
MINUTES OF WOODLAND HILLS HOMEOWNERS' ASSOCIATION

*Board of Directors' Meeting of March 23, 2015
Approved April 27, 2015*

At 7:03 PM, the regular business meeting convened and was called to order by Leesa Willis. Present were Zeno Lantos and Pam Sonneville. 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.

Minutes of June 2010 Meeting

Pam Sonneville moved to approve the February 2015 meeting minutes; Zeno Lantos seconded; the minutes were approved.

Treasurer's Report

Pam reported that as of February 28, 2015, cash in the Operating Account was \$79,711.86; and the Reserve Funds balance was \$489,216.92. One CD is scheduled to rollover late March; Peggy will verify the interest rate. There is no interest at this time in moving it to another bank.

Management Report

Peggy Toland provided the WHHOA/CAI representation letter for Leesa's signature in order to finalize the 2012 and 2013 audits.

Peggy also reported that CAI recently initiated a relationship with Alliance Bank which opens the opportunity for communities move accounts to Alliance in order to broaden payment options. Discussion ensued regarding the timing of such a move for WHHOA. It was suggested that the Fall newsletter and Budget letters be used to announce such options and that a new bank account be established at Alliance for 2016.

Handicap parking sign and post are ready for installation.

Most of the reported sidewalk heaving has corrected itself. Kestrel Court has yet to be checked. Peggy suggested that payment to AMG be released. Pam Sonneville moved to approve payment in the amount of \$3,018.63; Zeno Lantos seconded; payment was approved.

Peggy reported that she is planning to assess the asphalt and parking space striping in the community and ask for bids.

Peggy included a copy of North's contract regarding snow removal and a sample of a contract from another of her communities. Discussion ensued regarding possible approaches to clearing HOA sidewalks and the responsibility of homeowners to clear their own walks. Discussion will continue.

Peggy included a copy of the Structural Maintenance Responsibilities for Stormwater management Facilities. Questions remain unanswered as to WHHOA's responsibilities with respect to the maintenance and repair/replacement of the various elements of the Kestrel/Carlsbad storm water management pond. The City has provided mixed messages. Peggy will continue to discuss with the City in order to provide clarity.

Copies of correspondence regarding the improper and inconsiderate parking practices of residents during the most recent snow event were provided. Samples of parking permits also were provided. Discussion ensued regarding the possibilities of initiating permit parking vs. reserved parking and the necessary signing and pavement marking required for each. The community was built with no more than two vehicles per household in mind; we have moved well beyond that in many instances and will most likely have to seriously entertain permit or reserved parking at some point. Either might also help with the collection of past due assessments. Any home in arrears would not be eligible for parking in the community.

Peggy also reported that Legal is working on an approach to handle any vehicles whose alarms continue to blare and disturb the peace of the community. She will check on the questionable Legal charge.

Pool:

Peggy reported that Georgetown Aquatics offered a 3-year contract ... \$34,100.00, \$35,625.00 and \$37,700.00. Zeno moved to approve the 3-year contract; Pam seconded; the contract was approved and signed.

Georgetown Aquatics is securing a price for a new guard stand. Woodland Hills pool is first in line for white coating this spring.

Peggy also provided samples of other pool pass options.

Community Affairs and Communications Committees

Leesa reported that Etna _____ has agreed to greet new residents and distribute our Welcome Packets.

Spring newsletter is pending. Please supply Kari Lantos with your suggested news items.

Spring mailings include annual meeting notice, pool membership form and notice and the newsletter. All should be mailed together mid-April.

Pool opening will be Saturday, May 23; Pool Opening Event will be Sunday, May 24 (Monday, May 25 will be the rain date). Pool hours are Noon – 8; 4-8 PM school days; Noon – 6 July 4 and Labor Day. Pool closes Labor Day. Pool will be closed on Tuesdays.

Leesa provided receipts for committee expenses in the amount of \$127.37; Pam moved to approved reimbursement; Zeno seconded; reimbursement was approved.

Architectural Committee

There was no architectural report. Discussion ensued regarding pending home inspections.

Grounds

Pam Sonneville reported that WSSC contractors have laid a 16' wide plank road between 1607 and 1611 Tanyard Hill Road and goes behind Carlsbad Drive running parallel to the stream and ending at the place where it would have to cross the stream. If trees are near the plank pathway, vertical boards have been tied around them to protect them. There was some trash from the contractors. Pam called Josh Roll, WSSC, to have him clean it up. Also, mentioned to him that the NO PARKING signs ended today so they need to amend them. He didn't know the exact date of completion. I asked about the number of trees and species that were cut to install the plank road. He said he'll send to Peggy Toland a Conservation Plan.

Submitted to the City of Gaithersburg an Environmental Award application. If Woodland Hills receives an award, the ceremony is being held on Monday, April 20, 2015.

Would like to see if Steve D'Amato, Stadler Nursery, will be willing to come out to talk about a few erosion control problems and how to remedy. He came out for free last year so Pam is hoping it'll continue.

Wildlife Habitat Group held a meeting last week to discuss progress so far and also another pool event around Memorial Day (plant giveaways, etc.). The focus this year will be on milkweed. Would like approval to purchase a laminated poster-- lifecycle of the Monarch butterfly (\$20 + \$9 postage = \$29). Woodland Hills is pretty close to getting certification from the National Wildlife Federation. Pam was reminded that the Wildlife Habitat Group has a budget item for expenses and does not require Board approval unless expenses will exceed the budget item.

Pam will be attending the Lahr Symposium on Saturday and would like authorization to purchase up to \$100. It would only be for trees/shrubs. Pam moved for said authorization; Zeno seconded; authorization was approved.

Pam checked on a few of the chestnut oaks that were planted in December; the few checked are alive which is good news.

Still having an issue with beer cans in the rear of 332 to 340 Wye Mill Court. Over the last few weeks have picked up about 12 more. Discussed ensued. Pam will continue to monitor but Leesa suggested that at some point, a notice should be mailed out to all properties in the immediate area.

Pam will be requesting a grant which would be small (\$500) from the Potomac Alliance. They have money which they need to start giving out. Someone will be in touch with me and come out to see our community and look at areas for landscape enhancements.

Earth Day is April 22 this year. Will send out a notice about another Garlic Mustard pull, community cleanup day (either April 18, 10 to noon or April 25, 1:30 to 3:30 pm).

Pam moved to approve \$675 for Mead to spray with a fungicide (one time) three Austrian pines near the doggie station at Carlsbad/Tanyard; Zeno seconded; spraying was approved.

New Business

Next Meeting and Adjournment

The next meeting will be held at Watkins Mill Elementary School, Media Center, on Monday, April 27, 2015.

Zeno moved to adjourn; the meeting ended at 8:30 PM.

Respectfully submitted, March 23, 2015
by Leesa Willis