Walnut Creek Homeowners Association

Board of Directors Meeting October 9, 2023

Strawberry Knoll Elementary School

Minutes

The meeting was convened at 7:11 PM.

Clyde Lutter, Gordon Umbarger, Dave Nocket, Dave Goldstein members of the Board; Mike Coburn, Community Manager were present.

Minutes from the August 14, 2023 meeting of the Board of Directors were approved.

Mike Coburn reported the assets of the Association as of 9/30/23 were $511,547.70. It was reported that the Association’s assets vary from month to month depending on current bills.

Manager’s Report

* Striping was completed on both parking lots in the community. The Board commented on a great job.
* Mike reported that he still did not have landscaping proposals from Pak Landscaping for both remedial work and for next years maintenance. He said that besides Pak he would be seeking proposals from other companies.
* Mike reported that the owner of 9134 Centerway had re-submit the drawing in accordance with the Board’s requirements for the re-building of the deck on the front of his home and it was approved.
* Mike reported that he had been in contact with the homeowner of 18940 Glendower after having sent him a letter notifying that the shed built on his lot was not in compliance with Architectural Guidelines. The owner is talking to his contractor about moving the shed so that it is not visible form the roads.
* Mike informed the Board of the completion by November 15th of the semi-annual architectural inspections.
* The Board asked Mike to draft a tow warning letter for violations of the parking rules.
* An extensive discussion was entertained by the Board regarding the Association’s ability to fine homeowners who do not comply to notices of violations of Architectural Guidelines. Amendment VII of the By-Laws gives the Board the authority under specific general violations to fine scheduled amounts. Contained in that amendment, adopted in 1997, is a provision to increase the fine amounts by 5% per year. There have been no increases. **The Board of Directors approved an increase of 5% on the scheduled fines identified in Amendment VII of the By-LAWS.**
* **The Board of Directors approved a contract with S & P Tree Care in the amount of $6,100 for tree removal.**
* **The Board of Directors approved an application for deck replacement at 18937 Glendower Road.**
* The Board tabled a full discussion of updating the Architectural Guidelines and committed to a full discussion at the November meeting.

The meeting adjourned at 8:29 PM.

**These minutes were prepared by Mike Coburn for approval by the Board of Directors**