

**NEW MARK COMMONS HOMES ASSOCIATION, INC.  
ANNUAL MEETING  
TUESDAY, MARCH 16, 2010**

**ATTENDEES:** Fran Denny, Nick & Irene Grossman, Dunja Baker, Margaret Chao, Paul Giguere, Steve Bernstein, John Hansman, Nan & Jim Whalen, Eugene Silverman, Betsy & Jeff Miller, Nancy Wood, Diane Rundell, Wini Herrmann, Ira Guzik, Kathleen Moran, Toni & Hans Schierling, Aline Cabal, Geri & Ken Misner, Ann Mason, Linda Silversmith, Linda Huntington, Mara Miller, Mario Rinaudo, Lori Nicely, Madeline & Raj Gupta, Mike Kohut, Richard Suchinsky, Steve Krasnow, Mike & Stacy Rabkin, Sally Guardia, Billie & Joe Jordan, Alan Tolerton, Christine Holdsworth, Anya Hoffman, Hilde Stempel, Kit Flynn, June Whaun, Jeff Bloom, Gabriel Meyer, Linda Kenyon, Rich Schmidt, Pat Meagher, Sherry Stuesse, Bill Cruce, Sima Osdoby, Arthur Katz, Kevil Cowl, Margaretha Bull, Ward Sigmond, Leslie Becker, Rita Molyneaux, Diane Gaffield, Rose Krasnow, Dan Barresi and Jim Denny.

The Annual Meeting was called to order by President Margaret Chao at 7:35 P.M.

Proof of notice for the meeting was ascertained. The meeting was announced in the February and March newsletters and posted on the NMC website.

Margaret asked members of the board to introduce themselves.

Margaret asked the candidates for the board to introduce themselves.

Upon a motion by Gene Silverman and seconded by another attendee, the minutes of the 2009 Annual Meeting were unanimously approved.

### **President's Report**

Margaret thanked all for coming. She mentioned the community had spent \$26,452 year to date on snow removal and estimates we will spend an additional \$7,000 on cleanup of storm related tree damage. The evergreen trees throughout the community were especially hard hit.

Margaret thanked Sima Osdoby for her work on the deer problem in NMC. The City has decided the deer problem warrants further attention and is forming a Deer Committee this year.

We had minimal algae growth on the lake this past year. Our annual maintenance contract with Virginal Lake Management Co. helped insure the lake was kept algae free. The new fountain and aerators installed several years ago also helped keep the lake looking good. The Landscape Committee is exploring non-woody planting for the dam face.

We made several improvements to the clubhouse and pool area this past year. The new front doors were installed, new gutters installed and the clubhouse driveway was repaved.

The major capital improvement project for the year was the repaving of the walking and bike path thru the community for \$66,000.

The Board of Director's Open House held on October 23rd was a great success.

There are several capital improvements being considered for 2010.

- Replace the decking and railing on the large clubhouse deck
- Install new metal railing at the clubhouse steps and the steps leading to the clubhouse parking lot.
- Replace and extend the fence along the NMC property and Monroe Street.
- Miscellaneous concrete & asphalt repair.

Margaret also mentioned the NMC website was upgraded. The 'Residents Only' section of the site is up and running. It archives the NMC newsletters and the minutes from the monthly board meetings. We are considering putting the NMC phone directory in the 'Residents Only' section of the site. To date only twenty four residents have requested an ID and password for the 'Residents' Only section of the site.

### **Treasurers' Report**

John Hansman gave the Treasurers Report. He stated that NMC is in sound shape financially. The reserve fund currently has over \$300,000 invested in Certificates of Deposit (CD) at FDIC insured banks. We are not investing in any CD's with a maturity greater than 12 months. Last year we earned \$11,900 in interest on our reserve fund. Twenty one residents have not paid their HOA dues.

### **Guest Speakers**

The two guest speakers were Ciriaco Gonzales and Lorraine Schack from the Rockville Senior Center. Ciriaco is the Chairman of the Rockville Senior Citizens Commission. He explained the commission is charged by the Mayor and Council to conduct research and make recommendations regarding issues of importance to seniors in Rockville and to determine the adequacy of facilities and services that are currently available. Lorraine spoke on the services offered to seniors by the City and highlighted some the programs available at the Rockville Senior Center.

### **Committee Reports**

Swim Team: Margaret Chao mentioned there are over fifty kids on the team and the team is always looking for new swimmers.

Landscape Committee: Jim mentioned that the Chairperson was not able to make the meeting. He mentioned the Landscape Committee is researching types of ornamental grasses to be planted on the lake bank.

Tree Committee: Linda Huntington, chairperson, mentioned there was not a lot of activity last year.

Pool Committee: Nancy Wood, chairperson, gave a brief recap of the past pool season and the plans for improvement to the pool for the coming year. Margaretha Bull mentioned the sun shade should be removed at the end of each season.

## **Election of Directors**

Margaret announced the results of the Board election. There were three candidates running for two vacant positions. Jeff Miller and Lori Nicely were elected to a three-year term.

## **Questions and Open Discussion**

There were several issues and questions discussed:

Gene Silverman remarked that the snow removal efforts by the City and NMC's snow removal contractor were to be applauded give the amount of snow we have received this year. He also mentioned there were several spots where the curb was damaged by snow plows.

Linda Silversmith suggested we obtain a portable microphone for the next annual meeting.

Stacy Rabkin mentioned there is a Google group dedicated to new Mark Commons. It is a forum where folks can discuss NMC related issues. If anyone needs help getting on the site please give her a call.

Kevin Cowl had some questions about our past due accounts. Are there repeat offenders? Could the reason for some late dues be due to hardships a resident is experiencing?

Hans Schierling commented that bushes are growing over the sidewalk in several area of the community. Residents should be reminded to prune their bushes if it interferes with pedestrian traffic.

Margaretha Bull mentioned residents should be reminded they should not park around the islands in the townhouse area.

Margaret Chao thanked John Brown for his years of service to the community and presented him with a gift certificate to a local restaurant.

## **Thank You Awards & Door Prizes**

Jim presented Barbara Quinn with a gift certificate at a local restaurant for her work on the NMC newsletter and Diane Rundell with a gift certificate local restaurant for her help in distributing the newsletter.

Two \$50 gift certificates at local restaurants were given away as door prizes to two lucky attendees.

**NEW MARK COMMONS HOMES ASSOCIATION, INC.  
ANNUAL MEETING  
TUESDAY, MARCH 16, 2011**

**ATTENDEES:** Connie Wilkie, Terry Santoro, Dunja Baker, John Brown, Margaret Chao, Nancy Wood, Fran Denny, Irene Grossman, Nicholas Grossman, Diane Rundell, Bob Silberfarb, Ken Misner, Geri Misner, Jeff Miller, Lori Nicely, Eugene Silverman, Ann Mason, Susi Chi, Mincy Neil, Wini Herrmann, Nan Whalen, Jim Whalen, Dan Barresi, Jason Olasky, Dave Berthiaume., John Hansman, June Whaun, Alan Tolerton, Hilde Stempel, Paul Levy, Stacy Rabkin, Mike Rabkin, Martha Frew, Ulla Billings, Linda Silversmith, Gary Gaffield, Diane Gaffield, Christine Holdsworth, Kathleen Flynn, Betsy Miller, Mike Kohut, Rich Schmidt, Bette Goldman, Marty Yerick, Alexandria Manolatos, Dorie Mangan, Magnus Turesson, Ron Tipton, Esther Brenner, Arthur Katz, Rita Molyneaux, Bethany Silberfarb, Simi Osdoby, Jim Denny. A total of fifty five (55) attendees.

The Annual Meeting was called to order by President Margaret Chao at 7:35 P.M.

Proof of notice for the meeting was ascertained. The meeting was announced in the February and March newsletters and posted on the NMC website.

Margaret asked members of the board to introduce themselves.

Margaret asked the candidates running for the board to introduce themselves.

Upon a motion by Gene Silverman and seconded by Nicholas Grossman, the minutes of the 2010 Annual Meeting were unanimously approved.

### **President's Report**

Margaret thanked all for attending the meeting this evening. The Board of Director's requested a reliability study of our electric service from PEPCO. She thanked Rose and Steve for their involvement. The Krasnows were instrumental in investigating the best way to get a response from a public utility. Pepco performed the study and committed to replace the underground wiring throughout the community by the end of the 1<sup>st</sup> quarter 2011. We noticed that Pepco contractors are also pruning trees along the streets leading into NMC where the power lines are above ground.

The community spent \$13,515 year to date on snow removal, primarily ice removal versus snow removal.

Several improvements were completed around the clubhouse. New ADA handrails were installed on the exterior concrete steps and the step leading to the clubhouse parking lot. New decking and railing was installed on the large club house deck.

We are in the last year of a three year pool management contract with Continental Pools Inc.

There were several improvements made throughout the community. We replaced the existing fence along the NMC and Monroe Street boundary. The fence height was increased to six (6') feet high and the fence was extended an additional 105' to discourage cut thru traffic.

We spent \$5,500 on clean up storm related damage so far this year.

The Board of Director's Open house was held on October 23<sup>rd</sup> and was a great success.

The NMC website was upgraded. Twenty four residents had requested ID' and passwords at this time last year. One hundred and eighty six residents now have IDs.

