

Seneca Forest Community Association

Community Newsletter Spring 2022

Seneca Forest Community Association, Germantown, Maryland



HOA BOARD MEMBERS NEEDED

The Seneca Forest Board of Directors is to be comprised of five (5) homeowners from within the community. Due to several members recently leaving the Board, there are currently only three (3) members. This makes it difficult to always obtain a quorum as each of the three (3) Board members need to be present in order to conduct business.

We are seeking new members to join the Board.

An HOA Board is one of the most basic forms of government, without all the red tape and 'politics'. Board members have a direct impact on the appearance of the community as well as the rules and the HOA budget. Although related experience is nice, none is mandatory. The only requirements are that you are an owner within Seneca Forest and do not have any outstanding maintenance violations or have a balance due to the HOA.

You should also care about the financial health and appearance of the community and seek the best for the community in general.

As for the time commitment required of Board members, each member decides for themselves, with a minimum expectation of about an hour and a half each month for the Board meetings. The Board currently meets by Zoom videoconference so you can join in remotely (provided you have an internet connection).

Terms of office are three years each but if things change with your schedule or ownership of your home, you are certainly able to resign prior to the expiration of your term of office.

The 2022 Annual Meeting will take place in April or May. At that time, owners can be elected to the Board. In the interim, interested owners may seek an APPOINTMENT to the Board, if interested in serving right away. They would then just need to seek election at the Annual Meeting.

PLEASE, if you are interested, contact Alan Siefert, the community manager by email at ASiefert@tmginc.com.

Seneca Forest HOA Board of Directors Meetings



Your Board of Directors typically meets on the **3rd Wednesday** of the month at 7:00 p.m. (Except the November & December meetings, which are usually combined to a single meeting in early December).

Due to ongoing COVID concerns, meetings are held by videoconference.

Architectural & Maintenance Compliance Inspections

In Spring 2022, in conjunction with the HOA Board, the TMGA management team will conduct an Annual Inspection of the homes within the community for both architectural and maintenance violations. Our last full community inspection was in Spring of 2021 and resulted in the issuance of about 200 notices to owners.

Each homeowner in Seneca Forest has the obligation to make architectural and property changes according to the guidelines outlined in the Architectural Change manual. Homeowners are further required to maintain their property in compliance with the Use Restrictions in the Seneca Forest Governing Documents.

The Board and management team would like to encourage all homeowners to review the Architectural Change Guidelines and Homeowner Covenants and conduct their own inspection of their property. The Board's intention is to have homeowners identify and fix any violations on their own in advance of the community wide inspection. Visit www.tmgainc.com; Click My Community, Enter & Select Seneca Forest, then Click Documents to view the architectural guidelines. You may also find this information on the community's own website: www.sfcahomeowners.org Also, note that the covenants are in the Seneca Forest Community Association resale package each homeowner should have received from the previous owner or builder at purchase and/or settlement.

Major violations that will be reviewed include but are not limited to:

- Lack of maintenance on homes: missing shutters, dirty siding, rotting woodwork, garage doors
- Lack of front landscape bed care: replacement of dead or missing trees and bushes, weeding
- Garbage cans and recycle bins stored in public view
- Use of non-approved fencing style and material; color/style of storm doors
- Architectural changes made without approval by the ACC
- Painting needed on exterior trim, including the rake trim that runs above neighboring rooflines. All trim must be WHITE or McCormick Paint's WHEAT #108.

HOA Annual Meeting

The Association's Annual Meeting & Elections is held in the spring of each year. A mailing will be sent to all owners with the exact date and other details.

2022 Meeting Schedule



The 2022 meeting schedule is as follows:

March 16	April 20	May 18	June 15
July 20	August 17	September 21	
October 19	November/December combined		TBD

If you plan to attend a meeting, please contact TMGA to confirm the date and time of the meeting.

Dates are also posted in the community entrance signs and on the websites. Meetings are sometimes required to be rescheduled or cancelled due to weather or a lack of quorum.



Every meeting is a chance to get involved, meet your neighbors, and learn about what is going on in the community.

These (quarterly) Newsletters are sent to owners ONLY in this electronic format, by email. If you find that a neighbor/friend in the community is NOT receiving them, it is due to the fact that we do not have their current email address. Please encourage them to PLEASE CALL (301-948-6666 x 668) OR SEND AN EMAIL (to DDavis@tmgainc.com)

Montgomery County 311 Information & Service Request Line



Did you know that Montgomery County has streamlined their information and request line?

The only number you need to make information inquiries and place County service requests is (240) 777- 0311.

Just call to ask questions or place a service request regarding county services such as: replacement of recycling bins, reporting exposed cable lines and a multitude of other County services.

If you want to review available County services or make requests online visit:

www.montgomerycountymd.gov

Thinking of Selling Your Home?



If you are planning to sell your home, please remember that you are responsible for providing the purchaser with a copy of the legal documents for the Seneca Forest Community Association.

As the Seller of the home, you or your agent are required by Maryland State Law to provide the prospective buyer with a “resale package” at least five days prior to settlement so they may review the Association governing documents.

The Buyer must sign at the settlement table that they have read and will abide by the governing documents.

