

Walnut Creek Homeowner's Association, Inc.

P.O. Box 2283, Gaithersburg, MD 20866

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## Minutes of the March 9, 2015 Meeting Strawberry Knoll Elementary School

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

**Homeowners present:** Nancy Holderman, Secretary

The meeting was called to order at 7:05 p.m. Quorum was met.

### **Agenda Review**

Agenda modified to meet necessary board business

### **Meeting Minutes Review:**

The minutes from the February annual meeting were reviewed only. Approval will be at the annual meeting in 2016. The first meeting of the newly elected board members was held after the annual meeting and January 2015 minutes were approved. Minutes will be forwarded to the webmaster for publication on the WCHOA website.

### **Member's Time:**

Discussion was held regarding the snow removal from the most recent snow storm. Cars are parking in the top of the townhouse lots preventing snow removal. Because of this there was inadequate space to put the snow preventing effective snow removal.

### **Architectural Report:**

Two requests for architectural approval were received. Both requests were for 19004 Harkness Lane. The first request was to replace all the windows and sliding doors. Board approved. The second request was for an approval for the wood shed already built on the property.

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Homeowner was unaware board approval was required. The shed is compliant with the architectural requirements and approved by the board.

Steve received an email from 9040 Centerway homeowner. It was a notification that the 9042 townhouse next door had not replaced the gutters on the property as requested by the July letter sent to the homeowner of the townhouse by the Architecture Chairman, Steve. In July the gutters had fallen down and any gutters still attached to the townhouse were filled with leaves and growing plants as well as the siding having issues as well. The email stated that a postman had fallen on the ice that collected on the ground that his son had fallen on the ice as well. Steve went to look at the property and found the garbage bins still in front of the property the day after collection. He attempted to contact the townhouse owner at two different times with no success. Steve sent a letter requesting that the problem be fixed and if not remedied a significant fine would be imposed. Steve will send a second notice certified mail requesting the problems be fixed.

#### **Financial Report:**

Patrice to call Allied Management to correct the Board of Director listing regarding the number of years to be served for Keith Rush will be one year and the phone number for David Nocket will be corrected. The March financial report had just arrived and will need to be reviewed by treasurer.

(INFORMATION FROM DECEMBER 2014)

It was the recommendation of Sarah at Allied Management company that the balances of the "uncollectable" HOA fees be written off. The HOA would have to cover the \$980 in fees. It was the understanding of the board that if the attorney recommended the HOA fees be written off the HOA does not have to pay the fee. Patrice has to clarify this issue. The decision on this is on hold pending further information.

Patrice spoke with Allied Management regarding a delinquent account and the potential for the next step to be a lawsuit against the homeowner. If there is to be a lawsuit filed the attorney charges would be against the homeowner not the homeowners association. There was a discussion amongst the board members as to what the next step would be and what expenses would be incurred. Currently the one property in mind went into foreclosure. The board will need to decide what further action needs to be taken.

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Patrice found out that delinquent accounts are not reported to credit bureaus by the attorney. The management company states that they do not know how to report to credit bureaus however will get more information. If a lawsuit is filed against a homeowner of a delinquent account, reports are forwarded to the credit agencies and the credit rating of the homeowner will be affected.

#### Contracts Report:

9032 Centerway common area: Walt had a question for the board regarding common area tree pruning. Clarification as to the WCHOA tree policy was given. The tree policy has previously been sent out to all homeowners. When a tree in the common area overhangs an owner's property the owner is able to trim that common area tree back from their property. When the WCHOA common area tree is sick or dead the board will be take action for the tree to be maintained.

Walt has had two contractors look at the large tree at 9032 Centerway in the past. Walt will go back to the contractors and have estimates given to restore and maintain the tree to safety and to the integrity of the tree. The grassy area under the tree gets washed away and water from the center of the tree creates erosion to the common ground area. In addition the hillside and common sidewalk area at the 9032 Centerway erosion with mud eroding into the sidewalk requiring a retaining wall fix, however, utility boxes that are in the area create a more complicated issue.

Fire Lane parking issue deferred to April meeting.

Community sign deferred to April meeting.

The common area tree issue in general has several trees identified that are candidates for maintenance. Tree company recommendations will be sent to Walt.

#### Old Business:

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Elizabeth Lindahl will draft a townhouse parking policy letter, both in English and Spanish and will be sent to the board members for review. Each townhouse owner is assigned two spaces and there are seven visitor spaces for all the townhouses. Numbers are painted on the asphalt and the curb. Further work will be done on the parking policy. Currently there is no easy answer as to the parking policy nor the enforcement of the policy, however, a parking policy will need to be put into place. It was further discovered that residents from Montgomery Place Townhouse association are parking in the WCHOA townhouse parking spaces. There are taxi cabs and white work vans currently parking in the residential parking spaces.

**WCHOA MEETING DATES:**

**Strawberry Knoll Elementary School 7:00PM**

April 13

May 11

June 8

July 13

August: TBA

**Meeting Adjourned 8:18pm**

**Next meeting: APRIL 13**