

Norbeck Hills Homeowners Association
Board of Directors Meeting
May 18, 2006

(As Amended and Approved at the June 15, 2006 Board of Directors Meeting)

Board Members Present: Barbara Beccles, Ellsworth Romer, Eva Tax, Av Wofsey,
Sheila Wright

Others Present: Ruchita Patel, The Management Group Associates
Odessa Henderson, 4402 Canes Lane
Folly Kuevey, 17424 Gallagher Way
Clara Smith, 4408 Fishermans Ct.
Caron Starobin, 4509 Jenner Ct
Maureen James, 17609 MacDuff Ave
Steve Evans, 17504 Gallagher Way
Mr./Mrs. Miller, 17641 Longview Lane

Call to Order

Barbara Beccles called the meeting to order at 7:05 p.m.

Homeowner Forum

Ms. Beccles opened the Homeowners Forum by reviewing the guidelines of this forum. Once a person is recognized to speak comments and questions will be kept to a three (3) minute limit in order to give everyone an opportunity to voice their comments/concerns. The board members will also be given a three (3) minute limit to respond as well. Also, Ms. Beccles reminded all present that repeated interruptions, foul language, derogatory remarks, racial slurs and people being cut off during their time will not be tolerated. If these situations should arise the person in violation will be asked to leave the meeting.

Mr. and Mrs. Miller of Longview Lane reporting vandalism of their cars parked on MacDuff. On April 12th, they had 2 tires punctured. They had those tires fixed and less than 30 days later, 2 more tires were punctured and then a couple of days after the second incident the other 2 tires were punctured. The Millers want to know where our security is and the lighting on MacDuff is very poor. There is a suspicion of who could have done it due to the Miller's son intervening on a potential dangerous situation with other children in the community. Shortly after this, their tires began being punctured. Within the last couple of weeks the suspected culprit has moved out of the community. Mr. Miller also stated his frustration with the lack of parking in the community. Officer Paden from the Montgomery County Police Department is one of our community's security officers was present during this meeting and addressed the vandalism issue. Officer Paden, Mr and Mrs. Miller will meet after the meeting to ensure that all information has been received. Officer Paden will look into this and get back to the Miller's. Ms. Beccles informed the Miller's regarding the lights out on MacDuff that since this is a county, road there is not much that the Homeowners' Association can do.

This situation has been reported to the county and all we can do is to keep reporting this to them.

Ingrid Romer of Fisherman's Court reported that a neighbor at 4427 Fisherman's Court had a window broken on her house from the children playing baseball in the common area and she would like to know what can be done. Ruchita said that she will check out the area in question to see if maybe a tree could be planted in the area to deter kids from playing there. Also, Ms. Romer reported that the trailer that is parked at the corner of MacDuff and Hines is a safety issue. This trailer is blocking the stop sign and making it difficult to see the sign. Officer Paden said that he would look into who owns this trailer and try to get it moved.

Folly Kuevey of Gallagher Way stated that he does not see anything on the agenda about a report from the Treasurer that he only sees a line item for Finance Committee Status. Mr. Kuevey stated that the two are different. Mr. Kuevey also wanted to know about the letter he received was it written by Ruchita or the attorney. Ruchita stated that she wrote that letter. Mr. Kuevey again brought up the issue of our tax filing status as a 501C3. He would like to know exactly what is our filing status so that he can do further research. Mr. Kuevey also wanted to know that the rules that Ms. Beccles stated at the beginning does that apply to everyone. Ms. Beccles informed him that it applies to everyone in the room. Mr. Kuevey stated that he did receive the letter stating the there is no longer a finance committee, since Mr. Kuevey was part of that committee. He wants to know when the other committee is going to be formed. Ms. Beccles informed him that once the board makes a decision on forming a new committee he will be notified. Mr. Kuevey stated that the website does not have any updates to the security section from December to the current time. He wants to know how many security officers we have. Ms. Beccles informed him that we have 2 officers and that their schedules are not posted and will not be posted for the community to see. Mr. Kuevey stated that the web site should be updated with all incidents that have occurred in the community. Officer Paden and Av Wofsey attempted to get Mr. Kuevey to understand that when the incidents involve a minor or any incident that may be under investigation this information cannot be given out. Officer Paden said that when the police department feels it is necessary for the community to be aware of the situations the information at that time will be given out. Until such time no information is given out to the community.

