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Meeting June 10, 2019
Strawberry Knoll Elementary School

Call to order: Order was called at 7:03pm. Quorum was met.

Board members present: Clyde Lutter, President; Stephen Schuyler, Architectural Chair; Walt Kelley, Contracts, Patrice Williams-Johnson, Finance (later arrival).

Secretary: Minutes were recorded by Clyde Lutter in absence of Diane Winters.

Homeowners present: Dave Goldstein

Agenda: The agenda was reviewed for the June 10, 2019 meeting and was updated and approved.

Minutes from Prior meetings:

- The Minutes for the meetings of the Board of Directors on May 13, 2019 were presented, reviewed, and approved with changes. Changes have been included in the document and will be uploaded to the Website.
- Diane Winters will be requested to provide one copy of minutes indicating the changes made by the board to make the minutes final.
- Steve Schuyler will call Diane Winters regarding the notice of Montgomery Village “Happenings” noted in the first bullet under the topic: Golf Course Development.

Special Issue Presentation by Mike Coburn of Allied Realty:

- Mike Coburn presented an extended briefing on court proceedings regarding the debts owed on the property at 9116 Bannister.
 - The lien on the property of \$1377.70 was collected at closing.
 - Additional dues were owed that were not included in the lien amount.
 - The Nagle and Zaller attorney handling the case for Allied Realty/WCHOA informed Mike Coburn of the court date to address the additional debt during the same week of the court date; and included the notification as an apparent afterthought as Mike was being notified of another case to be addressed the same day.
 - The attorney was unprepared for our case and by not informing Mike until the day prior, prevented Mike from being able to prepare. This lax performance is unacceptable, particularly as the property owner had provided 14 pages of defendant responses in April and Mike received those responses the day before the trial. Sound counter arguments could have been prepared – except the attorney provided Mike with no time.
 - As a result of the trial, the judge awarded the WCHOA approximately \$1700.00 but offset that amount by the amount the defendant paid via the lien. This represents a loss to the WCHOA.
 - The judge noted that the property owner (defendant) had not received sufficient regular “first and second” notices in accordance with WCHOA policy.
 - An appeal related to this case would cost the Association more than the amount that could be recovered. The board moved and passes a decision to forego any further actions in this specific case.
- Several actions emerged from this case:
 - WCHOA should amend its collection policies to protect the Association from missing “first and second notices.” - Mike Coburn passed out a suggested amendment. The Association will have an independent attorney evaluate the text of the suggested amendment.
 - Regarding the failures of the Nagle and Zaller attorney a motion was made and passed to have Mike Coburn convey the issues and the Board’s dissatisfaction with the performance of the Nagel and Zaller attorney to a

partner or equivalent level decision maker at Nagle and Zaller and request a meeting with that individual to address the Board's sense of generally poor performance and:

- The specific poor handling of the 9116 court case,
 - The non-response to repeated questions from Treasurer Patrice Williams-Johnson regarding status of cases, poor reporting and processes followed by Nagle and Zaller.
 - The meeting is not to be billed.
 - Further – a request is to be made to this individual that all of Patrice's questions and concerns be addressed prior to the meeting with the partner or equivalent.
- In answer to a request from the Board, Mike also presented a proposal for Allied Realty to handle Semi-annual architectural/property inspections and the follow up notices, follow up inspections and reminder letters. The proposal cost was \$20.00 per home (\$3580.00) per cycle, or \$7160.00 per year.
 - Patrice will evaluate the effects of this proposal on the annual budget.
 - The Board will further consider the proposal after Patrice's evaluation.

Architectural:

- There were no architectural committee items.

Financial:

- Trash collection was switched to the new service providers to avoid the significant cost increase from the previous contractor. However, there was a slight increase as a result.
- As president, Clyde Lutter signed the Maryland Department of Assessments and Taxation Annual Report prepared for the Association by Allied Realty.

Contracts:

- Walt Kelley noted that the WCHOA landscaping contractor PakLawn had intended to have a representative at the board meeting but were not in attendance.
- The cull de sac at Lindenhouse Rd had been reported as having trash in the area. PakLawn stated that they had addressed that issue. Walt will do a follow up inspection.
- Steve Schuyler noted that the quality of work of the PakLawn landscaping crews was decreasing and that he had raised this issue to Zak Kahn, the PakLawn representative to the WCHOA and that Zak said he'd look into the issues.

Old Business:

- Neighborhood Watch discussion is postponed.
- HOA Landlord responsibilities policy addition is postponed.
- The upload to the website of past board meeting minutes is almost complete.
- A Frequently Asked Questions and Answers letter to provide Townhouse parking guidance was prepared and signed by the board president for Allied Realty distribution by mail.
- As a matter of standard procedure, Steve Schuyler needs to receive a hard copy of approved minutes from each month.
- Trash services have been transferred to the new trash contractor.

New Business:

- Patrice Williams-Johnson noted that new County LED street lighting provides a less distributed pattern of illumination and that the result is darker areas between lights than the previous lighting. In order to address this issue to the county a form letter for each resident to independently sign and mail may be produced and distributed.
- The parking on both sides of the street on Harkness at the intersection of Harkness and Centerway is hazardous and will lead to accidents and injury. Harkness is a major access point to traffic departing and entering the community. An appeal to the county will be made to eliminate parking on one side of the street for a greater distance than currently permitted.