



**NEW MARK COMMONS  
HOMES ASSOCIATION, INC.**  
C/O ABARIS REALTY INC.  
7811 MONTROSE RD STE 110  
POTOMAC MD 20854-3349  
301-468-8919  
[www.newmarkcommons.net](http://www.newmarkcommons.net)

October 25, 2021

Dear NMC Homeowners,

The NMC Board of Directors approved the attached budget for 2022 on October 7, 2021. A couple of small changes were made to the D&O insurance cost and the entertainment budget from the draft presented in the September mailing to all NMC homeowners. This was necessary to balance the budget, but this budget reflects no increase in the dues for next year and they will remain as they were in 2021 as follows:

Town House 2 bedroom	\$2,826	
Town House 3 bedroom	\$2,900	
Detached 3 bedroom*	\$2,583	*includes Tegner
Detached 4 bedroom	\$2,657	
Detached 5 bedroom	\$2,731	

NMC 2022 assessment statements will be mailed in January. At the October Board meeting, the Board approved a one-time credit to every homeowner proportionate to the size of each unit that will be reflected on the January 2022 billing statements. The credit is a reflection of the reduced spending on operating funds during the pandemic and the amounts are based on the following chart:

Town House 2 bedroom	\$181	
Town House 3 bedroom	\$191	
Detached 3 bedroom*	\$202	*includes Tegner
Detached 4 bedroom	\$213	
Detached 5 bedroom	\$223	

NMC annual assessments will continue to be split into two payments due in February and June.

At the October Board meeting, the NMC Board of Directors voted to adopt a new Electric Vehicle Policy which is enclosed for your records.

Also enclosed is a flyer containing information about the Montgomery County Commission on Common Ownership Communities. This annual notification is required per Montgomery County law.

The value and enjoyment of all NMC properties is tied to the care provided and condition maintained of all the HOA common grounds and amenities like the Clubhouse, lake, pool, parking lots, sports courts, etc. In approving the 2022 NMC budget, the Board has taken its role of being responsible for the HOA very seriously. Careful oversight of the spending of all NMC budgeted funds will be done by the Board. The reserve study conducted by Becht Engineering last year was an important budgeting tool to ensure that the reserves are adequately funded so that future capital projects can be comfortably afforded without the need for any special assessment to be levied on homeowners. The Board encourages residents to contribute to the current review of NMC governing documents underway by the Governance Committee. How future NMC dues are determined is subject to change as the 1967 Covenants are expected to be updated in the near future. If you have any questions, please send them to the Board via email to [board@newmarkcommons.net](mailto:board@newmarkcommons.net)

Sincerely,

*Kathleen Moran, President  
Karin Boychyn, Treasurer  
Samuel Scheib, Board Member  
Lisa Halvorson, Board Member*

*Alex Belida, Vice President  
Joe Jordan, Secretary  
Timothy Petros, Board Member*

