
MINUTES OF WOODLAND HILLS HOMEOWNERS' ASSOCIATION

*Board of Directors' Meeting of June 22, 2015
Approved July 27, 2015*

At 7:07 PM, the regular business meeting convened and was called to order by Leesa Willis. Present were 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 Open Forum

Richard Reise inquired as to tree removal requirements. Pam Sonnevile advised that any tree with a 4-inch DBH requires a removal permit from the City.

Minutes of May 2015 Meeting

The minutes from May 2015 are not ready but Judy Sudholt will complete their preparation and send to Peggy for distribution.

Treasurer's Report

Pam reported that as of May 10, 2015, cash in the Operating Accounts was \$93,724.10; and the Reserve Funds balance was \$486,291.25. Leesa asked about a new maturity date for the United Bank CD that rolled over late March. Peggy will check on that and report back.

Management Report

Peggy Toland reported that she and Pam Sonnevile had a meeting scheduled to do the final walk through on June 10 with Mike Pappas who is the contractor for Pepco and he forgot about the meeting. The good news is he is mailing the check for the \$1,209.00 and we are rescheduling the walk through.

Pool:

Peggy reported that the trespassing in the pool at night was discussed with Leesa Willis and she will investigate the option to install a ten foot high fence. There was concern that because the replacement of the fence is a reserve item, that going from the eight to the ten foot the association may have to pay the difference. However, Peggy spoke with the auditor and he said that we as a board would just have to do a motion to extend the height and that the cost would come out of reserves. The new fence will be done either in the fall or in March before the pool opens next year. Copy of the pool trespassing flyer was sent to Windjammer Way and a few homes on Wake Forest regarding reporting trespassing at the pool.

Peggy also reported that a couple of weeks ago, we had an emergency at the pool involving a bad circuit breaker that keeps the pool pump going. Peggy reported that while we can go a day without a

pump and be fine, we cannot go longer than that. This incident occurred on a Saturday, and we had to get an electrician in or close the pool on Sunday. Georgetown called a company that they use and the company did come out. They put in a new circuit breaker but they also told Peggy that the circuit box was badly corroded and that they recommended replacing it. After looking at it, Peggy agrees that the chemicals and sitting in the cold over the winter and heat in the summer, has taken its toll on the circuit breaker. The other issue is that the exhaust fan has to also be replaced.

PSE is the company that Georgetown had come to fix the circuit breaker. PSE priced the new circuit breaker and work at \$3,750.00 and the exhaust fan replacement cost at \$475.00.

Judy Sudholt moved to approve the replacement of the circuit breaker and the exhaust fan up to \$5,000; Leesa seconded; and the motion carried unanimously.

Peggy also reported that the diving board broke and no one was hurt, but the board and the stand will have to be replaced. Discussion ensued.

Community Affairs and Communications Committees

Leesa requested approval from the board to reimburse her for expenses for stamps for mailing pool letters in the amount of \$4.20.

Richard Reise moved to approve reimbursement in the amount of \$4.20; Pam Sonnevile seconded; and the motion carried unanimously.

Leesa also reported that the No Smoking signs for the tot lots and for pool have been created. They say, "This is a Smoke Free Facility."

Leesa reported that notices were sent to Windjammer and Wake Forest regarding unauthorized activity at the pool.

Neighborhood Watch

Leesa reported that 3 vehicles (1 Wake Forest; Carlsbad; and Tanyard) have been broken into; however, no windows were damaged. It is possible that the vehicles were not locked however all owners thought they were locked. Computers and phones were stolen.

Architectural Committee

Judy Sudholt reported as follows:

ARC continues to re-inspect homes and work with homeowners to get the issues cleared – about 30 homeowners were contacted this month. Judy also reported that some homeowners still install without approval roofs, decks. One home on LL removed the netting from the deck which has been requested for over a year. Judy reported on homes that are storing items, including trash and recycle bins, at the front of the house on non-trash or recycle days. Letters have been sent to these homeowners. ARC also has been communicating with real estate agents for homes with violations that are for sale.

Grounds

Pam reported as follows:

- Still waiting for Pepco to do a final walk around. There are depressions everywhere you walk, and they need to be filled.
- PEPCO proposed work under power lines—Met with Mr. Shah, Davey Resource Group, regarding trees for removal. Initially, Mr. Shah indicated that all brush would be cleared back to 15' and then sprayed with an herbicide. Sent a letter to his boss Matt Young sending a strong message that the HOA did not want brush clearance or the use of herbicide. Since the letter, Pepco indicated that it would be marked as a refusal for brush removal and herbicide. A white pine in front of the stormwater pond will be looked at by Mead Tree today. It's a possible removal since it does have a vertical injury on the trunk. There's a pine in front of the large white pine which the City said was their tree (so they think). The City was not sure of the property lines. There's also a dead tree in the woods which we'll have Pepco remove. The other trees will be pruned and not removed.
- **Requesting the following amount totaling \$400:**
Approval for 10 hours for North Landscaping at \$40 per hr. for a total of \$400 to remove invasives, cut up fallen branches, etc.

Judy moved to approve that 10 hours for North Landscaping at \$40 per hour for a total of \$400 to remove invasives; Richard seconded and the motion carried unanimously.

- **Requesting the following amount totaling \$2,240:**
-Approve Mead for a day of pruning (\$2,240).

Judy moved to approve \$2,240.00 for Mead to do a day of pruning; Richard seconded; and the motion carried unanimously.

- **Receipts totaling \$114.66:**
 - Green Spring Gardens Park, 5/16/15, \$31.80 (2 Hydrangeas quercifolia 'Ruby Slippers')
 - Keystone Wildflowers, 6/4/15, \$12 (2 Monarda fistulosa)
 - Kollar Nursery, 6/6/15, \$16 (2 foam flowers and 1 phlox)
 - The Home Depot, 6/8/15, \$50.63 (decorative fencing to surround a garden bed in front of Wildpark Avenue)
 - Lowe's Home Centers, 6/13/15, \$4.23 (WD40 for use on tennis court lock)

Judy moved to approve that Pam be reimbursed for grounds committee receipts in the amount of \$114.66; Richard seconded; and the motion carried unanimously.

Reported that Pepco has the right to prune and remove and they can come back every 4 years. Leesa asked Pam to be sure that Pepco is specific about which trees are being removed and which ones are to be pruned. Discussion ensued. Leesa stated, and the board members agreed, that the trees to be removed and/or pruned need to be listed on paper and recorded.

Concurrence items

Leesa asked the board to approve the addition of language including approval of inclusion of remediation to the *Architectural Guidelines* and Request form.

Leesa also asked the board to approve specification for replacement trees to have a caliper of 1 inch be included in the *Architectural Guidelines*. Judy moved to approve; Richard seconded; and the motion was carried unanimously.

Leesa asked the board to approve a poster for the pool for reporting unauthorized activity. Pam moved to approve; Richard seconded; and the motion carried unanimously.

Richard moved to approve all committee reports; Judy seconded; and the motion carried unanimously.

New Business

Next Meeting and Adjournment

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

Judy moved to adjourn; the meeting ended at 8:40 PM.

Respectfully submitted, July 11, 2015
by Judy Sudholt, secretary