

**NEW MARK COMMONS HOMES ASSOCIATION
BOARD OF DIRECTORS MEETING
THURSDAY, MAY 5, 2016**

ATTENDEES: Board Members John Hansman, Dorie Mangan, Ellen Stein, John Brown, Magnus Turesson, Alex Manolatos, John Daroff; Administrator Jim Denny; Residents Pat Reber, Judy Rudolph, Brent Gulick, Rakesh Peter, Mara Miller and Joe Jordan.

Community Forum:

Judy Rudolph provided a written and oral update from the New Mark Village team. See Attachment A. She requested the information be available at the July 4th NMC pool event which the Board was in agreement. Board agreed to this.

Judy Rudolph presented her personal concerns that the Board vote on whether or not each member agrees to develop a Capital Improvement plan, to vigorously enforce against past ACC violations, and to amend the Covenants if they are not prepared to enforce them. The Board agreed to move to Old Business for further discussion. Also see Attachment F.

Mara Miller asked that the drainage behind her house, at 30NME, be fixed. The torrential rain of May 2nd filled the drain with leaves and flooded her back yard. She presented photos.

Brent Gulick appealed the ACC decision that he paint the white posts, on his new retaining wall railing, brown like the rest of the railing. He had installed this railing before requesting ACC review. He requested that the Board approve the railing colors as they are.

Joe Jordan asked to be included in the planned survey of the townhouse area to determine where improvements are needed. He presented photos to show the need for drainage corrections and landscaping in an area near his townhouse.

Approval of Minutes and Agenda:

Jim Denny explained that his illness had prevented him from preparing the March minutes in time for action at the April meeting, which he could not attend. Ellen Stein moved that the March minutes be approved. Turesson seconded. They were approved unanimously.

Jim Denny noted that the April minutes had been prepared by Hansman and Stein. He proposed that the minutes be approved in substance, with him having the opportunity to put that content in the customary format. Turesson moved approval. Daroff seconded. They were approved unanimously.

Jim Denny reported that Judy Rudolph had a useful proposal to follow Rockville City Council practice of adding to the agenda issues that were raised in the Community Forum. Such items could fit under Old Business or New Business. This practice would help assure that such items received appropriate follow-up and were not forgotten. The Board gave general agreement.

Officers and Committee Reports:

John Daroff spoke for the Communications Committee, which had sent in a report. See Attachment B. New Mark applied for and received a grant from the City of \$1000 toward

creation of a new web site. The committee has a proposed contractor for that project. He noted that the ongoing effort to get emails for residents had increased the recipients of the electronic

newsletter, but fewer recipients opened it. The May newsletter will be printed. The Board congratulated the Committee for getting the grant and for their other recent accomplishments.

John Hansman spoke for the Architectural Control Committee. See minutes of the ACC meeting of May 2, Attachment C. In addition to acting on five applications, the ACC discussed policy issues. The first is a specific motion, included in the minutes, to allow the ACC chair and the Administrator, together, to approve simple, non-controversial applications for which the ACC Guidelines promise approval. The purpose is to provide prompt response to residents for items that do not need to wait for discussion at the monthly ACC meeting. The second is how to proceed to take action against ACC violations where the offending construction was not applied for or not constructed according to an approval. There are issues of feasibility, priority, enforcement mechanism, etc. which require additional research before this can be presented to the Board for approval. Jim Denny noted that the provision, in the Covenants for the HOA to do work on a house without the owner's permission, is unworkable. Among other problems, it is extremely unlikely that any contractor would agree to be part of such a dispute.

Ellen Stein spoke for the Landscape Committee, which had provided a written report. See Attachment C. The Committee had a successful clean-up day, after a reschedule for rain. Jim Denny noted how well organized the event was; everyone had a task and the appropriate equipment. The Board congratulated this success. Ellen Stein asked the Board to approve the committee members listed in her Landscape Committee report, Exhibit D. She will be chairperson. Motion made by Alex Manolatos and seconded by John Brown. The motion was approved unanimously.