**NEW MARK COMMONS HOA  
APPROVED BUDGET 2022**

						6 MOS.	APPROVED	APPROVED
AUDIT	AUDIT	AUDIT	AUDIT	GL		ACTUAL	BUDGET	BUDGET
2017	2018	2019	2020	A/C #		2021	2021	2022
					<b>REVENUE:</b>			
					<b>MEMBERS ASSESSMENTS:</b>			No Increase
\$ 354,634	\$ 529,030	\$ 601,900	\$ 535,022	41030	SEMI-ANNUAL FEE (OPERATING)	\$ 535,233	\$ 535,022	\$ 535,022
73,919	215	191,575	523,846	41114	RESERVES FUND	523,720	523,846	523,846
984	1,107	1,661	1,107	41200	GARAGE FEE	554	1,107	1,107
1,119	1,761	3,106	2,154	41400	LATE/INTEREST FEES	40	1,000	1,000
		1,584	5,311	41440	LEGAL FEES	416	-	-
	750	3,984	1,053	41560	MISCELLANEOUS FEES	5,976	-	-
746	-	-	-	41600	FINANCE INTEREST	-		
				41670	2021 COVID CREDIT			(76,800)
1,150	-	-	-	41680	TRANSFER FEE	-		
\$ 432,552	\$ 532,863	\$ 803,810	\$ 1,068,493		Sub-total	\$ 1,065,939	\$ 1,060,975	\$ 984,175
					<b>OTHER REVENUE:</b>			
3,131	7,092	11,275	6,705	43020	INTEREST EARNED	1,841	5,000	4,000
3,516	2,625	1,690	20	43100	POOL GUEST/USER	1,753	2,000	2,000
469	379	275	253	43300	ADVERTISING REVENUE	54	500	250
22,389	21,875	22,500	19,575	43320	POOL OUTSIDE MEMBERSHIP	25,730	33,750	33,750
4,550	2,145	4,700	1,050	43442	CLUBHOUSE RENTAL		2,000	1,000
		8,083			DEFERRED TAX BENEFIT			
3,980				43510	BAD DEBT RECOVERY			
			125	43920	NSF COST	-		
1,316	73	-		43980	MISC., OTHER		-	-
39,351	50	48,523	27,728		Sub-total	29,378	43,250	41,000
<b>471,903</b>	<b>532,913</b>	<b>852,333</b>	<b>1,096,221</b>		<b>TOTAL REVENUE</b>	<b>\$ 1,095,317</b>	<b>\$ 1,104,225</b>	<b>\$ 1,025,175</b>
					<b>EXPENSES:</b>			
					<b>ADMINISTRATIVE:</b>			
\$ 17,370	\$ 70,523	\$ 75,238	\$ 80,000	50020	MANAGEMENT FEE	\$ 42,500	\$ 85,000	\$ 90,000
14,447	16,580	18,267	30,215	50040	LEGAL	19,384	25,000	27,000
6,750	6,550	5,550	5,802	50060	AUDIT/TAX RETURNS	5,576	6,100	6,100
			3,000	50070	CONSULTANT FEE - LAKE DREDGE			
1,104	-	-		50111	IT-HARDWARE/SOFTWARE			
3,343	6,265	6,712	6,569	50120	POSTAGE,PRINTING	4,689	8,000	7,000
				50190	COMMUNITY INSPECTIONS			11,136
		10	175	50380	BANK CHARGE			
	1,800	4,550	3,850	50460	SECRETARIAL SERVICE	2,450	4,200	4,200
1,920	1,920	1,920	1,920	50590	MONTG.COUNTY ASSMT.		1,920	1,920
			1,800	50620	RESERVE STUDY	1,600		
6,988	4,794	3,523	368	50700	ENTERTAINMENT		7,500	3,806
117	553	1,966	1,126	50830	WEBSITE	516	2,000	2,000
		8,681	1,318	50960	BAD DEBT			
7,200	6,200	6,000	6,000	50970	SWIM TEAM		6,200	6,200
6,684	1,015	3,829	2,157	50980	MISCELLANEOUS	63	1,800	1,000
\$ 65,923	\$ 116,200	\$ 136,246	\$ 144,300		Sub-total	\$ 76,778	\$ 147,720	\$ 160,362

