

Walnut Creek Homeowner's Association, Inc.

P.O. Box 2283, Gaithersburg, MD 20866

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Email: walnutcreekhoamd@gmail.com

Minutes of the June 8, 2015 Meeting Strawberry Knoll Elementary School

Board members present: Clyde Lutter, President, Elizabeth Lindahl, Vice President, Steve Schuyler, Architecture Chairman, Patrice Williams-Johnson, Treasurer, Keith Rush, Contracts Support, David Nocket, Architecture Support

Homeowners present: Nancy Holderman, Secretary, Dave Goldstein, Humberta Medina, Ama Frimpong

The meeting was called to order at 7:07 p.m. Quorum was met.

Introductions: Board members and homeowners introduced themselves.

Agenda Review:

Agenda modified to meet necessary board business

Meeting Minutes Review:

The minutes from the May meeting were reviewed and approved with amendments.

Members Time:

18905 Lindenhouse Road, homeowner had concerns about a tree behind their house from the common area. Branches are too close to the house. Board notified homeowner that they can remove anything that extends over their personal property line. Homeowner requested a board member to look at the tree. Clyde agreed to go look at the tree to confirm whether Quail Valley owns the tree or it is a tree owned by our community.

Townhouse owner notified board that the street lights are not working in the parking lot and are owned by the Association. The outage could be a bulb however confirmation of this will be necessary. The board approved for the electrical contractor to evaluate the problem and provide a quote. If it is a bulb issue, electrical contractor is to go ahead and do the work to expedite the repair. Patrice is to email Walt regarding the board approval.

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Townhouse owner came to the meeting since they have not been at the board meeting for many years.

Architectural Report:

There are no new architecture requests for this month. There remains the issue with the townhouse located at 9042 Centerway. Over the past three years six letters with photos have been sent to the owner. The letters advised the owner of the improvements that are required to include fallen gutters along with other numerous infractions. Steve was able to finally speak with the owner and agreed, by the request of the townhouse owner, to take copies of the letters along with the photos and leave the package at the front door. This was done two weeks ago. No messages have been returned and the requests are being ignored. Previously in the letters she was advised of a fine being imposed if the repairs were not completed. The board voted and approved a fine of \$500 regarding the infractions at 9042 Centerway Road. Steve will follow up the action taken within a 30 day period.

The next homeowner association walk through will be done the week of June 15-20th. Keith Rush and David Nocket have both volunteered to help. Coordination of schedules will be arranged.

Financial Report:

There were questions from the last meeting regarding the lawyer's process and costs for performing a collection action and the lawsuit process. Patrice provided an email from Andrews's law group to all board members regarding information to answer the questions. The email needed clarification and confirmation. Patrice is to have another conversation with the lawyers. More details to come.

Patrice went through the records she has at home from 2008 forward and there is no information regarding community leaf pickup. The management company is still working on finding a recommended company to do community leaf pick.

All insurance policies held by the WCHOA community are to remain the same with no increase in policy fees.

Contracts Report:

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Contracts report deferred to July since Contracts Chairman is absent due to family emergency.

Old Business:

A parking policy was sent out to all townhouse owners and renters. Both English and Spanish versions were included. There is a concern regarding the number of commercial vehicles using the visitor spaces around the 9146 Centerway townhouse area. 6-7 households are residing at the property with 6-7 vehicles parking in the visitor spaces and fire lanes. The document sent out to all townhouse owners and renters clearly stated that everyone has two spaces. It also states NO COMMERCIAL VEHICLES ARE TO BE PARKING IN THE TOWNHOUSE PARKING AREA. The majority of the complaints include parking in visitor spaces, trash cans left out beyond the trash pick-up day and numerous complaints regarding pets. A definition of the regulations regarding these issues along with the parking policy once established will need to be sent out. A sequential system of getting the parking policy reestablished will need to be followed. First the regulations will need to be reestablished, parking system via hang tags and enforcement will need to be agreed upon. There was no one in attendance from the townhouse owner/renter homes at the board meeting related specifically to the parking policy.

Further conversations with the management company regarding their successful parking policies in other communities will need to be held. Commercial vehicles in visitor spaces, fire lanes and the use of visitor spaces for personal vehicles will need to be addressed. Montgomery County housing authority will need to be contacted regarding the 6-7 members in one household. Painting of the parking lot numbers and fire lanes will need to be addressed. Parking policy, short and long term, hang tags, letters to residents as to what spaces go with what addresses and hang tag numbers will need to be addressed. One recommendation was to eliminate the seven visitor parking spaces. Elizabeth recommended that board go to the management company for a bid to run a parking policy and what work they will do with the method of enforcement.

Fire lane- Dave Goldstein has been speaking with Walt, Contract Chairman regarding fire lanes. In checking with the Montgomery County Fire Marshall it was discovered that our community does not have an official fire lane order. A detailed sketch of both parking lots will need to be resent and they will be working with the Fire Marshall office regarding fire lanes, signs and required painting. After they process the sketch information the Fire Marshall can send stickers to adhere onto the back of the fire lane sign and any vehicles that are parking in the fire lane will

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be towed by Montgomery County for illegal parking at a minimum rate of \$250.00. This is for the safety of the community.

Community Picnic:

A community picnic will be held Saturday, September 19 from 4:00-6:00 at the tennis court common ground area. Patrice will create a picnic flyer prior to the July meeting. Volunteers are requested to distribute flyers and help at the picnic. Grill transport will also be needed.

New Business:

August board meeting was approved by MCPS for Monday August 3. Strawberry Knoll Elementary school is closed the 2nd and 3rd Monday of August necessitating an earlier monthly meeting.

A letter from Mr. Keen was emailed to all board members prior to the board meeting requesting consideration of the installation of speed bumps in our community. Vehicles continue to ignore stop signs and excessive vehicle speed is still an issue in the community. The county has a mechanism to organize and assess the need and approval of speed bumps. Dialing 311 and responding to Montgomery County regarding this request would be more appropriate for homeowners to initiate as opposed to the board.

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

July 13

August 3

Meeting Adjourned 8:44pm

Next meeting: July 13