

Minutes of the June 24, 2013 Meeting Strawberry Knoll Elementary School

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

Homeowners present: Andre Anthony, Tom O'Brien, Nancy Holderman, Jean Decker, Barbara Faverty, Suzanne Hughes, David Goldstein, Serouj Badalian

The meeting was called to order at 7:09 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 – July 22, 2013

Meeting Minutes Review:

The minutes from the May 20, 2013 meeting were reviewed.

Steve Schuyler asked for clarification on who should be contacted regarding the request for adding speed bumps on the streets in the WCHOA community. It was clarified that Allied Management would be contacted for further information about next steps. Clyde will follow up regarding this.

Steve also mentioned that it wasn't determined who would follow up on getting additional information on rubberized ground material for the playgrounds. It was determined that Patrice Williams-Johnson would do this.

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:

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.

Board response:

The current landscaping contractor for WCHOA is adding a layer of wood chips to the playgrounds (tot lots) at no cost. Moving forward, the board will get cost estimate for replacing the wood chips with a rubberized permeable surface. Patrice Williams-Johnson will discuss this with Walter Kelley, Contracts Manager.

Issue:

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 been causing a detrimental appearance to/for their property. The townhome owners have spent \$468.12 this year to condition the property and have contributed additional soil over the years to protect their property. They are asking for WCHOA to a.) address an erosion problem caused by the rainfall runoff of the tree, and b.) reimburse them for what they have spent to condition the property this year. An itemized bill has been provided.

Board response:

The Board first noted that residents should seek approval from the Board before making any changes or "improvements" to WCHOA common ground.

Steve Schuyler then advised that he discussed the cost estimate with the current common area landscape company, and he was assured that the costs requested for reimbursement were reasonable. It was moved and seconded that the board reimburse the townhome owners for this year's costs to address the erosion problem.

Within the next 30 days, Clyde Lutter will inspect the property and come back to the July board meeting with a recommendation regarding next steps for addressing the erosion issue in the future as it appears that a more permanent solution may be in order.

Issue:

The information potentially required from townhome owners for implementation of a parking sticker or hang tag system is perceived to be too personal and a privacy issue.

Board response:

It was clarified that if such a system goes into effect, the information required would be the name, address and phone number of the townhome owner and the vehicle license plate number. A driver's license number would not be required. Clyde Lutter will contact Allied Realty and provide the names of other homeowners associations that have successfully used the hangtag or sticker system.

Issue:

Poison ivy has been found around on the upper playground behind the townhouses. Also, as mentioned in the May board meeting, overhanging branches have been cut by townhome owner however not disposed of through the recycle yard waste system already in place. The cut branches remain on townhome property or common area.

The grassy strip between the asphalt and the sidewalk of both parking lots contain tall grass and weeds.

Board response:

Clyde Lutter advised that the board is sensitive to these concerns and will ask the board Contracts Manager, Walter Kelley to discuss this with the WCHOA common area landscaping company. After the recent board walk-through of the common area, the landscaping company made a list of all infractions related to the common areas, and these issues will be added if not already included.

Architectural Submissions/Requests

Steve Schuyler, Architecture Chairman, advised that during the recent board walk-through of the subdivision, 46 architectural infractions were noted and letters are being sent to the homeowners requesting compliance with WCHOA regulations. He also put forward the following architectural requests:

9100 Bannister Lane requested to repaint their house in the same colors. Trim is currently a stain and a paint of the same color will be substituted. Board approved.

19021 Harkness Lane requested to replace the damaged fence on their property. Board approved.

In addition, it appears that in the cases of homes sold without realtors (e.g., through banks) in the subdivision, homeowners are not receiving copies of the WCHOA homeowners' manuals and architectural guidelines as required in the initial 1974 WCHOA agreement. Thus, some homeowners are making changes without submitting the appropriate requests to the Architectural Committee. Steve said that he is mailing a complete homeowners packet to these homeowners and will monitor this in the future.

Financial Report:

A complete financial report will be provided at the July 22 meeting.

Old Business

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 and Steve Schuyler contacted them to report the problem. He will advise their response at the next Board meeting and further determinations will be made if no response is forthcoming.

Steve Schuyler provided an update on the Goshen Road expansion – especially the noise abatement program. He advised that Montgomery County does a study on affected properties along Goshen Road to determine if noise abatement is necessary. If it is determined that a predetermined decibel level will be reached, affected homeowners will be given options as to the type of abatement wall that would be erected. Sixty percent of the homeowners affected need to agree on the abatement method selected in order for construction to begin. Depending on the abatement method selected by 60% of the homeowners, there could be a cost to the affected homeowners for a portion of the abatement. It was clarified that this applies only to the affected homeowners alongside Goshen Road and not the entire WCHOA.

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.

New Business

Revised wording to proposed basketball hoop policy – David King read proposed new wording regarding the mounting of basketball nets and freestanding poles. Steve will put together a one-page summary of the revised policy and forward it to Dave and Clyde. 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.

Patrice Williams-Johnson discussed the hiring of a new attorney for the WCHOA along with the issue of delinquent homeowner dues. The attorney's primary function is to assist in the collection of delinquent homeowner association dues. 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.

On the remaining delinquent accounts, 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.

Clyde Lutter asked the Board to think about these options for collecting delinquent accounts and be prepared to discuss this at the next meeting. Patrice Williams-Johnson recommended that the decision of whether to hire a new attorney be decided at the end of the year.

Upcoming meeting dates – Clyde Lutter clarified that the next WCHOA meeting date is Monday, July 22 and that the 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 8:55 pm.