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AUDIT	AUDIT	AUDIT	AUDIT	GL		ACTUAL	BUDGET	BUDGET
2017	2018	2019	2020	A/C #		2021	2021	2022
					<b>UTILITIES:</b>			
\$ 14,469	\$ 12,739	\$ 14,198	\$ 12,570	51020	ELECTRICITY	\$ 4,943	\$ 15,000	\$ 14,000
1,490	1,514	1,426	1,002	51040	GAS	1,060	1,675	1,675
5,195	9,398	5,869	4,061	51080	WATER/SEWER	539	9,000	9,000
3,556	2,793	3,449	3,446	51090	TELEPHONE	1,739	3,600	3,600
\$ 24,710	\$ 26,444	\$ 24,942	\$ 21,079		Sub-total	\$ 8,281	\$ 29,275	\$ 28,275
					<b>CONTRACTED SERVICES:</b>			
	\$ 4,340	\$ 3,095	\$ 1,225	52020	TRASH	\$ 180	\$ 3,500	\$ 3,500
48,654	47,200	58,608	62,061	52040	GROUNDS/LANDSCAPING	23,736	61,536	69,921
	389	-	1,185	52060	EXTERMINATING	369	1,176	1,176
				52100	HVAC			500
59,430	66,500	68,000	69,075	52180	POOL		76,000	79,000
3,527	-	3,240	2,289	52181	CLUBHOUSE	822	3,250	3,250
	2,513			52300	CLEANING			1,500
9,585	31,626	21,270	5,925	52320	SNOW REMOVAL	40,541	30,000	20,000
	471	-		52551	FOUNTAIN SERVICE- LAKE		1,000	1,000
5,681	12,285	15,495	9,572	52980	MAINTENANCE CONTRACT	2,070	13,000	9,000
\$ 126,877	\$ 165,324	\$ 169,708	\$ 151,332		Sub-total	\$ 67,718	\$ 189,462	\$ 188,847
					<b>MAINTENANCE REPAIRS:</b>			
\$ 3,183	\$ 3,561	\$ 6,026	\$ 4,729	53240	LIGHTING MAINTENANCE	\$ 1,363	\$ 4,500	\$ 5,000
5,148	7,979	7,725	14,100	53260	GROUNDS/LANDSCAPING	4,061	10,000	5,000
4,759	7,606	-	2,729	53270	GROUNDS ENHANCEMENT		10,000	5,000
20,885	45,545	40,264	30,630	53280	TREE CARE	24,750	50,000	30,000
			104	53420	GENERAL REPAIRS	206	5,000	2,500
	1,600	787	748	53540	TENNIS COURTS	136	500	1,000
6,488	6,745	5,957	6,131	53552	LAKE - MAINT CONTRAC	3,133	6,500	6,500
539	-	-		53680	JANITORIAL SUPPLIES			
1,359	4,132	5,057	3,925	53720	MAINTENANCE/SUPPLIES		-	2,500
2,976	2,066	-		53870	POOL EQUIPMENT,SUPPL		6,000	6,000
1,384		2,500		53872	POOL REGISTRATION	4,000	2,500	2,500
1,232	2,041	1,249		53880	POOL REPAIRS		4,000	4,000
	1,204	2,307	4,119	53884	POOL PASS SYSTEM		1,600	2,000
\$ 47,953	\$ 82,479	\$ 71,872	\$ 67,215		Sub-total	\$ 37,649	\$ 100,600	\$ 72,000
					<b>PERSONNEL SERVICES:</b>			
\$ 38,258	\$ -	\$ -	\$ -	54320	PAYROLL:ADMINISTRATION	\$ -	\$ -	\$ -
4,790	-	-	-	54440	PAYROLL-TAXES			
164	993	-	-	54540	UNEMPLOYMENT INSURANCE	-		
8,824	4,993	3,330	3,715	54680	CONTRACT STAFFING	1,007	6,000	5,000
\$ 52,036	\$ 5,986	\$ 3,330	\$ 3,715		Sub-total	\$ 1,007	\$ 6,000	\$ 5,000
					<b>LOAN REPAYMENT:</b>			
		\$ 61,364	\$ 95,667	57020	PRINCIPAL REDUCTION	\$ 49,544	\$ -	\$ -
		32,673	29,327	57040	INTEREST EXPENSE	12,986	-	-
2,413	2,750	1,600	1,600	58020	DEPRECIATION			
\$ 2,413	\$ 2,750	\$ 95,637	\$ 126,594		Sub-total	\$ 62,530	\$ -	\$ -

