

Forest Glen Station Homeowner's Association
Executive Board Meeting
August 14, 2006

I. Call to Order. The meeting was called to order by the President, Catherine Bocskor, at 7:39 P.M. The meeting was held at the Montgomery Hills Baptist Church, 9727 Georgia Avenue, Silver Spring, MD.

Board Members Present: Catherine Bocskor, President; Kevin Covert, Vice President; Allen Feuer, Treasurer; Francis O'Donnell, Secretary, Charles Ehrlich, Member.

Others Present: Birgit Mitchell, Ron Macado (CMI).

II. Approval of Minutes of Last Meeting. The minutes from the meeting of July 10, 2006 were approved after changing one word.

III. Officer and Committee Reports.

A. Treasurer and Budget and Finance Committee. The Committee has held one meeting.

AUDIT: The 2005 auditor's report had been received. The HOA was commended on the low number of delinquent dues.

TAXES: The treasurer received the 2005 tax returns: \$133 federal and \$8 state. The taxes have been paid. The returns were done by Goldklang, Cavanaugh, and Associates.

RESERVES: The reserve bank accounts are approaching the one hundred thousand dollar limit on FDIC insurance. Possible options for other accounts for the reserve funds will be considered at the next meeting. Mr. Macado asked to be kept informed about decisions in this regard.

DELINQUENT ASSESSMENT PAYMENTS: Legal action will be initiated against 2 homeowners whose payments of assessments are seriously in arrears.

STREETLIGHT INSTALLATION: Bids have been received by three companies estimating the costs of installing an additional street light pole at the corner of Clark Place and Darcy Forest Drive. Kolb Electric: \$4,750; Utility Systems: \$3,690 + PEPCO fees of \$2,150 = \$5,840 total; Montgomery Lighting Service proposed three options: 1) dig a trench under Darcy Forest Drive and connect to lines supplying current street lights - \$4,055; 2) run a power line to 9832 Darcy Forest Drive - \$2,086; 3) run a power line to 9834 Darcy Forest Drive - \$2,678. The cost of a new 8 foot pole would be \$186 in addition. The estimated cost of powering a 70 watt bulb would be \$55 per year.

The 2006 budget does not include money for such a project. Funds could come out of reserves.

Discussion by the Board covered the following points:

- There do not appear to have been any recent complaints about the 14 foot light at the bottom of Darcy Green Court.
- It may not be necessary to install a light at the corner. Cheaper methods may be appropriate.
- The Parking and Safety has recommended to the Board that a light should be put on the corner, considering it to be a public safety issue.

- Although the expense of the light could be budgeted for next year, the cost could be paid this year out of the reserve funds.
- One bid included the option of obtaining electricity from a nearby home. This would involve a separate circuit and meter, and a subsidy for the electricity costs. This option would avoid the PEPCO fee of about 2 thousand dollars.
- There may be other locations in the community which merit additional streetlights.

Mr. Covert moved, and Mr. Ehrlich seconded, the following: The 14 foot light be replaced by an 8 foot lamp pole; the 14 foot pole and lamp be placed on the corner in question and connected to one of the two nearest homes; the Montgomery Lighting estimate be adopted; the HOA authorize payment to the owner of the home in question for the full cost of electricity for the streetlight, estimated at \$55 per year; refer the issue of other lights in the community to the Parking and Safety Committee for recommendations. The motion was approved by the Board.

The President asked Mr. Ehrlich to ask the Committee about other lighting proposals, to query the Parking and Safety Committee about the proposal, and to ask about running electrical wires under homeowner's deck if necessary. Mr. Ehrlich should notify Mr. Macado about which house has agreed to participate.

Mr. Ehrlich agreed and said that he would ask the P&S Committee to research the topic of spot lights.

BUDGET: Mr. Feuer said he would present a draft budget at the September Board meeting.

RESERVES: Mr. Feuer reported that the audit noted that reserve estimates were based on 2003 prices. In response to the question about whether the reserves should be increased, Mr. Macado said that there was a reserve study. The President said she would retrieve a copy. She noted that reserve funds are accumulated over time and are for roads, playground equipment, fences, concrete sidewalks, retaining walls, and so on.

TOT LOT: Mr. Covert asked about replacing the missing mulch. Mr. Macado stated that a replacement has been requested. Mulch was last applied on June 9.

FALL PICNIC: It was noted that the Social Committee is budgeted \$300 per year for such events.