## 2011 Planned Improvements – Reserve Expenditures

- |  |                      |
|--|----------------------|
| • Paint the exterior of the clubhouse    | 9,615                |
| • Clubhouse furnace and hot water heater | 11,500 (EST.)        |
| • Misc. concrete and parking lot repair  | <u>30,000 (EST.)</u> |

Total \$55,500

Margaret mentioned there are a couple of items outside of New Mark Commons that may have an impact to the community. The first is the planned expansion of the Jehovah's Witness Church on Falls Road. There has not been any further information since the initial pre application meeting. We have requested a meeting with the church and their attorney to no avail.

The second was a comment made by a City Council member at a Mayor & Council meeting concerning allowing heavy truck traffic on Maryland Avenue. Margaret thanked Sima Osdoby and Arthur Katz for bringing the issue to our attention. Margaret and Jim attended a Mayor and Council meeting, the following week, to go on record against allowing truck traffic on Maryland Avenue.

### Treasurers' Report

Jeff Miler gave the Treasurers Report. He stated that NMC is in sound shape financially. The reserve fund currently has a balance of \$342,185. The 2011 contribution to the reserve fund, from dues, will be \$69,779. Our reserve funds are invested in a money market fund and Certificates of Deposit (CD) at FDIC insured banks. Last year we earned \$1,597 in interest on our reserve fund.

As of March 15, 2011 twenty four residents have not paid their HOA dues.

### Guest Speakers

Instead of a guest speaker this year, Board members Lori Nicely and Dunja Baker gave a presentation on proposed changes to the community's Architectural Control Guidelines. The changes affected exterior front doors, light fixtures and house numbers for the townhouses and contemporary style detached homes. In addition to the currently approved flush panel front door, they presented several alternative contemporary door styles. They also had a sample of the approved new exterior light fixture. The new light fixture is sold by Minka; their model number is 9801 and it is available with an oiled bronze or stainless steel finish. Complementing the new fixture, are metal house numbers in either bronze, stainless steel or black. Peel and stick, black vinyl numbers **ARE NOT** approved for use with the new light fixture.

### Committee Reports

Swim Team: Dave Berthiaume gave an update on the swim team. They will be facing tougher competition this year. He anticipates that there will be three home swim meets this year. A planning meeting will be scheduled for early May.

Landscape Committee: Jim mentioned the Chairmanship has been vacant since early 2010.

Pool Committee: Nancy Wood gave an update on the pool. She announced there is an 'Adults Only' pool party scheduled for August 20<sup>th</sup>.

### Election of Directors

Margaret announced the results of the Board election. There were four candidates running for three vacant positions. John Brown, Margaret Chao and John Hansman were elected to a three year term.

## **Questions and Open Discussion**

There were several issues and questions discussed:

Arthur Katz thanked Margaret for attending the Mayor and Council meeting and speaking in opposition to permitting truck traffic on Maryland Avenue.

Alan Tolerton had a question on the clubhouse rental fees. Jim said we discontinued hourly rental, at a reduced rate, several years ago. The cost of operating the clubhouse and the \$100 cleaning fee does not make it feasible to rent the clubhouse for a partial day.

There were questions concerning snow removal rules and regulations. The City of Rockville has extensive snow removal requirements and regulations. Generally, homeowners are required to clear snow on the sidewalk adjacent to their property. New Mark Commons shovels the sidewalk along the Esplanade and Welwyn Way for kids walking to the bus stops.

A question on who to call if a neighbor has a fence in disrepair and it is falling down. Residents can call Jim or the City's Neighborhood Services, Code Enforcement Department.

Who do you call if a sidewalk is blocked by a fallen tree? If it is a city street tree, you can call the city directly. If unsure, call Jim.

There was a question regarding the sale of non-resident pool memberships. A non-resident membership costs \$550 for the summer, Memorial Day weekend to Labor Day weekend. The Board has capped the number of memberships for sale at thirty eight.

Sima Osdoby mentioned the expansion of the Jehovah's Witness church could have an impact to the residents who back up to Maryland Avenue, across the street from the churches proposed new building site. Winni Herrmann said she attended the pre application meeting at the office of Miller, Miller and Canby, the church's attorney. The new building is a craftsman style design, one story high and has approximately 5,000 square feet of useable space.

## **Thank You Awards & Door Prizes**

Margaret thanked Alex Manolatos for her years of service to the community and presented her with a gift certificate from a local restaurant.

The door prizes, fifty dollar gift certificates from local restaurants, were won by Connie Wilkie and Bette Goldman.

**NEW MARK COMMONS HOMES ASSOCIATION, INC.**  
**ANNUAL MEETING**  
**TUESDAY, MARCH 20, 2012**

**ATTENDEES:** Bernadette Goovaerts, Nick and Irene Grossman, Paul Giguere, Geri and Ken Misner, Margaret Chao, Ryan Yu, Steve Bernstein, Martin Reiss, Mark, Whetterhahn, Wini Herrmann, Roz Hiebert, Jonathan Smith, Elge and Macy Wong, Stephen and Lisa Matta, Dunja Baker, Eugene Silverman, Susie Chi, Ann Mason, Rich Schmidt, Jean Hurons, John Hansman, Kathy Gall, Christine Holdsworth, Diane Rundell, Stanley Sirotkin, Lori Nicely, John and Ruth Daroff, Nan and Jim Whalen, Alan Tolerton, Dorie and Jim Mangan, Pat Reber, June Whaun, Mike Rabkin, Ira Guzik, William Cruse, Sherry Stuesse, Sean Hart, Kathleen Moran, Mark Metzman, Bette Goldman, Marty Yerick, Mincy Neil, Arthur Katz, Jim Denny. There were fifty one residents attended the meeting.

The Annual Meeting was called to order by President Margaret Chao at 7:35 P.M.

Proof of notice for the meeting was ascertained. The meeting was announced in the February and March newsletters and posted on the NMC website.

Margaret asked members of the board to introduce themselves.

Margaret asked the candidates running for the board to introduce themselves.

Upon a motion by Gene Silverman and seconded by Nicholas Grossman, the minutes of the 2011 Annual Meeting were unanimously approved.

### **President's Report**

Margaret thanked all for attending the meeting this evening. She had several items to share with the community:

PEPCO completed installing new underground cable throughout the community.

The community spent \$2,150 year to date on snow removal, primarily ice removal versus snow removal.

Several improvements were completed to the clubhouse and pool. A new diving board was installed. Two new ADA compliant chair lifts will be installed before the pool opens. We will be enlarging the eating area on the pool deck this summer and have purchased additional tables and umbrellas. The exterior of the clubhouse was painted this spring.

We are in the first year of a three year pool management contract with Continental Pools Inc.

There is an Adults Only Pool party scheduled for August.

The City replaced all the street light fixtures throughout the community. We tried, unsuccessfully however, to get new black light poles in the traditional home section of the community to match the fixtures. Our street lights have been more reliable since the new fixtures were installed.

The City built a new sidewalk on the NMC side of Monroe Street between Big Oaks Court and Cabin John Parkway.

We are looking into the use of fertilizer and herbicides in the community. We will be working closely with our landscape contractor to develop a balanced plan to keep the community looking good but minimizes the use of herbicides. We will be giving 48 hours advance notice of fertilizer and herbicide application and have instructed our contractor to increase the number of signs they put out on the day of application.

We will be doing some aerating and over seeding this spring along the Esplanade and near the pool and playground.

The City replaced approximately twenty street trees this past fall and early this spring. The Royal White Redbud we had selected to replace the Bradford Pear trees is no longer available. The Serviceberry was selected as the new replacement tree.

Our annual clean up along the bike path is this Saturday, the 24<sup>th</sup> We start at 9:00 a.m. at the clubhouse.

Board of Director's Open house held on October 23<sup>rd</sup> was a great success. We'll have one this year.

NMC website upgraded and we now have 240 residents with IDs for the website.

#### 2012 Planned Improvements – Reserve Expenditures

ADA lifts for the pool	7,560
New pool furniture	9,136
Landscape the dam face – ornamental grasses	4,000 (est.)
Resurface tennis courts	14,000 (est.)
Clubhouse furnace and hot water heater	11,500 (est.)T
Total	\$ 76,696

#### Adjacent to NMC

The Jehovah's Witness Church expansion plans on Falls Road – a new plan has been presented, retaining one of the smaller homes on the site.

Potomac Valley Nursing and Wellness Center on Potomac Valley Road is planning to build an addition attached to the rear of their property. In addition to the visual impact to the Don Mills residents, there is the potential for significant storm water runoff effect the Don Mills residents. Mark Wetterhann and Marty Reise have been very proactive in dealing with the City Planning department and the nursing home.

The Board of Director's Open house was held on October 22nd and was a great success.

Margaret mentioned there are a couple of items outside of New Mark Commons that may have an impact to the community. The first is the planned expansion of the Jehovah's Witness Church on Falls Road. They have submitted a new plan that incorporates on of the existing smaller houses on the property into the new building. Potomac Valley Nursing and Wellness Center on Potomac valley Road is planning to build an addition attached to the rear of their property. In addition to the visual impact to the Don Mills residents, there is the potential for significant storm water runoff effect the Don Mills residents. Mark Wetterhann and Marty Reise have been very proactive in dealing with the City Planning department and the nursing home.