John Brown and Jim Denny gave a status update on the pool preparation. After some back and forth, the contract with the pool manager will soon be signed. Jim had a preliminary inspection with the County and is confident of final approval.

Dorie Mangan reported for Community Enhancement. She is trying again for a date for an organizational meeting to start the survey. Dates are May 25, Jun 1, and June 8.

The Board agreed that Officer and Committee reports would normally be for information only and not for action items. Action items would be taken up under Old or New Business.

Old Business:

Neighborhood Watch update. Terri Kaufman sent in a written report. See Attachment D. The Board agreed that the Administrator would remain the official contact with the City Police and he would keep Neighborhood Watch informed. It was noted that Rockville's Police Chief, Terry Treschuk, will retire on June 1, 2016 after 27 years of service. Denny complimented the man for his long support for New Mark. Pat Reber volunteered to draft a letter, from the Board, to the City expressing our appreciation. The Board welcomed this offer.

Drainage problem behind 300-314 NME. This concern has been brought to the Board in the past as well as at this meeting. Jim Denny reported that he has toured the area with Matt Stolberg, landscape contractor, spoken to some residents, and will develop a specific action

plan. Investigation is still needed to establish how well the old drain pipe is still functioning. The plan will include feasible participation by the adjacent homeowners.

Judy Rudolph's request for Board action (Exhibit F). The Board discussed the four topics in Judy's handout. The first two items dealt with enforcement of ACC Covenants and NMC Property maintenance covenants as written. John Hansman spoke to the Architectural Control Committee plan to pursue architectural violations earlier in the meeting. It was also noted there are sections of the property maintenance covenants that could not be enforced at this time. For example, the Association hiring a contractor to perform maintenance work on a residents' home and then billing the resident. John Daroff made a motion that Jim prepare a one-year Capital Improvement Plan to be presented at the next Board meeting. John Brown seconded the motion which was unanimously approved.

New Business:

Insurance Renewal. Jim Denny had provided, in advance, information of the HOA's package of insurance policies. He noted that all were at the same price as last year, except for a \$200 increase in Workman's Compensation. He noted that the three-year statute of limitations on a suit for the drowning of the teenage trespasser would expire June 29. Only after that date could the HOA pursue lower rates, perhaps with a different company. A motion to approve the insurance package was made by John Brown and seconded by Stein. It was approved unanimously.

Tree Maintenance. Jim Denny presented competing proposals from Bonifant and Titan. He requested approval of a maximum of \$10,300 and the opportunity to negotiate with each contractor to share the work between them to get the best deal. Ellen Stein moved approval, Magnus Turesson seconded. It was approved unanimously.

Web Site proposal from JG Media. John Daroff explained that the Communications Committee wanted a web site that could be easily maintained and updated by the Administrator or a committee member. JG Media would provide this. The Board had previously approved the \$2000 that his contract would require. The City grant will cover \$1000. The selection of JG Media needed approval. John Brown moved approval. Magnus Turesson seconded and it was approved unanimously.

ACC delegation. John Hansman asked for a Board vote on the ACC proposal to allow the ACC chair and the Administrator, together, to approve simple applications. Ellen Stein moved and Magnus Turesson seconded. It was approved unanimously.

Gulick appeal of ACC decision on 23 Welwyn. John Hansman moved that the ACC decision be supported by the Board. Ellen Stein seconded. Voted in favor: John Hansman, Ellen Stein, Alex Manolatos, Magnus Turesson. Voted against: John Brown. Abstained because they had not gone to see the property: John Daroff and Dorie Mangan.

