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## **MINUTES OF WOODLAND HILLS HOMEOWNERS' ASSOCIATION**

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*Approved July 28, 2014*

### **Board Meeting of June 23, 2014**

The meeting was called to order at 7:15 pm by Leesa Willis. Present were board members Pam Sonnevile, Richard Reise, and Judith Sudholt. Also present was Peggy Toland, Property Manager.

Homeowner present was Nick Chomycia of 1334 Carlsbad Drive.

The meeting was held in Room 158, Watkins Mill Middle School, 19300 Watkins Mill Road, Montgomery Village, Maryland 20886.

#### **Opening Remarks**

Leesa Willis welcomed everyone to the Board Meeting and thanked everyone for attending.

#### **Homeowner Open Forum**

Nick Chomycia asked Pam Sonnevile when Mead will cut down the dead pine tree by 1330 Carlsbad. Pam answered that it will be either this week or next week depending on Mead's availability. The tree has already been selected and approved for removal.

Nick asked why residents are allowed to have more cars than people who are actually licensed drive them per household. Leesa asked Peggy if there is any way we can, over a long term, develop a policy to limit the number of vehicles a household can park, i.e., certify if a car is registered to a resident. There are, according to Peggy, communities that restrict the number of vehicles per home. Discussion ensued.

#### **Minutes of May 28, 2014 Board Meeting**

Judy Sudholt moved to approve the May 28, 2014, meeting minutes; Richard Reise seconded; and the motion carried unanimously.

#### **Treasurer's Report**

Pam Sonnevile reported that as of May 31, 2014, there was \$58,819.89 in the operating/checking account and \$501,537.39 in reserves.

Pam asked about the savings account in the amount of \$30,030.67 and how the money can be used. Leesa said that only excess funds are moved into that account when there is money left over at the end of the year. It is designated to be used as an emergency fund.

Peggy Toland reported that Citibank has opened a money market account of reserve savings for \$115,706.02. Peggy said that \$62,562 also will go into a Citibank account. We had too much money at Capital One so we had to open an account at Citibank. The interest rate is .15% and there are no fees because accounts with \$5,000 and over do not accrue any fees. Leesa and Pam completed and signed the necessary forms.

Richard Reise moved to approve the financials, Judy Sudholt seconded; and the motion carried unanimously.

### **Management Report**

Peggy reported that D&B Plumbing has acquired all of the components for the solar panel and hot water heater replacement work at the pool. Work should be completed this Tuesday.

Peggy reported that 100 bottom gliders have been ordered for a cost of \$21.90 for the pool chairs. Richard Reise moved to approve the expense of \$21.90 for bottom gliders; Judy Sudholt seconded; and the motion was carried unanimously.

### **Community Affairs Committee**

Nothing to report.

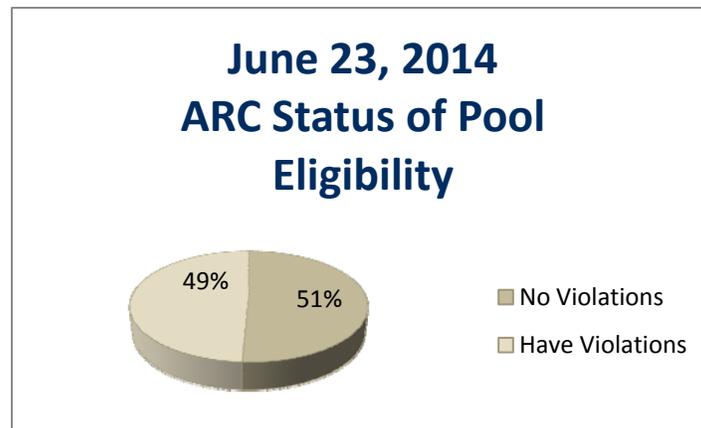
### **Neighborhood Watch**

Nick Chomycia reported that a streetlight across from 1335 Carlsbad has been repaired. Also, there is a light on lower Tanyard Hill Road that he has asked the City to check.

Nick has not heard of any issues in the neighborhood lately.

### **Architectural Review Committee**

Judy Sudholt reported that over 100 letters were sent to the homeowners who have not reported to ARC whether they have made the corrections or not. We have been re-inspecting many homes. Currently, we have over 51% of homes with a violation free status and continue to work every day with homeowners.