#### Treasurers' Report

Jeff Miler gave the Treasurers Report. He stated that NMC is in sound shape financially. The reserve fund currently has a balance of \$415,634. The 2012 contribution to the reserve fund, from dues, will be \$71,881. Our reserve funds are invested in a money market fund and Certificates of Deposit (CD) at FDIC insured banks. Last year we earned \$3,214 in interest on our reserve fund.

As of March 19, 2012 fourteen residents have not paid their HOA dues.

## **Committee Reports**

Swim Team: Dave Berthiaume was unable to attend. Margaret gave the update on the swim team.

Landscape Committee: Jim mentioned the Chairmanship has been vacant since early 2010.

Pool Committee: Nancy Wood gave an update on the pool. She announced there is an 'Adults Only' pool party scheduled for late June or July.

## **Election of Directors**

Margaret announced the results of the Board election. There were three candidates running for two vacant positions. Ellen Stein and Dunja Baker were elected to a three year term.

## **Questions and Open Discussion**

Stan Sirotkin shared a letter his wife, Claudia Rathbone, had written to the Board of Directors in support of retaining the NMC totem pole in its current form at the entrance of New Mark Commons. There was enthusiastic support in the audience for Claudia's position.

It was asked if it would be possible to clean the totem pole.

Mark Metzman asked if the dirt path between 14 and 15 Watchwater Way could be improved. Currently it is muddy when it rains and the ground is uneven. Jim mentioned the Association does not own the walk path. That area belongs to the owners of 14 and 15 Watchwater Way.

Steve Bernstein expressed a concern the Association may have difficulty funding future replacement and repairs based on the future projections itemized in the 2009 Reserve Study that were listed in the draft of the 1-1-2011 to 12-31-2011 audit.

Winni Herrmann mentioned she attended the planning meeting at the Jehovah Witness Church on Falls road.

Elde Wong, the new owner of 130 NME mentioned his real estate agent mentioned the retaining wall around the overflow parking lot across from 116 NME appears to be failing. Jim mentioned the wall has been that condition since constructed over ten years ago.

Sean Hart mentioned he would like to see the NMC Newsletter as an email attachment instead of receiving an email that the newsletter has been posted to the NMC website.

Kathy Gall asked if there was a time limit regarding the amount of time a real estate for sale sign can be displayed in front of a home.

It was mentioned there appears to be an increase in automobiles speeding on New Mark Esplanade. Would it be feasible or possible to install traffic calming devices on New Mark Esplanade.

## **Thank You Awards & Door Prizes**

Margaret thanked Dan for his years of service to the community.

Two door prizes, fifty dollar gift certificates from local restaurants, were won by two lucky residents.

**NEW MARK COMMONS HOMES ASSOCIATION, INC.**  
**ANNUAL MEETING**  
**TUESDAY, MARCH 13, 2013**

**ATTENDEES:** Steve Bernstein, John Brown, Nick Grossman, Irene Grossman, Dunja Baker, Margaret Chao, Paul Giguere, Dick Stafford, S. Swift, Mark Wetterhahn, Chris Durso, Betsy Miller, Jeff Miller, Marirose Ziebarth, Janet Kelly, Richard Pollack, Kathleen Moran, Alisa Cruise-Levi, Addison Cruise-Levi, Betsy Burkhard, John Hansman, Nan Whalen, Jim Whalen, Maria Ysern, Xavier Ysern, Hilde Stempel, Roald Schrack, Ken Sandin, Ron Tipton, Jean Hirons, Anya Hoffman, Bethany Portner, Rose Krasnow, Steve Krasnow, Wini Herrmann, Mike Rabkin, Dave Berthiaume, Christine Holdsworth, Rhonda Gordon, Ruth O'Sullivan, Arthur Katz, Joe Jordan, Billie Jordan, Madeline Gupta, Patricia Kiesler, Kevin Kiesler, Edwin Molina, Susie Chi, Ann Mason, Rich Schmidt, Sandra Clark, Dorie Mangan, Ken Misner, Stephanie Bloom, Rita Molyneaux, Aline Cabal, Lisa Matta, Jason Olasky and Jim Denny.

The Annual Meeting was called to order by President Margaret Chao at 7:35 P.M.

Proof of notice for the meeting was ascertained. The meeting was announced in the February and March newsletters and posted on the NMC website.

Margaret asked members of the board to introduce themselves.

Margaret asked the candidates running for the board to introduce themselves.

Upon a motion by Gene Silverman and seconded by Ken Misner, the minutes of the 2012 Annual Meeting were unanimously approved.

There was a change in the agenda order. It was decided our guest speaker would proceed before our business meeting. Margaret introduced our guest speaker, David Levy, Chief of Long Range Planning for the City of Rockville. David gave an overview of how the City wants to establish a vision for Rockville's portion of the Rockville Pike Plan. Rockville's section would be transformed from a non-distinctive suburban retail strip into an attractive and vibrant location for living, working and shopping.

### **President's Report**

Margaret thanked all for attending the meeting this evening. She had several items to share with the community. There were several enhancements and changes at the clubhouse and pool.

New handrails were installed on the interior stairs in the clubhouse. The dining area at the pool was enlarged to accommodate ten new dining tables and umbrellas. We started to replace the chaises. We will replace 15 a year for the next 3 years. Two new ADA approved lifts were installed on the pool deck. We are starting the second year of a three year contract with Continental Pools.

We had 33 non-resident pool members last year which generate \$17,782 in revenue.

Our annual 4<sup>th</sup> of July party was rescheduled to September 2<sup>nd</sup> due to the June 29<sup>th</sup> storm. We spent almost \$48,000 on storm clean up, pruning and damaged tree removal after the storm.

The Adults Only pool party on July 28<sup>th</sup> was a success. This years' party is scheduled for June 15<sup>th</sup>

Our annual Board of Directors Open House on October 20<sup>th</sup> was a success.

The tennis court and basketball courts were repaired and recoated. The basketball court playing surface was expanded and new basketball goals were installed. The fence at the basketball court was replaced with a heavier gauge chain link fence.

We started a new three year contract with Stolburg Landscaping Inc. in 2013.

We had a fall community cleanup on November 3<sup>rd</sup> of the common area woods along the bike path and behind 282 to 294 NME.

New steel, ADA compliant handrails were installed on the two sets of steps that lead to the path around the lake.

Ornamental grasses and other perennials were planted on the dam end of the lake.

A beaver took up residence in the lake for part of the summer. Thanks to Richard and Cathy Berman for their quick action installing wire around tree trunks to limited the beaver damage.

We had minimal aquatic growth last year. Solitude Lake Management visits the lake twice a month to check the bubblers, air compressors and make sure the fountain is in good working order.

We have the 250 email address on our community distribution list. If you would like to be added to the list send Jim an email.

The newsletter is now distributed as PDF attachment to a broadcast email. It is also available on the NMC website. The community phone directory is now on the website.

The parking rules and regulations were updated. They can be found on our website.

### **Treasurers' Report**

John Hansman gave the treasurer's report. The reserve fund currently has a balance of \$415,634. The 2013 contribution to the reserve fund from dues will be \$73,699. Our reserve funds are invested in a money market fund and in Certificates of Deposits at FDIC insured banks. Last year we earned \$2,597 in interest on our reserve funds.

As of 3/13/2013 nineteen (19) residents have not paid their HOA dues.

John also mentioned he assembled a list of past expenditures on repairs and renovations going back to 1989. The focus of the report was on items financed by the Reserve Fund and therefore omitted repairs and other projects paid for from operating funds.

A separate Reserve Fund was established in 1987, with property assessments in addition to those for the operating fund. The covenants allow an increase in assessments based on growth in the assessed value of the houses. I believe that 1989 was the first year the new assessments were collected. Townhouse assessments are 56 percent of the total and detached houses are 44 percent.

History shows that the townhouse areas have required significantly more repair and renovation expense than paid for by the extra Reserve Fund assessment. Through 2012, townhouses contributed \$700,783, some \$150,000 more than the detached houses at \$550,752. But project expenses specific to the townhouse areas were \$413,573.

The lake is the most expensive category at \$487,415. This cost is mainly dredging, but also includes walls and banks, fountains, path, bridge, and steps. The cost for dredging has increased rapidly, especially with the State requirement that the dredged material be considered hazardous waste.

The lake was dredged again in 2005, but at a much increased cost of about \$275,000. Another dredging will be coming up, say in 2015. I recommend that the Board explore again with the city what would be required to get the city to share significantly in the cost.

The 2009 reserve study forecasted repair and replacement costs at \$7.6 million over a 20-year period ending in 2009. Given that New Mark spent \$1.7 million on such projects over the past 23 years, and that our facilities

are in good shape, the \$7.6 million forecast seems quite excessive. The listing of those past projects should allow the next reserve study to be better based in reality.

### **Committee Reports**

Swim Team: Dave Berthiaume mentioned the Swim Team Committee would be hiring new coaches this year. The first Swim Team meeting will be held in the clubhouse on April 21<sup>st</sup>.

Landscape Committee: Jim mentioned the Chairmanship has been vacant since early 2010.

Pool Committee: Nancy Wood gave an update on the pool. She announced there is an 'Adults Only' pool party is scheduled June 25<sup>th</sup>.