Handicapped Accessibility. Last month, Lori Newman had proposed that stair lifts be installed on the stairs up and down from the clubhouse main entrance. She said she would provide the names of relevant web sites, but did not. There was general agreement that accessibility was a problem that needed to be addressed. There were questions about City code approval for a

stair lift in our situation. Ramps and other possibilities should also be considered. The Board needs to find a volunteer to contact the City and explore alternatives.

Electric Car charging station. Magnus Turesson had asked that the subject of an electric car charging station be on the agenda, but he did not have time to pull the information together for discussion. He will bring information to next month's meeting. Concerns were expressed about demand from New Mark residents, administrative burden for the HOA, and drawing outsiders in to use it.

Administrator's Report

Jim Denny noted that five residents had outstanding dues and the cases had been given to our attorney, Brian Bichy.

Jim presented some additional information on negotiation with the pool contractor.

Jim mentioned on April 20th he asked for an email vote from the board to approve a proposal from Bishops' Tennis, Inc. to clean and repair the tennis courts for \$3,830. He was not able to present the proposal at the April Board meeting. Bishop's refurbished the tennis courts in 2012. At that time, they used a fiberglass mat as a base layer in their restoration process and he wanted them to do the repairs. Jim received approval to proceed with the proposal from Dori Mangan, John Daroff, Alex Manolatos, JB Brown, Magnus Turesson and John Hansman.

Jim noted that in past weeks he was dealing with pneumonia and diverticulitis, as well as recovery from a knee replacement. He will have colon surgery May 12, followed by several days in the hospital, and a period of reduced activity. John Hansman noted that Board members may be called upon to help out.

John Daroff urged that the Board and Jim Denny, collaborate to secure a part-time assistant who could share the work and provide backup when the Administrator was out for vacation or any reason.

ATTACHMENT A

New Mark Village Update to New Mark Commons Board May 5, 2016 Judy Rudolph, Liaison

Community Open Forum 4/17

Nearly 25 New Mark Commons residents attended the April 17 *New Mark Commons Village Community Open Forum* at the Clubhouse.

Lori Newman presented a general introduction to the Village concept, including the national, Montgomery County, and developing City of Rockville movements. She discussed how the NMC organizing group and concept has evolved, and then invited attendees to share their reactions/needs.

The discussion that followed included brainstorming about ways to spread the word about the NMC Village to neighbors in all age groups, possibly organizing by blocks, and leveraging connections through other neighborhood activities such as Neighborhood Watch. Attendees also shared ideas regarding the types of activities that the Village could support, encompassing both assistance to neighbors and social activities.

In discussing next steps, Lori indicated that we will hold additional Open Forums over the next few months, with hopes of adding more residents to share ideas. She has developed an email list of all residents who have expressed interest, and will send out regular updates and meeting notices.

Current Participation status

The NMC Village/Neighborhood Assistance Group on Nextdoor now has 47 participants
34 individuals or households have returned the survey

Next Steps/Future Activities

Three additional participants attended our monthly Organizing Group meeting on 5/4

Current activities are focusing on:

- Developing volunteer training for future Village volunteers
- Developing a Volunteer Manual
- Defining the organizational model for a more structured NMC Village (as we move beyond the informal grassroots group that has brought us to this point)
- Activities to attract interest in and participants from younger NMC residents
- Offering to partner with the NMC HOA/Communications Committee to deliver an updated “resale packet”/New Resident package to new residents

Action/Discussion Items for the Board

- We would like to place a poster at the Pool and distribute flyers and surveys at the pool during the opening/Memorial Day weekend
- We would like to Board to discuss the concept of partnering to implement new resident visits and distribution of information; we are ready and willing to organize and implement the delivery process with materials developed by the HOA and notifications from Jim Denny

ATTACHMENT B

NMC Communications Committee Report to the NMC HOA Board of Directors 5/5/2016

John Daroff, Board Liaison; Judy Rudolph, Chair

The Committee met on 4/14/2016. **Attendees:** John Daroff, Pat Reber, Judy Rudolph. Absent: Jim Denny, Jonathan Smith

