
MINUTES OF WOODLAND HILLS HOMEOWNERS' ASSOCIATION

Approved July 22, 2013

Board Meeting of June 24, 2013

The meeting was called to order at 7:05pm by Leesa Willis. Present were board members Pam Sonnevile, Richard Reise, Judy Sudholt, and Kari Lantos. Also present was Peggy Toland, Property Manager.

Homeowners present were Charles Spence and Katie Becker.

The meeting was held at Montgomery Village Middle School, 19300 Watkins Mill Road, Montgomery Village, MD, 20886.

Opening Remarks

There were no opening remarks.

Homeowner Open Forum

Charles Spence reported that he has a fence company coming to fix the fence on his property.

Charles Spence requested that the debris wood be removed from the fence line behind his house.

Katie Becker expressed her appreciation for the tree trimming and stump removal in the island on Windjammer Way.

Minutes of May 2013 Board Meeting

Richard Reise moved to accept the minutes from the Annual Meeting and the May 2013 Board meeting, Pam Sonnevile seconded. The motion passed unanimously.

Treasurer's Report

Pam Sonnevile reported that as of May 31, 2013 there was \$73,312.17 total cash in the operating account and \$520,459.32 in total reserve assets.

Management Report

Peggy Toland asked if the Board was happy with the resurface project on the tennis courts. Pam Sonnevile said it looked fine. Peggy Toland reported that she sent a message to the Village Overlook Homeowners Association to see if they were satisfied. Once she hears back from them, she will pay the balance of \$6,785.

Peggy Toland reported that the new timbers were installed at 101 High Timber Court. The Board had preapproved up to \$700 for the project, and it ended up costing \$500.

Peggy Toland reported that she received the final numbers from Flexi-Pave for fixing the sidewalks. There are still two locations that need further clarification in the proposal. Peggy Toland needs the exact addresses of where the Flexi-Pave will be installed, and anticipates that the project will happen in the fall.

Peggy Toland reported that Woodland Hills received a bill from WSSC for the pool water/sewage usage for \$6,084.74. This bill seems very high, and she will follow up with them to get a meter reading.

Peggy Toland reported that Olde Carriage Hill paid their pool fees in full. The budget reflects fees of \$5,850, and they sent a check for \$6,708.

Peggy Toland reported that two homeowners on lower Tanyard Hill Road requested tree pruning and new lighting as it's very dark at night. Walt Sonnevillie will prune the trees to see if it helps more light come through, and Leesa Willis contacted Ollie Mumpower with the City of Gaithersburg regarding more street lights. The City will have someone look into the lighting.

Pam Sonnevillie reported that the water fountain at the pool isn't working. Peggy Toland will look into getting it fixed.

Leesa Willis reported that she had to buy a new clock for the pool in the amount of \$4.21, and \$42.37 for a new battery for the blower. Judy Sudholt moved to reimburse Leesa Willis \$4.21 for the new clock and \$42.37 for the battery, Kari Lantos seconded. The motion passed unanimously.

Architectural Review Committee

Re-inspections Completed:

101 KC	6/1/2013 - OK
105 KC	6//19/2013 - not all corrections have been made.
115 KC	6/15/2013 - OK
314 WMC	6/3/2013 - OK
340 WMC	6/20/2013 - OK
341 WMC	6/15/2013 - corrections remain undone
1117 WA	6/19/2013 - corrections remain undone
1366 CD	6/15/2013 OK
1505 TR	6/19/2013 - roof OK
1516 TR	6/5/2013 - OK

1533 TR	6/3/2013 - OK
1534 TR	6/15/2013 - OK
1602 TR	6/10/2013 - OK
1604 TR	6/25/2013 - OK
1610 TR	6/15/2013 - OK
1612 TR	6/19/2013 and 6/20/2013 OK
1617 TR	6/14/2013 OK
1723 LL	6/4/2013 OK
1802 WW	5/12/2013, 6/18/2013 pending correction.
1822 WW	6/3/2013 OK
1935 WW	6/7/2013 OK

Requests for approval of alteration to exterior:

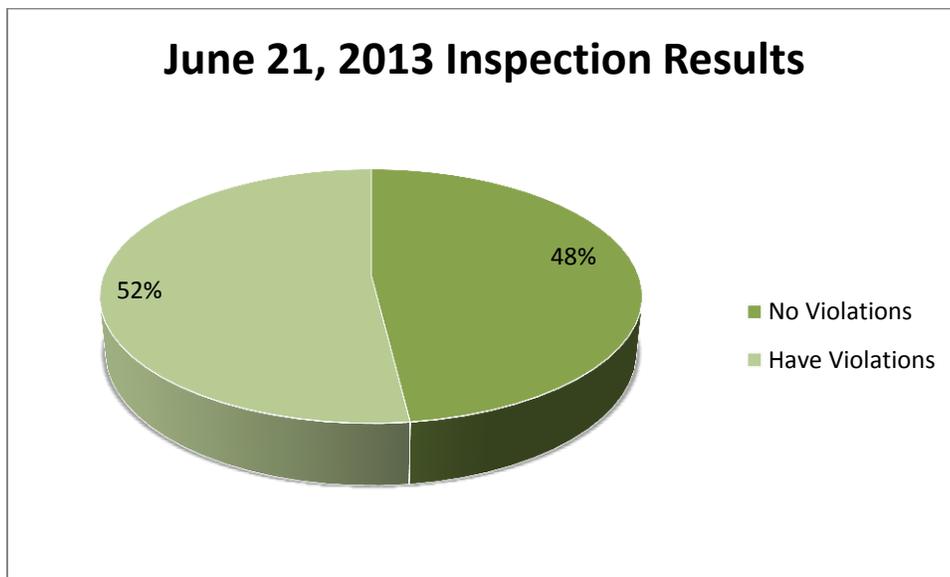
111 KC	OK - deck stain color
1111 WA	OK - retaining wall
1505 TR	OK - roof - cricket installations have not been confirmed; also new gutters were installed but were not submitted for request for approval with the new roof request. Request for approval for a dark stain for the fence and deck to cover the red was requested and approved by the ARC Committee last fall and the approval has been extended even though it has been more than 6 months. The approved color is Padre Brown.
1509 TR	OK - new deck installed
1725 LL	OK - approved - rebuild deck supports, installation of trellises, installation of retaining wall, front walkway solar lighting, roof replacement, solar panels installation on roof;.
1927 WW	re deck refurbishment - pending test of sample stain(s).
1725 LL	pending - request for installation of under deck gutter and downspout for the patio cover; diverter to rain barrel and the downspout