### **Election of Directors**

Margaret announced the results of the Board election. There were three candidates were running for two vacancies. They were Jeff Miller, Mike Rabkin and Magnus Turesson. Jeff Miller and Magnus Turesson were elected to a three year term.

### **Questions and Open Discussion**

Arthur Katz was concerned about the traffic at the intersection of Potomac Valley Road and Maryland Avenue. Drivers are not obeying the yield signs as they exit I270 north on to Falls Road. He also noted there appears to be excessive speeding on Maryland Avenue. He urged keeping the Rockville Mayor and Council engaged with this problem. Stephanie Bloom also mentioned it is hard to get kids across the pedestrian crosswalks on the weekends to attend soccer games at Julius West Middle School.

Gene Silverman mentioned a program titled "Seniors Helping Seniors". It is a mutual assistance program of and for senior citizens. Several examples are: general day to day living issues, driving assistance, lawn maintenance, home repair, etc. Gene asked if you are interested, please contact him directly.

Rose asked about a couple of sewer back up problems in the community. Betsy Burkhard and Jason Olasky also mentioned they had experienced sewer back up issues. Rose suggested we be more proactive with sewer lines and main water line maintenance with the City.

Joe Jordan thanked Lori Nicely for her years of service on the Board. He mentioned Lori was a catalyst on several large capital improvement projects completed in the community. He also raised the issue of the townhouse residents paying a greater portion of the storm water management fee than the detached homes. He believes the Storm Water Management fee is levied against all of NMC and should be equally shared by all residents.

Ron Tipton mentioned an ongoing problem with refuse and recycling in the 200 block of New Mark Esplanade. Residents are setting out trash and refuse containers too early. They are also dumping large items such as, TVs, furniture, mattress, used carpeting, that require a special pickup without making the necessary call to Public Works to arrange a special collection. The item then remain at the curb for over a week until the next collection.

Arthur Katz mentioned he has observed a fox in New Mark Commons.

### **Thank You Awards & Door Prizes**

Jim thanked Barbara Quinn for her work on the New Mark newsletter.

The door prizes, fifty dollar gift certificates from local restaurants, were won by two lucky residents.

**NEW MARK COMMONS HOMES ASSOCIATION, INC.**  
**ANNUAL MEETING**  
**TUESDAY, MARCH 12, 2014**

**ATTENDEES:** Jim Denny, Paul Giguere, Nick Grossman, Irene Grossman, Margaret Chao, John Hansman, Marty Reiss, Mark Wetterhahn, Dunja Baker, Jean Hirons, Sam Phillips, Aileen Goldstein, Wini Herrmann, Fran Denny, Nancy Wood, Dorie Mangan, Jim Mangan, Mike Rabkin, Stan Sirotkin, Christine Holdsworth, Bill, Holdsworth, Aline Cabal, Jeff Miller, Nan Whalen, Jim Whalen, Ira Guzik, Ron Tipton, Diane Rundell, Hilde Stempel, Andrew Breychak, Billie Jordan, Joe Jordan, Morvarid Zolghadr, Ellen Stein, Jonathan Smith, Toni Schierling, Hans Schierling, Barbara Cano, Rick Schmidt, Linda Kenyon, Amanda Zhang, John Dai, Sima Osdoby, Arthur Katz, Ken Misner, John and Ruth Daroff, Ruth Brenner, Ursula Rein, Steve Krasnow, Gerri Kochan, Peter Kurtze, Mary Lou Shannon, Eileen McGuckian, Isabel Gourney, Mary Sies.

The Annual Meeting was called to order by President Margaret Chao at 7:35 P.M.

Proof of notice for the meeting was ascertained. The meeting was announced in the February and March newsletters and posted on the NMC website.

Margaret asked members of the board to introduce themselves.

Margaret asked the candidates running for the board to introduce themselves.

Upon a motion by John Hansman and seconded by Joe Jordan, the minutes of the 2013 Annual Meeting were unanimously approved.

### **President's Report**

Margaret gave recap of the past year and changes that are being made this year in the community.

We have a new pool management company for 2014. Community Pool Service will be our management company. They are a Rockville based company that came highly recommended by their customers. Their construction division is performing the renovation and repairs this spring. The renovations include: replace the coping stones and water line tile; new plaster white coat on the main and baby pool; replace the racing lane tiles and targets; repair underwater lights and miscellaneous concrete deck repairs.

We are considering installing a pool pass system this year. The system will use a bar coded key chain tag similar to CVS and Giant. It will be linked to a NMC address and hopefully with a photo of the member. Jim and Dunja have interviewed and received demos from two system vendors.

Last June we had a terrible accident at the pool. An accidental drowning of a young man who entered the pool after it had closed for the night with some friends. Our insurance company has been following with law enforcement authorities to obtain reports of the incident.

New partitions installed in the clubhouse restrooms last spring.

We replaced 15 new chaises last summer and will replace another 15 this year.

We had 35 non-resident members for 2013 which generated \$19,250 in revenue. We cap our non-resident memberships at 38.

The adult pool party on June 15<sup>th</sup> was a success. This years' party is scheduled for June 28<sup>th</sup>

Our annual 4<sup>th</sup> of July party was success.

Our annual Board of Directors Open House on October 12<sup>th</sup> was a success.

We are in the second year of a three year contract with Stolburg Landscaping.

Our long time snow removal contractor, Alex Sivert, notified us he would not be able to perform the service this year. Our landscape contractor was able to take over this task. In 2013 we spent \$2,150 for snow removal. Year to date 2014 we have spent \$23,996.

We had a fall tree planting session along the bike path. We obtained the trees thru the Maryland Department of Natural Resources TreeMendous program.

We are installing a new fountain in the lake this spring.

The NME phone directory will have a new look this year. A to Z Directories will print the directory at no charge to the community. A few of you will recognize the directory. A to Z also prints the directories for Beale Elementary School and several other schools in Montgomery County.

### **Treasurers' Report**

John Hansman gave the treasurer's report. The reserve fund currently has a balance of \$497,373. The 2014 contribution to the reserve fund from dues will be \$74,644. Our reserve funds are invested in a money market fund and in Certificates of Deposits at FDIC insured banks. Last year we earned \$3,663 in interest on our reserve funds. As of February 28, 2014 our Bank of America operating fund balance is \$220,106.

As of 3/12/2014 thirty-two (32) residents have not paid their HOA dues.

John Hansman introduced our guest speakers, Mary Lou Shannon and Peter Kurtz. Also in attendance were Eileen McGuckian, Interim Executive Director of Peerless Rockville, Isabel Gourney, and Mary Sies. Mary Lou Shannon is a resident of Carderock Springs, an Edmund Bennett community located off River Road in Bethesda, Maryland. She mentioned Carderock Springs went thru the process of applying for the National Register of Historic Places several years ago. Peter Kurtz from the Maryland Historic Trust discussed the application process and mentioned that New Mark's application was 90% complete. There were still several parts of the application that needed updating and new photographs of the community were needed.

### **Committee Reports**

Pool Committee: Nancy Wood mentioned the Adult Pool Party is scheduled for June 28, 2014.

Lake Committee:

Tree Committee: Chair is vacant

Landscape Committee: Chair is vacant

### **Election of Directors**

Margaret announced the results of the Board election. There were four candidates were running for three vacancies. They were John Brown, John Hansman, Dorie Mangan and Mike Rabkin. John Brown, John Hansman and Dorie Mangan were elected to a three year term.

### **Questions and Open Discussion**

Mark Wetterhahn mentioned he has been monitoring the proposed construction projects at the Potomac Valley Nursing and Wellness Center.

Arthur Katz mentioned the Rockville Mayor and Council were having a hearing to discuss the issues with the north bound exit ramp from I270 on to Falls Road.

Barbara Cano mentioned the neighborhood specific web site [www.nextdoor.com](http://www.nextdoor.com).

Jim Denny thanked Margaret Chao for her nine years of service on the NMC Board of Directors. She was President of the Board for the last five years. Margaret is also an attorney who volunteered many hours is collecting past due accounts for the Association.

### **Thank You Awards & Door Prizes**

Jim thanked Barbara Quinn for her work on the New Mark newsletter.

Two residents received a fifty dollar gift certificate, from local restaurants, as door prizes.

**NEW MARK COMMONS HOMES ASSOCIATION, INC.**  
**ANNUAL MEETING**  
**TUESDAY, MARCH 24, 2015**

**ATTENDEES:** Jim Denny, Magnus Turesson, Madeline Gupta, Raj Gupta, John Hansman, John Brown, Dunja Baker, Susie Chi, Ann Mason, Stephanie Bloom, Ken Misner, Geri Misner, Esmail Baku, Marty Reiss, Mark Wetterhahn, Wini Herrmann, Ernest Culman, Hans Schierling, Chris Holdsworth, Mara Miller, Sam Phillips, Bill Cruce, Pat Reber, Andy Fedlam, Richard Berman, Cathy Berman, Henrik Olsen, Mike Rabkin, June Whaun, Billie Jordan, Maria Ysern, Norm Hampton, Rita Molyneaux, Ron Tipton, Karen Walters, Joe Jordan, Diane Rundell, Stan Sirotkin, Jim Mangan, Bernadette Goovaerts, Ira Guzik, William Gigax, Kathleen Flynn, Jonathan Smith, Hilda Stempel, Dan Barresi, Paul Giguere, John Daroff, Sima Osdoby, Barbara Quinn, Max Bliss, Margaret Chao, Dave Rehbehm, T. Gong, Kathy Gall, Barbara Cano and Aline Cabal.

