
MINUTES OF WOODLAND HILLS HOMEOWNERS' ASSOCIATION

Approved February 25, 2012

Board Meeting of January 28, 2013

The meeting was called to order at 7:06pm by Pam Sonneville. Present were board members Pam Sonneville, Richard Reise, and Kari Lantos. Also present was Peggy Toland, Property Manager.

Homeowners present were Beverly Jordan and Nick Chomycia.

The meeting was held at Watkins Mill Elementary School, 19001 Watkins Mill Road, Montgomery Village, MD, 20886.

Opening Remarks

Pam Sonneville had no opening remarks.

Homeowner Open Forum

Nick Chomycia expressed concerns about the conditions of the sidewalks (in the common areas) after snow fall. He said that the sidewalks are not completely cleared, but rather there is a single path down the middle approximately 12-18 inches wide. He asked how much we pay North Landscaping for sidewalk cleaning. Peggy Toland said we currently pay \$35 per hour for snow removal, which is the going rate. Nick Chomycia said it's worth asking Nathan North to clear a larger portion of the sidewalk, and asked the Board to ensure that a better job is done to keep the sidewalks clear after a snowstorm. Nick Chomycia said that he clears his sidewalk after the snow, but not all neighbors do the same. He asked if the Board might want to consider enforcing the City of Gaithersburg's rule of having sidewalks cleared after a storm.

Nick Chomycia expressed concern over the number of tripping hazards as a result of uneven sidewalks in the community. He encouraged the Board to take a hard look at the sidewalks and repair the many areas where people could fall. Peggy Toland said that there will be a walk through the community to check on the sidewalk conditions once the weather warms up. She said the sidewalk issues are likely a result of roots from trees, which will have to be cut back and the sidewalk repaved. Pam Sonneville said that there is one community in Gaithersburg, Emory Woods, that is considering using Capitol Flexi-Pave which allows water to drip through and adapts to growing tree roots. . Peggy Toland mentioned those treatments are very expensive.

Beverly Jordan said that she needs more welcome packets to deliver to new residents as part of the Community Affairs committee. She will e-mail Leesa Willis and Katie Becker to get additional packets.

Kari Lantos reported (on behalf of Alice Katoski) that there were two turkey buzzards on Windjammer Way on Thursday, January 24, as a result of people leaving their trash on the curb

without a receptacle. Alice Katoski said another neighbor saw one of them pick up a bag of trash and drop it in the middle of the street, breaking the bag open further. Her concern is that if we have two now, more will come if residents continue to leave their bags of trash outside. There is no rule that says trash has to be in receptacles. Nick Chomycia said that he double bags his trash in heavy black trash bags and doesn't have trouble with animals ripping through the bags. Peggy Toland said if we know which houses had the trash out, she can send a reminder to those residents. She also said that she will send a one-pager out, with the home inspections, with recommendations to residents for bagging trash that will be sitting on the curb.

Minutes of October 2012 Board Meeting

Richard Reise moved to approve the minutes from the November 2012 Board meeting, Pam Sonnevile seconded. The motion passed unanimously.

Treasurer's Report

Pam Sonnevile reported that as of December 31, 2012 there was \$79,201.66 total cash in the operating account and \$521, 858.97 in total reserve assets.

Pam Sonnevile said there is a bill from Mead for tree removal in December that we were waiting to pay until 2013, and asked if we should expense it to 2012 since we ended the year in the black. Peggy Toland said we should pay in the 2012 budget if the work was done in December.

Richard Reise moved to approve the November and December 2012 financial report. Kari Lantos seconded. The motion passed unanimously.

Peggy Toland reported that she will close the account at Wells Fargo and open a new account at Sandy Spring Bank in the next few weeks.

Management Report

Peggy Toland reported that Mainscapes has reduced the cost of the landscape enhancement charge by \$110 for unused plant materials (final cost \$9,869.35), and anything that is missing on the welcome hill will be taken care of in March. Mainscapes extended the warranty by one year. The check is ready to go once the Board approves the payment. Peggy Toland said the payment needs to get out soon so we can submit for grant money.

Richard Reise moved to pay Mainscapes \$9,869.35, Kari Lantos seconded. The motion passed unanimously.

Peggy Toland reported that she and Walt Sonnevile met with WSSC regarding the relining of the sewer pipes. Notes from the meeting are attached. The work is scheduled to start in late summer/early fall of 2013.

Peggy Toland heard back from Olde Carriage Hill and they agreed to the pool contract for the next eight years.

Comment [K1]: Peggy, do you have an electronic copy of the notes from the meeting that we can attach? Thanks.

Architectural Review Committee

The was not an ARC report presented

Grounds Committee

Pam Sonneville reported:

1. She submitted an application to Lindsey Major, Maryland DNR Forest Service, for Woodland Hills to be considered as a Maryland PLANT community. Notification of the award will be in March. This is part of the requirement for receiving a grant from the Maryland Urban and Community Forest Committee (MUCFC).
2. Woodland Hills received the \$600 check for a grant from MUCFC and submitted the final report to Wanda McLachlan.
3. She helped with a woods cleanup on Thursday, December 27. Nathan had 10 hours to be used so he used 5 hours (between him and Mike, an employee). The cleanup was behind Carlsbad.
4. She will meet with Greg Dionne, Mainscapes, February/March regarding plant replacements at the Woodland Hills sign.

