

WESTWINDS HOA Meeting
Wednesday, August 15, 2007 • Golf Pavilion

Introductions

- BOD Directors in attendance: Jim Urchasko, Stan Swoyer, Karen Urchasko, Gail Treglia
- BOD Officer in attendance: Sonja Rossig (Treasurer)
- BOD Directors absent: Matt Bernota, Tom Poss, Brian Lippy
- BOD Officer absent: Peg McGreevy (Secretary)

Meeting Adjourned

The meeting convened at 7:00 pm.

Certification of Proxies:

- Matt Bernota submitted his proxy, which the Board accepted.

Approval of July 18, 2007 Minutes

- Karen motioned to accept the minutes as presented; Gail seconded. Minutes were approved.

Welcome – Clay Edwards, LLA General Manager

Clay attended the meeting to address residents' concerns raised over the past several months. Items discussed included the landscaping, SanAndrew storm management pond, pool maintenance, walking trail behind Cherry Tree, removal/replacement of dead trees, enhancement of common area hillside in Section 5, enforcement of WW Covenants, and vandalism.

Landscaping contractor is not maintaining the common areas (for example, not all street trees have been mulched, edging is not being done on a regular basis, street trees need pruned, etc.) and residents are not pleased with the current condition of the grounds. Jim mentioned that at the July meeting, it was suggested that perhaps LLA should let WW be responsible for awarding and administering the landscaping contract. A resident spoke up and disagreed with this; indicating that LLA has paid staff to administer these programs and WW would have to rely on volunteers. Clay said WW should be brought into LLA's master landscaping contract. If this is done, Jim said WW's specific landscaping requirements should be spelled out in such a contract. Classic is the current landscaping company that handles all of LLA, except for WW. Jim suggested getting started now with preparing a new contract for 2008.

Landscaping and Maintenance of Common Areas has been an ongoing complaint from residents, specifically the properties between Country Club and SanAndrew, between Country Club and Pond Fountain (with respect to the trees that are to be planted by the Declarant), and along the 16th fairway. Clay proposed to have a survey done of each of these areas. Jim asked when this would take place, and Clay indicated it would be this year—4-6 weeks per inside of 90 days.

Tree Removal/Replacement is a concern among residents, and questions have been raised as to when the dead trees within the common areas would be removed and replaced. Clay indicated that approximately 12 dead trees have been removed, and some will be replaced in the fall. He said the cherry trees at the main entrance needed to be pruned, and the grassy area reseeded.

Pool Facility and Grounds are not being maintained in a desirable condition as in past summers and residents have complained that new equipment and better grounds maintenance within/outside the pool area were needed. Clay agreed the WW pool was neglected and needed updating. He will take any suggestions for improvements through Jim.

SanAndrew Storm Management Pond is an eyesore with overgrown trees/vegetation and algae. Clay indicated he now knows from Jim's investigation regarding ownership of the pond that LLA owns the "entire" pond, not the golf course. As such, Clay said he will have it all cleaned out after the leaves fall and grass will be planted down to the water. Stan questioned another storm water management pond located behind the houses on Country Club along the 13th fairway that needs maintenance. Clay was unaware of this pond. Jim said all WW storm management ponds need to be addressed. Stan said we should address the landscape design etc. for storm management ponds currently owned by the Declarant (Tom Poss) but which eventually will be transferred to LLA. He asked Clay to have Classic look at the ponds and provide a plan for their maintenance.

Walking Trail to Bens Branch Bridge Off of Cherry Tree Court is overgrown and inaccessible. Clay said many of the walking trails are being neglected for lack of volunteers. In the past, LLA community volunteers maintained the trails. If LLA is unable to have volunteers do this, he may be forced to hire someone to take care of the trails. He will look into having this trail cleaned up. Punch List has been requested from the Declarant without success. Jim has also requested information from the County regarding the outstanding Declarant bonds without success. A resident asked Clay if he could help WW obtain the punch list and find out what the Declarant is doing before he completes the build out of the community. Clay said they never had any say or input in the WW community. Stan indicated WW Properties did not declare bankruptcy. Tyler-Donahue bought Section 6 and has no interest in WestWinds, however they will retain voting rights. Remaining work and sureties (such as roads, street trees, sidewalks etc.) are the responsibility of Millennium (i.e., Tom Poss). Clay indicated that a majority of WW roads have not been accepted by the County. It was noted that a former Board member had a copy of the community street tree site plan, however, it's not in the official HOA files. Clay mentioned he has been talking with the County, and that the bonds are still in escrow with the County. He said he would try to get the final approved set of site plans from the County, which includes street trees, sidewalks, roads, etc. Clay indicated it's important that the surveys be done in order to get the bonds released from the County. Jim asked if there is a time limit on these bonds. Clay said for storm management ponds, it's two years but can be extended. As a last resort, we can buy them from the engineering company "Morris & Ritchie". Clay believes there is a need to hire someone on a part-time basis to deal with all of these issues and to clean up WW. Clay asked if the WW Board would support him on this when he goes into budget.

