
MINUTES OF WOODLAND HILLS HOMEOWNERS' ASSOCIATION ANNUAL MEETING

Approved June 23, 2014

Board Meeting of May 29, 2013

The meeting was called to order at 7:00 pm by Leesa Willis. Present were board members Pam Sonnevile, Richard Reise, and Judy Sudholt. Also present was Peggy Toland, Property Manager.

Homeowners present were Beverly Jordan of 1510 Tanyard Hill, Charles Spence of 1914 Windjammer Way, Adam Lotinsky of 222 High Timber Court, Monica Gordon of 1324 Carlsbad Drive and Dave Slattery of 1322 Carlsbad Drive.

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

Minutes of April 2013 Board Meeting

Judy Sudholt moved to accept the minutes from the 2012 Annual Board meeting, Richard Reise seconded. The motion passed unanimously.

Treasurer's Report

Leesa Willis reported that as of April 30, 2013, there was \$76,741.75 total cash in the operating account and \$511,751.46 in total reserve assets.

Judy Sudholt moved to approve the Treasurer's report, Richard Reise seconded. The motion passed unanimously.

Opening Remarks

Leesa Willis welcomed everyone to the Annual meeting and thanked the attendees for coming to the meeting. Leesa introduced the board:

- Leesa Willis, President and Communications Committee Chair
- Judy Sudholt, Vice President, Architectural Review Committee Chair
- Pam Sonnevile, Treasurer, Grounds Committee Chair and Wildlife Habitat Group Coordinator
- Kari Lantos, Secretary, who was not in attendance
- Richard Reise, Director At Large
- Peggy Toland, Property Manager
- Nick Chomycia, Neighborhood Watch Coordinator, who was not in attendance

Leesa Willis welcomed everyone to the meeting. Leesa mentioned that we received an email from homeowner Janis Summers who requested pool use statistics, removal of poison ivy on

common hear her home on Carlsbad. Leesa explained that while homeowners may not use the pool or tennis court, these amenities are certainly great selling points to homebuyers with young families and grandparents who want to entertain their grandchildren. Richard Reise said that all board members are serving gratis and we all have regular full time jobs. We cannot be everywhere all the time. We need people to let us know when there are issues such as poison ivy or other problems.

Leesa Willis reported that the boundary tree issue was raised earlier in the year by Charlie Spence who reported that a tree on his property had grown over to common ground, thereby making it a boundary tree. When there is a situation with a boundary tree, decisions have to be made based on percentage of whose property the tree is sitting on. It just happens that the tree in question was 100% on the homeowner's property. This was determined by acquiring a plat of the homeowner's property, measure and locating the boundary lines of the property.

Accomplishments over the past year include:

City of Gaithersburg reconstructed the storm water management pond behind Carlsbad Drive. This project displaced several parking places on lower Tanyard and we'd like to thank those residents for their patience through the project.

- Repairs were made to the pool house and the stacked stone retaining wall at the pool.
- Redesign of 2 erosion areas (Tanyard Hill to Wildpark, phase 1) and High Timber to Windjammer (additional plantings are planned in both locations)
- Worked with the City of Gaithersburg to have the islands at the intersection of Travis and Tanyard replanted and restored.
- Received the City of Gaithersburg Environmental Award for sustained contributions to the environment and the Bronze Award from Maryland Department of Natural Resources Forest Service and the Maryland Community Forestry Council.
- Wildlife Habitat certification efforts continue and the Wildlife Habitat Group was instrumental in securing grants from the City of Gaithersburg and the Maryland Department of Natural Resources Totaling over \$5,000
- Continued efforts with the Neighborhood Watch Group and the listserv. I encourage everyone to subscribe.

Returning contracts with:

- CAI
- Georgetown Aquatics Pools
- North Landscaping
- B & B Refuse

Plans for the rest of the year:

- Tennis courts will be resurfaced June 1 – 7 and inaccessible during that time
- Sidewalk review/assessment and concrete replacements where needed; once we are under contract, we will distribute to the community for private needs

- Continued redesign and installation of erosion-control landscaping in various areas of the community, provided funding holds up (applied for City grant)
- Tree replacement in the fall, as always
- Playground mulch replacement
- Continued monitoring of erosion areas for future attention
- Continued efforts to identify all capital improvement needs and proposed scheduling

We appreciate your eyes and ears throughout the community and welcome your input. However, I would like to remind you that we could always use more than just eyes and ears . . .

Volunteer opportunities: (SIGN-UP SHEET)

1. **ARC** . . . support to the committee, helping with inspections and record-keeping; there may be openings on the committee. Please indicate your interest to Peggy. Directors will be appointing new members as soon as possible.
2. **Community Affairs** . . . welcoming new neighbors, pool management, Community Yard Sale, special events (Beverly)
3. **Grounds** . . . we can always use help with many tasks not covered by Nathan North, landscape contractor.
4. **Neighborhood Watch training** . . . you should contact Nick
5. **Wildlife Habitat** . . . Invasives and National Wildlife Habitat certification . . . longtime community volunteer Pam Sonnevile could use help clearing invasive plants from the common grounds and trying to get the community certified with the National Wildlife Federation
6. In addition, if you have any special skills that you would like to make available to us, please let us know.
7. Board activity over the past year has been summarized and copies are available to you.

Homeowner Open Forum

Mr. Charles Spence thanked the board for all their hard work throughout the year. He also wanted to know by what policy the board is allowed to decide to keep the builder original look for the various home designs throughout our community. Leesa Willis explained that the board is given this right and responsibility through the HOA's governing documents. Leesa also explained that the board and the architectural review committee work with the homeowners to enforce the Architectural Guidelines to maintain a level of continuity as well as the diversity of designs by the various builders. Leesa explained that the real estate agents comment regularly on how well the community as a whole looks and how appealing it is - especially to potential buyers.

Monica Gordon asked about a letter she received in April 2013 from the ARC regarding the front door style (half-moon), the molding on the bay window, and the deck color, which is in the

orange spectrum. As to the deck color it really didn't turn out the way she expected based on the stain sample. As to the bay window, Monica said she repaired it but does not recall adding or removing anything. Leesa Willis explained that it is not uncommon for a stain sample to be misleading. Leesa explained that it is suggested as a common practice that a homeowner test the stain on an unnoticeable area and have the ARC look at it. By following this procedure, errors and violations are avoided. Judy explained that **any** exterior change should go through the request for approval process to avoid expensive or unwanted changes. Judy provided Monica her phone number and asked to work with Monica on these issues. Monica agreed.

Monica Gordon also discussed the problem with finding the replacement grids to fit in the windows without having to replace the entire window. Pam provided the website for the window grids as windowpanes.com.

David Slattery discussed an issue occurring with a neighbor who is having her property and items on her property destroyed by neighborhood children. Discussion ensued. Leesa advised that although it is difficult to appeal to the parents of these children, it needs to be done or it may be required that the police are involved.

Architectural Review Committee

Judy Sudholt reported that at the first of the year we had 52 homes that were violation free. As of this date, we have 116 homes that are violation free. Currently, 45% of our homeowners are violation free. ARC has been working with homeowners to find solutions to issues whenever possible and perform re-inspections quickly when requested. We have issued over 300 pool passes to the Woodland Hills and the Olde Carriage communities.

Adjournment

Judy Sudholt moved to adjourn the annual meeting at 7:39 pm. The board then opened the monthly meeting at 7:40 pm.

Respectfully submitted,
by Judith Sudholt, Vice President
June 3, 2013