

February 2019

# MVF Executive Vice President's Report

## 1. General

- A. Health of County Report and Zip Code Ranking Project** – Staff attended a County Council briefing during which the county's Health Officer, Dr. Travis Gayles, summarized the outcomes of two studies that have relevance to Montgomery Village residents. The first study, "Health in Montgomery County 2008-2016," indicates that health outcomes in the county are better than state and national averages, but there are several health conditions showing trends and disparities by race, ethnicity, age, sex and geographic area that warrant special attention. Some concerning trends include increases in sexually transmitted infections, tuberculosis rates, substance abuse, including opioids, and utilization of emergency rooms for the management of chronic diseases such as diabetes. The Zip Code Ranking Project provides a report on health outcomes based on data from 2014-2016. The goal of the study was to see how health and longevity is impacted for residents living in zip codes in the county. Dr. Gayles noted that due to the county's geographic size and diverse population, there can be substantial variation in health factors and outcomes as demonstrated by the zip code research. Montgomery Village zip code of 20886 ranked overall 25 out of 36. 20886 ranked low in the following subdomains of the study, including health behaviors and physical environment. Dr. Gayle hopes to use the zip code study to further target resources to improve health "hot spots." Both reports can be seen on the Montgomery County Department of Health and Human Services website at [www.montgomerycountymd.gov/HHS](http://www.montgomerycountymd.gov/HHS).
- B. Goshen Road South** – The County Executive recommended no changes for this project this year in the CIP. \$300,000 dollars is allocated in 2020 to review the scope of the project. Over \$100M was removed from this project last year to support other CIP projects, namely schools. It is interesting to note that the County Executive reduced Transportation CIP in the amended CIP. According to a council staff memo: "Transportation is the only sector that took a major reduction: it would go down by about \$129.9 million (-11.4%). The largest reduction is due to the Executive's proposal to delete the Montrose Parkway East project (about \$86.7 million in the six-year period, about \$127.4 million if FY25 were included). Other reductions are due to the deferral of the Dorsey Mill Road Bridge, Bradley Boulevard Improvements, Forest Glen Passageway, White Flint Metro Station North Entrance, and Seven Locks Bikeway and Safety Improvements projects, and scope reductions in the Bicycle-Pedestrian Priority Areas and Sidewalk and Curb Replacement projects."
- C. Status of - P3 I-495 and I-270 Congestion Relief Study** – This spring there will be opportunities for resident input on the state's initiative to improve congestion on major sections of I-495 & I-270. Public-Private Partnership (P3) Program will include improvements for over 70 miles of interstate in Maryland, including: I-495 (Capital Beltway) from south of the American Legion Bridge over the Potomac River to west of MD 5 and I-270 (Dwight D. Eisenhower Memorial Highway) from I-495 to I-70, including the east and west I-270 spurs. The I-495 & I-270 Managed Lanes Study is the first element in the P3 Program. [Environmental Impact Statement \(EIS\)](#) will include a review of existing and future traffic, roadway, and environmental conditions to identify alternatives and assess potential impacts. The study limits for this first project will extend along I-495 from south of the American Legion Bridge to west of MD 5 and along I-270 from I-495 to I-370, including the east and west I-270 spurs. The second element of the P3 Program will extend along I-270 from I-370 north to I-70.
- D. Development Update** – The Village Center plan had to go back to the Planning Board on February 14 to get an extension to their previous approvals. They are working with the Department of Permitting Services to get final approval for their storm water management plans. ARC is still hopeful that they will begin construction by the end of March.

## 2. Architectural Standards

### A. Architectural Application Review (January 1 – January 31, 2019)

Submitted architectural modifications reviewed In-House with Design Consultant: **95 Items**

Architectural violations reviewed In-House with Design Consultant: **112 Items**

Submitted architectural modifications reviewed by ARB: **0 Items**

Architectural violations reviewed by ARB: **0 Items**

Appeals considered by ARB: **0 Items**

Application Completion Inspections: **86 Items**

**TOTAL: 293 Items**

### B. Architectural Compliance:

#### 1. Statistics:

The following statistics reflect the results of various *follow-up inspections and drive-through inspections* in Montgomery Village's residential communities by the Architectural Standards Compliance team as of **January 31, 2019**. *These statistics reflect **the number of properties** inspected by the AS Compliance Specialists. **The average number of violations noted and pursued on each property inspected is three or more.***

SmartWebs Enforcement		2019		2018	
		YTD	MTD	YTD	MTD
a)	Total Scheduled Inspections	139	139	130	130
b)	New Violations	87	87	174	174
c)	Cases Closed	102	102	21	21
d)	Running Violations (Correct by Resale)	0	0	0	0
e)	Executive Committee Appeals	0	0	0	0
f)	Suspended Membership Privileges	0	0	0	0
g)	Lawsuits filed	0	0	0	0
h)	Complaints filed at CCOC	0	0	0	0
i)	Resale Certificates	21	21	17	17

\* All new cases are being pursued in SmartWebs – The Jenark system is being used for research purposes.