Pam and Walt Sonneville along with Rune Bakke, Village Overlook, met on January 14, 2013, with Lenny McGarvey, American Tennis Courts, regarding the refurbishment of the two courts. The tennis courts were installed in 2007, and it's suggested that the courts be repainted about every six years. American Tennis Courts submitted a price of \$9,285 for the work. The expense will be shared by Woodland Hills and Village Overlook. Rune Bakke needs to get approval for half of the expense. Work will be completed before Memorial Day weekend. Approval needed for \$2,500 to start the work.

Richard Reise moved to accept the American Tennis Courts proposal for \$9,285 to reseal the tennis courts with Woodland Hills paying half of the total cost (\$4,642.50) and paying \$2,500 of that cost now for the down payment, Kari Lantos seconded. The motion passed unanimously.

Nathan North's contract is up for renewal for 2013-14. He didn't increase the price from the 2012-2013 contract.

Richard Reise moved to accept the contract for 2013-2014 for North Landscaping, Kari Lantos seconded. The motion passed unanimously.

Pam Sonneville reported that we need to send a check to Kelly landscaping in the amount of \$300 for 2 dogwood trees (\$150 each).

Kari Lantos moved to pay Kelly Landscaping \$300 for 2 dogwood trees. Richard Reise seconded. The motion passed unanimously.

There are two locations in the community (tennis court and pool) where the retainer walls are rotting. Pam Sonneville received an estimate from Nathan North regarding replacement costs: retainer wall to the right of the steps (tennis court area)-\$2,600, retainer wall at the pool area-\$1,700, and the removal of the euonymous shrubs along the retainer wall-\$500. Peggy Toland reminded the Board that the retainer wall boards are original from when the community was built. Nick Chomycia asked if the Board would consider using concrete rather than wood as a replacement. Pam Sonneville said that she asked for a bid on both and concrete was about twice the cost of wood. Peggy Toland mentioned that if concrete is used, it's there to stay. She went on to say that the wood they use now is not as good as what was used originally. She said that if the Board decides to replace with wood, the cost would come from reserves, but if the Board decides to use concrete only the amount of the wood replacement (about half of the total cost) would be covered by reserves and the other would come out of the operating budget. With that said, Peggy Toland recommends that the Board consider concrete blocks. Richard Reise and Kari Lantos both agree that we should use blocks. Peggy Toland suggested that this item should be tabled until the next Board meeting so all members have the opportunity to take a look at the two areas discussed.

Pam Sonneville would like the approval for Mead to perform a second day of pruning for \$2,240.

Richard Reise moved to approve a second day of pruning for Mead at \$2,240, Kari Lantos seconded. The motion passed unanimously.

Pam Sonneville would like approval for the removal of three trees in the neighborhood - Bradford pear (parking lot island across from 1911 Windjammer)-\$280; Bradford pear between 209 and 215 High Timber-\$840, and red oak behind 312 Wye Mill-\$1,400.

Kari Lantos moved to approve \$2,520 for the removal of three trees in the community, Richard Reise seconded. The motion passed unanimously.

Pam Sonneville will ask Mead for a new invoice for pruning as the Board approved \$2,240 for pruning. Mead was supposed to credit us for unused hours, but added that amount to the bill.

Pam Sonneville submitted receipts for \$17.15 for marking paint, mulch to fill in hole at large tot lot, and cost of recycling sign to be displayed at the top of the hill for noting dates for holiday pickup.

Richard Reise moved to reimburse Pam Sonneville for \$17.15 for the above listed supplies, Kari Lantos seconded. The motion passed unanimously.

Peggy Toland reported that she received a copy of the BB Trash pick-up schedule. She will add them to the web site, get them on the listserv, and give a copy to Beverly Jordan to include in the welcome packets for new residents.

Peggy Toland will talk to Leesa Willis about ordering new towing signs. Leesa Willis would like signs that are specific to the community, and would like to ask G&G Towing to split the cost of the new signs. General towing signs are also available free of charge.

Peggy Toland ordered six cartons of doggie waste bags and they will be delivered on Friday, February 1 or Monday, February 4.

Community Affairs Committee

There were no members of the Community Affairs Committee present to provide a report.

Neighborhood Watch Committee

Nick Chomycia was present, but had nothing to report.

Communications Committee

There were no members of the Communications Committee present to provide a report.

New Business

There was no new business to discuss.

Next Meeting and Adjournment

The next meeting will be held on February 25, 2013 at 7:00pm at Watkins Mill Elementary School in the Media Center.

Kari Lantos moved to adjourn the meeting at 8:31pm, Richard Reise seconded. The motion passed unanimously.

Respectfully submitted February 20, 2013
by Kari Lantos, Secretary