Resale packages can be **purchased online** from the management office by visiting www.tmgainc.com. Select “**Resident Services**”; Select “**Order a Resale Package**.”



Tired of Writing Checks?

If so, take advantage of TMGA’s FREE direct debit offer. Have your HOA assessment payment taken directly out of your bank account on a monthly basis.

To sign up for Direct Debit please visit the TMGA website at www.tmgainc.com. Select “**Pay Assessment**”; Select “**Direct Debit**” & follow the online directions.

Security & Safety Tips



Theft and Burglary protection

- Do not leave vehicles running. This is not only a violation of the Maryland Transportation Code, but most stolen vehicles are often later used to commit a crime.
- Install quality locks on exterior doors.
- Never leave a house key under a mat, in a mailbox, under a flower pot, etc.
- Keep garage doors closed and locked.
- Report suspicious activity to (301) 279-8000.
- Invest in & use a home surveillance system.
- Ask for ID from delivery persons.

- When disposing of boxes, remove information about the make, model, and serial number of the item from the box and save this information for your records. Also flatten & bundle the cardboard for recycling.
- While shopping, stay alert and be aware of what is going on around you, park in well-lit spaces, lock doors, hide shopping bags/gifts in the trunk; avoid carrying large amounts of cash, be careful with purses/wallets, and do not overburden yourself with packages.

While You Are Away on Vacation



You will most likely be doing some traveling this summer. Taking some simple steps into consideration prior to your departure could play a major role in preventing a break-in or other security problems during your time away.

- ◆ Make arrangements for mail and newspaper delivery.
- ◆ Set timers for lights to give that "at home" impression.
- ◆ Notify your security service.
- ◆ Leave emergency contact information, or even a spare key, with a neighbor or friend.

Making appropriate arrangements for your home will give you additional peace of mind on your vacation!

Reporting Association Lights



Association Lights: – The street lights within the community are owned and operated by the Association.

Please report Association lights that are damaged, cycling or out by emailing tmgainc@tmgainc.com or by calling the management office at 301-948-6666.

Ask for the assistant for Seneca Forest. Please reference an exact address and street name when calling in your request.

Montgomery County Pet Laws

At Large: Any dog or cat is at large if it is outside the owner's premises and not leashed. The Association common areas are not the owner's premises. **Penalty for Violation: \$100 for first offense, \$500 for each subsequent violation.**



Animal Defecation: Montgomery County Code, Sec.5-203(a) (2): An owner must not allow an animal to damage or defecate on property outside of the owner's property. An animal may defecate ... if the owner immediately removes and disposes of the feces by a sanitary method approved by the Director (Animal Services Division, Department of Police). Feces may be picked up in a plastic bag. If this bag is placed inside another plastic bag, it may be put out for disposal in your normal household trash. **Penalty for Violation - \$100**

Animal Noise: (Montgomery County Code, Sec. 5-203(a) (6): An owner must not allow an animal to cause noise that is loud enough and persistent enough to disturb another person's quiet enjoyment. **Penalty for Violation - \$100**

- Call (301) 279-8000 Police Non-emergency to report an animal bite or a violation of animal control laws.
- Call (240) 773-5925 to speak with Animal Control Inspector.
- Visit MC Animal Services for more info: <https://www.montgomerycountymd.gov/animal/services/>



Recycle Scrap Metal Recycling Call Ahead

Montgomery County will collect certain types of scrap metal from the curb on Tuesday mornings if you call 240-777-0311 by 11:59 a.m. on Monday, or fill out the online form at:

www.montgomerycountymd.gov/scrapmetal

Items include: Washers and Dryers, Refrigerators (*doors must be removed*), Bikes, Sewing Machines, Grills, and Other Large Metal Items, Swing Sets (*disassembled*), Lawn Mowers

(*no riding mowers, drain the oil and gas, remove batteries – you can take oil and batteries to the Shady Grove Transfer Station. Visit www.mcrecycles.org then click on Facilities for Transfer Station hours.*)

NO Automotive Parts will be accepted at the curb!



Trash & Recycling Schedule

Trash: Monday & Thursday mornings
County Recycling: Tuesday

PLEASE...

- place trash and recycling out NO EARLIER than sunset the evening before the scheduled pick up
- put trash in securely tied bags or inside a trash can
- remove cans and recycling bins promptly after collection takes place
- landscape debris will NOT be collected if placed in plastic bags

Trash: J&J, Inc. (301) 360-5515

Recycling: Mont. County www.mcrecycles.org

Remember, BULK TRASH is collected FREE as part of the HOA dues but it is ONLY on the first THURSDAY of each month. No remodeling debris or metal please. See article to the left regarding these items.

Planning an Exterior Change?



Remember, any changes to the exterior of your home need to be approved ***in advance*** by the Architectural Review Committee. This includes (but is not limited to) changes to the color of your home, siding or window replacement, and major landscaping projects.

For your convenience, an Architectural Change Request Form can be requested by calling TMGA at (301) 948-6666 or it can be downloaded directly from the TMGA website at www.tmgainc.com.

Click: [My Community](#)

Enter & Select: [Seneca Forest](#)

Click: [ACC Information](#)

Seneca Forest Community Association is managed by
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