
MINUTES OF WOODLAND HILLS HOME OWNERS' ASSOCIATION

Approved October 27, 2014

Board Meeting of September 22, 2014

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

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

Homeowner in attendance was Adam Lotinsky of HT222.

Opening Remarks

No opening remarks.

Homeowner Open Forum

No remarks.

Minutes of August 25, 2014 Board Meeting

Judy Sudholt moved to approve the August 25, 2014, meeting minutes; Pam Sonnevile seconded; and the motion carried unanimously.

Treasurer's Report

Pam Sonnevile reported that as of August 31, 2014, there was \$58,415.39 in the operating checking and savings accounts and \$498,122.91 in reserves.

Judith Sudholt moved to approve the financial reports; Richard Reise seconded; and the motion carried unanimously.

Management Report

B&B Refuse informed management that their rates will stay the same. Pam spoke with Nathan North and he indicated that his rates are staying the same. Georgetown Aquatics contract will increase, plus there is one extra week to the season next year which will also be reflected in the price. CAI's rates will be increasing by 2%.

Peggy requested that the committees let her know soon what their budget figures are for 2015.

Walt Sonnevile will be attending the meetings on the Water Protection Taxes; it will be interesting to see how much they actually increase for 2015.

AMG will be out Monday, September 22, 2014 to install the forms for the concrete work. AMG will be out Tuesday, September 23, 2014 to pour the cement. This work will complete the warranty for the areas that failed.

Peggy reported that a letter regarding a parking violation in common area was sent to homeowner.

Peggy reported that a letter regarding damage to common area was sent to homeowner.

Peggy reported that we are working with the people performing the Reserve Study to see if replacement trees can be paid for from the reserves rather than from checking. Discussion ensued.

The pool is officially closed. WHHOA has received the payment from OCH for \$6,708.00.

The solar water heating system check was released to the plumber in the amount of \$2,187.10 that the board approved. The remaining balance is \$1,500 which is being held until the system checks out. Peggy spoke with Jeff from Georgetown Aquatics and Jeff is getting a plumber and a representative of the company that sold the system to come out and check to see that it is in working order. Peggy is sure that Jeff will get them out but right now his priority is closing up other pools and it may take a few more weeks to get this finalized.

Four Seasons is scheduled to come to the pool house to nail down the T-1-11 and provide a price for the flashing installation. Peggy also asked for a price to replace the sliding door in the guard room.

Peggy reported that there have been reports and complaints regarding the pruning clippings along the side of the road.

Judy Sudholt moved to approve management's report; Richard Reise seconded; and the motion passed unanimously.

Community Affairs Committee Report

No report at this time.

Neighborhood Watch Committee Report

No report at this time.

Architectural Review Committee Report

Judith Sudholt reported the following issues:

1. Multiple window-installed air conditioners, which are specifically prohibited, are being used at WW812. HOA sent a letter.
2. Window installed air conditioners are being used at WM323. HOA sent a letter.

3. Trash was dumped by homeowners on corner of CD and KC on top of blooming flowers; homeowners were contacted and requested to remove said items. The city was contacted as well. The homeowner removed the trash and bulk items the next day.
4. Judy researched block/street party requirements/procedures according to the city. She spoke with Ollie Mumpower of the Public Works Department. He stated that anyone who wishes to have a block or street party must contact the city and notify the Fire Department at least 2 weeks prior to the event.
5. Homeowner on WM requested vinyl wrap for the storm door and for the molding under the upstairs windows. Contractor should be delivering samples and the address for a home where ARC members can see an actual installation. ARC's concerns with vinyl wrap have been communicated to the contractor and the homeowner because the widest pieces are only 24" maximum. There should be no seams.
6. WM300 has a new owner; ARC communicated with the new homeowner who resolved all the non-compliant issues.
7. CD318 has been listed for sale. There are violations that need to be corrected. A letter will be sent.
8. CD321 has been listed for sale. Needs a re-inspection and if any violations or non-compliant issues are found, the homeowners will be contacted.
9. Homeowner on upper Tanyard asked ARC members to measure her front yard property using the plat. Task was completed.
10. ARC members met new homeowner at upper Tanyard. Provided information regarding the web site, acquisition of a recycle bin, trash pickup days, and recycle days, etc.
11. CD352 has been listed for sale. Needs a re-inspection and if any violations or non-compliant issues are found, the homeowners will be contacted.
12. HT209 installed a new roof which needs to be inspected.