B. Parking and Safety Committee. No report.

C. Covenants Committee. Ms. Mitchell reported. The Committee met on August 8. It considered a few complaints about clothing being dried on the patios of 2 units and about marinating meat outdoors on a patio. Friendly letters will be sent to the residents about these issues. Other letters have been sent to residents about ornamental tulips on the lawn and about a trash can being left out. There was discussion about a corner house with dead grass and tall weeds. The Committee will again contact the owner in a friendly manner. If that does not result in improvement in the appearance of the property, the HOA can get a landscaper to do the needed work and bill the homeowner. The covenants authorize doing so. The Committee will notify the owner in a letter that mentions the possibility of being billed for landscaping. The next Committee meeting is September 12. A request to modify the front yard landscaping for a home on Clark Place did not fit in with the scheme for community. The Committee met with owner and accommodated the owner's desire for an Asian themed garden. The Board approved the Committee's recommendation to add Judy Tiktin as a new member. The Committee recommended that the Newsletter should contain a note asking owners to install satellite dishes on roofs instead of on the floors below.

D. Landscaping and Grounds Committees. The Chair, Vincent Hughes, could not attend but sent an email report from which Mr. O'Donnell read. The Committee met on July 25. He has met with Ms.

Mitchell about the current issues that included dead or fallen trees in the forest reserve areas behind the townhomes on Darcy Forest Drive and behind the single family homes. He said that he would ask Mr. Marco Fuster of the Maryland and National Capital Parks and Planning Commission what to do about such trees and the invasive vines in those areas. Ms. Mitchell recommended that Mr. Fuster walk around the reserve areas. One possibility for the Committee to consider is an annual contract to clean the reserve areas. The Board concurred that Mr. Hughes should ask Mr. Fuster about such a contract.

E. Social Committee. The Committee will meet on August 23 to plan the fall block party.

IV. Open Forum: No new items.

V. New Business:

A. Second Step of New Parking Policy for HOA.

1. Homeowner Comments. The President got one comment, from Jason Sartori. Houses at the top of the hill on Darcy Forest Drive do not have parking spaces in front of their homes. Although the residents of those homes can get parking permits from the county, they have not been authorized HOA parking tags to allow them to park on Darcy Green Place. After discussion, the Board approved the issuance of two HOA parking tags to each of the homeowners concerned.

2. Board action on new proposed policy. The President read the revised proposal for a parking policy which has 3 steps. Discussion included the following: Covenant 7.2.y covers parking in alleys. Covenant 7.4 authorizes supplemental rules. The HOA can establish supplemental rules, including removal of vehicles and other provisions related to parking violations. Each owner is expected to comply. The Covenant Committee has considered a possible new rule about parallel parking. Fines may be levied by the Board for covenant violations. The Board may not have the authority to levy fines for violating "rules" made by Board. A new covenant may be necessary if the community wants to levy fines for parking violations.

Mr. Covert moved that the proposed policy be amended so that the wording of step 3 be changed to indicate that violations may lead to fines and that the Board adopt the proposed policy as amended. He also moved that the Board ask the Committee to draft a parking covenant for approval in January. This step would achieve clarity and, if approved by the community as a whole, buy-in from the community. The motion passed by a vote of 4-1.

The Board assumes that the Committee will enforce parking violations through the use of red warning notices. The Committee will have a Point-of-Contact for complaints. The Committee members will not be routinely patrolling the neighborhood.

C. Board meeting location beyond September. The Board approved the plan to continue to meet at the Montgomery Hills Baptist Church for a total of 6 months. Mrs. O'Donnell will be asked to query the church about who is the payee for the donation check. She will advise Mr. Macado. The Budget includes \$150 per year for such meeting costs. The motion passed.

D. HOA picnic in Fall. The Social Committee will meet soon and set a date for the picnic.

VI. Old Business:

A. WMATA Meeting re Development of Forest Glen Metro Station. A meeting was held July 31, 2006 at Holy Cross Hospital. As far as is known, no one from the HOA attended. The Board will ask on the listserv if anyone from the community attended.

The MNCPPC has requested an HOA map. The Liaison for Associations feeds such information to the WMATA. The President said she would ask the MNCPPC why they don't have maps already.

B. Painting of House Numbers on parking spots on Clark Court. Mr. Feuer spoke to Marcus Joseph about this project and they walked the property together. Mr. Joseph has not yet submitted estimates for the work. Mr. Feuer will call him.

VII. Next Meeting: The next meeting will be September 11, 2006, at 7:30 PM, at the same location, the Montgomery Hills Baptist Church, located at the corner of Georgia Ave. and Forest Glen Road.

The meeting adjourned at 9:04 P.M.

Respectfully submitted,

Francis L. O'Donnell
Secretary