New Mark News

- The April electronic *New Mark News* was emailed to 375 recipients on Tue, Apr 19, 2016 3:27 pm. The content was abridged, missing some regular features (Splinters from the Board/Board minutes, Administrator's Inbox content, some committee reports, updates ads), due to Jim Denny's illness and lack of response from some committee chairs. John Daroff, Pat Reber and Judy Rudolph developed content for, and participated in the review and refinement of the final electronic newsletter. Sara Acharya provided photos.
- *Metrics are being distributed to the Board with this report; they include detailed metrics for April and summary data for the four 2016 issues. The continued increase in the distribution list is the result of the addition of information from the database cleanup effort.*
- *It is interesting to note that the percentage of opens has decreased a slightly with each issue, with a significant drop in the April issue. However, the "clicks" indicated that many of those who open the email return to consult the content multiple times.*
- *The May newsletter, supported by Barbara Quinn, will be one of the paper issues produced 4 times per year, and delivered to all NMC households. The Committee decided not to produce electronic/email newsletters for the months when paper newsletters are produced. An item in the April newsletter, and an email broadcast, will alert residents to watch for the May newsletter to be delivered around May 21, and to notify us if they do not receive one or would like a copy by email.*

Website redesign/rehosting

- At the 4/7 Board of Directors meeting, the Board approved the Rockville Neighborhood Block Grant application to provide \$1000 matching funds to support the design and rehosting of the NMC website. The application was submitted to the City on 4/13.
- The Board also approved a budget expenditure of up to \$2000
- The group discussed the detailed proposal received from JG MEDIA PRODUCTIONS [distributed with this report] and agreed to ask the Board to approve engaging them at the May 12 Board meeting.
- We discussed the need to further research and identify a platform to host the redesigned website and email addresses for NMC staff and officers that use the existing newmarkcommons.net domain name. Options being considered included Google Apps for Work and Microsoft 365.

BOARD ACTION ITEM: We request that the Board approve engaging JG MEDIA PRODUCTIONS for \$2,000 for the initial website design and development

Communications Committee Budget: In preparing the required budget data for the Block Grant, John Daroff developed the following budget for NMC communications activities:

Communications Committee Budget

Printing and Delivery - Paper Newsletters	\$3,060*
Website Redesign	\$2,000
Website Maintenance/PC Support	<u>\$1,000*</u>
Total	<u>\$6,060</u>

Note that the two items marked with asterisks (*) are in the approved 2016 operating budget, and the \$2000 website redesign item was approved at the April meeting.

Database/email list updates

- Judy has identified households for which we lack current email address information due to either
 - non-response to the January data update request
 - opt-out requests
 - residents' reporting that they lack computers and/or email, or simply prefer hard copy only communications
- She and Jim will identify methods to gather missing data and reach those households without electronic access
- Information update request forms will again be enclosed in the 2nd of the two annual dues billings, to be mailed in early May

Future agenda items

- AtoZ + Mailchimp exploration/targeted emails
- Survey of resident communication preferences

Future meetings and newsletter deadline

- Communications Committee standing monthly meetings will be held on the 2nd Thursday of each month, at 7:30 PM, place TBD. The next meeting will be May 12, 2016.
- May paper New Mark News
 - **Target date 5/20-21** (to get it out one week before Pool opening)
 - **Content deadline to Judy Saturday 5/14**

Attachments:

New Mark News Metrics

JG MEDIA PRODUCTIONS proposal

ATTACHMENT C

ARCHITECTURAL CONTROL COMMITTEE
Minutes of Meeting of May 2, 2016

Present: John Hansman, Alex Belida, Alexandra Manolatos

The committee took action on five applications, as described below.

A. APPLICATIONS

ACC application for 12 Welwyn



Mr. Chao,

The ACC has approved your application to install new shingles on your roof similar to the existing shingles, per the color sample provided.