1725 LL	request for approval to install bluestone pavers (see next to tennis court) from the patio up along the side of the house to the deck stairs and then continue on to the sidewalk. The walkway will be 2' wide and will allow plenty of real estate for water-absorbing plants to soak up any excess water.
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Needs reinspection

119 KC	
1317 CD	
1917 WW	

Of the 258 homes in our community, one hundred twenty-four (124) homes have been cleared of architectural violations as of June 21, 2013. This represents 48% of our community without architectural violations. Of these 124 homes, eighty-six (86) have been issued pool passes.



Leesa Willis reported that she visited the homes where solar panels have been installed by the contractor Judy Sudholt is working with. Leesa Willis noted that on two homes there were no solar panels on the front of the house. A discussion ensued as to whether the solar panels would work if installed on only one side of the roof.

Katie Becker asked for clarification on ARC policies and how the committee shares communications and makes decisions. Katie Becker went on to say that she took a hiatus from the ARC, but came back in the spring. She asked for clarification on deck stain color approval as she was not in attendance during the meeting to review the stain colors. Katie Becker said that she feels that the process needs to be more transparent with the committee members and a

meeting should be scheduled to review these types of policies. Judy Sudholt said that she has been sending e-mails to all committee members, but has only been hearing from one or two committee members. She will continue to send e-mails to everyone on the committee in hopes that everyone will get more involved in the work that needs to be done.

Katie Becker asked when the ARC will meet again. Leesa Willis asked that a date be set for a work session at which time the meeting date and time will be shared with all committee members.

Grounds Committee

Pam Sonneville reported that Mead Trees was in the community last week to look at trees that need to be pruned and removed. Pam Sonneville asked Mead to quote the removal of three trees in the community. Pam Sonneville reported that the HOA will need a permit with the City of Gaithersburg to remove the trees.

Pam Sonneville reported that she submitted an entry to Keep Montgomery County Beautiful (KMCB) for the Woodland Hills Welcome Hill. Judging takes place the second week in July. The KMCB encourages landscaping projects that utilize conservation measures which keep pesticides and fertilizers out of local streams and ultimately the Chesapeake Bay. The KMCB also encourages the use of native plants and the avoidance of non-native, invasive species.

Judy Sudholt reported a large amount of poison ivy behind the homes on Carlsbad. Pam Sonneville reported that the area has been sprayed, but it might not be working. Judy Sudholt said she will see if she can identify specific locations where the poison ivy is and report back.

Pam Sonneville reported that she will write up a grant to submit with the City of Gaithersburg for \$1,000. If awarded, Pam Sonneville suggested planting more shrubs behind High Timber in the area of the doggie station. Pam Sonneville added that the grant stipulates at least a minimum of 500 square ft. of work be done with the money up to 1,000 square ft.

Pam Sonneville said that more mulch will be needed in the tot lots, but we have at least another month until it needs to be done. Pam Sonneville reported that she received bids from three companies for mulch with Metro Ground Cover coming in the cheapest at \$28.50/cubic yard; however, they don't lay the mulch. Peggy Toland offered to bid with other companies that she works with.

Richard Reise reported that he put the trash cans from the pool on Craigs List, but no one has taken them yet.

Pam Sonneville reported that we received the check from the homeowner on Wakeforest for half of the cost of fixing the tree the homeowner pruned.

Pam Sonneville reported that she spent \$285.93 on shrubs that was preauthorized by the Board. The scrubs purchased were: \$30.00—KPhillips Ent LLC—Native shrubs -\$26.97—Mom's.

Community Affairs Committee

Leesa Willis reported that Beverly Jordan needs to replenish the brochures for the welcome packets.

Neighborhood Watch Committee

There were no members of the Neighborhood Watch Committee present.

Communications Committee

There was no Communication Committee report.

Concurrence Items

The following items were concurred upon by the Board of Directors between the May and June 2013 meetings:

- Authorization to spend up to \$750 to repair WHHOA-owned portion of retaining wall at 1101 Wildpark.
- Authorization to reimburse ARC expenses in the amount of \$45.04 to Judith Sudholt.

New Business

Judy Sudholt reported that she spoke with the WSSC meter reader, who offered a suggestion to homeowners. He said that when he's reading meters, he often encounters homes with plantings in the way of the meter box. Judy Sudholt suggested adding a communication on the listserv and/or newsletter encouraging homeowners to clear a path for the meter readers so their plantings are not trampled.

Next Meeting and Adjournment

The next meeting will be held on Monday, July 22 2013 at 7:00pm at the Montgomery Village Middle School in the Media Center.

The meeting adjourned at 9:00pm.

Respectfully submitted July 17, 2013
by Kari Lantos, Secretary