

Minutes of the July 22, 2013 Meeting Strawberry Knoll Elementary School

Board members present: Patrice Williams-Johnson, Clyde Lutter, Steve Schuyler, David King, Walter Kelley,

Homeowners present: Nancy Holderman, Barbara Faverty, Howard Benowitz, David Goldstein

The meeting was called to order at 7:01 p.m. Quorum was met.

Clyde Lutter reviewed the meeting agenda and noted that during Members' Time, members would be allowed 5 minutes each.

Next Meeting Date –August 19, 2013

Meeting Minutes Review:

The minutes from the June 24, 2013 meeting were reviewed.

Clyde Lutter agreed to contact Allied Management regarding the request for adding speed bumps on the streets in the WCHOA community and to obtain further information about what the next step would be.

After this discussion, the board voted to approve the minutes as revised. Nancy Holderman will make the necessary additions to the minutes and forward them to Diane Winters, webmaster, to be put on the Walnut Creek Homeowner's Association website.

Members' Time:

Issue:

Barbara Faverty requested information as to the current status of the parking lot road surface area around 9070 Centerway Road. After a water main break in the parking lot near 9070 Centerway, the pipe was fixed, but many depressions in the asphalt of the parking lot remain, especially in parking spaces 44 & 45. In addition, substantial flooding and icing have been occurring at the intersection of the parking lot with Centerway Road. After the recent common area walkthrough, it was determined that

the depression was caused by the Washington Suburban Sanitary Commission (WSSC) during their repair of the water main.

___ Board Response:

Steve Schuyler opened a "trouble ticket" with WSSC after several unsuccessful attempts to contact a WSSC representative. It is the opinion of the board that WSSC has the obligation and responsibility to remedy and repair the road surface which was disturbed after a previous WSSC water main repair. Concerns continue with this area regarding flooding and ice collection during the winter. Steve will follow up with WSSC and will send an update to the board members with a copy to Barbara Faverty.

___ Issue:

Howard Benowitz wanted to notify the board members that while FIOS was being installed into the community the existing Comcast cable at his residence were severed, with the two ends sticking up above ground. Comcast was contacted and has since installed a new cable in the area. Repair has been finished.

___ Board Response:

Shortly after our July 2013 monthly Walnut Creek Homeowners Association (WCHOA) meeting, it was learned that Verizon FIOS was considering hosting an "Open House" in our neighborhood to answer resident's questions about subscribing to their fiber-optic Broadband Services for TV, Internet, and Phone.

Although they ultimately decided not to have the Open House, the WCHOA Board wanted to make all our homeowners aware of issues/concerns they may wish to raise before signing a long-term contract with Verizon. A one-page flier was developed and distributed to each house and townhome in our community to advise of potential customer concerns. Ultimately, each homeowner will decide based on their individual preferences whether they want to migrate to this new technology at the present time, and for the prices currently being offered. We hope the information we provided was useful in making this decision for the future.

Architectural Submissions/Requests

___ Issue:

18901 Lindenhouse Road homeowner requested approval for new vinyl siding to be installed replacing the current aluminum siding. The aluminum siding is no longer available and requests approval of vinyl siding. During the derecho storm of last year the aluminum siding was damaged. Replacement siding will be of the same color and same horizontal direction. Proper forms were submitted along with siding samples.

___ Board Response:

Board members voted in favor of the vinyl siding replacement.

___ Issue:

9060 Centerway Road – townhouse was not painted with the WCHHOA board approved siding color. Instead the townhouse was painted with a board approved TRIM color. Steve is currently addressing this issue.

___ Board Response

Steve will be contacting Allied Management regarding updating the architecture regulations. The last update was January 2007. The board will work towards updating the architecture regulations. Steve requested board members review these regulations and assess whether they need any update or improvement. Steve requested board members to bring their suggestions to the next board meeting.

Financial Report:

Reserve Study:

Patrice will follow-up on the reserve study that was recently done. An allotment needs to be set aside for the reserves and reviewed on a regular basis.

A draft for next year's budget will be distributed to board members at the August WCHOA board meeting. Further discussions at the September meeting will determine if HOA fees will be the same, expenses correctly reflected and if there are any additional expense items that need to be covered with the 2014 budget. The final 2014 budget

will need to be completed at the October board meeting. At this point there is a current shortfall in the reserve account. This year's 2013 budget will continue to be "worked" until the end of the year. When a new budget is established the board will determine where the money is to be spent on WCHHOA expenses or budgeted for the reserve account.

