

Walnut Creek Homeowners Association  
Board of Directors Meeting January 8, 2024  
Via Zoom  
Minutes

The meeting was convened at 7:11 PM.

Clyde Lutter, Gordon Umbarger, Dave Nocket, Dave Goldstein members of the Board; Mike Coburn, Community Manager were present.

Minutes from the November 20, 2023 meeting of the Board of Directors were approved.

Mike Coburn reported the assets of the Association as of 10/31/23 were \$504,921.03.

**Manager's Report**

- Mike Coburn reported that notices distributed to each townhouse door reminding residents that towing will be enforced and those without proper hang tags or other violations are in jeopardy. Further, additional notices will be placed on vehicles currently in violation. The Board agreed to post the additional notices.
- Mike Coburn informed the Board that one homeowner had sent the Association an invoice in the amount of \$95.00 for weeding and maintaining Bannister Court. The homeowner had requested thru Management that Pak Lawn Service attend to this work and they failed to do it. The homeowner took it upon herself to complete the task. **The Board approved payment with instructions to the homeowner that they would not repeat such payments unless the work was approved by the Association prior to commencement to work.**

**Board Actions**

- Gordon Umbarger alerted the Board of significant changes to 5 Harkness Court. **The Board instructed Mike Coburn to issue a letter to the owner that all changes to the exterior must be approved by the Architectural Committee.**

The meeting adjourned at 8:20 PM.

These minutes were prepared by Mike Coburn for approval by the Board of Directors