

**Forest Glen Station Homeowner's Association**  
**Executive Board Meeting**  
**June 9, 2008**

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

**Other Members Present:** Allen Feuer, Vice President; Chuck Ehrlich, Treasurer; Francis O'Donnell, Secretary; and Doug Keeton.

**Others Present:** Joseph Hubbard, Susan Morris, Rodney Rudd, Neil Efrom, Joshua Pitlick, Dwayne Leslie, Arlene Jenkins, Carmen Jenkins, Donna Rodney, and Diann Waters (CMI). Also present was a representative from Verizon – Robbi Das.

**II. Approval of Minutes of Last Meeting.** The Board approved the minutes from the Executive Board Meeting of May 12, 2008.

**III. Officer/Committee Reports.**

**A. Treasurer / Budget and Finance Committee.** Mr. Ehrlich gave the Treasurer's report. He reviewed the CMI management report and felt that all was on track. He will arrange a meeting with Ms. Waters of CMI. He had no concerns about the invoices, copies of which we will receive later. He announced that he plans to hold a Budget Committee meeting later this month or next month. He noted that electricity costs have been over budget for the street lights. He wants to be able to estimate future electricity expenditures.

**B. Covenants Committee.** The President had received an Email from the Chair (Ms. Mitchell) about the June 2 meeting but it was an informal report, not the official minutes. No Committee members were present at this Board meeting, but the President asked Mr. Ehrlich and Ms. Morris for comments because they had been present at the Committee meeting. They reiterated that they were just giving a summary. The agenda had covered a review of the covenants and handbook for homeowners. The short guide for new residents will not be ready until early autumn. Ms. Covert had chaired the meeting. The need for landscaping improvements at one of the single family homes was discussed. The next Committee meeting will be July 7 at a location to be determined.

**C. Parking and Safety Committee.** Mr. Rudd, the Chair, reported. A scheduled meeting did not take place due to no attendees. He will reschedule another meeting. He had extra keys made for the Metro gate and he gave some to Mr. Feuer. He will submit a reimbursement form for the cost of the keys. There is \$200 in the lock maintenance fund.

**D. Landscaping and Grounds Committee.** The President noted that there had been no meeting of the Committee since last Board meeting. He had received a phone complaint about curb damage from trucks. The question about using river stone for these corners remains. He asked that this issue be included in the Reserve study. He also had received an email Message about who is responsible for the care of bushes in front of a house. He noted that this is the individual owner's responsibility.

**E. Social Committee and Special Committee re Land Use.** No report.

**IV. Open Forum.** Ms. Morris reported on what she had found out from the county about maintaining trees. She had reported the problems on Darcy Forest Drive to the county arborist. She verified that it is the arborists' decision about when to trim or prune trees on the public roads. They generally do so every other year. She will try to contact them for clarification about when they would be doing our streets.

Mr. Pitlick raised the issue of poor drainage and sidewalk damage in the Mews area near the Tot Lot. This question could possibly be referred to the Reserve study or the HOA could just take care of it. The President asked if CMI could send out an expert to advise us on how to address the issue. He also raised the issue of low hanging trees in the Mews area. The President asked if CMI would get A&W to estimate the costs of trimming trees.

Mr. Hubbard asked if garages could be used as storage bins, referring specifically to observations he had made about one house on Darcy Green Place. Discussion concurred that this kind of issue should be addressed through the Covenants Committee.

## **V. Old Business.**

**A. Verizon FIOS product.** Mr. Das of Verizon reported on the results of their survey of the community (authorized by the Board at the last meeting). For the townhouses, it appears that the presence of 2 inch conduit means that they may not have to do any digging unless there is damage to the conduits. If digging is necessary, they will do the patch repairs and the work will be inspected by the county. The larger, common wiring boxes would be flush with ground where the existing boxes are located. For the single family homes, any sprinkler systems would have to be marked. The ground will be marked by Ms. Utility. Verizon will use white paint to mark the planned path of fiberoptic cables. The tentative time frame for this work is autumn. Discussion included that this upgrade in telecommunications wiring was a good investment on behalf of the community. The President noted that he had spoken to a man from another community where service was recently installed. He was highly complimentary about Verizon's work, noting that it was not disruptive. He recommended monitoring the work on a daily basis. The work in the community would take a few weeks.