Caron Starobin of Jenner Court wanted spoke about to the petition she had signed by neighbors (parking lane on Cashell and dog poop being left). She acknowledged that she now sees signs around the tot lot reminding people to clean up after their pets. Caron did thank the board for this. Also, Caron brought up the issue of the ant problem around the community and that at a board meeting last fall it was discussed about the possibility of the common areas being treated. Ruchita stated that they did consider treating the common areas but found that it would not be cost effective to do so. Ruchita stated that since the majority of the ant hills are in the areas that are lacking grass, in the fall we could consider having the landscapers reseed those areas. Av Wofsey informed Caron that the parking along the curb of Cashell is illegal and should not have been used for parking and now it is being enforced by the county. The idea of creating new spaces in

the common area was proposed. Av stated that to do that we would need to get approval from the Maryland Capital Park and Planning; that the cost of each space would be \$1500. Ellsworth Romer stated that back in 1998-1999 the association looked into getting more spaces put in around the Sandy Knolls area and the Maryland Capital Park and Planning refused to let the association to do this. The dumping of trash in the creek that runs behind Jenner Court, can be reported to WSSC for clean up. The Board stated that at least some of the trash is from the sewers that run along MacDuff/Hines. About 2 years ago, the community had a clean up day that was very successful and it was attempted last fall but we didn't have anyone come out for it. Another clean up day is scheduled sometime in July.

Odessa Henderson of Cannes Lane stated that she has received a violation letter in regards to a hole in her yard from a tree being removed and also wanted to know are the same guidelines being followed for all homes. Odessa said that due to a medical condition she is unable to fill the hole and re-seed it and the cost to pay someone is out of her range. Av said that if she would buy the dirt and seed he will fill it for her.

Mr. Kuevey of Gallagher Way wanted to know about a detailed quarterly report being published in the newsletter. Ruchita thought that this would be better for the Board to discuss this. The Board has decided that the current modified financial report which is posted on the web and will be placed in the newsletter is what will be posted. If anyone wishes to have a more detailed breakdown then the normal procedures of obtaining this will have to be done. Any homeowner that wishes to have a detailed report of the finances will have to go to the Management Group's office and pay for the copying of the reports.

Due to multiple interruptions and failure to follow homeowner meeting guidelines, Mr. Kuevey was asked to leave the meeting and was escorted out by Officer Paden.

Steve Evans of Gallagher Way, inquired about the architectural change request he has submitted and has still yet to hear a reply. Ms. Beccles has said that this was verbally approved and informed him that he would get the written approval before the next homeowners meeting. Mr. Evans also brought up the issue of cable lines that are exposed. The Board has informed him that this is an on going issue that we have been trying to resolve. The Board said that if any homeowner has a complaint in regards to Comcast lines that are exposed that we are to call the Montgomery County Consumer Affairs (Keith Watkins) at 240-773-2288.

KUDOS

Mr. Miller of Longview Lane wanted to make sure that the Handyman that removes bulk items from the property is told what a wonderful job he is doing.

Odessa Henderson of Cannes Lane wanted to also give kudos to MainScapes for keeping the lots so clean after their work is complete.

Homeowners forum ended at 8:00.

Ms. Beccles has noted that a representative from RSV Pools is present as well as the representative from the swim team. Therefore, Ms. Beccles entertained a motion that was approved to suspend the regular order of business to hear from the two representatives.

RSV Pools

Peter Flemming is the representative for RSV Pools.

- County Health inspection: pool has passed
- Water meter is leaking. Peter and co-worker have tried to fix this and have been unable to. This is something they will have to get WSSC to fix.
- Hot water heater has been replaced. They are having issues with the heater shutting down. After the water is heated about a day or two later it shuts off. Will have an electrician evaluate the problem.
- Pool Furniture: there is a large stock pile of furniture that needs to be repaired. Currently we are not in a shortage of furniture and options in repairing current furniture can be discussed at a later time.

Av Wofsey informed Peter that he should let the life guards all know that if any problems should arise with people at the pool, the Management Group should be informed immediately. Letters will be written to the homeowners at that time notifying them of the misconduct at the pool.

Ellsworth Romer asked how strict are you on the check in policy at the pool. It has been reported that in the past people were able to just walk in to the pool area without signing in and verification that they belonged. Peter said that his staff will make every attempt possible to follow the guidelines. On those homeowners that have had their privileges revoked, they need a list in order to be able to stick to the guidelines.

Sheila Wright stated that last year she never had pool passes and that any time she signed in it was never verified by the guards. Ruchita informed her that individual pool passes are not put out. There is a pass with the family's picture held with the guard for which they are to check. Ruchita also, stated that she is not comfortable with leaving the list of delinquent homeowners at the pool. It was decided that if any homeowner becomes delinquent then Ruchita will go to the pool and remove their cards from the check in.