Delinquent Accounts:

Patrice discussed how the attorneys are pursuing delinquent homeowner accounts to include payment plans to recover money owed the WCHOA. Currently, there are 19 homeowner accounts in arrears, and only 7 of these are less than \$200. Each letter sent to homeowners to demand payment of the dues costs \$65. Currently there is a 25% collection rate on demand letters. One home and six townhouses delinquent accounts are now four years in arrears. Allied Management recommends that the WCHOA take the next step of completing the paperwork to issue a lien on the property. A "lien letter" is then sent to the homeowner notifying them of the lien on their property. There is an additional cost to the association for each letter, but it increases the likelihood that the dues will be paid at least at the time of sale of the home. It was discussed that the most efficient method to collect these accounts would be to put a lien on the home. When the home is sold accounts would then be recovered. The attorney will send notice of the lien to the homeowners when this is done. The other method of collection would be to file suit with a payment plan in place. Allied Management has made recommendations regarding reducing fees involved with collections and methods to recover the money owed to the association. This subject will be continued next month. Board members will read the email from Allied Management regarding pursuing delinquencies in preparation for the continuance of this subject at the next board meeting.

Old Business

Playground rubber-It was suggested to add rubber foam material to the playground area rather than wood chips because it does not need to be replaced and water drains through it. The current landscaping contractor for WCHOA is adding a layer of wood chips to the playgrounds (tot lots) at no cost. Walt will research the cost for replacing the wood chips with a rubberized permeable surface and also research the supplier.

Storm water management facility - in accordance with Montgomery County Code, a triennial inspection of Walnut Creek Homeowner's Association's storm water management facility was performed. It was determined that leaf, debris and trash needs to be removed and that this must be done on a regularly scheduled basis. The maintenance of the storm water management facility is the responsibility of Walnut Creek Homeowner's Association. A work order was issued to the existing lawn maintenance company to comply with the County regulation. Montgomery County will re-inspect this area in 60 days to determine compliance. Clyde Lutter will coordinate this issue with the County to ensure that compliance is achieved. Clyde will check to see that the refuse has been cleaned up by the lawn maintenance company.

Erosion problem-Residents of 9032 Centerway have reported that a large maple tree and lack of adequate sunshine on the common area hill in front of their townhome has caused a detrimental appearance to their property. An erosion problem caused by the rainfall runoff of the tree is contributing. Clyde Lutter will inspect the property and come back to the August board meeting with a recommendation regarding next steps for addressing the erosion and maple tree issue in the future as it appears that a more permanent solution may be in order.

Speed Bumps-Clyde will contact Allied Management regarding the installation of speed bumps in the community and what is required to obtain them.

Townhouse Parking-Patrice has records of the current parking space assignments. Steve received two parking form requests. Patrice will give Steve the numbered spaces pertaining to these two requests. Tenants have moved into the townhouses, however, do not know what numbered spaces they were assigned.

Tennis Court- Walt will look into what is required to increase the tension on the net.

Walk Through- Walt will follow-up on the action items that were listed needing to be done during the walk through to see if jobs are complete and report back to the board members. Walt has not received any bids regarding the requested additional work identified during the walk through. Steve suggested that the board look into the current landscaping contract. Clyde will check with Allied Management regarding the current contract and that a possible change may be necessary. Steve will discuss with landscaping company the current dissatisfaction with the current performance.

Revised wording to proposed basketball hoop policy- David King read proposed new wording regarding the mounting of basketball nets and freestanding poles. Dave will

finalize the draft and communicate the final revision with Clyde and Steve. Steve will discuss dissemination of the revised policy with Allied Realty to identify a suitable common mailing in which notification can be made at minimal additional expense.

New Business

Street Access-Single Family home on Tulip Grove Road has four contractor vehicles in the driveway and additional vehicles on the street. Concerns are based on the fact that vehicles are being parking on both sides of the Tulip Grove Road and vehicles are no longer able to drive on both sides of the street. Anyone walking along the street with the additional parked vehicles makes the street access extremely narrow. Steve will notify the owner of the home, living elsewhere, to see if they are aware of this issue.

Walnut Creek Homeowners Community Sign- Letters have been removed as a request from the county in preparation for the widening project of Goshen. The sign has now deteriorated off the holder and is lying on an angle and rotted unsightly wood is present. Clyde and Dave will examine the Walnut Creek Sign. A temporary remedy may be possible; however, the sign is to be removed by the county prior to the Goshen widening project.

NEXT MEETING-

August meeting will be held on Monday, August 19 – the third Monday rather than the usual fourth Monday of the month – due to conflicts with the school start-up schedule. Meeting dates for the rest of the year will be decided in August and published to the WCHOA Board.

Meeting adjourned at 8:34pm.