

Courthouse Walk HOA 2018 AGM Minutes

February 27, 2018

Rockville Memorial Library, 21 Maryland Ave

Board Members present: David Stupar, Michael Cook, Jonathan Lock, Jon Moller

Summit Management present: Mark Olinger, Farida Umatan

Number of HOA Members Present (excluding Board): 7

General Items of Note:

- Minutes from last year's annual meeting
 - Motion made to approve, seconded
- Election
 - Al Ripskis, Erin Wayman, and Jon Moller on the Ballot
 - Erin Wayman and Al Ripskis elected to the CHW Board for a 3-year term
 - **Action Items:**
 - Website to be updated with new Board members
 - Farida to email all Board Members about Montgomery CCOC on-line training
- Management update:
 - 19k in operating account, 112k in reserve accounts, 3k in other assets.
 - Reserves remain "good" for a HOA of our size
 - 2-year Taxes and Audit Representation Letter signed by David
- New Business/Old Business
 - **Action item:** Farida to get a quote for a "no through street" sign
 - Three years since street sealing and new stripping – **Action item:** Farida to get a quote from Chamberlin
 - Trash cans being left outside on non-pick up day. **Action item:** Farida to send draft letter to the Board for edits before we send out to all units.
 - **Action item:** Farida will also send architectural permit and paint colors
 - **Action item:** David will reach out to Michael Wilhelm about the city side walk on our HOA that needs to be replaced. It is beyond repair and needs to be replaced.
 - **Action item:** Farida to ask the landscape company to remove the bushes that are dead at the end of unit 334 Lynn Manor Drive near the parking space
 - **Action item:** Farida to ask landscaper about possible solutions to the water that runs from the City owned path at the end of unit 334 (see below picture) where the berm has been built. Please also ask the landscaper to assess the back of the units that span 334 through 320 where significant erosion has occurred. Is there a solution to this problem (bigger berm made of asphalt and an above-ground or underground drainage system?)
 - **Action item:** Tree day – please prune back the trees behind unit 10
 - **Action item:** Landscaper – best ways to reduce bamboo behind units 10 and along?



- Next HOA meeting is provisionally scheduled for Wednesday May 16th or Tuesday May 22nd

Items outstanding that were not discussed

- Pin Oak Trees affected by Bacterial Leaf Scorch
 - It is hoped that maybe only the tree outside of Jonathan Locke's house will need to be cut down in the future
 - Board will continue to assess tree problem periodically
 - **Fall Walk-through Action Item:** Board will assess trees and call in Rockville for external assessment if needed
 - For replanting tree, we have spoken to all houses in which the owner resides and most are supportive of replanting and helping water the saplings
 - We are aiming for spring 2019 for replanting of any trees removed in the fall or spring
- Mosquito control
 - **Action Item:** We may wish to have mosquito control company to set traps to objectively assess worst locations within our HOA grounds. (Blake was meant to request quotes from companies but never did. The plan was to assess the mosquito problem using these traps and then seek advice on areas to spray and costs from potential companies. The Board was then going to consider options via email to ensure that may contract is in place soon to ensure that we start at the beginning of the Mosquito season (April).)