The Annual Meeting was called to order by President John Hansman at 7:35 P.M.

Proof of notice for the meeting was ascertained. The meeting was announced in the February newsletter and an Annual Meeting notice was delivered to each home in the community which included the agenda, candidate's statements, ballot and voting instructions. A notice was also posted on the NMC website.

John asked members of the board of directors to introduce themselves. The Board members present were Dunja Baker, John Brown, John Hansman (president), Dorie Mangan, Jeff Miller (vice-president) and Magnus Turesson. Ellen Stein (treasurer) was unable to attend the meeting.

John asked the candidates running for a position on the board of directors to introduce themselves. They are John Daroff, Joe Jordan, Mike Rabkin and Ellen Stein.

Upon a motion by Sima Osdoby and seconded by Pat Reber, the minutes of the 2014 Annual Meeting were unanimously approved.

### **President's Report**

At the annual meeting in March 2014, the Board of Directors presented their plan to apply for New Mark's inclusion in the National Register of Historic Places. For that purpose, we had been promised the volunteer assistance of University of Maryland Professors Mary Sies and Elizabeth Gournay and their graduate student, Emily Connors. We now have the application in hand and it is posted on our web site. Inclusion in the National Register would be an honor that recognizes the special character of our mid-century modern site planning and architecture. This honor places no limits on architectural changes. Such changes will continue to be governed exclusively by New Mark's own review process. Peerless Rockville, the city's non-profit organization for historic preservation, will aid us in the coming process of review by the Maryland Historic Trust and then the National Register.

As you saw last spring, we did a considerable renovation to the pool. A new filter system was installed, the coping stones and water line tiles replaced, a new plaster white coat on the main and baby pool, new racing lane tiles and targets, repaired underwater lights and miscellaneous concrete deck repairs. Last fall, we also replaced the pool cover.

In the past few years the Board and committees have committed to updating several policies. This past year we decided to review and update the NMC Pool Rules and Regulations.

The Pool Committee held several meetings and proposed changes which were adopted by the Board. Most of the emphasis was placed on safety for children. We now have a standardized Pool Admission and Liability Waiver form. The form is for parents of children between the ages of 9 and 15, who have passed the basic swim test and want to come to the pool unaccompanied by an adult.

A rule was added to cover rental properties in the community. The owner of the property must specify in the lease if pool use is retained by the landlord. Otherwise, the membership is assigned to the tenant. This policy addresses our concern that one set of dues should allow one family to use the pool. We will be installing a pool pass system this year. It is a web based system that will use a barcoded key tag and scanner for admissions. More information coming in April.

We had 31 non-resident members for 2014 which generate \$17,825 in revenue. We cap our non-resident memberships at 38.

This spring we are installing two new compressors for the lake aeration system. We have contracted a bathymetric study of the lake as the first step in the lake dredging project. The study will map the lake using GPS and optical laser range finders. Depth sounding will be taken and plotted. These measurements will support calculations of the amount of sediment to be removed. Bottom sludge and soft sediments samples will be taken as a first step toward determining toxicity and how the sediment must be disposed.

The annual 4th of July party was success! The event was catered by a local Rockville firm, The Bean Bag. All agreed the food was very good and service was excellent.

The annual Board of Directors Open House on October 11th was a success.

We are in the final year of a three-year contract with Stolburg Landscaping Inc.

In 2014 we spent \$ \$25,241 for snow removal. So far this year we have spent \$29,042.

Paving repairs and concrete work was performed in the 3 large town house parking lots.

A to Z Directories will print the directory again this year. On line app is available.

There is new Montgomery County legislation that we expect the City to adopt as well: New Board members will be required to take several hours of education to become acquainted with Board rules, regulations and procedures.

In order for a landlord to receive a rental license they must be current with their HOA dues.

### **Treasurers' Report**

Since Ellen Stein was not able to attend the meeting, John Hansman gave the treasurer's report. The reserve fund currently has a balance of \$406,284. The 2015 contribution to the reserve fund from dues will be \$75,632. Our reserve funds are invested in a money market fund and in Certificates of Deposits at FDIC insured banks. Last year we earned \$3,398 in interest on our reserve funds. As of February 28, 2015 our Bank of America operating fund balance is \$237,142.

As of March 17, 2015 there are thirty-one residents who have not paid their HOA dues.

### **Committee Reports**

Pool Committee: Jim Denny mentioned, in addition to revising the NMC Pool Rules and Regulations, he and Dunja Baker met with a couple of vendors offering automated pool pass admission systems. After reviewing systems capabilities, they recommended the board approved EZ Facility as the vendor. The pool pass system data base will be created from information in the NMC Directory. Each resident will have a key chain style pass with a barcode that will link the resident to the Pool Pass System. Each resident's photo will be linked to their address in the system. Please look for coming announcements as we start getting the system ready for opening day.

Lake Committee:

Tree Committee: Chair is vacant  
Landscape Committee: Chair is vacant

### **Election of Directors**

John announced the results of the Board election. There were four candidates running for two vacancies. The candidates were John Daroff, Joe Jordan, Mike Rabkin and Ellen Stein. John Daroff and Ellen Stein were elected to a three-year term.

### **Questions and Open Discussion**

Geri and Ken Misner asked that we have name tags available for the annual meeting. They asked that a draft of the annual meeting minutes be added to the NMC website in 30 to 60 days of the meeting and include the draft in the last newsletter before the annual meeting.

Joe Jordan mentioned that the NMC Newsletters are not published as often as they were in the past. He would like a broadcast email message sent when monthly board meeting minutes are available on the NMC website.

Geri Misner and Ron Tipton had a few comments on the resident geese on the lake. They would like to let residents know not to feed the geese. Ron commented on the mess the geese make on the sidewalk next to New Mark Esplanade and the lake walk path. He suggested our landscape contractors scrape the mess off the sidewalk when they are here cutting grass.

Mark Wetterhahn gave an update of the building, landscaping and storm water mitigation efforts that are on-going at the Potomac Valley Nursing and Rehabilitation Center.

It was asked if the lake dredging project would include inspection and evaluation of cracks in the lake retaining wall.

Wini Herrmann mentioned Washington Gas replaced the natural gas supply lines to the thirteen townhomes at 500 to 522 New Mark Esplanade. There was very little advance notice or a reason given for gas line replacement. The project took approximately two and a half months to complete and according to the gas company contractor permanent repairs to parking lot and sidewalks are scheduled for this spring.

Sima Osdoby and Pat Reber asked if the City would help with the cost of dredging lake New Mark.

### **Thank You Awards & Door Prizes**

Jim Denny thanked Dunja Baker her nine years of service on the NMC Board of Directors.

Jim thanked Barbara Quinn for her work on the New Mark newsletter and presented her with a \$75 gift certificate at a local restaurant.

Door Prizes - Alex Manolatos and Mike Rabkin received a fifty-dollar gift certificate from a local restaurant.

**NEW MARK COMMONS HOMES ASSOCIATION, INC.**  
**ANNUAL MEETING**  
**MONDAY, MARCH 14, 2016**

**ATTENDEES:** Jim Denny, John Hansman, Rita Molneaux, Tayebah Rezaie, Ursula Rein, Sara Acharya, Dunja Baker, Judy Rudolph, Ken Misner, Geri Misner, Lori Newman, Karin Boychyn, Pat Dufour, Zack Jacobs, Chris Durso, Terri Kaufman, Marilyn and Mark Wetterhann, Marty Reiss, Ann Reiss, Kathleen Moran, Jim Whalen, Pat Reber, Alex Belida, Joanna Kolker, Christine Holdsworth, Jessica Coleman, Gabriela Zavala, Ken Sandin, Billie Jordan, Joe Jordan, Margaret Chao, John Daroff, Magnus Turesson, Steven Chang, Maririse Ziebarth, Diane Rundell, Steve Krasnow, Betsy Miller, Jeff Miller, Ann Mason, Susie Chi, Jim Mangan, Kathy Gall, Helen Dubov, Nick Simmonds, Stan Sirokin, Rafael Pagan, Randy Schools, Linda Silversmith, Kyle Hitch, Barbaa Cano, Susan Bounds, Jennifer Martella, Roger Zions, Wini Herrmann, Alan Perry, Janice Perry, Sam Phillips, Edel Thalmayer, Rhonda Gordon, Esmail Baku, Alex Manolatos, Kit Flynn, Othman Chebli, Max Bliss, Elyse Bernstein, Dan Hoffman, Elliott Pickar, Arthur Katz, Aline Cabal, Andre Dahlman.

John Hansman asked members of the board of directors to introduce themselves. The Board members present were John Brown, John Daroff, John Hansman (president), Dorie Mangan, Jeff Miller (vice-president) and Magnus Turesson. Ellen Stein (treasurer) was unable to attend the meeting.

John asked the candidates running for a position on the board of directors to introduce themselves. They are Alexandra Manolatos, Judy Rudolph and Magnus Turesson.

