

Minutes of the December 17, 2012 Meeting  
Strawberry Knoll Elementary School

**Board members present:** Patrice Johnson, Tom O'Brien, and Steve Schuyler

**Home owners present:**

Serouj Badalian of 9148 Centerway Road  
Barbara Faverty of 9070 Centerway Road (Tenant)  
Diana Faverty of 9070 Centerway Road (Tenant)

The meeting was called to order at 7:05 p.m. by Tom O'Brien, Vice President. The minutes of the November 26<sup>th</sup> monthly meeting were reviewed, and with two typographical corrections on Page 2, were approved as presented.

**Members Time:**

An attendee from the townhouse area observed that the WCHOA Monthly Meeting notification sign had not been posted near their residence. Tom O'Brien explained that one sign had been vandalized and was in process of being replaced, and replacement stakes had also been ordered for the remaining signs due to deterioration.

Townhouse owners expressed concern that the recent parking lot repainting did not include repainting of the three-digit space designation numbers on the curbs, and although those numbers were repainted on the pavement, their visibility is likely to be quickly obscured by abrasion from car tires and the effects of rain and snow. The sense of the Board is in general agreement on the issue, but given the anticipated weather conditions, any further painting activity will have to wait until next spring. This, together with a suggestion to paint bright yellow diagonal striping on Visitor Spaces, will be a decision for the incoming 2013 WCHOA Board

Serouj Badalian suggested we consider placing No Parking signs in front of the fire lines (freshly repainted yellow curb areas). Tom O'Brien agreed to pursue information about obtaining appropriate signage and will report back to the Board at the next meeting.

Townhouse tenants on the upper parking lot (90XX Centerway) would like another street light on the right (Northwest) side of the parking lot due to lack of reasonable illumination on their side. This item was tabled to await David King's investigation of parking lot lighting alternatives, which were deferred due to David's absence from this evening's meeting.

Attendees were also interested in the Board's plans regarding changes in the management of townhouse parking, and what, if any, effect those changes might have on WCHOA townhouse assessments for 2013. Patrice explained that the current estimated cost for Allied Realty (our property management agent) would be \$4500 for the first year, and approximately \$2400 per year for successive years. This amount would probably require an increase in the townhouse dues, and therefore would be an item requiring voter's approval at the WCHOA 2013 February Annual Meeting. [A cheaper alternative is possible if someone will come forward from the townhouse community to handle the administrative information gathering, tag/decal assignments and distribution, and notification (to Allied) of violations.] Patrice will ask Hank Jacob of Allied Realty to prepare a draft write-up of the alternatives for townhouse owners to consider. Steve agreed to review the draft and coordinate Board approval (by phone), and to handle copying and mail distribution to townhouse owners in early January.

### **Architectural Report:**

Steve reported a memo had been received from the homeowner at 9156 Centerway Road concerning a neighbor's tree next to her front yard, and several trees on common ground behind her back yard. Steve once again examined the large tree at 9158 Centerway, and finds no evidence of ill health, termite or carpenter "ant holes," and no significant "hollow" area on the tree which is likely to cause imminent collapse of any large limbs or branches. The trees behind the property were reviewed and trimmed as necessary in 2012 after a common ground "walkthrough" in coordination with Paklawn Landscaping, our WCHOA maintenance contractor. Steve will prepare a reply of his findings, and remind the homeowner at 9156 that she has the option of trimming any branches which are hanging over her property line.

Steve reported no new architectural requests had been submitted this past month.

Steve reported a flyer had been received from Community Inspection Services offering to perform full architectural services on behalf of the Board. The Board is not interested in pursuing this at this time.

Steve reviewed the final letter sent to the homeowners at 18904 Glendower Road discussed in the November meeting. Notification was made both by Certified Mail and hand delivery (by Steve and Tom O'Brien) to their door.

### **Financial Report:**

Patrice reported that the finalization of the 2013 Budget was nearly complete. The Parking Reserve and possible Parking Management Fee line items will be consolidated, and one further entry may be added to make a provision for the Contracting function, which would cover necessary competitive bidding and bid selection for unplanned actions

in excess of \$500 each. (This might include such items as sidewalk or curb repair, common ground lighting installations, severe storm damage clean-up, fencing repairs, etc.) This item had previously been handled by the Board, but due to lack of sufficient volunteers for the Board must now be provided by outside resources (i.e. Allied Realty).

Patrice reported that five delinquent homeowner accounts (under \$500 each) will be sent to WCHOA attorneys for follow-up action.

### **Old Business:**

The Board discussed the continuing absence of a Webmaster to update and maintain our Walnut Creek webpage. Tom O'Brien agreed to take the action to investigate other options to obtain necessary support services, together with the associated costs.

Steve reported that the Proposed Document of Understanding between Verizon FIOS and the WCHOA Board had been signed by both parties, and copies will be distributed. Unfortunately, Verizon has not yet developed a schedule as to when the infrastructure will be installed for any of our streets. It could be in the spring, or even later. As soon as they have made a decision, they will advise us so that we may alert the townhouse owners so the utilities can be placed underground (or under the parking lot). Single-family homes do not have this problem because utility easements for our properties already exist (next to the county's roads).

LED Lighting for the townhouse parking lots deferred until next month's meeting. Also, Steve was to call Serouj to remind him to provide an estimate to install a single-lighting Distribution Box for the parking area.

### **New Business:**

No items of new business were brought before the Board.

Meeting adjourned at 8:41 pm. The next WCHOA meeting to be held at the Strawberry Knoll Elementary School media room at 7:00 pm on January 28 , 2013.