

**COMMISSION ON COMMON OWNERSHIP COMMUNITIES**

**Montgomery County, Maryland**

Minutes of the Monthly Meeting

Via Audio-Video Conference

**Wednesday, September 3, 2025**

**Commissioners present:** Anderson, Fernandez, Hall, Holmes, Kraskin, Moore, Nerlinger, Seebold, Walker and Zmuda.

**Commissioners absent:** Freeman and Mezey

**Staff present:** Walter **Wilson**, Esquire, County Attorney; Ramon **Espin**, Manager; Peter **Atta**, Investigator; Ife **Fabayo**, Investigator; Billy **Buttrey**, Investigator

**Guests:** Matthew Kaufman Investigator in the Office of Consumer Protection

**1. Proof of Quorum and Welcome:** There being 8 Commissioners present, Vice Chairperson Holmes called the meeting to order at 7:03 p.m. Commissioner Kraskin announced that Secretary Freeman had asked him to take minutes of the meeting in her absence.

**2. Approval of Agenda:** Chairperson Nerlinger joined the meeting and asked for consideration and approval of the agenda. Commissioner Anderson moved to approve the Sept. 3, 2025, agenda and Commissioner Holmes seconded. With no objections, the Sept. 3, 2025, agenda was approved by general consent.

**3. Approval of Minutes:** Commissioner Anderson moved to approve the August 6, 2025, minutes, and Commissioner Holmes seconded. With no objections, the August 6, 2025, minutes were approved by general consent with Commissioner Moore abstaining.

**4. Community Forum:** There were no questions or comments from the audience during the open forum. Commissioner Seebold joined the meeting.

**5. Office of Consumer Protection Presentation:** Mr. Kaufman provided the Commissioner with a presentation regarding the work of the Office of Consumer Protection (the "OCP"). Mr. Kaufman focused on education of homeowners and other community members to protect them from home-related scams in general and specifically addressed home improvement protections. Mr. Kaufman closed his presentation suggesting a continuing relationship between the OCP and the CCOC to foster communication of the availability of the OCP to assist homeowners and others within the community served by the CCOC.

**6. Chairperson's Report:** Chairperson Nerlinger indicated that she had no Chairperson's Report, and that she would address several matters as part of her report as Chairperson of the Education committee.

**7. Submission of disputes for Commission consideration:** Jurisdiction – Mr. Billy Buttrey presented the following cases to the Commission:

**2025-077, Michael Myers and Joanne Myers v. Montrose Woods Condominium, Inc.** – Commissioner Walker moved to accept jurisdiction of the case and Commissioner Moore seconded the motion. The motion was carried by the Commission, by [unanimous consent]. Commissioners Anderson and Fernandez were appointed to the hearing panel for a hearing on October 29, 2025.

**2025-039, Barbara Turner v. Bethesda Park, A Condominium** – Commissioner Anderson moved to deny jurisdiction of the case and Commissioner Walker seconded the motion. The motion was carried by the Commission, by unanimous consent.

**2025-042, Vernon James Leftridge, Jr. v. Fairland Manor Condominium** – Commissioner Zmuda moved to deny jurisdiction of the case and Commissioner Walker seconded the motion. Commissioner Anderson recused herself and the motion was carried by the Commission with no opposition.

**2025-061, Wyndcrest HOA v. Susan Smith** – Commissioner Walker moved to accept jurisdiction of the case and Commissioner Anderson seconded the motion. Chairperson Nerlinger recused herself and the motion was carried by the Commission with no opposition. Commissioners Anderson and Moore were appointed to the hearing panel for a hearing on either November 10 or 13, 2025.

**2025-069, Tara Walker v. Condominium Residences III & IV of Fallsgrove, Inc.** – Mr. Buttrey reported that this case was withdrawn by the complainant prior to the meeting.

Mr. Buttrey listed the following decisions and orders issued:

2024-088, Ping Steimel v. Germantown Station Homeowners Association, Inc.

2024-092, Brijesh Gupta v. Germantown Station Homeowners Association, Inc.

Mr. Buttrey listed the following decision and order on appeal:

2025-008, Todd McPhee v. West Spring Condominium Association

**8. Pending Cases – Panelist Assignments:** Mr. Buttrey reported that all outstanding cases with respect to which the Commission has accepted jurisdiction have panel assignments.

**9. County Attorney's Report** – Mr. Wilson indicated that he had no report.

## **10. Committee Reports**

a.) Communications – On behalf of Committee Chairperson Freeman, Commissioner Kraskin reported that the committee is preparing a proposed onboarding packet of information to assist new commissioners and to improve communications among Commissioners. Commissioner Walker asked whether the Committee would address other aspects of communications related matters set forth in the Committee’s Charter including the CCOC website. Mr. Kraskin reported that the committee had undertaken a thorough review of the website and that the Committee will report its findings and concerns.

b.) Education – Chairperson Nerlinger offered a comprehensive written report on committee activities in her capacity as Committee Chairperson. Ms. Nerlinger reported that the next live Community Governance Fundamentals (“CGF”) training session will be held on Saturday, September 13 in Brookville at the Longwood Community Center. Chairperson Nerlinger noted the success of the last CGF training at the Habitat for Humanity Office in Silver Spring on August 23, and thanked the presenters and other Commissioners and staff members who attended in support. She also noted that Commissioners Mezey and Kraskin are undertaking a project to update the online CGF training.

c.) Legislative/Policies and Procedures – Committee Chairperson Holmes reported that the Committee’s last meeting held on August 18 focused on County legislation and policy. Commissioner Holmes added that the Committee has suggested a meeting of the full Commission with the County Council. The primary purpose of the meeting would be to provide the Council with information regarding the activity of the Commission and to discuss how the Commission can assist the Council.

d.) Nominating Committee – Commissioner Walker asked Mr. Espin to report the status of the Committee’s recommendations to the County Executive. Mr. Espin reported that the County Executive Office has indicated that all standing commissioners seeking reappointment have been approved. He further reported that the Executive will soon consider and act on the additional recommendations of the Nominating Committee. Mr. Espin noted that former Commissioner Hayes was reappointed, but that her seat is now open as a result of her resignation.

Committee member Moore raised a question regarding the origin of the Committee Charter and whether the Charter has been properly followed. After discussion, Chairperson Nerlinger suggested that commissioners with concerns should meet together with herself, Vice Chairperson Holmes and Mr. Espin to discuss the concerns and subsequently provide a report to the full Commission.

**11. Unfinished Business** – There was no unfinished business.

**12. New Business** – Chairperson Nerlinger raised the issue of the expiration of the term of the current Lift Stay Panel. After discussion, Vice Chairperson Holmes made a motion to appoint Commissioners Anderson, Hall, Fernandez and Seebold as those Commissioners who shall be first called upon to serve on Lift Stay panels for a term ending on January 7, 2026 (the date of the first Commission meeting in 2026); and further moved that thereafter the appointment of Lift Stay Panel members shall be for a term of 6 months. Commissioner Walker seconded the motion which the Commission passed by general consent.

**13. Adjournment** – With no objections, the meeting was adjourned at 8:55 p.m. The next meeting of the Commission meeting will be held on the 2<sup>nd</sup> Wednesday of October (October 8th) instead of the 1<sup>st</sup> Wednesday of the month (October 1) which coincides with the observation of Yom Kippur.