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AUDIT	AUDIT	AUDIT	AUDIT	GL		ACTUAL	BUDGET	BUDGET
2017	2018	2019	2020	A/C #		2021	2021	2022
					<b>INSURANCE/ TAXES/ LICENSES</b>			
\$ 33,993	\$ 51,274	\$ 57,044	\$ 49,915	59100	INSURANCE-MASTER POL	\$ 32,836	\$ 33,857	\$ 35,536
				59220	INSURANCE - D&O	7,746	15,443	9,708
	801	-	-	59300	CORPORATE TAXES		1,000	100
	408	727	1,448	59400	TAXES-REAL PROPERTY	-	-	1,500
18,338	17,220	16,632	16,632	59420	TAXES- CITY STORMWATER FEE	-	18,500	-
			11	59500	TAXES-OTHER			
1,288	175	175		59902	POOL FEES & PERMITS	-	1,300	
\$ 53,619	\$ 69,878	\$ 74,578	\$ 68,006		Sub-total	\$ 40,582	\$ 70,100	\$ 46,844
					<b>SUB-TOTAL OPERATING EXPENSES</b>		543,157	501,328
					<b>REPLACEMENT RESERVES</b>			
	\$ 13,300	\$ 14,774	\$ 50,000	63020	OPER/CONTINGENCY RES	\$ 18,610	\$ 37,221	
73,919	115,400	191,774	398,787	63110	REPLACEMENT RESERVE	199,394	398,787	398,787
3,131				63120	RESERVE INTEREST			
				63992	LOAN REPAYMENT		125,060	125,060
\$ 77,050	\$ 128,700	\$ 206,548	\$ 448,787		Sub-total	\$ 218,004	\$ 561,068	\$ 523,847
<b>\$ 450,581</b>	<b>\$597,761</b>	<b>\$ 782,861</b>	<b>\$ 1,031,028</b>		<b>TOTAL EXPENSES</b>	<b>\$ 512,549</b>	<b>\$ 1,104,225</b>	<b>\$ 1,025,175</b>
\$ 21,322	\$ (64,848)	\$ 69,472	\$ 65,193		<b>NET INCOME (LOSS)</b>	\$ 582,768	\$ -	\$ -



Montgomery County  
Commission on Common Ownership Communities Department of Housing & Consumer Affairs  
1401 Rockville Pike, 4<sup>th</sup> Floor Rockville, Maryland 20852  
[www.montgomerycountymd.gov/ccoc](http://www.montgomerycountymd.gov/ccoc) or [ccoc@montgomerycountymd.gov](mailto:ccoc@montgomerycountymd.gov)

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## Annual Notice

### We Want You to Know About The Montgomery County Commission on Common Ownership Communities

Montgomery County recognizes that a substantial proportion of all its citizens now live in condominium, cooperative, and homeowner associations, generally called "common ownership communities." In order to serve better the special needs of these communities, to act as their advocate, and to maintain and improve the quality of life in these communities, the county created the **Commission on Common Ownership Communities**, operating under the authority of Chapter 10B of the Montgomery County Code.

The commission has 3 basic duties:

**Education:** The commission provides free information to both members and governing bodies about their rights and duties under Maryland law, as well as advice on how to properly operate the association, and avoid complaints. Among other tools, it offers a "Manual and Resource Guide" for boards of directors, and detailed information on such topics as architectural control, assessments, and meetings – all of which can be found on the commission website. It publishes a newsletter summarizing recent developments affecting common ownership communities.

**Legislation:** The commission advocates for common ownership communities concerning proposed laws and regulations at the local and state level.

**Dispute resolution:** The commission can hear and resolve certain disputes between members of the communities and their governing bodies, and its decisions are legally binding on the parties. Copies and easy-to-read summaries of its decisions are posted on its website and reviewed in its newsletter.

The commission is composed of 15 volunteers who are appointed for three-year terms. Eight members must be residents of common ownership communities and the other seven must be professionals who work with the communities, such as property managers, lawyers, developers, and realtors. Every fall, the county publishes a request for applicants to the commission to replace those whose terms are due to expire.

For more information on the Commission and its services, or to contact staff:  
[www.montgomerycountymd.gov](http://www.montgomerycountymd.gov) or [ccoc@montgomerycountymd.gov](mailto:ccoc@montgomerycountymd.gov)

If you have questions or need advice, the CCOC prefers to be contacted by email at:  
[CCOC@montgomerycountymd.gov](mailto:CCOC@montgomerycountymd.gov)