to open on July 12th. There will be a soft opening the week before. The opening has been delayed due to a hold ups with the Baltimore City Fire Marshall.
- A Pilates studio will be opening next to the Corbin Salon in August.
- A nail salon will be opening in the space next to Renaissance Art.
- Misty Valley Farms will open their farm stand the week of May 19th on Wednesdays and Saturdays of every week.
The Village Square is 100% leased and there remains approximately 8,000 square feet available at the Quad.

- The apartment building should be completed by 2027, with the building beginning to lease by the end of 2026.

VI. Old Business

Signage - New signs have been designed and are ready to be fabricated but the company is waiting for the City permits. There was a question as to why CKMC needed City permits when the signs were all within the private property of Cross Keys. After discussion the Board agreed that all signs should be immediately fabricated that are to be placed within the boundaries of Cross Keys, and the signing of a necessary waiver.

Traffic - There was discussion concerning the need for a stop sign by the center gate/truck entrance. Karla Bunz, Ruth Roman, Arsh Mirmiran, and Joe Ann Weaver will investigate correcting this problem.

Roland Green Noise Complaint - Between the commercial area and Roland Green's southern boundary, Sysco trucks come in weekly between 12am and 6am unloading at Easy Like Sunday for about one hour. After the previous meeting in February 10, 2025, Karla Bunz sent a letter to Easy Like Sunday and they responded by making a good faith effort to reduce the number of deliveries they receive from Sysco.

Upon the request of Alex Katzenberg, Karla Bunz solicited the opinion of our attorney, Bruce Brown, on closing the main gates to nighttime deliveries. Bruce Brown advised against closing the gate to Cross Keys over the nighttime hours. From the standpoint of CKMC, the matter is considered closed. He also advised that if Roland Green choses to pursue the noise complaint, they need to report it to Baltimore City, so that the City can formally investigate the complaint, as it is a City noise ordinance that is being violated, not a CKMC regulation.

Joe Ann Weaver supplied Alex Katzenberg with the gate log for April 2025. Alex Katzenberg advised the Board that a resident took decibel readings from their property and reported the readings to 60 to 75 decibels. The legal limit at the property line between a residence and a commercial property is 58 decibels. It was reported that the Sysco truck sits for an hour with it motor and compressor running at these decibel levels.

CVP Common Expense %- There was a discussion concerning CVP's share of the joint expenses. They have been paying 25% of the shared expense. Pursuant to the terms of a Memorandum of Understanding dated April 12, 2021 by and between CKMC and CVP (the "MOU"), CVP agreed to increase the amount of the Common Facilities Assessments on from 25% to 30%, effective January 1, 2024. The Board previously agreed that it would defer the additional 5% increase in 2024, to all be paid in 2025.

Arsh Mirmiran asked that the Board to consider waiving the 5% payment for 2024 at this time. He acknowledged that with construction the traffic has increased and agreed to begin paying 30% as of January 1, 2025. CVP contends that in 2024, there was no work on the

apartment project, so the additional 5% should not be due for that year. The apartment construction commenced in 2025 and therefore the request for an additional deferral of the 5% increase in 2025 was withdrawn.

November 2024 Water Main Break - During the November 2024 water main break, at the request of CVP, CKMC contacted H&K Plumbing to repair the water main. H&K determined that these pipes only affected the hotel and Cece's Restaurant. They were able to restore water to the rest of Cross Keys while repairs were being made. The bill for H&K was \$37,070, for DH Bader Maintenance was \$1,850, and the road repairs were an additional \$2,912, for a grand total \$41,832. CVP requested an opinion from our attorney, Bruce Brown, regarding who was responsible for the repair of the water main. In a February 3, 2025 memo shared with CVP, it was determined that the responsibility lies with CVP. This bill is still outstanding.

CVP's Outstanding Water Usage Bill - CVP has an outstanding water bill of \$144,892. Arsh Mirmiran noted that around Preakness 2024, a pipe burst in the hotel, causing a flood. He requested that CKMC investigate not paying a portion of the water bill due to the flood, through the City of Baltimore, and that Marie Gerwig would have more information on this matter.

A Motion was made seconded and passed, that, CKMC would agree to waive the 5% increase in the common expenses owed for 2024 by CVP on the condition that the H&K plumbing bill and the CKMC bill for the water main break in November 2024, are paid within 30 days. In addition, all water bills that were submitted by CKMC to CVP previously, be paid up to date, no later than May 31, 2025.

VII. New Business

It was noted that Freedom Car Services operates a shuttle from the Delta Hotel to various cultural events downtown for a fee. If coordinated properly this fee could be reduced. The various Condominium Associations should advertise this to their members as it is a great service.

There being no further business, a Motion was made, seconded and passed, to adjourn at 7:45 PM.

Minutes prepared by: Alex Katzenberg, Acting Secretary

Approved by: Karla Bunz on 5/22/25

Cross Keys Maintenance Corporation (CKMC)
Recreational Committee Meeting
May 12, 2025

I. Call to Order

The Meeting was called to order by President Karla Bunz at 7:48 PM.

II. Approval of February 10, 2025 Minutes

Minutes of the Recreational Committee Meeting on February 10, 2025, were approved.

III. Treasurer's Report

The Financial report was briefly discussed. There was a question about the large charge for **Storm Water Management**. Joe Ann will check to see if this is an ongoing expense and how it should be properly noted in the Financial Statements. Additionally, David Rosenberg requested that the Financial Statements list each bank and the amounts in each account.

IV. New and Old Business

Clubhouse Rental - The Clubhouse rental situation was discussed at length. The problem with an evening rental during the months of May – September, is that the pool immediately adjacent to the clubhouse, remains uncovered and unprotected. This may be a problem that affects our insurance coverage, therefore there have been no clubhouse rentals during those months. The question was why activities were allowed during the daytime hours. During the day the Clubhouse Director is on-site, along with many DH Bader employees. The pool is also staffed by a DRD lifeguard during those hours. In order to permit residents to rent the Clubhouse from May-September, a fence would be needed to enclose the pool area. Quotes for the fencing will be solicited from DH Bader and Long Fence. The quotes will be presented at the next meeting.

Another suggestion was that with a rental during the summer months perhaps a security guard would be part of the rental agreement. The guard would be stationed in the pool area to be sure that no one entered that area. Joe Ann Weaver explained that this would not be sufficient, we would need to have lighting installed in the pool in order to rent out the Clubhouse during these months, based on information provided by our insurance company.

There was further discussion about what it would take to enable CKMC to rent the Club House to outside groups. Residents of the Village of Cross Keys are already covered by the insurance, renting to an outside group would require a carrier on the insurance, which could

come with additional requirements. The Club House is currently ADA compliant due to wheel chair ramp access and a bathroom with ample space and railings for wheel chairs.

Cross Walks & Safety – David Rosenberg presented a proposal for the sidewalk by the North gate. A proposal was also obtained from DH Bader Maintenance. The concerns at this intersection is for pedestrian safety and the prevention of accidents. Both proposals are for creating a new cross walk that will better protect pedestrians. Joe Ann will obtain drawings from DH Bader for this crosswalk issue. David Rosenberg will obtain drawings from the company he spoke to. It was also suggested that a sign be posted facing the incoming vehicles from Falls Rd. at the North Gate stating, **Watch for Pedestrians**.

There being no further business, a Motion was made, seconded, and passed to adjourn the Meeting at 8:30 PM.

Minutes prepared by: Alex Katzenberg, Acting Secretary

Approved by: Karla Bunz on 5/22/2025