WW more restrictive Covenants are not currently being enforced by LLA. Jim indicated that WW has been trying to work with LLA for months regarding enforcement, but to no avail. At a meeting with LLA several months ago, it was suggested by the LLA attorney that an "assignment of responsibility" document could be developed, which would allow LLA to enforce WW's more stringent covenants. Jim indicated that we also need to establish a set of rules on how WW and LLA would operate together with respect to enforcement. Clay said, as of September 1, he would speak to the LLA attorney regarding the development of the document, and get back to WW.

Vandalism has occurred within the community and residents asked what can be done. Clay indicated that Security personnel has scheduled runs throughout all of Lake Linganore, including WW. He suggested homeowners not only call the LLA Office/Security to report any acts of vandalism, but also the Frederick County Sheriff's office. Clay said that offenders have been caught and persecuted. Gail suggested we have a crime prevention person come to our next meeting to discuss the subject of vandalism. She'll help in making arrangements, and may possibly set up a crime watch for the neighborhood.

Renting Rooms within private residences was raised. A resident reported that a neighbor was renting a room in their home and asked if this was permitted. He indicated that the room was advertised for rent and a "for rent" sign was placed in the front yard. Clay responded that it was an LLA Covenant violation and a difficult violation to correct, particularly if the homeowner renting a room is a blood relative. As part of enforcing this Covenant, Clay indicated they now only issue pool passes to blood relatives who are renting rooms. Clay said any such violations should be reported to the LLA office. Clay indicated that this is a clear violation of the Covenants and they will take action on this particular WW rental issue.

Jim thanked Clay for attending the meeting and addressing residents' concerns.

Monthly Reports/Status Updates

Action Items	Comments/Resolution
1. Treasurer	Sonja: --received a bill for \$201.99 from LLA for gas mantels. Stan moved to pay the amount submitted by LLA. Gail seconded. All approved. --reported that taxes have been filed for 2006 by Accountant Carol Greenwood. --received a contract in the amount of \$800 for Carol Greenwood, to prepare the compilation for WW for 2006. Gail motioned we pay the amount submitted. Stan seconded. All approved.
2. Village Chair	Anyone interested in volunteering for this position may contact a member of the Board.
3. Landscaping Committee	No report provided
4. ECC Committee	No report provided
5. Parcel Transfers to LLA	No report provided
6. Developer Status	No report provided

Old Business

Action Items	Comments/Resolution
1. LLA/WW Administrative Items	No report provided
2. Insurance Policy	Jim reported the new policy for WW became effective 7/1/07. The policy will be provided the Treasurer for filing in the official records with the billing information.
3. Developer Punch List	No report provided.
4. Capital Improvement Project Ideas	2 nd Entrance Signage: Matt submitted a proposal in the amount of \$20,139 (plus permit fees, and engineering fee if required by the County) from Sign Solutions to install two entrance monument signs constructed with Lucera Hillstone Cultured Stone and stucco finish, ½" thick cast dark anodized aluminum lettering, and one 100-watt halide light fixture

Action Items	Comments/Resolution
	for each sign (Jim checked with Clay to see if LLA would provide the electrical hook-up and he indicated they would). Stan moved we approve spending \$21,000 for the installation of the 2 nd entrance signs, and releasing \$10,500 to begin the work and paying the balance at completion. Gail seconded. All approved. It was suggested that the Board review the final contract prior to signing, and to include within the contract the warranty period and coverage. It was also suggested that the Board look into getting cages for the two lights, which may help to prevent vandalism.
5. WestWinds Survey	Jim reported that over 130 residents responded to the recent survey. Some very constructive suggestions/comments were received. A number of residents indicated their interest in serving on the Board, ECC, Committees, and to assist with the holiday event. Karen announced that anyone who has not responded to the survey to do so, as we are still tallying the information.

6. Hughes Judgment Jim indicated that this is a judgment against WW Village, Inc. for \$3,500. Stan explained that Mr. Hughes wrote a check directly to Millennium as compliance deposit for a home he was building in WW. Stan and Brian went to Court in response to the lawsuit filed by Mr. Hughes. Jim said Brian recently came to his house to inform him of the lawsuit and that Mr. Hughes got a judgment against the WWHOA by default; Brian indicated he submitted a document to the Court to vacate the judgment. WW BOD needs to follow up with the Court, and Jim asked Stan to continue involvement and find out from the Court what WWHOA needs to do and report back to the Board.

Reminders:

Walking or children playing on golf paths is not permitted. It is not safe, and is a Covenant violation. The golf course is private property.

Pets must be on a leash when outside their yard. Please respect Frederick County's leash law. Please pick up your pet's waste.

Mailbox/number/post upkeep is the responsibility of homeowners. Please assure complete numbers (brass required) are complete/legible, and boxes are in good condition.

Garage doors are to be kept closed when not in use. Opened doors are a Covenant violation.

Yard and home maintenance is the responsibility of each homeowner. Please keep your grass cut, shrubs trimmed, and flower beds weeded and mulched and your home/garage trim, doors, shutters painted and repaired. It affects your home value and neighborhood appearance.

Play equipment and portable basketball hoops are to be put away at night or when not in use.

The meeting adjourned at 9:30 pm.

Next WW HOA Meeting: September 19th in the golf pavilion. We hope to see you there! Feel free to contact any Board member with questions or concerns. Your input is appreciated and welcome.

To receive a copy of the HOA minutes via email, please contact Peg McGreevy (301.865.4987 or mmmcmcgreevy@leggmason.com)