Leesa asked how we are going to distribute the newly adopted Architectural Guidelines to the community. Peggy said that we can distribute them by hand. Peggy will mail to the off-site homeowners. Leesa will send the PDF file to Nicky at Freestate to make 258 copies. Pam Sonnevile will purchase the large manila envelopes from Staples. The new ARC Guidelines will be placed into the large manila envelopes to be delivered to homes throughout the community.

Richard Reise moved to approve the ARC report; Pam Sonnevile seconded; and the motion carried unanimously.

### **Grounds Committee**

1. Pam Sonnevile has receipts in the amount of \$313.13:
  - N&S rentals \$8.16 (2 bags mulch for path near swimming pool)
  - National Wildlife Federation \$100 for 5 applications at \$20 each for yard certifications at the Memorial Day pool event
  - City of Gaithersburg \$71.50 (tree permit removal fee)
  - Green & Sticky, \$26, (one ninebark to replace the one that died beside 1117 Wildpark Avenue)
  - Kollar Nursery \$24.00 (2 mapleleaf viburnums)
  - Kollar Nursery \$29.00 (3 mapleleaf viburnums)
  - Charles Racine Co., \$18.00 (2 hay scented ferns)
  - Keystone Wildflowers \$12.00 (2 Canadian anemone)
  - Corona Tools USA \$23.97 (razor tooth saw tree pruner blade for pole pruner).

Judy Sudholt moved to reimburse Pam Sonnevile for expenses in the amount of \$313.13; Richard Reise seconded; and the motion carried unanimously.

2. Pam submitted an entry of the Welcome Hill for the Keep Montgomery County Beautiful 28<sup>th</sup> Annual Beautification Competition.
3. Pam asked the board to approve another day of tree removal for Mead in the amount of \$2,700. Mead should be in the community this week or next. They have been dealing with storm damage in Takoma Park. Judy Sudholt moved to approve \$2,700 for tree removal; Richard Reise seconded; and the motion carried unanimously.
4. Ron Graunke has been contacted by Pam Sonnevile to inform him that he will need to replace the trees he planted because they died in the fall of 2014.
5. Adam Lotinsky will look at the wall that was installed by American Landscaping this week and he will give us his feedback.

Leesa reported that the wall repair has already been completed. Leesa, Pam, and Peggy have all already looked at it for inspection purposes. Peggy explained that American Landscaping used mortar to adhere some of the stones to the wall. It is a stacked stone wall. Peggy further reported that the wall has different areas which were pointed up but the whole wall was not pointed up. Pam said that down at the bottom of the wall, there is a bit of wire that is not against the wall. Peggy said she will look at it. Peggy reported that she located some rebar poles that were left by the landscaping company which she put her car.

6. Pam reported that the Grounds Committee is half way through the yearly budget.

Judy Sudholt moved to approve the Grounds Committee Report; Richard Reise seconded; and the motion carried unanimously.

#### **Communications Committee**

Leesa Willis has no report at this time. A newsletter will be forthcoming.

#### **Old Business**

Concurrence items:

1. May 30, 2014 we concurred to approve up to \$2,700 for one day of tree removal and pruning.
2. May 30, 2014 we concurred to deny the ARC appeal before the Board requested by 1339 Carlsbad.
3. On May 28, 2014 the appeal before the Board by 1355 Carlsbad was also denied; however the homeowner re-stained the deck and fence with the approved Padre Brown stain. Judy Sudholt reported that the neighbor at 1335 also re-stained to cover their red deck and fence with Padre Brown.
4. June 13, 2014 the board members concurred to spend an additional \$400 on the stacked stone wall at the pool before installing the mesh. Directors questioned the status of reported unauthorized vehicles in the community. Discussion ensued regarding vehicles parked in violation of the rules and regulations.

#### **New Business**

It was reported on June 23, 2014 by a homeowner and by Nathan North that a pipe joint was cracked by the lawnmower at the drainage pipe area on Carlsbad (common ground). Leesa, Peggy, Nathan, and Pam will meet with Greg Ryberg of the City of Gaithersburg who has asked that nothing be done to the drainage pipe until he sees it on Thursday, June 26, 2014 at 8:15 am.

**Next Meeting and Adjournment**

The next board meeting will be held on Monday, July 28, 2014, at 7:00 pm in Room 160 at Montgomery Village Middle School, 19300 Watkins Mill Road, Montgomery Village, MD 20886.

Judy Sudholt moved to adjourn. The meeting adjourned at 8:35 pm.

Respectfully submitted June 24, 2014  
by Judith Sudholt, Secretary & ARC Chair