

APPROVED

**Churchill Village South Homeowners Association
Board of Directors Meeting
March 8, 2017**

The Board of Directors of Churchill Village South Homeowners Association held a Board of Directors Meeting at the CVS Community Center on Wednesday, March 8, 2017 at 7:00 p.m.

Board Members Present:

Jim Ganz, President
Robert Fuss, Treasurer
Steve Buc, Vice President
Kathie Matthews, Secretary
Aaron Skolnik, Director (via Speaker Phone)

Also Present:

Debbie Montgomery, Community Manager
Ruth Ann Allen, Recording Secretary

A. CLASSIC LANDSCAPING

Board members met with David Geis from Classic Landscaping to discuss the grounds maintenance for 2017. Mr. Geis noted that 2016 was a learning curve for Classic and that the grounds maintenance should run smoother in 2017. Mr. Geis provided the Board with a list of outstanding enhancement proposals and their costs.

Mr. Geis noted that many trees/shrubs in the community are looking tired. Mr. Geis noted that the hillside by pool needs updating, along with the hill on Lake Park Drive. Many tree sticks and limbs fall in CVS, especially during a windy day. There are several dead trees that need removal and replacement. Mr. Geis noted that there is still a stump from a large tree at the end of Wyman Way.

Mr. Geis noted that the fall flowers plantings were not successful. The Board may want to consider upgrading the flowers or move toward bulbs.

Mr. Ganz inquired if the weed and feed was done on the grass last year. Mr. Geis noted that the grass was treated, but it was not a successful application. Usually a second (2nd) application is needed, about six (6) weeks later.

Mr. Ganz inquired if there was any way to determine the cost of watering plants as the water proposal calls for \$65/hour. Mr. Geis will try to give an estimate on how long the watering will take, if needed.

Mr. Geis also suggested adding planter boxes to the pool deck for some color.

B. CALL TO ORDER

The March Board of Directors Meeting was called to order by Jim Ganz at 7:00 p.m.

C. HOMEOWNER OPEN FORUM

Jackie Riley, 13604 Wisteria Drive
Steve Munoff, 20006 Lake Park Drive
Kevin Gray, 20018 Lake Park Drive
Terri Carrera, 20028 Lake Park Drive
Suzanne Riddleberg/Marshall Hutton, 20038 Lake Park Drive
John Baker, 13520 Walnutwood Lane

Mark Wulff, 13500 Walnutwood Lane
Vicki LeStrange, 20030 Lake Park Drive

1. Jackie Riley noted she was attending the Board meeting to hear the interviews with pool management companies. Ms. Riley noted that she has been pleased with the performance of Community Pools in CVS.
Ms. Riley also noted that car carriers are parking on County Streets in CVS. The Board noted that residents should call the County to report these vehicles.
2. Homeowners from Lake Park Drive inquired about the update on the parking resolution for the cul-de-sac on Lake Park Drive. The Board noted that a letter will be sent from the CVS Board with their response to the parking resolution to the Community Manager for Willow Cove Townhouse Condominium (WCTC). Before CVS would consider implementing any parking resolution, they would require a formal request from the Board of the WCTC.
3. John Baker, noted that the berm on Walnutwood Lane is looking good. Mr. Baker inquired if the Board was interested in doing a Lake Cleanup this year. Mr. Ganz noted that there are plans for a lake cleanup day in April, and homeowners interested in helping can leave their names with the Board.
4. Mark Wulff noted that the mailbox has been replaced on Walnutwood Lane. Mr. Wulff stated that he has called the Germantown Police regarding suspicious vehicles on Walnutwood Lane.
Mr. Wulff also inquired if he could meet with Jim Ganz regarding landscape options between his home and the common area with the tot lot and the tennis court.
Mr. Wulff also noted that the newly installed lights on the tennis courts now allow people to hang out on the tennis courts after dark. It was noted that signs will be placed on the tennis courts that the area is closed at dusk.
5. Terri Carrera inquired what the Board's actions will be with the new Fair Housing Rules. Mr. Ganz read a comment from legal counsel stating that any matter that may involve "harassment" issues should be taken directly to legal counsel.

D. MANAGEMENT REPORT

1. Threshold Change for Delinquent Accounts
Steve Buc noted that, as the economy has become stronger, the threshold for sending delinquent accounts to Legal Counsel should be lowered to \$1,000.00 from \$1,500.00.
MOTION: (Steve/Jim) Reduce the collection threshold from \$1,500.00 down to \$1,000.00
Vote: Motion Passed – Unanimous
2. Fair Housing Legal Opinion
Management provided the Board with the opinion letter as to the obligation the Association may have regarding the new Fair Housing rules on hostile environment harassment. Legal Counsel recommended that whenever a discrimination complaint is received by the Board or

Management, that any matter should be referred immediately to Legal Counsel for review and advice.