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

Grounds Committee Report

1. Yankee Clippers were in the community on Tuesday, September 16, for a 10-hr. pruning job. Yankee Clippers previously quoted the cost was \$61 per hr.; however, when the invoice arrived, it was \$71 per hr. She said she made a mistake and apologized. An amount of \$610 was authorized as a concurrent item, but authorization for \$100 more is needed.

Discussion ensued as to the increased price and the board members preferred to stay with the contract of \$61 per hour.

Yankee Clippers also pruned the abelia in the island. It didn't take them that long, and it looks much better without using a hedge trimmer. Pam suggested that she e-mail the City of Gaithersburg to see if the HOA can go ahead and do the pruning of the shrubs on the large island.

2. Pam asked the BOD to authorize Yankee Clippers to come out one more time for pruning (\$710). The first time is labor intensive. Within the next 2 years only the core amount of pruning will be needed. This should also be an item that's added to the budget—perhaps grounds.

Judy Sudholt moved to approve having Yankee Clippers return for a second 10 hour pruning job at \$71 per hour; Richard Reise seconded; and the motion carried unanimously.

3. City of Gaithersburg awarded Woodland Hills \$2,500 (matching grant). We had hoped for \$5,000.
4. Pam met with Steve D'Amato to discuss the three areas (Wye Mill road area, playground area, tennis court grove) for enhancements and erosion control. His estimate for plant material, labor and equipment totaled over \$15K. The HOA will have to pare down the design. So far, Pam has been very pleased with Stadler and Steve's knowledge of design. He's a professional landscape designer with knowledge of native plant material. Stadler was going to charge us for consultation but later waived the fee. Steve didn't have to draw out the design plans since Pam had already done rough drawings for submission to the City. Pam will meet with Steve tomorrow at 8 am to go over the final plan. Once the plan is finalized, it will be submitted to the board for approval.
5. Montgomery County government has awarded a grant to Conservation Montgomery to arrange Tree Care 101 classes in Montgomery County. Joel Spano, arborist, will demonstrate the proper way to plant a tree. He'll also talk about structural problems with trees and answer any questions.
6. Woodland Hills received for a second year the Keep Montgomery County Beautiful Award of Distinction for beautification efforts on the Welcome Hill.
7. Pam is attending Park Fairfax plant sale this Saturday to purchase a few more trees for the community and requests authorization for \$300.

Judy Sudholt moved to approve \$300 for the purchase of plants at the Park Fairfax plant sale; Richard Reise seconded; and the motion carried unanimously.

8. Nathan will provide an estimate for repair (topsoil and sod) for the erosion issue beside KC19. The homeowner at KC19 will pay for his part, and the HOA will pay for the erosion repair on common. Authorization for \$500 erosion repair on common is requested.

Judy Sudholt suggested that the topsoil and sod may be washed away again. Pam stated

that this is what the homeowner wants to have. Discussion ensued. Pam will send Nathan's proposal to the board members for approval.

9. Pam asked the BOD to authorize Mead Tree for pruning boundary tree at WFD410. The total is \$420 for the HOA. The homeowner would pay \$420. The cost is split between the two.

Judy Sudholt moved to approve \$420 for pruning the boundary tree at WFD410; Richard Reise seconded; and the motion carried unanimously.

Judy Sudholt moved to approve the Grounds Report; Zeno Lantos seconded; and the motion carried unanimously.

Communications Committee Report

No report. Pam stated that she has information for inclusion in the newsletter. Zeno said that Kari would like to have any items by the end of this week.

Concurrence Items Report

Judy Sudholt sent an email to the board members and Peggy to report teenagers who were displaying rough behavior on the equipment at the tot lot by WA and THR. It should be clear that this equipment is geared for young children. Peggy suggested that new signs be prepared restricting the age limit to 12 years. The board agreed that this is a good idea and agreed to wait for Leesa's return to finalize the decision.

Old Business

Pam Sonnevile asked about the status of the car with expired tags and if it is still in the community. Zeno asked Peggy to have the car towed. Peggy will have the car towed. Peggy pointed out that it is not in her contract to track down cars especially when she is already involved in higher priority issues such as the replacement of the concrete slabs. Discussion ensued.

Next Meeting and Adjournment

The next board meeting will be held on Monday, October 27, 2014, at 7:00 pm in the Media Center, Watkins Mill Elementary School, 19001 Watkins Mill Road, Montgomery Village, Maryland 20886.

Judith Sudholt moved to adjourn. The meeting adjourned at 8:25 pm.

Respectfully submitted September 26, 2014
by Judith Sudholt, Secretary & ARC Chair