

Habitat 1 Section A
Board Meeting Minutes
June 18, 2026

The June Board of Directors meeting for Habitat 1 Section A was held on Thursday, June 18, 2026 at 6:00 PM via Zoom.

Present:

Patrick Schmitt	President
Larry Thomasson	Vice President
Dick Olney	Board Member
Holli Rutkowski	NaVion Management
Brittany Stoltzfus	Transcriber

- I. **Call to Order:** Mr. Schmitt called the meeting to order at 5:26 PM. A quorum of the Board was established.
- II. **Minutes:**
 - Mr. Thomasson made a motion to approve the May 21, 2026 Board meeting minutes as presented. Mr. Olney seconded the motion. All in favor/none opposed. Motion carried.
 - Mr. Olney made a motion to approve the May 21, 2026 Closed session minutes as presented. Mr. Thomasson seconded the motion. All in favor/none opposed. Motion carried.
- III. **Financials:** The Board previously received the financial report, questions were answered via email prior to the meeting.
- IV. **Management Report:**
 - Mr. Schmitt made a motion to cancel the July 16th Board meeting pending the response from the Thomsons on June 28th. If no business is needed in July, the next Board meeting will be held at 6:00 PM on August 20th.
 - 42 owners have activated the new Synch Super account, 66 are still awaiting activation. Reminders will continue as NaVion integrates into the new system. All owners on the original system are still able to access information and pay assessments through the original system.
 - Excluding accounts with the attorney, almost all accounts are up to date on assessments. Only 4 accounts remain past due for June and 7 are at the point of escalating to collections with the attorney. Mr. Schmitt made a motion to reinstate late fees as of July 1st. Mr. Thomasson seconded the motion. All in favor/none opposed. Motion carried.
 - Tree work – Barlett provided a proposal for \$27,030, Prestige proposed \$22,300 and Greenleaf submitted two proposals for \$9,100 and \$6,000. The original investigation/scope from Prestige was used to request bids from Bartlett and Greenleaf. Ms. Rutkowski will email the Prestige report to the Board. Pricing is separated per tree; the entire scope does not need to be approved at once. Mr. Schmitt will look for the numbered tree map Barlett previously created. Mr. Olney

had Ruppert cut and remove the broken limb caused by the recent storm on the big tree near the mailboxes on Friendly; an invoice is forthcoming. The next time a contractor is onsite for a roof inspection, the 2040-2046 Friendly building should be checked for damage after a large piece of tree came down nearby. Mr. Olney did not see any damage from ground level.

- Landscape Scope – The Board reviewed the current grounds maintenance contract in detail. The Board does not have an issue with the current scope; the problem is Ruppert is not performing the work as stated in the contract. Mr. Olney would like to meet with a landscape manager onsite to point out the work not being performed. Additional examples of the missed work were discussed (leaf cleanup, lack of uniformity throughout the community, no bed care/edging, etc.). Essentially, the only item consistently being done is regular mowing and minimal fertilization in some areas. The Board needs to find a way to hold the contractor accountable should work not be completed as contracted (i.e., reimbursement for missed work). The Board discussed potential weekly reports, including what work will be done next week, so there is an easier way to track if work is being completed. Ideally, the contractor will have a supervisor onsite to ensure the crew is on track and to inspect work was done as contracted. There was also discussion about the snow removal this year, including \$19,000 in invoices but no real report of what was done to warrant the cost and lackluster snow removal during the storms. The Board will further decide the scope after receiving proposals.
- Pest Control Bids – American's proposal is pending, Economy's proposal only includes a one-time treatment for general pest control, Weir's proposal includes monthly permitter sprays for general pest control. The Board agreed to defer a decision until all proposals are received.
- Gutter Cleaning – Gussies will be out on July 2nd and 3rd for the one-time approved gutter cleaning. NaVion will send residents a notice one week before the scheduled cleaning to clear decks of personal items, etc. Ms. Rutkowski will also provide a copy to Mr. Olney that he will post on the mailboxes.

V. Old Business:

- Retention Pond – The Board reviewed photos of the retention pond with some standing water. As previously discussed, the area is working as intended, though there are liability concerns. The Board will look into a fence or other barrier options strong enough to protect the area but still allowing access for maintenance.
- Habitat currently has 4 total meter stacks, 2 in storage and 2 are with Calvert. Calvert is still waiting on permits/BGE to replace the 2 stacks approved for this year.

VI. New Business:

- Window A/C Units – At least one unit currently has a window a/c installed. Mr. Schmitt will ask Kathleen Elmore to clarify what the Habitat Documents state regarding window A/C units.
- Ms. Rutkowski will reach out to owners in the 2049-2055 Friendly building to see if there are any nail pops that need to be addressed after the recent roof replacement.
- Mr. Olney made a motion to approve the 2023 audit as presented. Mr. Thomasson seconded the motion. All in favor/none opposed. Motion carried. Mr. Schmitt will

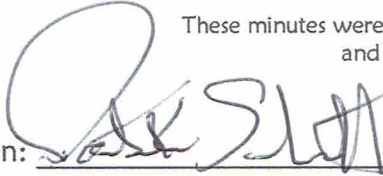
distribute the 2024 draft audit for the Board to review and vote on at the next meeting.

- VII. **Adjournment:** With no further business to discuss, Mr. Olney made a motion to adjourn the meeting at 7:52 PM. Mr. Thomasson seconded the motion. All in favor/none opposed. Motion carried.

The next Board meeting for Habitat 1 Section A will be held on Thursday, August 20, 2026 at 6:00 PM via Zoom conference call.

These minutes were recorded and transcribed according to accepted business practice and were read/edited for accuracy by the Board prior to distribution.
Habitat 1 Section A, June 18, 2026

Approved as written:



Date:

8-20-2026

Approved as amended: _____

Date: _____

Minutes respectfully submitted by Brittany Stoltzfus