

FINAL

Walnut Creek Homeowner's Association, Inc.  
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Meeting of October 10, 2016

Strawberry Knoll Elementary School

**Call to order:** A quorum was met and the meeting was called to order at 7:21 pm.

**Board members present:** Elizabeth Lindahl, Vice-President, Steve Schuyler, Architecture Chairman; Walt Kelley, Contracts Chair, and Dave Nocket, Architectural Support.

**Homeowners present:** Keith Rush

**Minutes from Prior meetings:**

- The September 2016 Meeting minutes were reviewed and approved with minor changes.

Diane Winters is asked to contact Steve Schuyler to identify the three modifications and post the September 2016 minutes to the WCHOA Website (Action Item).

**Architectural**

- 18916 Glendower Road – request to repaint exterior and trim with similar colors was reviewed and approved.
- Steve Schuyler announced plans to complete a follow-up of the Annual Architectural Walk-Through conducted earlier this year. He will coordinate the schedule with David Nocket and Keith Rush.

**Financial**

- In the absence of the WCHOA Treasurer financial issues were deferred until the November meeting.

**Contracts**

- Townhouse Parking Lot Repainting – Walt Kelley reviewed bids he had received to re-do the white striping, pavement lettering and curb numbering from two experienced contractors. Walt wishes to ask the contractors to revise their bids to include the small amount of yellow curbs and yellow striping for our designated “NO PARKING” areas. A motion was made and passed that Walt obtains final bid revisions and makes an award to the preferred bidder for an amount not-to-exceed \$3500.00.

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- Walt next advised the Board of a series of meetings with himself, Zack Khan (of Pak Lawn Service –WCHOA grounds maintenance contractor) and the Montgomery County Storm Water Maintenance Administrator. The County is requiring Walnut Creek to perform additional tree pruning, removal of grass clipping debris, and some ground cover in selected areas near the storm water drain to bring the area into compliance. The Board passed a motion to authorize Walt to incur expenditure up to \$2500.00 to have Pak Lawn Service to perform the necessary work and document the continuing scope-of-work for future years.
- Walt reported that one of two wooden Centerway townhouse street numbering signs was damaged and requires the replacement of the 12-foot vertical post and short arm. (The street numbering portion of the sign was retrieved and will be reused.) Walt has requested additional technical data and pricing information from the original installer of the signs. Walt will have a final price and recommended material alternative (wood post vs. aluminum) and post height for a final decision by the Board in our November monthly Board meeting.
- Walt provided samples of two different mulch materials to be applied to the “Tot Lot” playground areas. The Board approved acquisition of the less costly version @ \$57.00 per cubic yard, which will apply to each “Tot Lot” area by Pak Lawn Service.

### **Old and New Business – deferred to Next Meeting**

- At this point, one of the four Board members had to leave to take care of a personal matter, which left the Board without the requisite quorum. As a result, no further Walnut Creek business could be conducted.

**Meeting adjourned at 8:05 pm**

**Next Meeting is November 14, 2016**