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Walnut Creek Homeowner's Association, Inc.  
P.O. Box 2283, Gaithersburg, MD 20886

**Web:** [walnutcreekhoamd.com](http://walnutcreekhoamd.com)

**E-mail:** [walnutcreekhoamd@gmail.com](mailto:walnutcreekhoamd@gmail.com)

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Meeting of November 14, 2016

Strawberry Knoll Elementary School

**Call to order:** A quorum was met and the meeting was called to order at 7:02 pm.

**Board members present:** Clyde Lutter, President, Steve Schuyler, Architecture Chairman; Walt Kelley, Contracts Chair, Patrice Williams-Johnson, Finance; Dave Nocket, Architectural Support; and Diane Winters, Secretary.

**Homeowners present:** Dave Goldstein, Annie Taschman, Itona Fauet

**Minutes from Prior meetings:**

- The October 2016 Meeting minutes were reviewed and approved.

**Homeowner time:**

- Glendower homeowner received a fine and stated that they will address the issue and repaint the house in one color in 30 days. Steve will follow-up on this item.
- Two homeowners reported that there is something going on in two townhomes and there is stealing from cars. The Board said that the police should be called and we will put a notice in the Annual meeting letter. Dave Nocket said that we are looking into a Neighborhood Watch program.
- Townhome owner is repairing the roof with the same shingles. They don't need to put in an architectural request for this repair.

**Architectural**

- A Homeowner walked in and stated that he received a letter to fix the flowerbox and will do so in the spring.
- Steve Schuyler did a walkthrough of the community on November 2. There were 16 follow-ups and four new violations.

**Financial**

- The finance committee reviewed the current investments with Morgan Stanley.
- They are looking at a new program that allows us to buy and sell. Select UMA – 50% upfront and 2.75% annual advisory fee.

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- A representative from Morgan Stanley, Tyler Bodean, called into the meeting and discussed converting investments to a fee based structure. Then there is no worry about transaction fees. No action was taken by the Board tonight. They finance committee will have another meeting regarding this fee based structure.
- Sara will e-mail insurance policy to Board Members – Action
- Patrice will ask Sara about document retention policy. Patrice will add money to the budget for second storage unit.

### **Contracts**

- The damaged tree was taken down and removed on Goshen Road.
- PakLawn did the work on the storm water pond on Lindenhouse Road. The County was notified that the work is completed.
- Walt reported that one of two wooden Centerway Rd. townhouse street numbering signs was damaged and requires the replacement of the 12-foot vertical post and short arm. Walt is getting a second quote for a wooden replacement sign.
- The Board approved the replacement of the tot lot mulch material. The amount covered is \$57 a cubic yard. Paklawn has postponed the work until spring 2017.
- 2017 snow removal is approved. The quote is that same as the 2016 quote.
- Townhouse Parking Lot Repainting – Approved
  - Yellow striping for designated “NO PARKING” areas.
  - Painting house numbers.
  - Walt will update the flyer to make it clearer for the homeowners.
- The contract for Henry’s Towing – Approved

### **Old and New Business – deferred to Future Meetings**

#### **Neighborhood Watch:**

- Dave will get February dates for community meeting - Action.

#### **Community Beatification:**

- Diane will get estimate from Stone Hill Design Associates Inc. in January 2017 for costs of plantings based on a similar community landscaping plans - Action

Meeting adjourned at 8:58 pm

Next Meeting is December 12, 2016