

MINUTES OF THE ANNUAL BETHESDA OVERLOOK COMMUNITY MEETING

Date: October 26, 2006

Location: Pooks Hill Marriott,
5151 Pooks Hill Rd.
Bethesda MD 20814

The meeting was called to order at 8:10 pm and adjourned at 9:05 pm.

Introduction of the Board of Directors

Stefan Grewe, President
Mones Abu-Asab, Vice-President
Elizabeth Milewski, Secretary (was not present)
Marlene Karpati, Treasurer
Margaret Moore, Director

Dennis Potts (Landscape consultant) and Sabine Grewe (BOTC Management Agent) were also present.

Landscaping Presentation

Dennis Potts, the BOTC landscaping consultant, presented a slide show of landscaping improvements made in 2006 at BOTC. Dennis discussed the June 2006 rain/down pour the region experienced on June 25th-27th, 2006. We received 9.41 inches in three days, with a total of 14.02 inches of rain just for the month of June. Dennis also mentioned that the months of July & August were above normal temperatures and the region did not have very much rain during those months, but the drainage systems that were installed in 2006 paid off during the June rain. The landscaping was also challenging during this time, but BOTC experienced minimal damage.

Building front renovations were completed in the upper court (odd # 5333-5363). There were challenges with these areas as well due to the extensive roots from the old plant materials and buried electrical lines. Some electrical lines were also severed during these renovations and needed to be repaired.

There were eight new trees planted on the property this year and four more scheduled to be planted in the fall. The varieties include: maple, pines and dogwoods.

Dennis stated that our landscape maintenance company Greenlink, Inc. has been very responsive to keep the BOTC community looking its best in addition to meeting individual needs. Everything from pruning done at the right times to applying turf fertilization and weed control applications when needed. There

have been minimal turf applications needed in 2006 because the turf has improved considerably – which in turn has been a cost savings to the community.

Dennis also stated that the landscaping crew will continue to focus on curb appeal; stability of the site; and doing what's necessary at the right times and continue to focus on this going forward.

The presentation was well received and led to comments from residents on landscaping issues. Margaret Moore asked about a tree that was struck by lightning on the even side of Pooks Hill Road. Dennis said that he would take a look at it and see what needs to be done. Lawrence Doty inquired about the turf behind his unit, #5349. Dennis said that Greenlink, Inc. is working on getting additional seeding in that area, but that the turf is much more stable now since there were trees removed to allow additional light for the grass to grow. Greenlink, Inc. used a special turf fabric to reduce the erosion in that area. Gabriel Karpati inquired about the removal of the trees at the entrance to the lower court, stating that he was not very pleased with the removal of one of the trees. Dennis indicated that Greenlink, Inc. would be planting new trees and shrubs in the next few weeks to address the four building entries on the odd side of the community. Kay Waters inquired about an area where the sidewalk was redone, indicating that it needs to have something like a boxwood planted there. Dennis said that he would have Greenlink, Inc. take a look at that area again. Mrs. Newcomb inquired about the status of the water problems in the bomb shelter. Stefan indicated that a dehumidifier was purchased and installed. The dehumidifier has addressed removing the moisture. The new downspouts and soil grading should help to eliminate water the infiltration. Stefan also indicated that the bomb shelter was thoroughly washed and cleaned out from all the debris that had accumulated over the years. Dorothy Alberstadt expressed appreciation and thanks to all the work that Stefan has done for the community and in particular with his assistance on the water main replacement/drainage/sidewalk replacement projects in the upper court. Margaret Moore asked a question about the BOTC insurance policy. Stefan deferred her question to the BOTC insurance agent, Robin Manougian.

President's Report on the Status of the Community

Stefan Grewe reported on the following items:

A. Minutes of the 2004 & 2005 Annual Meeting

The minutes of the 2004 & 2005 Annual meetings, held on November 4, 2004 and November 10, 2005 were posted on the BOTC website prior to the October 26, 2006 meeting. In addition, they were distributed in the Homeowner Package at the October 26, 2006 Annual meeting. Stefan Grewe made the motion to approve the 2004 & 2005 Minutes and Margaret Moore approved the motion and Marlene Karpati gave a second motion to approve the minutes.

Status: Closed.

B. Quorum & Election of Officers to the Board of Directors

As per BOTC by-laws, 2 positions on the Board of Directors expired in 2006. Stefan Grewe indicated that a quorum was not present to vote on the vacancies at the October 26th, 2006 meeting and that two director positions were up for election. The positions of Mones Abu-Asab for Vice President and Elizabeth Milewski for Secretary were up for election. There was an inquiry from one of the residents (Eleni Pavlou) as to what other position(s) were available. Stefan indicated that director positions are available and encouraged her to apply.