MOTION: (Jim/Aaron) Accept the recommendation from Legal Counsel regarding the Fair Housing hostile harassment rules as enacted by the Department of Housing and Urban Development.

Vote: Motion Passed – Unanimous

E. INTERVIEW WITH CONTINENTAL POOLS

The Board met with representatives from Continental Pools regarding their proposal for pool management at CVS for 2017. It was noted that Continental Pools takes care of their employees and promotes good behavior of employees, customer satisfaction, and safety. The pool company is very organized on scheduling of lifeguards and provides part time lifeguards and subs. Continental Pools does use International lifeguards.

F. INTERVIEW WITH AMERICAN POOL ENTERPRISES, INC.

The Board met with representatives from American Pool to discuss their proposal for the pool management for CVS for 2017. Most of American Pool's lifeguards are local and from the community; however, international lifeguards are also hired. The same staff will be at the pool for the season. American Pool noted that safety is their main focus. The lifeguards are audited for safety on a regular basis. American Pool offers training for lifeguards on handling difficult situations and providing good customer service.

G. MINUTES

1. February 8, 2017 Board of Directors Meeting Minutes

MOTION: (Jim/Robert) Approve the February 8, 2017 Board of Directors Meeting Minutes as amended.

Vote: Motion Passed – Unanimous

Steve Buc left at 8:30 p.m.

H. INTERVIEW WITH COMMUNITY POOL SERVICE

The Board met with Community Pools to discuss their proposal for pool management for the 2017 season. Community Pools noted that problems regarding supplies and lifeguard staffing that occurred during 2016 will be corrected in 2017. Community Pools noted that the number of international lifeguards that can be hired has been reduced and that bicycles will not be allowed as transportation for lifeguards. Instead, Community Pools will use shuttles to transport lifeguards when needed. It was noted that Community Pools values the relationship with CVS. Community Pools prides themselves on their communication and responsiveness to clients. Community Pools provides orientation training for lifeguards.

I. MANAGEMENT REPORT (cont'd)

1. Trash Issue

Management reported that signs have been installed by 1 Waterside Court to deter placing trash bags in front of the house. Management will monitor this area to determine if the signs are effective.

2. Pool Pass Application Packet

Management provided the Board with the pool pass application and the pool rules for their review. The Board made several recommendations for changes.

Management also noted that a swim team flyer is usually included in the pool pass packet. In addition, the Board has requested that both a Lake Clean-up Day flyer and a trash reminder be included in the mailing.

Management recommended that the Association only accept money orders or cashier's checks for additional pool passes and that this will be stated on the pool pass application.

3. Pool Management Contract

The Board reviewed and discussed the interviews with the three (3) pool contractors. The Board noted that the proposals are basically similar between the pool contractors, except for the cost of services.

MOTION: (Jim/Kathie) Accept the pool maintenance contract with Community Pools for the Wanegarden and Winterspoon Pools for a cost of \$113,000.00 for 2017.

Vote: Motion Passed – Unanimous

4. Letter Regarding Parking Proposal

Management provided the Board with the letter of the Board's response to the parking proposal for the cul-de-sac area of Lake Park Drive.

MOTION: (Jim/Aaron) Have CVS Management send the letter of the Board's response to the parking proposal from residents on Lake Park Drive to the Willow Cove Townhouse Condominium Community Management for sending to any principles involved.

Vote: Motion Passed – Unanimous

5. Pool Pass Packet

MOTION: (Jim/Robert) Accept as amended the CVS Pool Pass Packet for distribution to homeowners for the 2017 pool season.

Vote: Motion Passed – Unanimous

J. NEW BUSINESS

1. Bulk Trash

The Board requested that Management schedule a bulk trash pick-up day in May.

K. CLOSED MEETING

MOTION: (Jim/Robert) Move into Closed Meeting at 9:44 p.m.

Vote: Motion Passed – Unanimous

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L. RESULTS OF THE CLOSED MEETING

The Board approved the February 8, 2017 Closed Meeting Minutes.

M. ADJOURNMENT

MOTION: (Jim/Aaron) Adjourn the Closed Meeting and the Board of Directors Meeting at 9:46 p.m.

Vote: Motion Passed - Unanimous