Swim Team

Maureen James is the representative for the swim team.

- First registration has been completed and approximately 40 children have signed up. The second registration is going on this evening. The total expected sign up is around 100 children. Some children from outside of Norbeck Hills have registered.
- Swim practice begins on May 30th.
- First event is June 10th, are the time trials. This will be done before the pool opens.
- Swim meets that are held at the pool will be finished by 11:00 a.m.
- Web site has been updated
- Thanks to Ruchita and Peter for giving access to the pool for registration.
- Thanks to the Board for allowing the team to have access for practice.
- Raft Night is not a swim team event and has been an on-going event. Raft night is for the entire community. Maureen wanted to know, if this is something the board wanted to do on a regular basis. The Board has agreed to have this done and if the Board is given enough notice flyers can be distributed about any fundraisers.

Tennis Lessons

Ms. Beccles asked Mr. Miller if he would be willing to hold tennis lessons for the children of the community. Ms. Beccles said that she would help him with this. Mr. and Mrs. Miller did agree to this.

Meeting Minutes

April meeting minutes: One change is to be made. On page 5 the Gallagher Way address should be 17422. Ruchita will make this change. Av motioned to accept the minutes with the necessary corrections. Ellsworth seconded the motion. The board unanimously voted to accept the minutes.

Pool Committee: Done – see above.

Trash Appeals:

17613 Longview Lane, the tenants have moved out and left a bed in the common area. The landlord (homeowner) has to pay the fee. The Board has denied the appeal.

Grounds Committee:

Community clean up day will be after school lets out. Currently date is set for July 15th. Ruchita will contact Maureen about getting the swim team involved in this activity.

AECC Committee:

4400 Cannes Lane application to replace fence and sliding glass door has been approved.

4412 Canes Lane application to have air conditioning window unit, a temporary waiver has been approved. This is due to the particular illness of the homeowner necessitating additional air conditioning. Homeowner will need to apply for the window unit again next year.

Guideline Revisions:

Newsletter:

Ingrid Romer has said that the newsletter will be finished within the next couple of days.

Financial Report:

Ellsworth Romer gave the financial report - that at the end of April the operating funds were at \$63,129.24. At the end of March the reserve funds were at a little over \$139,000, at the end of April the reserve funds are at \$148,213.86. We took in at the beginning of April \$40,430.49. We paid out in the month of April \$14,518.63. We also carried over from March, 27,475.44. So, we are left with operating funds of \$25,911.

Publication of a consolidated financial statement will be placed in the newsletter on a quarterly basis and will be placed on the web on a monthly basis. Av made the motion accept this practice and Eva second. The board unanimously voted to accept.

Security and Parking:

Ellsworth Romer reports that there is a decrease in any major violations. Cars are still being tagged for illegal parking.

Street Captains:

Barbara Beccles reports that street captains are still needed.

Path Repairs:

The paths along Sandy Knolls and Jenner Court have not been completed, per Ruchita.

Common Ownership Repairs:

The home on Longview still has not completed the repairs. The Board will let the complaint continue with the County agency.

Tree removal and replacements:

Ruchita reports that the trees that did come in were not of good quality. We will put off until the fall the planting of any new trees.

Seal Coating:

Will start May 30th. Signs will be posted as well as letters will go out through the mail to each homeowner stating the dates for their streets to be done.

Outflow Repairs:

Currently no other bids have been submitted. Ruchita said she will put the request out again and see if any other bids come in.

Common Area:

Ruchita reports that the reseeded of the common areas will be done in the fall. Ruchita reports that seeding in the fall is the best time. Sheila Wright suggested, if the fall is the best time to re-seed then the homeowner violation letters need to be worded differently. The homeowners should be given to the fall to re-seed. Ruchita states, that the homeowners area of re-seeding is a smaller size compared to the common areas and that the homeowners are able to water their lawns. The common areas rely on nature to water.

Fines:

5 Hines Court which is an HOC residence. HOC is refusing to pay for the last trash violation. Ellsworth Romer said that he would write an affidavit stating that he had witnessed the trash dumping at this location to support our claim.

Pet Signs:

Ruchita reports that all signs have been posted.

Delinquency Reports:

Barbara Beccles has made the suggestion that those homeowners that are delinquent at least 3 months or more, these accounts should be turned over to the attorney for collections. The board has unanimously voted to accept this rule.

Submitted by,
Sheila Wright, Member at Large

