Walnut Creek Homeowners Association

Board of Directors Meeting October 10, 2022

Via Zoom

Minutes

The meeting was convened at 7:08.

Clyde Lutter,, Patrice Williams-Johnson and Gordon Umbarger Members of the Board and Mike Coburn, Community Manager were present.

The Minutes of the September 12, 2022 were approved.

Management reported that the assets of the Association as of September 30, 2022 were $505,045.48

Manager’s Report

* Mike Coburn reported that the swimming pool at 9154 Centerway had still not been completely removed and that he had sent two letters to the owner and did not have a phone number for the owner. A Board member was able to give him a phone number and Mike will call the owner. He further contacted the tenant in person who promised to remove pool by October 9. Mike has not been able to confirm but will report back upon inspection.
* No parking violations noticed were posted since last meeting.
* Mike Coburn reported that Pak Lawn Service has been put on notice that any work outside of our signed agreement must be approved through the Community Manager.
* Mike Coburn reported that the semi-annual architectural compliance inspections are scheduled.

**The Board of Directors approved the service agreement with Unity Lawns who has had the snow removal contract with Walnut Creek HOA for several years. The unit prices were equal or below other snow removal contracts at associations managed by Allied Realty.**

The Board reviewed a contract proposal from Triple R (Refuse-Removal Results) for trash removal services and **approved the contract and authorized Mike Coburn to sign the contract and effectuate the change with the old and new contractors.**

Requests were made to have the Association’s *Reserve Study* and *Insurance policy* forwarded to the Board members.

The meeting adjourned at 8:05 PM.

**These minutes were prepared by Mike Coburn for approval by the Board of Directors**

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