
MINUTES OF WOODLAND HILLS HOMEOWNERS' ASSOCIATION

*Board of Directors' Meeting of July 27, 2015
Approved August 24, 2015*

At 7:00 PM, the regular business meeting convened and was called to order by Leesa Willis. Present were Zeno Lantos, Pam Sonnevile, Richard Reise, and Judy Sudholt. Also present was Peggy Toland (Property Manager). Also present was Nick Chomycia of 334 CD.

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

Homeowner Open Forum

Nick Chomycia reported that he doesn't feel that the landscapers have been trimming the grass well. For example, Nick reported that behind 340CD they need to do a better job. Richard Reise also reported that the mowers are scarring the surface of the ground where they turn the mowers. Pam said that when she has reached out to the owner, he has been responsive. Discussion ensued.

Nick Chomycia also reported that the triangle at the top of Travis Avenue needs to be trimmed because the black-eyed Susans are obstructing views of traffic (foot and vehicular) in that location. Leesa explained that this is not a triangle owned or controlled by WHHOA. Discussion ensued.

Pam Sonnevile reported that an anonymous letter was sent regarding parking on Wye Mill. Leesa explained that it is the policy of the BOD not to respond to anonymous letters. We do not post or announce letters when they are sent; however, an unsigned letter is not a satisfactory method of communicating with the board.

Minutes of May 2015 Meeting

Richard Reise moved to approve the May 27 and June 22, 2015 minutes; Pam Sonnevile seconded; the minutes were approved.

Treasurer's Report

Pam reported that as of June 30, 2015, cash in the Operating Accounts was \$92,532.23; and the Reserve Funds balance was \$486,291.25.

Management Report

Peggy Toland reported that she been receiving the tax bills, including the one for Parcel T. The tax amount that was budgeted for 2015 taxes was \$2,200; however, the actual tax bill this year will be \$4,949.88 and will continue to increase incrementally due to storm water management fee increases.

Peggy reported that the CD at United Bank is for 12 months. It comes up for renewal in March 2016 and is netting 0.2% interest.

Peggy reported that on July 20, CAI had a meeting where it was decided by the owner, Ms. Wells, that all of the communities managed by CAI must switch over to Alliance Bank by the end of the year for a checking account where all of the assessments will go. When the first discussions came up about Alliance, Ms. Wells said that communities had a choice if they wanted to go with them or not, but that has now changed. While the reason behind this sudden change has not been disclosed, Ms. Wells is willing to discuss it with any board member who may be concerned. Leesa asked since when is it Ms. Wells's purview to decide where we bank? The board agreed to ask for feedback as to the reasoning behind this.

Pool:

The saga of the diving board replacement is nearly complete. The new stand with rails and the correct size diving board will be in, weather permitting, by next Monday, August 3, 2015. The replacement diving board stand/installation/steel rail kit were approved as concurrence items (via email) by the board during the month of July. The BOD is aware that there is a large gap in the installation cost (\$2,500 - \$3,500) depending on how deep the replacement footer needs to be. We won't know how deep the hole needs to be until they start digging. Also, there was a 12 foot long diving board which has been replaced with a 10 foot diving board. Sometime in the past the 10 foot long diving board was replaced with a 12 foot long diving board. However, the diving stand was engineered for a 10 foot diving board. The cost for the new aluminum board is \$2,600. The fiber board was \$2,000.00. The diving stand, insulation, and steel rails were approved as concurrence items (via email) in the amount up to \$6,960.00 in July 2015.

Exhaust Fan and Circuit Board for the Pool

Montgomery Lighting was asked to submit a price for the replacement of the exhaust fan and the installation of a new circuit board. Instead they installed the new exhaust fan which as it turns out was less costly by about \$50.00 than the bid from PSE. Peggy reported that she is still waiting for the bid on the price of the new circuit board.

Extended Fencing for the Pool

Peggy reported that for the fencing project at the pool, she is looking at installing around the perimeter a 2 to 3 foot extension that angles up and away from the pool deck area in order to lean to the outside of the fence, therefore making it more difficult to scale. Any new fencing project will be after the pool season closes.

Grounds

Peggy reported that she asked G&H Welding Company to submit a bid for the replacement of the loose section of the railing on the steps down to the houses on the lower section of Upper Tanyard. She also asked them to look at the deck area on the tot lot equipment that is starting to show signs of rust. Peggy thought it would be an alternative to get this equipment redone in order to get additional years of use. The areas are galvanized which is very expensive to replace.

Peggy reported that we have received 2 proposals for the playground mulch (1) AMG came in a \$2,950 and (2) Nathan North was at \$3,150.00. Judy Sudholt moved to approve the proposal from AMG in the amount of \$2,950 for the playground mulch; Pam Sonnevile seconded the motion; and the motion carried unanimously.

