

FINAL

Walnut Creek Homeowners Association, Inc.  
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Meeting of April 8, 2019

Strawberry Knoll Elementary School

**Call to order:** Order was called at 7:06 pm [1]. Quorum was met.

**Board members present:** Clyde Lutter, President; Stephen Schuyler, Architectural Chair; Walt Kelley, Contracts; Patrice Williams-Johnson, Finance; Dave Nocket, Member-at-Large

**Secretary:** Diane Winters

**Homeowners present:** Keith Rush, Sally Rush, Rob Marino, Alex Marino, Melanie Gilbert, Dave Goldstein

**Agenda:** The agenda was reviewed for the April 8, 2019 meeting and was updated and approved. Bullet 6, Letter, policy review and actions regarding persistent visitor parking violation [2] has been amended.

**Minutes from Prior meetings:**

- The Minutes for the meetings of the Board of Directors on March 11, 2019 were presented, reviewed, and approved with changes.

**Architectural:**

- Dave Nocket, present at meeting, of 18904 Glendower Rd. will be adding new siding (Scottish Thistle). His house currently has three types of siding. There was a rigorous discussion regarding the use of three siding types of new siding – stone, siding, shingles. Steve Schuyler stated that according to the by-laws, a homeowner can only have one color of siding and one color for trim. There is a concern that this would set a precedent if approved. Steve will research the by-laws. He will respond to the board via e-mail regarding his findings.
- Rob and Alex Marino, present at meeting, of 18917 Glendower Rd. will be updating their roof with a different color of shingle – reddish brown to a lighter brown. They will also be adding two skylights similar to other houses in the neighborhood. The Board approved the request.
- Clyde Lutter, present at meeting, of 18937 Glendower Rd. will be updating the breezeway with a new patio. He will also be moving the fencing forward to the front of the garage and replacing the fence so it is tied to the garage. The Board approved the request.
- Clyde updated the architectural form to a fillable PDF file. He will send the updated form when it is completed to Steve. Diane will then upload it to the Website.

**Financial:**

- Patrice Williams-Johnson will report in May.
- She will also update on the letter and actions regarding a useable and consolidated lawyers report. There had been no letter sent yet.

**Contracts:**

- Walt Kelley has no reports at this time.

**Old Business:**

- Steve Schuyler presented an overview of this HOA Landlord Responsibility program. It is the obligation the landlord has to new tenants so they get parking regulations, parking tags etc.
- ACTION: Mike Coburn from Allied Realty will be asked to set-up leaf pickup for the community. Patrice will talk with him regarding costs.
- Bulk trash pickup will be on Saturday, May 11, 2019, and Saturday, October, 26, 2019. Allied Realty sent out the flyer.

**Townhome Parking**

- ACTION: Advise Allied realty (Mike Coburn) that there is a new tenant. There was a discussion and a yes regarding Annual recertification. ACTION: The discussion included the process of gathering license plate numbers, including new tenant license plate numbers. Steve will contact Mike and explain this. Mike might be able to fill us in on other HOAs that are using this process.
- Letter, policy review and actions regarding persistent visitor parking violation [2]. The townhome at 9146 Centerway has a new tenant. There are still parking issues in the visitor spaces. Clyde asks the Board if any towing has occurred. Yes, towing has occurred but it takes time. We need to get the car, tag number, and write it down and take photos, if they have parked in a visit space more than three days in a row. People are breaking the same rules many times. Per conversations, the Board approved that license plate numbers are now ok to ask for.
- ACTION: Parking policy will be updated and Steve Schuyler [3] will continue overseeing the parking program. Steve will talk with Mike Coburn about Allied Realty managing the WCHOA architectural program. Allied will send the architecture request forms quickly to the Board for approval so there is no delay to the homeowners.
- Melanie Gilbert, present at meeting, volunteered to help document cars parked in 90xx 2<sup>nd</sup> lot.

**New Business:**

- Do not pay attention to the newsletter flyers going around the community. May be a scam.
- Clyde Lutter said we are not interested in doing a newsletter for the community at this time.

Meeting adjourned at 8:30 pm

Next Meeting is May 13, 2019

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[1] Per Patrice add PM to time

[2] The words “by one townhome owner” have been amended from the agenda by Clyde Lutter.

[3] Per Steve Schuyler change spelling of Schuler to Schuyler