

Walnut Creek Homeowner's Association, Inc.

P.O. Box 2283, Gaithersburg, MD 20886

www.walnutcreekhoamd.com

Email: walnutcreekhoamd@gmail.com

Minutes of the October 8, 2018 Meeting Strawberry Knoll Elementary School

Board members present: Walter Kelley, David Nocket, Steve Schuyler, and Patrice Williams-Johnson.

Homeowners present: Laura Valencia, Tom O'Brien

The meeting was called to order at 7:08 p.m. Quorum of three Board members was met.

Agenda and Meeting Minutes Review:

A brief review of the evening's agenda was outlined. The minutes from the September 12, 2018 monthly meeting were taken by Clyde Lutter, WCHOA President, who could not attend this evening's meeting due to a family medical emergency. The minutes from both the August and September meetings will need to be reviewed and approved at the November monthly meeting.

Member's Time:

An attendee from 9168 Centerway Road reported that her family was concerned that a large tree which may be on WCHOA common ground might interfere with anticipated repair to the roof of their townhouse. Walt Kelley agreed to investigate and obtain estimates for partial or total tree removal, and then contact the Board for a decision on how to proceed.

Tom O'Brien expressed concern about rainwater which was pooling at the rear of his (and his neighbor's) property line at 19017 and 19013 Harkness Lane, due to excessive rainfall experienced in August and September. The area abuts a small elevated embankment which rises to a dirt accessway/lane immediately behind the WCHOA townhouses. Tom agreed to provide Steve Schuyler with an estimated date when these embankment shoulders were created, to permit us to review our previous years' meeting minutes to obtain the contractor's identity for an estimate of possible improvements or repairs.

Architectural Submissions and Requests:

Steve Schuyler reported that the Board had agreed in the month of September to approve and Architectural Request for 18908 Glendower Road to construct a 10 ft by 20 ft back deck at ground level at the rear of his

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Property. His plans call for a walkway between the house and garage to the back deck, as well as miscellaneous trimming of shrubbery. The Request was signed by nearby and adjoining neighbors and was approved by the Board.

Contracts Update:

Walt Kelley reported that he was still gathering final bids from contractors to trim or remove a large tree on common ground at the rear of 18901 Lindenhouse Road. Upon receipt of the final bid, Walt will advise the Board of the alternatives for removal/disposition of the residual wood during October, together with any associated costs.

Walt also agreed to discuss possible dates for our annual Common Ground Walk-Thru with our contract landscape provider Pak Lawn, and advise Steve Schuyler and David Nocket for their participation.

Financial Report:

Patrice had not yet reviewed the most recent financial reports generated by Allied Realty and advised that she would ask Allied to accelerate future reports, so they would be available in time to be reviewed prior to our meetings, which are regularly scheduled for the second Monday of each month.

The Board discussed several budget line items (unspent landscaping funds, classification of unused budget resources. Patrice and Steve plan to have a follow-up teleconference with Tyler of Morgan Stanley regarding our Reserve Investments for the replacement of Major HOA Assets (Townhouse Parking Lots, Tennis Courts, Common Grounds, Signage, etc.), which is scheduled for Friday, October 12th. Our discussion will include whether dual signatures should be required on future Investment withdrawals from reserve accounts.

Old Business:

The annual Walnut Creek picnic was scheduled for Saturday, October 13, 2018 from 4:00 to 6:00 p.m. Walt agreed to contact Pak Lawn for help moving necessary barbeques and food tables to the Tennis Court location and back to Board members' homes. Dave and Patrice coordinated printing of 200 copies of the picnic Notice to be distributed to all homeowners/residents.

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Old Business (cont'd):

Patrice agreed to follow-up with Mike Coburn of Allied Realty on the subject of obtaining support service for Secretarial Service for the period November 2018 through March of 2019, and perhaps annually thereafter. The subcontract service would include attendance at Walnut Creek Monthly and Annual Meeting, preparation of preliminary and final drafts, and uploading the final approved minutes to our website on a monthly basis.

New Business:

There has been a recent report of a potential rodent infestation in the community, which had also been reported several years ago in the townhouse area. It is suspected that failure to remove feces from fenced-in pets may be related to the problem. Anyone experiencing similar problems is asked to contact Steve Schuyler on (301) 977-5819 or David Nocket on (301) 943-2233 to discuss.

Meeting adjourned at 8:17 p.m. Next Meeting: November 12, 2018