Thank you for participating in the ACC process.

ACC application for 5 Radburn

Ron,

The ACC approved your proposal to paint your front door black.

Thank you for participating in the ACC process.

ACC application for 3 Letchworth

Ms. Boychyn,

The ACC has approved your proposal to replace the front door with the door you specified, in green to match the shutters.

We approve the replacement of the shutters with similar louvered shutters per your illustration. Louvered shutters rather than solid shutters would be better because they would match the louvered shutters on neighboring houses.

We also approve your proposal for a walkway on the left side of your house. It would be made with the pavers illustrated in the application.

Thank you for your participation in the ACC process.

ACC application for 14 Farsta



Mr. Hoffman,

The ACC has approved the 48" high split rail fence with wire mesh inside for your rear yard. We also approved the attached 4' by 8' shed you proposed, with the understanding that it will be placed against the rear wall of the house, under the second floor overhang. It will be painted the same color as the brick which it will abut. Thank you for participating in the ACC process.

ACC application for 1 Watchwater

Mr. Haddad,

The ACC has approved the repainting of 1 Watchwater. The brick will be painted a soft white and the decks and other wood trim will be grey similar to the sample you provided. We specify a soft white rather than a bright white because the color pattern in New Mark is for muted colors that enhance harmony with other houses on your street. We think that the grey you proposed will fit better with the white than would a brown.

If you change your mind about the colors, please apply again so that we may consider your alternative.

Thank you for participating in the ACC process.

B. Delegation of authority

In addition to the preceding applications, the ACC discussed Hansman's draft of Board of Directors delegation of authority for a quick review and approval process for certain simple applications. The Committee will ask the Board to approve the following motion:

The Board of Directors permits the ACC to delegate to the ACC Chair and the Administrator, together, the authority to approve applications:

To repaint in the same colors;

To re-roof per Section S of the Guidelines;

To replace windows or add storm windows per Section BB of the Guidelines;

To repair, but not change, existing structures;

To replace the front door of a contemporary house with a flat panel or flush door.

C. Correcting Past ACC Violations

The Committee also discussed an approach to revisiting and taking enforcement action against past ACC violations. From time to time, there have been examples of failure to enforce when a property owner did not apply or did not comply with the measures approved by the ACC. The Committee is determined to take prompt action against such violations in the future.

Where a property owner made a change that is inconsistent with the ACC Guidelines, but that change was applied for and approved, then no enforcement action will be taken. There is a situation where past approval perhaps should not be allowed to stand. That situation is a violation of the Covenants, e.g. a free-standing shed. Neither the ACC nor the Board has the authority to waive the Covenants.

For failure to apply or failure to comply with the change as approved, then the property owner will be asked to correct the violation within a reasonable period of time, say 60 days. If the violation is not corrected, then the property owner will be advised that the Administrator will refuse the certification of compliance required for property sales.

These issues need to be discussed with the Board. The Committee will do some research on experience in other area communities with such enforcement issues.

ATTACHMENT D

LANDSCAPE COMMITTEE MINUTES FOR MAY 3, 2016

ATTENDEES: Cathy Berman, Barbara Cano, Chris Chiappa, Norman Hampton, Gerri Kochan, Ellen Stein, Beth Williamson

Ellen called the meeting to order at 7:40 PM

Ellen reported 20 people including a family of four participated in the Spring Cleanup on Saturday, April 30, 2016

See attachment for the areas that were addressed. Of those areas, Harlow Court and Maryland Avenue were completed. The other areas still need some more work.

We started a list of things we'd like to do or see accomplished.

