

Walnut Creek Homeowner's Association, Inc.

P.O. Box 2283, Gaithersburg, MD 20866

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Minutes of the November 10, 2014 Meeting Strawberry Knoll Elementary School

Board members present: Clyde Lutter, President; Steve Schuyler, Architecture Chairman; Walter Kelley, Contracts Chairman; Patrice Williams-Johnson, Treasurer; and Elizabeth Lindahl, Vice President.

Homeowners present: Nancy Holderman, Dave Goldstein, Serouj Badalian, Sohail Akhund, Andre' Anthony and Tom O'Brien

The meeting was called to order at 7:02 p.m. Quorum was met.

Agenda Review

Agenda modified to meet necessary board business

Meeting Minutes Review:

The minutes from the October meeting were reviewed and approved with punctuation change. The approved October minutes will be posted to the WCHOA website.

Member's Time:

Harkness Lane homeowner- speaking on behalf of neighbors unable to attend meeting: Question regarding leaf pickup. Homeowner would like to have landscaping company revisit adding leaf pickup in the community. Walt will get a current bid on leaf pickup from landscaping company. To be considered for 2015 year. Quote would include pricing for one or two leaf pickups in the fall. Secretary will review previous minutes on leaf pickup information and forward to board members if found.

Homeowner questions regarding second trash pickup. Contract chairman looking into having Allied refuse provide rebid information and seeking quote from two other companies. Patrice will forward refuse pickup information from Allied to board members.

Townhouse homeowner wanted an update on the water pooling at the entrance of the townhouse parking lot. This information will be provided later in the "contract portion" of the board meeting.

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Architectural Report:

Homeowner on Glendower Road received neighbor approvals for back deck repair. Approval for back deck repair was provided.

Steve received a phone call from a homeowner in Centerway townhouse regarding a satellite dish installed on a shared shed. Dish is mounted on a mounting pole on the shared shed, however is pointed directly towards his window. Steve researched the 1996 telecommunication band TV antennae bylaws which allow the HOA to regulate placement of a satellite dish.

Satellite dish must be installed in the least conspicuous location. This property is a rental property. Townhouse owner spoke to the renter and the contractor. This dish is the only dish that is placed on the top of a shed instead of the usual placement on top the roof.

Board position is that the satellite dish is not in the least conspicuous place. Dish needs to be placed in the same area as all the other roof mounted satellite dishes. The board has the right to request that the dish be repositioned to the building roof. Steve to write a letter to the homeowner and will include a copy of the bylaws.

Financial Report:

Parking lot repaving done in 2013 by WSSC required repainting the parking lot lines along with new numbers by a company hired by the HOA board. The \$550 invoice was sent to Allied to be paid, however did not get paid. Walt will send the original invoice showing money owed to Patrice. Patrice will follow up with Allied to get the invoice paid.

Engagement and representation letters were sent to Allied by new attorneys. In looking into the process attorneys follow it was recommended a new attorney be hired for all new accounts. A third attorney provided Allied a package. This attorney operates simpler and clearer cut. Allied and board is looking at a new company for delinquent accounts. Currently there are 8 sizable delinquent accounts and 5 new delinquent accounts for the new attorney. Patrice to review the information from the new attorney and will email the information regarding the new attorney to the board. Patrice submitted the bill for the electrical work done in the townhouse parking lot lamps.

Budget: There was extensive review line-by-line item by the members of the board for the 2015 proposed budget. The final outcome was that the budget was voted upon and approved. Vote was 4-yes, 1-no. Budget approved.

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Allied management checked with the attorneys working with the HOA and neither attorney report to credit bureaus. Currently if a law suit is filed with the court then the credit bureaus are given the reports from the law suits. The board would like that the delinquencies be reported to the credit bureaus. The question was asked of how these delinquencies can be registered with the credit bureaus. This question will be presented to the attorneys. This is potential leverage to reduce the number of delinquencies that are occurring.

Contracts Report:

Lamp poles (one at the top of the courtyard and one halfway down the side) were repaired and are now working. Townhouse homeowner presented concerns of the lines being cut in the past however at this time both poles are functioning. Walt presented a history of the repair and if in the future there is a concern of other contractors cutting the lines the board will deal with that at the time.

Concern was presented regarding the snow removal requiring more than the budgeted for the winter. Each year budgeted amounts for snow removal will have to be dealt with as time and snow event require.

Water pooling at the entrance of the townhouses near Centerway Rd: A private company was hired to provide an estimate of the scope of work to be done. This work was halted due to finding out this property was county right-of-way. This information was not provided by the private company that was to give an estimate for the work to be done in that area to achieve positive drainage. This property of the DOT right-of-way is the responsibility of Montgomery County Department of Transportation. In addition the county property would require that the right-of-way be restored back to the County if work to be done by a private company. The private contractor filled in the "cut hole" they had opened in that area. A Montgomery county inspector reviewed what was required of the HOA if work was to be done by a company hired by the board, however, could also be done by the DOT. The inspector presented a permit document in case a private company was to be hired. A new quote by the private company was obtained to include the positive drainage for that area. Clyde to contact the DOT inspector to see what additional information can be obtained. The inspector said that the area has a 18-month period to solve the issue if done by a private company and was permitted and bonded by the HOA. Further information will be forthcoming.

Meeting Adjourned: 8:59PM

Next meeting: December 8, 2014