**Guest Speaker:** John Hansman introduced Pazit Aviv, Village Coordinator, Aging and Disability Services, Montgomery County Health and Human Services. She explained that Villages are grassroots organizations that strengthen communities and support neighbors' needs. Each community chooses the character of its village based on its interests and needs. Village activities are run voluntarily. Villages may choose to organize social events, offer transportation, computer help, and prepare meals for people who are sick and much more. It began as a program to help senior citizens age in their home but has expanded to cover the defined needs of each individual community.

Lori Newman, NMC Village program co-founder, spoke about the concept they are trying develop for NMC. It would be more multi-generational, offering services determined by feedback from the community. She urged residents to attend the coming NMC Village Open Forum on April 17 at 4 PM in the NMC Clubhouse.

The minutes of the 2015 Annual Meeting were unanimously approved.

**President's Report:** New Mark is coming up on 50<sup>th</sup> anniversaries. My house was finished in 1967, although started in 66. The Homes Assn was incorporated in September 2017. If long-time residents would like to send in any stories from our early days, we could include them in a special newsletter next year.

Concerning history, we have another milestone. The Maryland Historical Trust approved last week our application for the National Register of Historic Places. Next it will go to the City Historic District Commission for comment and you may see a legal notice to that effect. Then on to the National Park Service. I do hope that this lengthy process will be completed by next year so that it can be noted in our 50<sup>th</sup> anniversary.

Just a reminder. Inclusion in the National Register would be an honor that recognizes the special character of our mid-century modern planning and architecture. This honor places no limits on architectural changes, which will continue to be governed by our own review process.

The Board, with Jim Denny, has started to plan the next round of improvement projects. We have had some useful input from a few of you and invite more. Here are the major areas:

- Dredging the Lake. It was last dredged in 2005 and we have started the planning work of measuring quantity and quality of potential dredge material. Initial inquiries to contractors have not been productive. We will continue on with prep work in the expectation of spending big bucks next year.
- Clubhouse. The roof was last re-shingled in 2001 and we now have a leak which must be fixed. We need to explore roof insulation for energy conservation. However, roof replacement may have to wait until September after the pool season.
- Townhouse parking areas. We did a lot of work in 2014 and some in 2015, but more is needed. This spring we will walk the areas with interested contractors to identify needed work and prepare for bids.
- Tennis courts. They were resurfaced in 2012 and now need some spot repair.

I want to remind you of a fact that I am sure you have encountered: the scarcest resource available to get a job done is often not money. Rather, it is the time of the person who must lead the effort. For finding and directing contractors, that person is Jim Denny. For being the first responder on almost any New Mark problem, that person is Jim. He is a busy guy and does a great job. I am very glad to note one specific area he can delegate, the Newsletter and other communications where we now have some savvy and hard-working volunteers who are taking some work away from him rather than making more work for him!

This past year, the Board initiated a process of engaging more volunteers in various aspects of community improvement. You will hear brief reports later from Board liaisons or committee chairs. I want to comment on some complexities. First, the Board is authorized to create committees to help with its responsibilities, but is not required to do so. Even the ACC, Architectural Control Committee, is optional, if the Board were willing to commit the time to review and decide on all applications. Second, if the Board does create a committee, that committee must have at least three members, one of who is a Board member. The ACC has had enough members, but other "committees" have not. Then I learned that formal Board committees must comply with the State open meetings law. The Board itself has always complied with the law, but not committees. Essentially, the law requires Board Committees to have regularly scheduled meetings open to all residents. In my view, these requirements must be met by the ACC and the Tree Subcommittee because they make decisions that directly affect property-owners. Although we have loosely referred to other volunteer activities as "committees", the Board will be open to some volunteer activities being done by groups that gather for particular tasks but do not meet regularly. The Board will respond to their requests and recommendations and praise their efforts, but we must be flexible about what format will encourage rather than restrict volunteers.

Many townhouse owners recently received an email alleging that townhouse areas were being shortchanged in Homes Association dues and expenditures. There were two charges for which I need to offer some facts. The first complaint is that townhouse owners contribute extra to the Reserve Fund, which pays for major repair and renovation. Worse, the complaint goes, they get little back in construction expenditures. The typical townhouse does contribute a little more to the Reserve Fund than does the typical detached house, \$216 per year vs \$178. But that detached house contributes more to the operating fund and more in total dues, \$1076 vs \$1017. To me, those numbers on the revenue side do not appear unfair to townhouses.

Now let's look at the expenditure side. The Reserve Fund pays for major repair and renovation construction. In addition, many smaller projects are done from the annual operating budget. A few years ago, I went back through our records to identify both types of these projects. Since then, I have kept the list up to date. The list is the costs incurred, not adjusted for inflation.

Through 2015, the list totals \$1,951,000. Of that total, \$1,342,000, or 69 percent, was spent on projects that serve the entire New Mark community of 384 homes: swimming pool, clubhouse, ball courts, playground, hiker-biker trail, lake. Then, the other 31 percent was spent within the townhouse areas for the special benefit of those owners: paving, curbs, sidewalks, drainage, retaining walls, lighting.

Thus, every one of the 384 houses benefitted from the 69 percent to the amount of \$3495 each. In addition, each of the 185 regular townhouses also benefitted from \$3290 of expenditures limited to the townhouse

areas. Those townhouses received \$6785 in project expenditures compared to \$3495 for all other houses, nearly twice as much. Is that unfair?

As mentioned before, Jim Denny, will survey townhouse parking areas this spring with prospective contractors to identify additional work needed and get bids. So, the Homes Assn has not stopped committing money to townhouse areas.

The second complaint is that townhouses are being charged too much for the City stormwater fee. The complaint states that the Assn collects \$66 per year for stormwater fees from townhouses, but only \$19 from detached and Tegner houses. That is correct, but it is only half of the relevant facts.

The City also collects a stormwater fee directly from each house through the property tax bill. This year, the City gets \$121.80 from each detached house and a little less than half that from each townhouse, \$60.30. Thus, detached houses pay a total of \$140.80 per year in stormwater fees [ $121.80 + 19$ ] and townhouses pay \$126.30 [ $60.30 + 66$ ]. Detached houses pay more.

The City levies its fee based on typical amounts of roof and paving on a lot. So, detached houses pay more for having driveways and parking pads. If a section of parking lot were assigned to each townhouse, the townhouse would pay the city directly an amount comparable to what is directly billed to detached houses. For its convenience, the City bills the Assn for the parking lots, not the individual townhouses. That is why the Assn assigns to the townhouses the City stormwater fee for the parking lots that townhouses use. Is that unreasonable? Working through budget and finance can be challenging, but we want to promote understanding. If some of you would like to meet with me for more discussion on these issues, we can arrange a time.

**Treasurers Report:** John Hansman gave the Treasurer's Report in Ellen Steins absence. The reserve fund currently has a balance of \$485,039. The 2016 contribution to the reserve fund from dues will be \$77,028. Our reserve funds are invested in a money market fund and in Certificates of Deposits at FDIC insured banks. Last year we earned \$2,883 in interest on our reserve funds. As of March, 13, 2016, twenty-nine residents have not paid their HOA dues.

## **Committee Reports**

There were NMC Committee Sign-up sheets in the lobby of the clubhouse where residents could sign-up to learn more about our committee and hopefully become more involved in the community. We had residents sign up for the Architectural Control Committee, Pool Committee and the Community Enhancement Committee.

**Architectural Control Committee (ACC):** John Hansman, Board liaison to the ACC, presented the committee report. The ACC has established a regularly scheduled meeting, the first Monday of each month. John was asked if the ACC meets just once a month, how will the requirement for action within 30 days be met? John replied, the Board recognized this is potential problem and decided that applications must be officially received two weeks before the ACC meeting. This receipt date will start the clock and give ACC members the opportunity to review proposed changes and make timely decisions at the meeting.

Stan Sirotkin had several questions and comments regarding the ACC process. How do people know what applications are currently under review by the ACC? The City sends a notification to neighbors when a major change or a new development is proposed. Couldn't NMC do the same? John replied the ACC Application has a requirement for the applicant to obtain their neighbors' signatures. This requirement is intended to inform them of the proposed changes and perhaps ACC Applications can be posted to the NMC website as they are received. On the question of what follow up is being done after a change is approved to be sure that the work was done as specified, John replied, follow up has not been good in the past however we are working on ways to ensure what was applied for is done. Some suggestions are before and after photos are being considered as one means of checking. On the question of what happens if an application is not approved? John replied the applicant can appeal the ACC decision to the Board of Directors. On the question of can ACC guidelines be reviewed, John commented, yes, anyone can communicate proposed changes to the ACC or the Board. Stan feels there are egregious errors in the process and changes are being made without any follow-up. He also feels follow-up is needed for Tree Removal applications.

**Communications Committee:** John Daroff, Board liaison to the Communications Committee, presented the report. The NMC Communications Committee was formed as the result of the discussion at the September 2015 Board meeting. Initial members were John Daroff, Jim Denny, Judy Rudolph, Jonathan Smith, and Ellen Stein. John Daroff is Board liaison to the committee and was the founding Chair. The Chairmanship was transferred to Judy Rudolph in February 2016. Pat Reber joined the committee in March 2016.

Beginning on April 14, 2016, the monthly Communications Committee meeting will take place at 7:30 PM on the second Thursday of each month. Location will be announced in advance.