1. Remove and replace wire around trees around the lake.
2. Ellen suggested yews at 800 circle be remove, Barbara said they did not look so bad. Ellen agreed to revisit.
3. Have hanging vines along 100 block cut down.
4. 200 block Have dead Holly removed from circle.
5. 200 block decide what to do with sick pink Dogwood to right of circle
6. Pull plant debris and board from southwest corner of lake
7. Plan three Arborvitae (northern white cedar) at the right end of 100 block
8. Is Holly Tone or same ingredients applied to acid loving plants?
9. Next year we'd like pine bark mulch applied to the azaleas instead of shredded hardwood mulch
10. Remove the old sick looking yuccas need suggestion on what to plant that will hold up hill
11. Many railroad ties in the community are disintegrating
12. Small section of NME and Maryland Ave. embankment not mowed
From Barbara Cano
13. From Pat Reber, Scandia -huge sycamore branch on the shortest circle to the left as you walk back. Are we or the city responsible for removal?

Meeting adjourned at 8:25 PM.

Current members:

Cathy Berman	kitzula@mindspring.com
Dick Berman	rberman@mindspring.com
Barbara Cano	cano54321@aol.com
Chris Chiappa	cchiappa526@gmail.com
Theresa Dahlman	theresa.dahlman@gmail.com
Norman Hampton	norhampt@aol.com
Gerri Kochan	gerkochan@gmail.com
Ellen Stein	ellengstein@gmail.com
Beth Williamson	bwilliamson555@comcast.net

ATTACHMENT E

NMC Neighborhood Watch Program Status Report – May 5, 2016

Terri Kaufman, Program Coordinator

Jim Denny, NMC Administrator: Adviser to the Program Coordinator and Liaison with the NMC Board
(2 ½ pages + 2 ½ pages report on March 21 info session included at the end of report)

The Neighborhood Watch Program information session open to all NMC residents was held on March 21 at the NMC Clubhouse. A representative of the Rockville police, Corporal Ken Matney, presented to the attendees.

The NMC Program Coordinator sent thank-you emails and a written summary of the meeting – with proposed next steps – to all residents who had attended the information session or otherwise expressed interest (signed up at the Annual Board Meeting, responded to messages on Nextdoor social media app). The Coordinator revised the write-up of the information session and sent it to New Mark News editor Judy Rudolph, who published it in the April edition. A copy of the submitted article is included at the end of this status report.

The technical administrator of Nextdoor NMC, Jonathan Smith, set up a private group for Neighborhood Watch on Nextdoor so that volunteers can communicate easily with one another. The Coordinator is the administrator of that group.

The Coordinator sent out a call for Block Captain volunteers to the aforementioned “interested residents” email list and received commitments initially from four residents. She polled those four residents for a mutually available meeting time for Block Captain training. The training session was held Wednesday, April 27, at the NMC Clubhouse, with Cpl. Matney. The following residents attended:

Karin Boychyn 3 Letchworth Circle (Letchworth and additional houses, TBD)

Dixie Baker 164 NME

Dave Schwartzman 256 NME (lower 200s)

Lori Newman 276 NME (upper 200s)

Pat Reber 705 NME (700 circle and Don Mills Court)

Sandy Crowe 882 NME (new owner: taking residence June 3)

Also:

Barbara Cano **Lakeside Overlook** (unable to attend)

At the meeting, Cpl. Matney gave a Neighborhood Watch Organizational Chart handout to everyone. He also gave out sample handouts from USAonwatch.org that can be given to recruited Block Watchers, called “What to Observe.” He provided a loose structure for the program and answered questions. He said that the most important steps are:

1. Set up a structure that volunteers here at NMC are comfortable with.
2. Figure out how the Block Captains and Coordinator want to work together and how they want to communicate with each other, with residents, and with the police for non-emergencies.

