

Walnut Creek Homeowner's Association, Inc.

P.O. Box 2283, Gaithersburg, MD 20866

www.walnutcreekhoamd.com

Email: walnutcreekhoamd@gmail.com

Minutes of the July 13, 2015 Meeting
Strawberry Knoll Elementary School

Board members present: Clyde Lutter, President, Elizabeth Lindahl, Vice President, Steve Schuyler, Architecture Chairman, Walt Kelley, Contracts Chairman, Keith Rush, Contracts Support, David Nocket, Architecture Support

Homeowners present: Nancy Holderman, Secretary, Dave Goldstein, Iraj Aryana, AmaFrimpong, and Tom O'Brien

The meeting was called to order at 7:03 p.m. Quorum was met.

Agenda Review:

Agenda modified to meet necessary board business

Meeting Minutes Review:

The minutes from the June 2015 meeting were reviewed and approved as written.

Members Time:

Nothing from WCHOA members present

Architectural Report:

With the assistance of Sally and Keith Rush, Steve Schuyler completed the walk through of the WCHOA homeowner community. Letters will be sent out in the next two weeks with attached photos.

Financial Report:

Financial report deferred to August meeting. Treasurer absent.

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Contracts Report:

9032 Centerway large, old, diseased, and mature maple tree is at the end of its life. Maintenance could be possible but at great expense to the association with near future removal required. Three quotes to remove, grind the stump, and remove the grindings were obtained. Several questions were raised by board members regarding the removal of the tree and stump grinding. Safety issues during removal are paramount with the tree extremely close and overhanging the townhouse at 9032 Centerway Road and Centerway Road itself. Board member will need to be present during removal. Additional concerns of the utilities in the area were also addressed. It was researched and determined the tree is not in the right-of-way therefore not requiring notification of Montgomery County regarding the tree removal. However, Walt will establish a scope of work to be done and present it to the tree removal company. The board voted to hire, Bartlett Tree Removal Company. (Three companies to choose from) The scope of work will include the requirement of Bartlett to obtain any and all county approvals along with any mandatory Miss Utility marking. A vote was taken to remove the tree (approved) and a vote to grind the stump was not approved. The stump will be holding the earth/dirt and assist in preventing erosion to the ground in the steep hill area.

The second tree for removal consideration is at the back of 18905 Linden house property and is on WCHOA common area. The tree is approximately 60 feet tall and has a gentle lean over into the rear side of the house and yard of the property. With a concern of leaning towards the house, a storm could cause additional issues. A vote was approved to take down the tree and combine removal of this tree with the removal of the dead tree on Glendower/Tulip Grove Road intersection common ground area for an additional quote after the removal of the 9032 Centerway tree.

Townhouse lamps were again nonoperational at the large parking lot. The electrical contractor, Muscatello Electric, determined again defective wiring a few feet away from the most recent electrical repair. The repair was made and most recently the light is out again. The board voted (5 yes/0 NO) for immediate repair to get the light back on since this is a safety issue. The board requested a quote to have the aging underground wiring replaced in both townhouse lots. These repairs will need to come out of the reserve fund for the townhouses.

Just after the most recent storm large tree branches at 9100-9078 Centerway Road came down blocking the townhouse entrances. Pak Lawn was contacted and within two hours they

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responded quickly and removed and disposed of the branches from the hardwood trees in the common area.

Dave Goldstein has been following up, at great effort, with the Fire Marshal's office to provide the office with the requested necessary documentation and 12 color copies of the area in order to determine the updated fire lane locations along with where the fire lane signs are to be located. This is a community safety issue. At the same time this needs to be established when coordinating the parking policy. Dave is still awaiting contact (after three weeks) from the Fire Marshal's office. He will be obtaining a location Plat of the area and physically take the documentation down to the office in the effort to expedite the process. In order to assist with getting the Townhouse community images Clyde will attempt to get color images under the PowerPoint program. Steve will attempt to obtain a plat drawing from Montgomery County office. A Pepco map could also be utilized. Walt, along with all board members, commended Dave Goldstein for all his efforts and work that has been done regarding the fire lane issues. Thank you very much Dave.

Old Business:

Townhouse Parking Policy

Elizabeth Lindahl presented to all board members and three attending townhouse members' copies of the revised parking policy copy from the **2007** By-Laws, regulations and guidelines for the townhouse parking policy along with a copy of the **2005** approved parking lot procedures document. These documents were reviewed by the board members along with the WCHOA townhouse members in attendance. A committee was formed, with the request for more volunteers, to review the documents and formulate a revised draft and will be meeting prior to the next board meeting of August 3, 2015. There was great discussion as to the issues of enforcement along with the discussion to have the current WCHOA management company to manage and maintain the parking policy for the community as they do for six other communities in Montgomery County. The elected board has the authority to make all decisions for the community in the best interest of the community which includes the parking policy. The parking policy committee will meet, revise the parking policy and present a draft to the management for their review. Once a draft has been voted and approved by the board the parking policy will be sent to the management company for implementation. A draft will be presented to all board members for their review and more discussion at the next board meeting on August 3, 2015 will take place. A recent document was presented in May to all townhouse owners and renters (in

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English and Spanish) with no response or attendance at the June WCHOA board meeting regarding the parking policy. Several requests were made for volunteers to come to the committee meeting. Elizabeth Lindahl presented her phone number and her email address so the three townhouse owners could solicit other townhouse owners and renter members of the community to participate.

Community Picnic:

Information deferred to August meeting.

New Business:

A vote was taken and approved to pay the lawyer for the work that was done on an account that could not be collected. It was under the advisement of the management company to write off the remaining outstanding uncollectable amount. A vote was approved to write off the uncollected debt.

Steve will be contacting Montgomery County Public Schools for the room rental agreement for the upcoming months. WCHOA board meetings will continue to be held the second Monday night of each month at 7:00pm.

WCHOA MEETING DATES: Strawberry Knoll Elementary School 7:00PM

August 3
September – TBA
October – TBA
November – TBA
December – TBA
January 2016- TBA
February 2016- TBA

Meeting Adjourned 8:58 pm

Next meeting: August 3