#### 2. 2019 Scheduled Community Inspections:

**Patton Ridge Homes Corporation – 3 subdivisions (337 properties)**

**Whetstone Homes Corporation – 2 subdivisions (192 properties)**

**Poplar Springs Homes Corporation – 18 properties**

**Eastgate Homes Corporation – 7 subdivisions (443 properties)**

**Middle Village Homes Corporation – 2 subdivisions (528 properties)**

**Horizon Run Homes Corporation – 1 subdivision (154 properties)**

**East Village Homes Corporation – 13 subdivision (1389 properties)**

**[Total properties to be inspected = 3,061]**

#### 3. Inspections and Violations Processed as of January 31, 2019:

**Whetstone (Christine Sharp)**

- **Lakeside (138 Single Family Homes)** – 108 properties have been inspected and processed in SmartWebs. 30 properties remain to be inspected and will begin in February 2019.
- **The Courts (105 Zero-Lot Line homes)** – Inspections will begin in March 2019.

*\*The Ridges, Goshenside & part of Lakeside (258 properties) were inspected and processed from July 2018 to November 2018.*

**Patton Ridge (Dee Wirth & Claudia Olmedo as of Nov 2018)**

- **Partridge Place I (136 Townhomes)** – 95 properties have been inspected and processed in SmartWebs as of January 2019. 41 properties remain to be inspected in SmartWebs and will begin in February 2019.
- **Arrowhead (96 Townhomes)** – Inspections will begin in February 2019.

*\*Fairidge, Fairway Islands, Highfield & Partridge Place II inspections (734 properties) were inspected and processed from January 2018 to November 2018.*

**C. Architectural Standards Fees (MVF Revenue) through January 31, 2019:**

Total AS Department Revenue		2019		2018	
		YTD	MTD	YTD	MTD
a)	Violation Review Fees:	\$400	\$400	\$275	\$275
b)	Resale Disclosure Fees:	\$2,792	\$2,792	\$2,953.24	\$2,953.24

**D. Architectural Standards Committee Meetings:**

- Architectural Review Board (ARB):** The ARB did not meet in January 2019, due to lack of agenda items.
- Commercial Architectural Review Committee (CARC):** The CARC was not scheduled to meet in January 2019.

**3. Communications**

**A. Events and Sponsorship**

**MVF Candidates' Forum** – was held on the snow date, Thursday, Jan. 31. Three of the four candidates were present; however, there was minimal resident participation. Staff will be reviewing this process with the Election Committee and working on alternatives for the 2020 MVF Election.

**Home Show** – staff is recruiting table vendors and advertisers for this annual event scheduled for Saturday, March 23. To date, 15 vendors have signed on for a total of \$7,332 in revenue for the show.

**B. Village News**

The *Village News* was delivered on February 8 with the Summer Camp Guide and a special MVF Election pull-out. Regular online updates continue to be made and analytics are now in place on this portion of the site.

Staff continues to perform random spot checks of delivery routes to insure that deliveries are being made according to carrier guidelines, including delivery to the doorstep of most homes (not driveway delivery). Open routes are being filled with reliable substitute carriers.

**C. Committees**

**Communications Committee** – met on February 6 and discussed social media trends and the addition of an email subscription to the online *Village News* articles.

**Nominating Committee** – met on February 12 to review applications for the 2019 Student Representative position. Candidates were forwarded to the Board to interview for the 2019 position.

D. **Technology**

**Website** – Staff is working with our web developer to research and implement functionality for residents to subscribe to news updates via email, making “electronic delivery” of the *Village News* as easy as the physical paper delivery. Other administrative enhancements continue to be made to the website.

E. **Online**

**montgomeryvillage.com – January:**

monthly hits: **26,770**

mobile sessions: **2,729**

most visited pages: jobs & volunteer opportunities; employment application; assessment fees; pay fees online; recreation classes & programs; community center rentals

**mvnews.online – January:**

monthly hits: **3,118**

mobile sessions: **1,069**

**Twitter**

**590** followers (up from **581** in January)

Tweet Impressions: 11.9K (4.9% increase); 39 Mentions (178% increase)

Profile Visits: 430 (48.8% increase)

**Facebook**

**1,642** followers (up from **1,633** in January)

Post Engagement – 6,418 (177% increase)

Message Response Time – Maintain 2 hours or less, 100% rating

**Instagram**

**66** followers (up from 24 in December)

**Social Media** – engagement continues to grow, and staff is exploring ways to use live streaming features of both YouTube and Facebook. For certain circumstances, audio for these platforms presents some challenges, but potential solutions are on our radar. Adding weekly informational blog posts (mostly marketing related) to LinkedIn as a service to our business contacts.