We envision that the Communications Committee, working closely with the NMC Administrator, will coordinate and support the essential dissemination of information for the community. The *New Mark News* newsletter will be issued four times per year in hard copy--in February, May, September, and November--and monthly in an electronic email format. The *New Mark News* reports on the current status of community business being handled by the Board and NMC committees, and activities of members of the community. Email alerts are also periodically sent out to the neighborhood, containing current neighborhood information. The Committee's next priority is to rehost, redesign, develop and maintain an updated NMC website, to replace the existing website (<http://www.rocknet.org/Community/NewMark/index.php>).

*Our accomplishments to date, since our initial meeting in October 2015, include:*

- Initiating the electronic newsletter in January 2016. In preparation, John Daroff evaluated platforms for the newsletter (recommending MailChimp), synchronized the NMC directory database to the newsletter distribution list, and set up and produced the January 2016 issue. Jim Denny has continued to contribute and produce much of the newsletter content; the Committee has established production deadlines, and contributes and solicits ideas for additional content from community members. Judy Rudolph assumed responsibility for the electronic newsletter in February. Barbara Quinn will continue to support the hard copy newsletters
- Assisting Jim Denny in updating and maintaining the email databases and Directory information from the information update sheets sent out with the January dues statements
- Assisting Jim Denny with broadcast email and other communication updates during the blizzard
- Establishing updated advertising rates for the electronic newsletter

*Activities to begin in March 2016:*

- Identifying resources to assist with website redesign, including applying for a Rockville Neighborhood Block Grant to underwrite the cost.
- Designing a more robust, permanent electronic newsletter template

*A note about the use of the various communications modalities available to us (and why you sometimes see duplicate communications via NMC broadcast emails and NextDoor) [with thanks to Jonathan Smith, Communications Committee member and NMC NextDoor moderator]:*

The NMC Homes Association email list is separate from and used in addition to NextDoor because there are some NMC residents who prefer not to participate in NextDoor. Also, the NextDoor community is potentially broader than the HOA: NextDoor includes non-HOA members such as renters and children age 13+. Finally, nobody in the neighborhood (including the NextDoor Leads and NMC Board) really owns the NextDoor site. Rather, NextDoor is a service made available to us all by the NextDoor company under their rules of engagement.

**Landscape Committee:** Jim Denny presented the Landscape Committee report in Ellen's absence. The Landscape Committee meets regularly on the first Tuesday of the month. There are additional meetings

to support other landscape projects, for instance the spring cleanup.

The Mission of the NMC Landscape Committee is to provide comprehensive and cost effective ecological information to the board to help maintain and improve the community's public and private grounds as stated in the NMC bylaws. Additionally, the Committee shall aid the NMC Board to plan, design and obtain estimates for planting and maintenance.

Areas in the community we addressed plan to address are the following:

NME side of the lake bank. Committee members will clean out unwanted plants around the Red Twig Dogwoods and try to keep the unwanted vegetation under control.

Design a plan for new plantings along the main entrance mailbox side and then obtain estimates and have planted.

Have planted 3 evergreen shrubs to replace 3 white pine stumps at the far end of the 100 block

Replaced Weeping Willow with another Weeping Willow at the lake.

Have Stadler Nursery plant one more Winterberry and ground cover in front of 500, 502, 504 (corner of NME and Welwyn Way)

Helen wanted to give a special thanks to the following residents for their 'above and beyond' support of the Landscape Committee. Cathy Berman for heading up the tree sub-committee. Richard Owens for watering the new plantings at the corner of NME and Welwyn Way. Suzan and Ward Sigmond for watering and maintaining the plants to the right at the 800-900 entrance. Members of the NMC Garden Club who over the years have planned and maintained the island at the main entrance, the lake steps and the planting around the pool.

Goose excrement continues to be problem on the lake path and the sidewalk along NME. It was asked if our landscape contractor can scrape the mess off the sidewalk.

**Community Enhancement Committee (CEC):** Dorie Mangan, Board liaison to the CEC, mentioned she is looking for volunteers to help perform an exterior maintenance inspection or survey of homes in the community. The committee members will walk the community and note maintenance concerns on homes, such as peeling paint, roof, gutter and downspouts, erosion, etc. They will also survey Association property, the clubhouse, parking lots and sidewalks for maintenance needs. They will also note Architectural Control violations.

**Pool Committee:** Jim mentioned we terminated the management agreement with Community Pool Service and are currently seeking a new management company for 2016.

## **Election of Directors**

John announced the results of the Board election. There were three candidates running for two vacancies. The candidates were Alexandra Manolatos, Judy Rudolph and Magnus Turesson. Alexandra Manolatos and Magnus Turesson were elected to a three-year term.

## **Questions and Open Discussion**

Wini Herrmann mentioned she is not a PC user and would like to continue receiving a paper copy of the NMC Newsletter.

Joe Jordan mentioned that the tenor of the meetings over the years has changed with more people vocalizing about it in the townhouses. He expressed concern about John's rebuttal to his argument that townhouses pay too much and get too little from the Association. He asked for an opportunity to discuss some of the statistics that were presented. He noted that some of the 3-bedroom townhouses pay more than others and that storm water assessments are not covered by the bylaws. He said that the board should have publicized its decision six years ago to charge townhouses for the City stormwater fee on the townhouse parking lots. Comparing townhouses vs. detached houses was not done right and more needs to be done. We need to look at this through a legal eye by examining the bylaws. John Hansman said that he would welcome more analysis.

Steve Krasnow noted that the reserve fund was begun 30 years ago. The distinction between townhouses and detached was an important part of this, as it was recognized that the Association spent much money in the townhouse areas that was not spent for detached houses. He emphasized that owners of detached houses pay significant expenses that the townhouses do not. He mentioned tree damage and said he spent \$7000 after the derecho. The community pays for tree removal, etc. for the town houses where almost all the trees are on community land, but not for the detached houses. Town houses have patios and common ground that is paid for by the community. Another example is the repair of his driveway apron for which he is paying the City, but all driveway repairs in the townhouse areas are paid by the Association.

Geri Misner asked who is responsible for maintaining the plantings in the traffic circles? Jim replied the circles in the cul-de-sacs with detached homes, for example, Tapiola Court and Radburn Court, are a combination. The city plants trees while the community does other plantings. There are other circles that are owned by the homes that abut them, for example 501, 503, 505, 507 and 701, 703 and 705 New Mark Esplanade. He also noted that the recent blizzard had made it impossible for the needed assessment of plantings in the circles maintained by the community. Damage assessment will take place later in the year.

### **Thank You Awards & Door Prizes**

Jim Denny thanked Jeff Miller for his six years of service on the NMC Board of Directors.

Door Prizes – two lucky residents received a fifty-dollar gift certificate from a local restaurant.

**NEW MARK COMMONS HOMES ASSOCIATION, INC.  
ANNUAL MEETING  
MONDAY, MARCH 13, 2017**

**New Mark Commons Clubhouse 7:30 PM**

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**Attendees**

**Board Members:** John Hansman, Alex Manolatos, Magnus Turesson, John Daroff, Dorie Mangan, Ellen Stein. *Absent:* John Brown

**Administration/Staff:** Jim Denny, Administrator; Kirsten Hall taking minutes

**NMC Residents:** Daniel Barresi, Alex Belida, Maida (Babcock) Berbic, Richard Berman, Cathy Berman, Laura Berthiaume, Stephanie Bloom, Susan Bounds, Karin Boychyn, Aline Cabal, S. Chao, Margaret Chao, Ashley Cheng, Monica Ciesielczvk, Sandra Clark, Sandy Crowe, Andre Dahlman, John Daroff, Fran Denny, Helene Dubov, Patricia Dufour, Chris Durso, Andy Fedlam, Natalie Gora, Rhonda Gordon, Faith Graham, Madeline Gupta, Raj Gupta, Lisa Halvorson, Norm Hampton, Patty Hart, Sean Hart, Jason Haynes, Wini Herrmann, Jean Hirons, Dan Hoffman, Christine Holdsworth, Zachary Jackson, Joseph Jordan, Zari Karimian, Arthur Katz, Terri Kaufman, Maryanna Kiefer, Geri Kochan, Mike Kohut, Rose Krasnow, Steve Krasnow, Jim Mangan, Ann Mason, Francis Meng, Betsy Miller, Kathleen Moran, Dennis Moran, Ulugbek Nadjimova, Mincy Neil, Lori Newman, Jason Olasky, Sima Osdoby, E. Pasic, Pat Reber, Ursula Rein, Martin Reiss, Aaron Rubin, Judy Rudolph, Diane Rundell, Randy Schools, David Schwartzman, Stan Sirotkin, David Sloan, Ellen Stein, Marvin Swain, Natalya Teterina, Ron Tipton, Alan Tolerton, Magnus Turesson, Mark Wetterhahn, Nan Whalen, James Whalen.

**Guest Speaker:** Craig Simoneau, City of Rockville, Director of Public Works

**Quorum Call:** John Hansman declared a quorum and introduced board members at 7:30 p.m.

**Proof of Notice of Meeting:** John Hansman displayed proof and introduced the guest speaker.

**Community Forum**

**Guest Speaker: Craig Simoneau, City of Rockville, Director of Public Works**

**Snow:** Craig Simoneau talked about the city being in 24 hour operations due to snow (currently snowing). Discussed road temp sensors, plowing priorities, weather service contacts, weather prediction and plow tracking technology (and lack thereof).