- As with the information session, Cpl. Matney said anyone and everyone should contact the police immediately if they encounter an emergency crime situation.
 - Cpl. Matney said that he currently sends police activity reports to Jim Denny. He would like to know if Jim will share, or if he should send them to Coordinator.
 - Cpl. Matney wanted to know if his primary contact will change or should it remain Jim Denny.
3. Each Captain needs to personally get to know all the neighbors on his/her block and communicate with them.
 4. Programs usually start with a few volunteers and hopefully neighbors spread the word so that the program can grow into other blocks.
 - Leading up to [National Night Out Rockville](#) on the first Tuesday evening in August, when Neighborhood Watch neighborhoods hold block parties, is a good time to recruit more involvement since every street usually wants to have a block party.
 5. The police would like Neighborhood Watch volunteers to observe, not confront, and never put themselves in danger. Call the police – let the police do their jobs.

Block Captains agreed to go door-to-door to meet their block residents and encourage them to volunteer to be Block Watchers. The Coordinator agreed to create a handout that everyone could use either as talking points or as an introductory leave-behind when residents aren't home. Cpl. Matney said he has a budget for the NW program and that he would make copies for us. The Coordinator crafted two sample handouts and sent them to Jim Denny on May 4 for his review and feedback.

Since all Block Captains participate in digital communications, the Coordinator made it clear that communication by email and Nextdoor makes volunteering manageable for her. Since there are some residents who don't use email or social media, Block Captains agreed that, organizationally, they could communicate with those residents and be sensitive to special needs.

Attendees discussed the Village program that is currently in the planning stages at NMC, and discussed synergies with Neighborhood Watch. Dave Schwartzman created an NMC map for the Village project that he subsequently emailed to the Coordinator, to help plan block boundaries for Block Captains.

Block Captains also began to establish concerns and priorities for crime prevention in NMC. The ones suggested during the training were:

1. Student foot-traffic before and after school (both JWMS and RMHS times)
 - a. A way to address this is having Block Watchers observe during these times while walking/walking their dogs on NME and the pond path.
2. Older people [women, children] walking dogs at night (safety concerns)
3. Conduct a neighborhood lighting assessment
 - a. Cpl. Matney said the police can do this, and suggested July when trees and plants are in full foliage and may block streetlights)
4. Monroe Street access (100 block has had people banging on residents' doors)
5. People away from their homes for extended periods of time need education so they don't create a magnet for crime (papers, mail overflow, garbage, etc.).
 - a. Police can give a "safety talk" to manageable size groups.
 - b. One suggestion was to create a safety article for NM News and publish seasonal tips on safety, or create a handout for residents that could be included in new-resident packets.

The Coordinator would appreciate comments from Jim Denny and the Board on these concerns so that Neighborhood Watch can establish a set list of priorities to address for our first stages of the program.

Next Steps:

- Create handouts for Block Captains
- Set exact assignment of houses for each Block Captain
- Reach out to residents in each jurisdiction (Block Captains do this)
- Possibly give handouts to every NME resident as a way to encourage more volunteers
- Define schedule for communication/meetings/exchange of ideas
- Define flow of communication, internally and to police
- Set crime prevention priorities and determine how Block Watchers will be able to address those.
- Communicate prevention priorities to NMC residents at large; solicit additional ideas for crime prevention priorities
- Discuss and coordinate Neighborhood Watch activities with Jim Denny

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ATTACHMENT F

**Request delivered during the Community Forum at the
New Mark Commons Homes Association Board of Directors Meeting, 5/5/2016
by Judy Rudolph
830 New Mark Esplanade**

I am requesting that the Board discuss in open session and take a roll call yes-or-no vote on the following questions:

Does the 2016 NMC Board commit to taking action within the next 90 days to:

- Support enforcing the NMC ACC covenants as written
- Support enforcing the NMC Property maintenance covenants as written
- Develop and initiate an action plan for refurbishing townhouse parking and common areas
- Develop and initiate an action plan reassessing/revising the NMC by-laws and covenants, and dues/assessments levels against actual needs

Because all of these questions have been communicated to the Board in previous correspondence, this issue rightfully belongs on the agenda as "Old Business."

This request, and action emanating from it, should be fully documented in the meeting minutes, as required by the Maryland Open Meetings regulations.