F. **Advertising Revenue (through January 2019)**

January 2019 Billed:	\$ 4,094
January 2019 Budget:	\$ 6,417
January Collected:	\$ 2,622
January difference compared to budget:	\$ (2,323)
Year to Date Billed (2019):	\$ 4,094
Year to Date Budget (2019):	\$ 6,417
Year to Date Compared to Budget (2019):	\$ (2,323)
Year to Date Collected (2019):	\$ 2,622
2019 Billed vs 2018:	\$ (595)
2019 Collected vs. 2018:	\$ (8,978)

Google Ads placed on the *Village News* site continue to grow at a steady pace, as the analytics show that users are clicking on them. To date, we have clicks valuing \$17.80.

#### 4. Community Management

##### A. Homes Corporation and Condominium Updates:

Now that spring is approaching landscape crews will begin their process of spring clean-up and edging which will be followed by mulching beds.

Private Property Maintenance inspections will begin in March with Eastgate Homes Corporation.

<b>Christopher Court Land Association</b>	The parking policy was changed to reflect accurate procedures already in place. The policy is posted on the website. The January meeting was cancelled.
<b>Eastgate</b>	The board will be considering projects for 2019 at their March meeting. The board will also be considering changes to the parking policy.
<b>East Village</b>	The board will begin to consider projects for 2019 at their March meeting. The board discussed the possibility of added vehicle security patrol for the community but determined the service in place for one day a week was sufficient.
<b>Horizon Run</b>	There has been no quorum to hold a meeting since August of 2018. The next meeting is scheduled for February 25, 2019. The 2019 gutter cleaning contract was approved via email vote.
<b>Maryland Place</b>	There was no quorum at the January meeting. The next meeting is scheduled for March 20 <sup>th</sup> . A tree pruning project is currently underway. The board will be considering speed bumps at their March meeting.
<b>North Village</b>	The board will be considering proposals to replace the walk path lights as well as a tree pruning for 2019. The board will be finalizing the new contract for grounds maintenance beginning March, 2019.
<b>Park Place I</b>	The board approved the proposed draft budget for distribution and comment. The board will be considering pressure washing the buildings this spring.
<b>Park Place II</b>	The board approved dryer vent cleaning which will be scheduled for the fall of 2019. The board will be considering a proposal to replace rotted wood on one side of 9801.
<b>Patton Ridge</b>	The board approved a tree pruning project for 200 trees in the community. Continuing with the storm drain repairs in accordance with the VIKA study, the board authorized the repair of up to five storm drains for 2019. A revised parking policy was discussed and approved. All policies can be reviewed on the web site.
<b>South Village</b>	J&J Trash services began working in the community in January. The annual meeting notice was mailed to the membership but a quorum was not obtained by the deadline to return the ballots. The board is continuing to work to reduce trash left in common areas as well as parking problems within the community.
<b>Stedwick</b>	The board will be considering proposals for companies to service the pet waste stations that were installed by Montgomery County, tree pruning in Clusters II and Frenchton Place as well as proposals to repair the inlet drain at the entrance of Clusters II. Reserve study field work began the week of February 18 <sup>th</sup> .
<b>Thomas Choice Condominium</b>	The board approved a contract to have the gutters cleaned. They will be working on reviewing proposals for projects this spring. During the deep freeze in February there was an underground water main break which was repaired under emergency service to the Community.

<b>Whetstone</b>	The board approved a revision to the Parking and General Vehicular Rules as well as revisions to the Tow Policy. The engineer working on the construction of the dock is preparing to apply for permits to re-build the dock.
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## 5. Finance and Administration

### A. Delinquent Units and Court Cases

Delinquent Units	2019	2018	Court Cases	2019	2018
January	1,686	1,696	January	43	47

- B. **Interest** in the amount of **\$4,179.83** was billed to overdue accounts in the month of January 2019, in accordance with the Collection Policy.
- C. **Settlements: 29** new homeowners were processed between January 1, 2019 and January 31, 2019. Of those, **29** were homes corporations and **0** were condos.
- D. **Transfer Fees: \$2,175.00** was collected from January 1, 2019 and January 31, 2019.
- E. **Administrative Fees** in the amount of **\$35,675.00** was billed to overdue accounts in the month of January 2019, in accordance with the Collection Policy.
- F. **Lawsuit Judgments Paid & Satisfied**  
January 2019 - 7 Judgments

