

Walnut Creek Homeowners Association, Inc.  
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Meeting of May 13, 2019

Strawberry Knoll Elementary School

**Call to order:** Order was called at 7:07pm. Quorum was met.

**Board members present:** Clyde Lutter, President; Stephen Schuyler, Architectural Chair; Patrice Williams-Johnson, Finance

**Secretary:** Diane Winters

**Homeowners present:** Dave Goldstein

**Agenda:** The agenda was reviewed for the May 13, 2019 meeting and was updated and approved.

**Minutes from Prior meetings:**

- The Minutes for the meetings of the Board of Directors on April 8, 2019 were presented, reviewed, and approved with changes. Changes have been included in the document and uploaded to the Website.

**Happenings:**

- Steve Schuyler presented notice of Montgomery Village happenings. He may go to the meeting that is discussing the golf course development. Steve will call on this issue.
- There is also a notification of a hearing for eight (8) single family homes and eleven (11) townhomes.
- WCHOA has no interest in happenings in Quail Valley.
- 18857 Cross Country Lane has subdivided parcels in Gaithersburg. Steve Schuyler will call on this issue.

**Architectural:**

- 9157 Tulip Grove Rd. is updating their siding and gutters. The siding color is dark gray (officially called Coastal Sage). The windows will be white. The board voted and approved this change.

**Financial:**

- Patrice Williams-Johnson reported.
- The townhouse supplement expenses are more than year-to-date but within annual budget - \$4500.
- Current Trash Company is Goode. Their rate is higher than this- 5.45 to 8.50 per unit. Competitor is Potomac. Mike Coburn will see if they can match the lower bid.
- Patrice will ask Sara Rossi if the trash companies can do an extended contract for 2-3 years.

- Patrice asked for trend data from both companies.
- The trash pickup decision will be made next month.
- On April 30, 2019, Sara, Mike, Patrice, and the paralegal, Markisha Dobson, had a conference call. The law firm is Nagle & Zaller. The law firm had a one pager that laid out their process. Patrice asked many questions.
- The follow-up will be next month.
- Error in construction of spreadsheet from Allied Realty. Patrice will review the format and pursue corrections.
- May 8 – Kathy Jan send docs asking for social security numbers. Patrice will hand deliver needed numbers.

#### **Old Business:**

- Neighborhood Watch is postponed.
- Mike Coburn and Steve Schuyler discussed the landlord responsibilities to see if Allied Realty has provided this service to other HOA's. Mike suggested that WCHOA writes a letter to all non-resident owners of single family homes and townhomes reminding them of their obligation to get a license with Montgomery County. They must give a copy of current and future leases to Allied Realty and that parking regulations must be given to new tenants.
- To be in compliance with county regulations for resident owners a county rental license is required within four (4) months of the property being rented. Without a license they get reported to the county after that.
- Steve will draft the letter by next month.
- It was decided that eight (8) years of back HOA meeting minutes will be uploaded to the Website. Diane Winters will talk with Steve Schuyler to get the files. Diane will start uploading the files.

#### **Townhome Parking**

- Steve Schuyler gave out a draft of the Townhouse Resident Parking Policy compliance document for the Board to review. Discussions commenced regarding layout and content. Changes were considered and Steve will update the document.

#### **New Business:**

- The Board is asking Mike Coburn to propose Allied Realty taking over the architectural review for next year. Sara Rossi also will be involved in the discussion. Steve Schuyler will update the Board.

Meeting adjourned at 8:30pm

Next Meeting is June 10,2019