
MINUTES OF WOODLAND HILLS HOMEOWNERS' ASSOCIATION

*Board of Directors' Meeting of May 22, 2016
Approved June 27, 2016*

At 7:03 PM, the regular business meeting convened and was called to order by Leesa Willis. Present were Pam Sonneville, Richard Reise and Zeno Lantos. 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. Also present was homeowner Katie Becker of 1907 Windjammer Way and Mahmoud Ahmadi of 340 Wye Mill Court.

Homeowner Open Forum

Katie Becker asked if the newsletters are just mailed to homeowners of Woodland Hills or all residents. Leesa responded that the newsletters are mailed to all homeowners and residents. Katie also asked if a commercial vehicle is only defined by writing on the vehicle. Leesa explained that other obvious work-related equipment such as ladder racks, welding equipment, etc., also identifies a vehicle as a commercial vehicle.

Mahmoud Ahmadi asked about the disposition of a tree on his property that was struck by lightning. Pam indicated she would provide the necessary forms to him. He also asked about trimming a pine tree near his property. Pam advised that the tree is on the trim list.

Minutes of March and April Meetings

Minutes from the March and April meetings have been delayed but will soon be provided.

Treasurer's Report

Pam reported that as of April 30, 2016, cash in the Operating Accounts was \$126,036.23; and the Reserve Funds balance was roughly \$564,000.00 with \$20,666.64 due to reserves.

Management Report

Peggy provided copies of the proposal from Finley regarding the planned concrete, asphalt and striping improvements. She will secure two more bids before the BOD acts. She also provided two bids for playground equipment and awaits one more before BOD action.

Peggy reported that PSE will replace the circuit box at the pool this week. The handyman replaced the rusted chain and lock on the side gate and that she replaced three NO TRESPASSING signs at the pool. Notices to Wake Forest, High Timber and Windjammer will be sent Tuesday regarding unauthorized use of the pool.

Community Affairs and Communications Committees

Leesa Willis reported that all letters, notices, newsletters, rules, flyers, etc., that needed to be prepared have been completed, posted, distributed and/or provided to Peggy for distribution.

Neighborhood Watch

Nothing to report at this time.

Concurrence items

Approval was sought and granted on April 22, 2016, to repair the tennis court lock and have it welded to a new chain.

Architectural Committee

No report was provided. However, Katie Becker reported that only 20% of the homes requesting re-inspection have cleared re-inspection. Discussion ensued regarding tactics and approaches that might in the future lead to less volunteer time wasted on re-inspections. Katie reiterated that pool passes should not be granted until all violations are corrected.

Grounds

Pam Sonnevile reported:

- 1) In the March 28, 2016, report said that David Rogner was approved for 65 hrs. in 2015.
Correction: He was approved for 45 hrs. in 2015. Used 16 hrs. total in 2015. A total of 29 hrs. was left going into 2016. He was approved 20 hrs. in February. He has used up about 20 hrs. so far in 2016. Zeno Lantos moved to approve 51 additional hours from Rogner, Richard Reise seconded, and the hours were approved.
- 2) In the March 28, 2016, report approved Mead for \$2,300 for the spraying and injection of trees.
The approval total should have been \$2,325:
 - 3 Austrian pines spray at \$125 per pine for a total of \$375.
 - 1 ash injection for a total of \$150.
 - 9 pin oaks spray at \$200 per oak for a total of \$1,800.
- 3) Richard Reise moved to approve North to grind out a pine stump beside 1535 Tanyard Hill (\$150); Zeno Lantos seconded; the motion carried.
- 4) Pam submitted Grounds committee expense receipts totaling \$246.17:
 - Freestate Copier Service, 4/5/16, \$2.12 (copies for community cleanup)
 - Kollar Nursery, 4/2/16, \$32.50 (native plants)
 - Liberty Lock & Security, 4/21/16, \$40.84 (repair of lock at tennis court)
 - Chesapeake Natives, 4/30/16, \$12.72 (native plants)
 - Home Depot, 4/28/16, \$2.99 (chain for lock at tennis court)
 - Atlantic Star Nursery, 4/30/16, \$21 (native plants)
 - Prince William Wildflower Society (PWWS), 5/7/16, \$110 (native plants)

Morningside Farm & Nursery, 5/7/16, \$24 (native plants). Zeno Lantos moved to approve reimbursement of Grounds expenses in the amount of \$246.17; Richard Reise seconded; the motion carried.

- 5) Met with Steve D'Amato from Stadler to go over the final areas for planting in the fall and also to finalize the plans for submission to the City of Gaithersburg for the Neighborhood Matching Grant as well as a grant application to the Potomac Alliance. Areas are as follows:
 - i. Side of 1535 Tanyard Hill Road—Remove 300 sf of turf with plantings of a redbud and 238 plugs of perennials which would be distributed among the new bed as well as the bed that was established last year. Both beds would flow into one. Perennials to be planted are Carex pensylvanica, Carex appalachica, Asclepias tuberosa, and Aster 'Raydon's Favorite.'
 - ii. Area between 107 and 111 Kestrel—Swale would be installed using river jack dry stream bed for erosion control using mix of 3"-5" and 5"-8" stone. Native shrubs would be planted to include Aesculus parviflora, Illex verticillata, Cornus racemosa, Illex opaca plus 100 plugs of Packera aurea.
 - iii. Behind Pool – Most of the invasives have been eliminated so there is a need to reinstall native shrubs, such as Rhus aromatic, Lindera benzoin plus about 100 plugs of Aster divaricatus and Packera aurea.
 - iv. Other areas for enhancement would be in front of 1500 Tanyard Hill, beside 1384 and 1349 Carlsbad and in front of 1814 Windjammer Way.

The Stadler proposal totals \$11,373.70, and a 1/3 deposit of \$3,800 needs to be approved. Richard Reise moved to approve the deposit; Zeno Lantos seconded; the motion carried.

- 6) Richard Reise moved to approve for Mead \$400 to pay the HOA's portion of the storm-damaged tree that was on common ground beside 1522 Tanyard Hill Road; Zeno Lantos seconded; the motion carried.
- 7) Pam won another tree at work. She chose the dogwood and is trying to see where it might be planted. If you have any suggestions, please let her know.

Parking Committee

No report provided. Limited discussion ensued regarding some areas where problems still exist.

Committee Reports

Zeno Lantos moved to approve the committee reports; Pam Sonneville seconded; and the motion carried.

Next Meeting and Adjournment

The next meeting will be held in the Media Center at Watkins Mill Elementary School and will be the annual meeting in addition to the monthly business meeting. The meeting will take place on Monday, June 27, 2016.

Minutes of the Woodland Hills HOA Board of Directors' Meeting

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Leesa asked if there was any objection to moving to Executive Session. There was none and the business meeting was adjourned at 8:15 PM.

Respectfully submitted,
May 23, 2016
by Leesa Willis, president