## 6. Recreation, Parks and Culture

### Projects:

- A. Bids for the **North Creek Community Center pool and bathhouse renovation project** are due back March 1.
- B. Requests for proposals for a **conference PA system at North Creek Community Center** were sent out and bids have been received. Review and action by the MVF board on the bid proposals will take place at the February board meeting.
- C. Requests for proposals to replace the **North Creek Community Center tennis court light fixtures with LED fixtures** were sent out and bids have been received. Review and action by the MVF board on the bid proposals will take place at the February board meeting.
- D. Designs are being reviewed for the **2019 spring/summer flower order**.
- E. Request for proposals to fix **drainage issues on MVF property** were sent out and bids have been received. Review and action by the MVF board on the bid proposals will take place at the February board meeting.
- F. Bids for the **replacement of the playground at William Hurley Park** were reviewed by Recreation Committee on February 4. The recommended design will be presented to the board of directors on February 28.
- G. Bids for the **door replacement project at Lake Marion Community Center** were due on February 12. Information on this project will be presented at the February 28 meeting.
- H. Information on the **repurposing of an MVF owned tennis court** to a futsal/soccer mini-pitch was presented the Recreation Committee on February 4. An information item on this project will be presented at the February board meeting.

- I. The first meeting for resident input on the **replacement of Clubside Playground** was held February 5. No residents were in attendance.
- J. Requests for proposals for **replastering the white coat at Hurley Park Pool** were sent out and bids have been received. Review and action by the MVF board on the bid proposals will take place at the February 28 board meeting.

**Programs:**

- A. **Seniors in Action** has 87 members for the winter session.
- B. **Whetstone Afterschool Club** has 32 registered for the 2019 year.
- C. The **11<sup>th</sup> Annual Daddy-Daughter Dance**, on Friday, February 8<sup>th</sup>, had a total of 82 registrants with a waitlist of 6.
- D. The **First Annual Mother-Son Dance**, held on Saturday, February 9<sup>th</sup>, had a total of 59 registrants
- E. **Wine and Paint**, held on Feb 2<sup>nd</sup>, had a total of 14 participants, compared to the 19 people in attendance at the prior Wine and Paint in November.
- F. **Tiny Tot Playtime** has 9 children registered for the session.
- G. **Indoor flea market** has 47 tables sold as of 2/13/19. This time last year we only had 38 tables sold.
- H. **Summer Camp/Summer Club registration** opened on February 8. Currently, there are a total of 46 registrations. North Creek Summer Club = 29, Lake Marion = 10, Tiny Feet = 3, Specialty Camps = 4.
- I. At the Monday, February 4<sup>th</sup> Recreation Committee meeting the committee discussed the **themes for July 4<sup>th</sup> 2019**. After much deliberation the committee voted unanimously on the theme of: Go 4 the Red, White and Blue.
- J. **Winter 2019 participation** in User Fee classes/programs increased by 6% as compared with winter 2018. New programs include the Mother/Son Dance and Boot Camp Ready fitness class. Ongoing classes/programs that reflect increased registration include Basketball Express, Bingo Night, Taekwondo, Tiny Tot Playtime and Gentle Yoga.
- K. The schedule for **Summers at South Valley Park** has been set. With a new structure, there will be four Signature Series concerts and four Community Series concerts followed by a season ending Outdoor Family Movie Night.
- L. **Family Bingo** had over 100 residents in attendance this year which is an increase from 85 residents last year. There were over 15 businesses that donated to Family Bingo Night.
- M. **Stedwick Afterschool Club** currently has 13 children registered for the program. Staff will be attending the Bedtime Stories event at Stedwick Elementary School on March 1.

- N. **Montgomery Village Tennis**, instructed by John Raaf has 10 registrants in Future Stars Class (Ages 8-12), Little Champs (ages 5-7) has 8 registrants and the adult class has 6 participants.
- O. **Montgomery Village basketball** has one more week left. February 23 will be the last week for games. Both the Thunder (1<sup>st</sup> grade) and the Wolverines (2<sup>nd</sup> grade) have really enjoyed the season.
- P. **Montgomery Village T-ball** will start March 13 and currently has 14 players registered.
- Q. **Coffee with a Cop** is in the process of having the date finalized with Officer Jones for the spring event.
- R. **Lifeguard Class registration** is open. Currently we have 8 participants registered.
- S. **Thursday night Pickleball** has an average of 4-6 participants.

**Personnel:**

1. A **Program Manager** has been selected and is scheduled to start on Monday, March 4<sup>th</sup>.
2. The hiring of the **Assistant Facility and Aquatics Manager** is ongoing. We hope to select a candidate by the end of February.
3. The **Aquatics division advertised summer positions** during the lunch time visits at five high schools and participated in the Gaithersburg High School Job Fair. As of today, we are scheduled to attend an additional 7 lunch time high school visits and a Job Fair at Clarksburg High School.
4. 13 pool operators, 33 lifeguards and 10 desk attendants have re-applied for the “**full time**” **summer positions**.