**Paving:** City will be paving all city streets in NMC in 2022. Will do concrete repairs first.

**Water:** Water lines are replaced on a schedule, 1% per year, which means every 100 years. Old lines will need more frequent replacement. Discussed pipe varieties/materials. In NMC, hydrants and pipes seem to have good flow, but they are getting old and are fragile with temperature fluctuations. NMC pipe materials are not the best, but are not breaking more than the city average. The city has no planned NMC pipe replacements in next ten years. Townhomes have water lines close together so water line breaks can be more severe.

**Gas:** A gas main was struck; Craig explained city procedure for dealing with a gas main break. NMC mains are plastic and not marked with tracing wires; cannot be located, so easily struck. If improperly marked, the city may not hand-dig when should.

**Sewer:** Last six or seven years, NMC had a bad backup affecting several structures. Two thirds of NMC lines have camera inspections. Lining pipes (38% lined in NMC) helps with avoiding tree root intrusion. No more lining work is scheduled for NMC because NMC has higher lining percentage than average.

## **Discussion**

Discussion followed from the community and Craig Simineau addressed the following issues:

*City inspection of water lines before construction:* Water lines in NMC do not meet the criteria for being inspected by the city before NMC performs its planned paving and concrete work.

*Protocol for informing residents:* Sima Osdoby noted that problems remain after the last water main break at Stevenage Circle, some due to the city's failure to inform residents. Craig said protocols exist and notice is supposed to go out with a checklist to residents; was failure on city workers' part to properly inform.

*New Mark Lake and Storm Water Management:* Sima Osdoby asked if NMC can get a rebate on SWM fees or assistance with lake dredging expense from City. Craig said the lake does not provide benefit to the level that would permit a credit from the city. NMC would have to make changes to the lake to make it meet standards, affecting aesthetics and townhomes on the lake. Also, the lake drains to Stoneridge pond so city doesn't need the stormwater treatment since it exists downstream.

Craig offered that the city may be able to offer some dredging advice and engineering assistance with navigating process of dredging.

*Recycling plastic bags, pickup schedule* - Chris Durso. They can no longer be recycled. Pickup schedule cannot be made more predictable due to fluctuations in staffing, trucks, etc.

## **Introduction of Candidates for Board and Last Call for Ballots**

John Hansman introduced the candidates: Alex Belida, John Hansman, Joe Jordan, Kathleen Moran, Daniel New-Schneider, and David Schwartzman.

Jim Denny called for ballot counting to begin. Ballots were counted by Margaret Chao, Ron Tipton, and Bill Holdsworth.

## Approval of 2016 Minutes

David Schwartzman moved to approve 2016 Annual meeting minutes, with correction to NMC incorporation date in President's Report (September, 1967); seconded by Raj Gupta; carried with Cathy Berman opposing due to to "misrepresentation of complaints" within.

## President's and Treasure's Reports

**President's Report** - John Hansman. No report beyond statements made earlier.

**Treasurer's Report** - Ellen Stein.

- A. **Current status:** NMC reserve funds are invested in money market funds at local FDIC insured banks. Last year we earned \$3,407 in interest on our reserve funds. Current balances: Operating Fund, Bank of America: \$199,566. Replacement Reserve Funds Total: \$514,154. (Congressional Bank-money market fund \$269,454 plus Revere Bank-money market fund \$244,700.)
- B. **2017 Challenges:** Cover the 2016 deficit of \$88,226. The main items contributing to the 2016 deficit are legal fees \$29,600 greater than expected, tree maintenance \$10,600 greater than expected, and the CCOC order to refund \$43,362 of SWM fee to townhome residents.
- C. **Potential 2017 Operating Fund Sources:** 1) A loan from the Replacement Reserve Fund, 2) An increase in dues 3) Cash reserve from operating fund.
- D. **Funding Replacement Reserve Fund for future capital expenditures:** We will not have the funds to cover the cost of dredging the lake without an increase in Replacement Reserve Fund dues.

*Discussion followed from the community:*

*Securing a loan:* Rose Krasnow. Proposed loan must be used for capital expenses, not operating.

*Unpaid dues:* Sima Osdoby. Jim Denny said it is not an unusual number for this time period. Reminder letters will be sent and interest is charged on late dues.

*Ways to reduce expenses:* Cathy Berman. Jim Denny and Ellen Stein said this will be discussed at the April Board meeting, and the budget is available online.

*Snow removal savings:* Sam Philips. Jim Denny said we saved money in the spring, but winter of 2017 cannot be predicted.

*Dredging the lake:* Cathy Berman, David Schwartzman, and Sam Phillips asked about the timing and process of draining the lake. Ellen Stein and Jim Denny said the Board will be doing an additional study and talking to some other consultants. Craig Simineau's offer this evening of help with advice and engineering support will help.

## Committee Reports

### A. Landscape - Ellen Stein

- a. **The Year in Review:** The spring and fall 2016 cleanups accomplished a lot, thanks to hard working volunteers. We planted grasses and daffodils at lake steps, finalized the committee mission statement and policies, and started a bibliography of resources for native deer resistant plants and trees.
- b. **Current Activities:** 1) Started a walkthrough of common areas; when complete, will create a list of priorities. 2) Removal of dead plants at Maryland Avenue entrance. 3) Present design, solicit bids, recommend to the Board new plants of same variety as those already on the island.
- c. **April Spring Cleanup:** Saturday, April 22. Meet 9:00 a.m. at the Clubhouse.

### B. Community Enhancement - Magnus Turesson

- a. **Inspections:** Documents, forms, and letters were developed in 2016, to be discussed at April board meeting. Inspection volunteers worked with checklists, produced letters with improvement recommendations, are handling the 77 responses to date. CE inspectors will be trained to inspect.
- b. **Concrete:** CE will offer piggy-back list for concrete work to be done on homes. Residents should sign up on the piggy-back list if they need work done (27 signed up so far).
- c. **Other issues:** CE is following up on unresolved issues with the help of city inspectors; painting electrical meters, boxes, and fixtures when rusty; repairs being done in common areas. CE is informing the Architectural Control Committee of any AC violations. Next CE meeting May 18, 7:45 pm at the clubhouse. CE needs a new Chair and volunteers.
- d. *Questions from residents about CE and AC overlap; costs to residents:* Sam Philips asked if CE is performing ACC functions. John Hansman and David Schwartzman said that city code and maintenance violations fall under CE, not AC. Laura Bertheume commented that CE enforcement added costs to residents already paying higher dues. Judy Rudolph invited those with opinions to join the all-volunteer committee.

### C. Communications - John Daroff

- a. **New website:** The new electronic monthly newsletter and website was launched in October, newmarkcommons.net. Residents may log in to the resident section to see Board minutes, news and the updated community calendar. Using Wordpress makes it possible to maintain the site without hiring technical help. A grant from City of Rockville defrayed the cost of development. Many volunteers took photos. The committee is looking into credit card payments from the website.
- b. **Communications preferences survey:** The 2016 survey showed most residents prefer email messages. NMC emails have a 51% open rate (industry standard is 18%). Paper news will still be produced quarterly. To stay informed, residents may attend meetings, read newsletters, and read community news on the website.

**D. Architectural Control - John Hansman**

AC will start begin enforcement effort focusing on violations by current owners, not focusing on the inherited ones, but trying to uphold standards.

**E. Pool - Jim Denny for Nancy Wood**

Pool meetings recently included Swim Team representation. Overall pool usage as well as the size of the swim team has increased. The committee looking at ways to achieve a better balance between swim team use and general population use. Overall pool usage will be discussed at the next meeting, including size of private parties permitted during regular pool hours. Next meeting of Pool committee is Monday March 27, 7:30 p.m. in the clubhouse.

## **Election of Directors**

Ellen Stein announced the new Board members: Alex Belida, Kathleen Moran, David Schwartzman. John Hansman said goodbye and thank you.

## **Raffle Drawing**

Jim Denny drew names of winners. Thanked John Brown, not present, for his nine years on the Board. All three outgoing members will receive a gift certificate.

## **Questions and Open Discussion**

Joe Jordan thanked John Hansman for his nine years on the Board.

*How can residents help with 50th Anniversary plans?* Pat Reber, Geri Kochan, Winnie Herman. The 50<sup>th</sup> Anniversary Committee is collecting memorabilia from earlier years of NMC. Please also share digital images, to be assembled for a presentation. Peerless Rockville has material that may be of use. Natalie Gora suggests volunteers be enlisted to paint or clean the clubhouse steps before the 50<sup>th</sup> anniversary.

*Community involvement and dues increases:* Raj Gupta called for respect among neighbors and for the Board's authority, as well as community involvement to canvass for referendum votes regarding dues increases. Sandy Clark suggests we find ways to raise funds; since reserve funds are low.

*Praise for the Board:* Andre Dahlman. Pleased with the Board for accepting input from the community and considering all options regarding costs and dues increases. Pleased the Board can represent itself at the CCOC.

## **Adjournment**

David Schwartzman moved to adjourn; seconded by Raj Gupta; carried unanimously. Meeting Adjourned 9:40 p.m.