

**HARBOR WALK TOWNHOUSE ASSOCIATION**  
P.O. Box 13262, Baltimore, MD 21203-3262  
[www.theotterbein.org](http://www.theotterbein.org)

**28<sup>th</sup> Annual Meeting**

December 10, 2009, 7:30 p.m.

Christ Lutheran Church, 701 S. Charles Street, Baltimore, MD 21230

**REPORT TO MEMBERSHIP**

Major Accomplishments:

- Architectural Review Committee conducted an exterior house inspection in the spring and notified homeowners of needed maintenance in order to comply with ARC guidelines; the Board enforced compliance by executing a process for following up with homeowners who have been out of compliance for more than one year.
- Landscape Committee – Managed details of completion of Wheel Park; identified deficiencies in execution of landscaping contract and negotiated reduced fees to cure; organized a ceremony to acknowledge and celebrate HWTA's partnership with the City of Baltimore through the re-dedication of Wheel Park; researched, designed, procured, and installed a plaque describing the history of the wheel in Wheel Park to highlight its significance to the history of the city; managed a volunteer program to improve maintenance of park grounds and plant material; applied for and received two grants, one from the Baltimore City Heritage Area and a second from Baltimore Community Foundation to defray the costs of improving the care of neighborhood trees and gardens.
- Resurfaced, lined, and numbered three Association parking lots
- Devised amendments to Association bylaws to update and adapt to current practices. Engaged in outreach effort to secure 75% response for passage.
- Worked with the City Department of Public Works and Harbor Way East to ensure their satisfactory compliance with the One-Plus-One trash initiative.
- Met with City officials and Baltimore Racing Development representatives to assess impact of potential Indy racing event on the neighborhood.
- Board continued refining reserve fund to update information and better integrate it with the budget process.
- Responded to numerous requests to clarify landscaping policy in specific situations.
- Updated and distributed new resident directory.
- Web master – website moved and solely under HWTA control; website renovated with new information; links created to Otterbein and Harbor Way East.
- Social – two Association events held: June – Otterbein pool picnic; December – Annual Meeting.
- Happenings – Wrote, edited, and delivered eleven copies during the year. Delivered to residences by five volunteers. Collated, folded, stuffed, labeled, stamped, and mailed ninety-nine Annual Meeting notices.

- Used the list serve several times throughout the year to notify residents of events needing immediate attention.
- The HWTA financial records were audited and found to be in order.
- HWTA Board met monthly (except August) to conduct Association business and followed the by-law provisions by approving the 2010 budget and sending the Annual Assessment billing in November.
- 99% compliance with 2009 Annual Assessments. Board received full payment plus penalties and legal fees for one delinquent household. Board pursued District Court action and received judgment for a second property. Legal counsel is pursuing post-judgment demand.
- Parking registration process managed through volunteers.
- Solicited Hanover Square Apartments for financial assistance in maintaining Hanover Square Park.

These accomplishments were made possible because of the dedicated work of community volunteers:

- Architectural Review Committee: Bob Muir (Chair), Bill Jacob, Frank Brewer, Steve Harper, Dennis Woytowich,.
- Facilities Coordinator: Bill Rose
- Landscape Committee: John Geist (Chair), Russ Causey, Carol Geist, Anne Riley, Patricia Straube, Emma Stokes
- Garden and tree caretakers: Russ and Jen Causey, Randy Kuning, Mary Davidson, Anne Riley, Merrilyn Williams, Tom and Eddylou Alascio, Jeff Hartman, Barry and Patricia Straube, Carol and John Geist, and Bill Rose.
- Harbor Walk Happenings: Rosemary Muir (Editor); Distributors: Kwang Sun and Du Man Chung, Mike Natchuras, Nancy Notaro, Emma Stokes, and Bonnie Rose. Annual Meeting notice volunteers: Ashley and Nestor Gavidia, Chris and Bob Muir, and Christina Rivera.
- Liaison to McCormick Spice site developer: Randy Kuning (Lead), David and Joan Millane
- Parking Permit Registration: John Keane, Rosemary Muir
- Social Committee: Nancy Notaro (Chair), Scott Banker, Rosemary Muir, Bob Muir, Bruce Shapiro
- Web Master: Bill Jacob
- Welcome Coordinator: Emma Stokes (Lead)

And a special thank you to the Board of Directors (Bill Rose, Rosemary Muir, Susan Arisman, Bruce Shapiro, Nancy Notaro, and David Robertson), to John Geist, Vice-President, and to Gracie Musher, Treasurer, all of whom have given unselfishly of their time and energy to maintain and improve the high quality of living we experience in this community.

**Plans for 2010:**

- Continue improving reserve fund model inputs and analysis
- Continue managing through long-term liabilities of the Association
- Continued follow up with ARC guideline compliance
- Complete the garden and tree projects made possible through the Baltimore Community Foundation grant
- Investigate ways to reduce/slow down traffic in the alley behind 600 block of Hanover St.
- Prepare for possibility of Indy racing event in 2011
- Improve dissemination of information regarding events and activities in the city
- Recruit residents to help with the burden of administering the Association