

**Forest Glen Station Homeowner's Association**  
**Executive Board Meeting**  
**August 11, 2008**

**I. Call to Order.** The Board Meeting was called to order by Vice President, Allen Feuer, at 7:34 P.M. The meeting was held at Montgomery Hills Baptist Church, 9729 Georgia Avenue, in Room 202.

**Other Members Present:** Francis O'Donnell, Secretary; Doug Keeton; and Marc Weinberger.

**Others Present:** Rodney Rudd, Birgit Mitchell, Susan Morris, and Diann Waters (CMI).

**II. Approval of Minutes of Last Meeting.** The Board approved the minutes from the Executive Board Meeting of July 14, 2008 with two minor changes in wording from the draft.

**III. Officer/Committee Reports.**

**A. Treasurer / Budget and Finance Committee.** Mr. Ehrlich was not present and the Board just received the Management report from CMI at the meeting. The President said he would ask Mr. Ehrlich to email to the Board any comments he might have on the Management report.

**B. Covenants Committee.** Ms. Mitchell, the Chair, reported. The Committee met on August 4. It approved a request for an architectural modification (landscaping) at 2113 Clark Pl. The Committee discussed the continuing presence of a political sign in someone's front yard. The Committee reviewed the storage of exercise equipment and a refrigerator behind a house and talked to the owner. Apart from the aesthetic impact, it was noted that the refrigerator was not locked. The resident plans to remove the objects. The Committee finished a guide for new homeowners and asked that the Board provide comments. It will be forwarded via email. The Chair and the President asked Ms. Waters for an electronic copy of the covenants. The Committee plans to have its next meeting on September 2, a Tuesday.

**C. Parking and Safety Committee.** Mr. Rudd said he would report later in meeting. (See IV. Below.)

**D. Landscaping and Grounds Committee.** Mr. O'Donnell mentioned three items that the Chair, Mr. Hughes, had forwarded in an email report. The items included: the Park and Planning Commission inspector's recommendations about not removing the dead tree limb behind the homes on Darcy Forest Drive; the inspector's comment that the steep grade from the sidewalk to the street on Darcy Green Place should not have passed county inspection and his recommendation that a railing be installed, as the Board has been planning; and, A&W Landscaping had spread a fresh load of wood chips on the tot lot.

**E. Social Committee.** Mr. Feuer noted that the plan for the community picnic is to hold it on Saturday, September 20. In the event of rain, the picnic will be moved to the next day.

**IV. Open Forum.** Mr. Rudd reported that he has gotten complaints about parking on Darcy Green Place. Two cars have been parked in the same location and appear to have not been moved for at least a month. They have HOA parking permits. He has the names of the cars' owners. He said he would send the names to the Board. Mr. Keeton said that he would speak to the owners. The rule in the Parking Policy is that "no car can be parked for more than 30 days in a spot that does not belong exclusively to that homeowner."

Mr. Rudd raised another parking issue pertaining to Darcy Green Place and Darcy Green Court. He provided to the Board a written description of the relevant facts and his recommendations. There are 33 total parking places in the parking lot between those homes without garages (20 spaces) and on Darcy Green Place (13 spaces). The 10 homes without garages in that part of the neighborhood each have 1 reserved parking place. That leaves 23 spaces available for permit parking to be shared by the 10 homes without

garages and the 30 homes on Darcy Green Place that have 2-car garages. Too many permits have been issued compared to the number of spaces available. He asked the Board to revisit the issues of reserved parking spots and permits for parking. He recommended that the homes without garages should have at least 2 reserved spots for each home, distributed between the parking lot and Darcy Green Place. The parking policy posted on the Web site may need to be revised. The Board concurred and resolved to:

1) Look through the collection of past Board meeting minutes to verify what are the current parking policies (Mr. O'Donnell); 2) Reconcile the list of residents with permits with the list of current residents (CMI); 3) Possibly reissue permits with expiration dates; 4) Explore the use of county permits (for the county roads in our community); 5) Walk through the neighborhood to validate the situation (Mr. Rudd and Mr. Feuer).

## **V. Old Business**

**A. Tree Removal Behind Townhomes On Darcy Forest.** Mr. Hughes had inspected the forest area with the inspector from the Maryland National Capital Park and Planning Commission. The inspector's conclusion was that the HOA cannot remove the dead limb that some residents felt was a possible hazard to their homes.

**B. Reserve Study Update.** Ms. Waters distributed to the Board copies of the completed report from Miller – Dodson Associates. The Board agreed to review the report and to discuss it at the next meeting.

**C. Suggestions For Repairing Curbs And Sidewalks.** The Board agreed to review the reserve study report for its recommendations.

**D. Follow Up On Special Provision For 9834 Darcy Forest Drive.** The Board agreed to continue the granting of the waiver for an additional six months. Mr. O'Donnell said that he would contact the owner.

**E. Verizon FIOS Update.** Mr. Feuer had spoken to the Verizon contact who reported that any needed construction work would not occur for a few months.

**F. House at 9808 Darcy Forest Drive.** The house, for which maintenance of the landscaping had been a concern, appears to be unoccupied. Mr. Keeton will search county tax records to attempt to identify the bank which holds the mortgage on the property since the bank may be responsible for maintaining the property.

## **VI. New Business**

**A. Holes on Clark Court Property.** Several Board members have seen the holes. Ms. Waters said that she had asked Mr. Martella of CMI to have them inspected. The holes may be due to erosion or to rodent infestation.

**B. Mice/Rat Sighting.** A rat had been seen in the Clark Court neighborhood. The Board approved a motion to ask CMI to engage Roberts Pest Control to inspect the area and to implement control measures as appropriate.

**C. 2009 Budget Schedule.** Since the Board will need to vote on a proposed 2009 budget at the November meeting, the Board approved a plan to review the first draft budget at the September meeting, to take a second look at the October meeting, and to go final in November. The Chair of the Budget Committee will move this action.

**D. Covenants Committee New Ownership Document.** Ms. Mitchell had sent the document to Mr. Feuer and he had forwarded it to the rest of the Board. This document would be for the use of CMI and the HOA to distribute to new owners and tenants, and to post on the bulletin board. It covers frequently-raised issues

and provides the rules from the covenants. This would be especially useful for tenants. The Board agreed to review the draft document and to forward changes to Ms. Mitchell.

**E. Annual Picnic** – September 20. See III.E. above.

**F. Review of HOA Vendor Contracts.** Mr. Feuer asked Ms. Waters to have CMI forward to the Board copies of the contracts with A&W Landscaping (annual contract for grounds maintenance and snow removal) and with Potomac Disposal (3 year contract for Saturday trash collection).

**G. Reimbursement for non-pickup of trash.** Ms. Waters reported that Potomac Disposal will reimburse the HOA for the 2 weeks during which the company failed to collect trash on Saturday in the Clark Place area.

**H. Reschedule October Meeting.** The Board agreed to reschedule the October meeting to the 20<sup>th</sup>.

## **VII. Executive Session**

In the Executive Session, the Board voted 4 – 0 to approve the new assignments for the Board's officers, to take effect immediately and to remain in effect until the January meeting, at which time the election of Board members for 2009 will take place. The approved officer assignments are: President - Allen Feuer; Vice-President - Marc Weinberger; Treasurer - Chuck Ehrlich; Secretary – Frank O'Donnell; Member-at-Large – Doug Keeton.

## **VIII. Next Meetings**

Monday, September 8, 2008 and Monday, October 20, 2008.

The meeting adjourned at 8:45 PM.

Respectfully submitted,  
Francis L. O'Donnell, Secretary