The Board approved a motion authorizing Verizon to install the necessary wiring (fiberoptic) in the neighborhood. The Board asked Verizon to provide something in writing so as to help craft written information for the homeowners. The contractors for Verizon will use door hangers three and one days before the work is to be done, and one day after the work is done, to keep residents informed.

**B. HOA maintenance of grounds and landscaping at a home on Darcy Forest Drive.** The Board considered the issue of the community paying for the maintenance of the property where the landscaping has not been kept up. CMI contacted A&W and they said they would do estimates on cutting the lawn and on trimming of trees. The President asked Ms. Waters to also get estimates on other trees, and possible reseeding and watering to make sure it grows. It was noted that the owner has already hired a contractor to cut the grass. The Board decided to defer further action for the present.

**C. CMI management report on several topics.** Ms. Waters reported that CMI has provided to A&W the combination to the lockbox for the gate to the storm water retention pond area. The estimate for installing a handrail on Darcy Green Place will be done in the next few days. Mr. Keeton raised the issue of dead grass at top of Darcy Forest Drive. Mr. O'Donnell said that he would speak to Mr. Hughes about this issue. The Board approved the expenditure of \$15 for CMI to provide to the Board Word versions of the Covenants and By-laws, which are available only in PDF file format right now. Ms. Waters confirmed that CMI had arranged for the removal of graffiti from the brick wall at the entrance to the community. Mr. Ehrlich reported that the Reserve study will not entail any additional costs from CMI. He also noted that copies of the site plans are needed for the study.

## **VI. New Business.**

**A. Retaining legal representation for Forest Glen Station HOA.** Mr. Ehrlich has brought up this issue at previous meetings. The question was whether or not the HOA should have a separate attorney (apart from CMI's). A variety of legal questions have and can come up, such as those discussed at this meeting (garage storage, arborist), and others: boundaries of properties, official plats, forest retention area liability, the

turnover of property from Centex (including pond), and interpretation of the covenants. Legal advice would be very helpful. He investigated and contacted 2 firms that specialize in HOAs. Their annual retainers were \$2400 and \$3000. They provide different packages of services. After discussion about how to investigate this further, the Board agreed to invite one of the attorneys to come to a future meeting to explain their services, perhaps in August. Mr. Feuer commented that such an expenditure should be programmed into next year's budget, since there is no such item in this year's budget. Ms. Waters recommended checking with other communities.

**B. Reserve study by Miller Dodson.** The Board had already voted to accept the proposal. The President will contact the firm to advise them. Still unresolved are when the study will begin and if there are additional issues to be addressed in the study, such as those related to money for reserves and for curb replacements.

**C. Graffiti:** The County Police inspected the damage and recognized the graffiti as associated with the a gang. The Police said the graffiti was not intended to be threatening but was a way for the gang to broadcast its message to competing gangs. The brick wall was already cleaned by CMI but one can still tell that something was on the wall. The President asked Ms. Waters to check with CMI to see if the brick work will ever look uniform again. The cost of complete removal is unknown.

**D. Board elections.** The President announced that the July meeting of the Board will be his last meeting. The Board discussed procedures in the Executive Session after the regular meeting adjourned.

**VI. Next Meetings:** Monday, July 14, 2008 and Monday, August 11, 2008

The open meeting adjourned at 9:12 P.M.

**EXECUTIVE SESSION:** The Board reviewed the By-Laws requirement (Article 4) that the Board consist of an uneven number of members. To replace the outgoing member (the President) the Board will advertise for volunteers from the community who would be willing to serve on the Board until the upcoming elections in January 2009. The Board is empowered to choose a replacement. Once the Board has chosen a new Board member, the Board will elect a President.

The meeting adjourned at 9:21

Respectfully submitted,  
Francis L. O'Donnell, Secretary