Parking Issues

Peggy reported that a letter was sent to multiple homes in regards to multi-vehicle parking. A vehicle with expired tags was towed. It was a stored vehicle.

Community Affairs and Communications Committees

Leesa requested approval from the board to reimburse her for Community Affairs expenses in the amount of \$45.67.

Judy Sudholt moved to approve reimbursement in the amount of \$45.67; Zeno Lantos seconded; and the motion carried unanimously.

Peggy reported that we are getting low on the number of Welcome Bags. We need about 2 weeks lead time when ordering. Discussion ensued.

Peggy reported incidents at the pool where homeowners with pool passes gave their pool passes to others without pool passes. There was an incident at the pool where a child who was a guest of the trespassing party choked in the water. There was another incident where the trespassing party also brought other Woodland Hills residents as visitors to the pool. Letters were sent to both parties informing them that this is not appropriate and that they can lose their pool privilege for 60 days. On a later date, a relative of the child who was rescued threatened the lifeguard. As a result of this threat, the BOD has suspended this family. They will not be allowed to visit the pool again. A letter of explanation has been provided to the guards if one is needed. Discussion ensued.

Neighborhood Watch

Leesa reported that vehicles continue to be broken into and it is a problem throughout the area. A teenager was arrested in another community for this behavior.

Architectural Committee

Judy Sudholt reported as follows:

ARC continues to re-inspect homes and work with homeowners to get their issues re-inspected and cleared. ARC has also been communicating with real estate agents regarding homes for sale with violations.

Discussion ensued regarding the response letter from a homeowner whose pool passes were deferred due to an outstanding inspection violation. The deferral was upheld and Leesa will provide a response to the homeowners.

Grounds

Pam reported as follows:

1. Peggy Toland and Pam Sonnevile met with Michael Pappas, Lorenzo Construction, and several others regarding the depressions left by Pepco when they performed the work under power lines.

They looked at the depressions we mentioned saying that they didn't create them; too far away from their work route. We did receive a check in the amount of \$1,209 from Pepco for the damaged and/or destroyed plants.

2. Pam reported that she signed the Pepco Management Agreement on July 1, 2015. A total of 11 trees will be removed: 18-24.9" W Pine, 6-13.9" Per, 6-13.9" VA Pine, two 6-13.9" sycamores, two 6-13.9" box elders, 6-13.9" VA Pine, two 6-13.9" red maples and 6-13.9" cherry. The majority of the trees to be removed are dead or diseased or dying. Pepco will be giving us \$200 per tree for a total of \$2,200.00. Woodland Hills HOA should be receiving \$2,200 in the form of a voucher for the Stadler Nursery. Mr. Shah called Pam on 27 July 2015 to say that he had the Stadler voucher ready to give to her.
3. The homeowner at 631THR who removed all the plant material on the side of his house, including some on common ground and some on the property of Windbrooke Condominiums was sent a letter stating that he will be receiving an invoice for the remediation of that area. Stadler came to look at the area on Wednesday, July 22, 2015, and will submit a proposal for the project.
4. Peggy Toland received an email from F. James Reed regarding the WSSC work in the Woodland Hills community. He said that the sewer asset work is scheduled for August 3 and August 19-21. Access road removal and final restoration will be started after this work is completed
5. Requested approval in the amount of \$425 for North Landscaping to power wash both the Tanyard Hill and Kestrel tot lots, as well as the benches. Walt Sonnevill volunteered to stain the wooden benches with Padre Brown (an approved color listed in the ARC Guidelines).
6. Requested approval up to \$300 to purchase plants at Irvine Nature Center when Pam attends the conference on Saturday, August 22, 2015.
7. Requested approval for \$2,240 for a day of pruning by Mead.

Zeno Lantos moved to approve the total amount of \$2,965.00 for \$425 to clean and stain benches at the tot lots, for \$300 for plants at the Irvine Nature Center, and for a day of pruning in the amount of \$2,240; Richard Reise seconded; the motion carried unanimously.

New Business

Zeno reported that WHHOA has a total of 542 parking spaces for 258 homes. Discussion ensued regarding the need for some kind of parking initiative and the BOD agreed to continue studying the issue to determine what kind of initiative should be recommended ... reserved parking, permitted parking, etc. Regarding enforcement, Peggy reported that in other communities, the homeowner needs to pay assessments consistently for 3 months. If no payment, then she sends a notice of default. She then sends notice that their parking permit has been deactivated and the car(s) will be towed. Discussion ensued.

Next Meeting and Adjournment

The next meeting will be held at 1725 Logmill Lane, Gaithersburg, MD, on Monday, August 24, 2015.

Leesa asked the board to adjourn and reconvene at an Executive Session. The board agreed and the meeting ended at 9:05 PM.

Respectfully submitted, July 29, 2015
by Judy Sudholt, secretary