Stefan also indicated that the community would have to follow the alternate procedures mandated in the Maryland Condominium Act to fill vacancies on the Board of Directors. The Board would then formalize the election at its next meeting. Mones Abu-Asab has volunteered for another term of service on the Board. Elizabeth Milewski also submitted an application to run for an additional term.

Status: Open

C. Water Pipe repairs

Stefan mentioned that the upper court of BOTC (odd #5333-5363) had experienced many ongoing problems with water main breaks. The old pipes were installed in 1959 and were in desperate need of replacement. The community had been spending upwards of \$7000 for each individual break. A meeting was called with the Board of directors on September 5th, 2006 to discuss a replacement of the water main pipes in the upper court. This meeting lead to another meeting on September 19th, 2006 where it was decided by the Board that a major renovation of the water main pipes in the upper court was definitely needed. The project was approved by Board of directors at the September 19th, 2006 meeting.

Status: Closed

D. Other Water issues

Stefan brought up other concerns about water infiltration and prevention methods to keep the buildings from deteriorating. Water had also been leaking into the bomb shelter for some time and needed to be addressed. He said that it was necessary to install 4" and 6" PVC pipes to route water away from the buildings and update the downspouts. This work was also done during the renovation of the water pipes of the upper court.

Status: Closed

E. Sidewalks

Stefan also brought up concerns about the some of the sidewalks in the community. He indicated that some of the current sidewalks in the community are crumbling and that there is no curb left due to the repeated asphalt layers being applied over the years. The Board of directors previously expressed concerns about installing new sidewalks in the entire community, and decided to begin by addressing the immediate concerns with the upper court first since it was in the worst condition. New sidewalks were installed after the water pipe renovation of the upper court. The sidewalks in the upper court are now up to a

standard six inch curb height and all trip hazards have been eliminated. The even side was not experiencing as much damage to the sidewalks. Funds to pay for the new sidewalks have come from the BOTC reserves. No special assessment was necessary at this time.

Status: Open

F. Asphalt Repairs

Stefan mentioned that the Asphalt repair and sealing and re-striping work for the community has been completed. The upper odd side court had the largest patches. The even side had minimal patches.

Status: Closed

G. Roof

Stefan brought up some roof concerns from BOTC residents. Some of the residents have recently been experiencing minor leaks. Currently, management is addressing the leaks with repairs/patches. Stefan said that we will probably need to replace the BOTC roofs within the next 5 years.

Status: Open

H. Masonry work

Stefan said that the community has recently made some repairs to the brick work by replacing old mortar joints with new mortar. In addition, many of the residents on the odd side (upper and lower courts) elected to have the old AC unit openings in their units bricked up. The openings had old wooden boards that were showing signs of age and decay. The bricking up of the openings has added to the esthetic look of the buildings and reduced the potential for water infiltration, insects and rodents in the home. The residents of the even side did not have this type of opening, but instead had an old milk bottle drop-off opening in their units. Some of the residents of the even side have expressed interest in having this opening bricked up. Stefan indicated that he would ask the masons to come back again in the spring to do the work for those who wanted to have these openings bricked up. The bricking up of these openings would improve the aesthetics of those buildings.

Status: Open

I. Sewer problems

Stefan mentioned that the community had been experiencing some sewer clogs this past year. Management has contacted a vendor to flush out the entire sewer lines for the community. The sewer lines were flushed out with high pressure jet cleaning. Stefan said that overall the sewer lines look good. Before the jet cleaning, the manholes had accumulated topsoil and debris inside them. Therefore, several of the manholes entries were elevated 6 inches higher to prevent topsoil from washing down into them again.

Status: Closed

J. Building Front Renovations

Stefan mentioned that the lower court was due for building front renovations this fall, but due to the water main pipe replacement consideration the project has been deferred until spring.

Status: Open

K. Additional plans for the community

Stefan indicated that additional some owners would like additional hand rails along some of the entry steps. He also mentioned that the gutters are scheduled to be cleaned from the leaf accumulation and debris. Stefan also made a suggestion to the community about installing individual water meters due to the high water cost to the community. He indicated that if we had individual water meters installed that each unit owner would only pay for the water that they used. He indicated that the cost for the installation of individual water meters ranges from about \$200 for the actual meter and a projected total of \$400-\$500 including installation. He said that in order to implement the water meters, the community would have to give a majority approval.

Status: Open

Meeting Adjourned 9:10 p.m.