

**APPROVED**

**Churchill Village South Homeowners Association  
Board of Directors Meeting  
May 10, 2017**

The Board of Directors of Churchill Village South Homeowners Association held a Board of Directors Meeting at the CVS Community Center on Wednesday, May 10, 2017 at 7:00 p.m.

**Board Members Present:**

Jim Ganz, President  
Steve Buc, Vice President  
Robert Fuss, Treasurer  
Kathie Matthews, Secretary

**Also Present:**

Debbie Montgomery, Community Manager  
Craig Wilson, Vanguard Management  
Ruth Ann Allen, Recording Secretary

**Board Member Absent:**

Aaron Skolnik, Director

**Homeowners Present:**

Gayle Komisa, 20222 Waterside Drive  
Donna Magee, 14 Waterside Court  
Jessica Sarkissian & Peter Komara, 8 Waterside Court  
Chuck Abene, 13234 Meander Cove Drive  
Carol Dourte, 13274 Meander Cove Drive  
Cindy Jansen, 13264 Meander Cove Drive  
Linda Harris, 13230 Meander Cove Drive

**A. ARCHITECTURAL CONTROL COMMITTEE (ACC)**

1. 8 Waterside Drive

Management received an Application for Architectural Change from 8 Waterside Drive for replacement of a privacy fence and installation of a new fence along the property lines.

It was noted that the application did not include signatures from all the neighbors within one hundred feet (100') of the property line, neither did it include initials on each page. The homeowner took the application to get the required signatures and initials to bring back for approval.

2. 13405 Wisteria Drive

Management received an Application for Architectural Change from 13405 Wisteria Drive for installation of solar panels to the roof.

**MOTION:** (Jim/Kathie) Accept the Architectural Change Application from 13405 Wisteria Drive for installation of solar panels to the roof.

**Vote:** Motion Passed – Unanimous

3. 20213 Laurel Hill Way

Management received an Application for Architectural Change from 20213 Laurel Hill Way for repair and the addition of one (1) step to the front steps of the home to prevent water from encroaching into the laundry room on the lower level.

**MOTION:** (Jim/Robert) Accept the Architectural Change Application from 20213 Laurel Hill Way for repair to the front concrete pad and steps.

**Vote:** Motion Passed – Unanimous

**B. BOARD OF DIRECTORS MEETING – CALL TO ORDER**

The May Board of Directors Meeting was called to order by Jim Ganz at 7:15 p.m.

**C. HOMEOWNER OPEN FORUM**

1. Gayle Komisa, 20222 Waterside Drive, noted that a large pile of mulch was left in the area near her home where a tree was removed. Management stated that the area can be leveled out and landscaped.

Ms. Komisa noted that tree branches from a common area tree are touching the roof of her home. Management noted that bids are being solicited for tree work in the community and that the work includes this tree.

Ms. Komis noted that a home on Waterside Court was painted turquoise and another home was painted bright green. Management will send the homeowners a request for submission of an Application for Architectural Change.

Ms. Komis also inquired if the Association does walkthroughs of the community for architectural violations. It was noted that the Board is currently acting as the ACC as there is no official committee. Ms. Komasi volunteered to be a member of the ACC. Management will place a notice on the website seeking volunteers for the ACC.

2. Donna Magee, 14 Waterside Court, noted that there is rotted wood around the bay window of a neighbor's home. Management requested that Ms. Magee send photos and the address to Management.

3. Linda Harris, 13230 Meander Cove Drive, requested that the towing signs, that were removed in The Villas of Willow Cove when the Association no longer contracted with G&G Towing, be reinstalled. Management stated that if CVS enters into a new towing contract, replacement towing signs can be installed.

Ms. Harris also noted that much of the grass throughout The Villas has died and weeds are taking over these areas. She also noted that the large mowers are digging up the ground.

Ms. Harris noted that the new retaining wall looks great. However, the area that was reseeded has areas of clumped straw that is preventing grass from growing. Management will have someone clean up the straw.

**D. ARCHITECTURAL CONTROL COMMITTEE (cont'd)**

1. 8 Waterside Drive

The homeowner of 8 Waterside Drive provided the Board with the updated Application for Architectural Change with added signatures and initials.

**MOTION:** (Jim/Kathie) Accept the Architectural Change Application from 8 Waterside Drive for replacement of the privacy fence and installation of new perimeter fence.

**Vote:** Motion Passed – Unanimous

**E. MEETING WITH CLASSIC LANDSCAPE**

David Geis and Brian Etchinson, Classic Landscaping, were present to discuss with the Board the landscape maintenance in the community. The Board noted that there have been complaints that the crew is not picking up sticks and trash before mowing and that there are areas where there are a lot of weeds. It was noted that it does not feel like Classic is taking care of CVS like it is their own back yard.

It was also noted that the large mowers have scalped the grass to the bare ground, preventing the grass from growing. The Board requested that Classic recognize that there are some areas of the community that should not be mowed with the large mowers.

The homeowners from The Villas also inquired if handheld mowers can be used in sloped and tight areas of The Villas. They also noted that there are many areas of The Villas where turf does not grow.

Mr. Geis noted that sometimes the mowers do not see the sticks or debris in the growing grass. Mr. Geis noted that pre-emergent treatment was done on April 20<sup>th</sup> and broad leaf treatment for weeds will be done soon. Mr. Geis offered to get together with Kathie Matthews and any other Board members to identify specific areas where attention is needed. Management noted that the Association can work with Classic to customize a contract for CVS for specific use of mowers. Mr. Geis noted that Classic has been very responsive when notified of issues that need attention.

**F. MANAGMENT REPORT**

1. Use of Pool and Community Center by Swim Team

Management provided the Board with a memorandum from the Swim Team Parent Coordinator requesting use of the pool and community center for swim team practice, swim meets, and hiring of swim coaches through the pool contract.

**MOTION:** (Kathie/Jim) Approve the usage request from the Swim Team Parent Coordinator for use of the Wanegarden Pool and Community Center as scheduled in the memo dated April 27, 2017 and hire the swim coaches through the pool contract.

**Vote:** Motion Passed – Unanimous

2. Classic Landscaping Watering Proposal

The Board approved a watering proposal with Classic Landscaping via email for \$65.00 an hour not to exceed \$520.00 (8 hours).

**MOTION:** (Jim/Kathie) Ratify the proposal from Classic Landscape for watering in the community at \$65.00 an hour not to exceed \$520.00 (8 hours total).

**Vote:** Motion Passed – Unanimous

3. Right of Way (ROW) on Father Hurley Blvd.

Management noted that a site visit was performed at the County Right of Way (ROW) along Father Hurley Blvd. in the vicinity of Winterspoon Lane and Teakwood Circle. It was noted that vegetation from the ROW is beginning to encroach onto the Association's common area. Management requested a proposal from Charles P. Johnson Associates (CPJ) to survey and mark the CVS property line. The amount of the proposal is \$600.00.

Management will then provide proposals for clearing up the area that is on CVS common property.

**MOTION:** (Jim/Robert) Accept the proposal from CPJ to survey the property line on the Right of Way along Father Hurley Blvd, and set markers, not to exceed \$600.00.

**Vote:** Motion Passed – Unanimous

**G. NEW BUSINESS**

1. Towing Contract for Villas

Management will request a towing contract from Custom Towing for The Villas.

2. Reserve Investment Review

Management provided the Board with a Reserve Investment Review for Churchill Village South HOA. Management recommended that the Board transfer \$100,000.00 from the AAB Money Market to Morgan Stanley and invest \$200,000.00 from Morgan Stanley in a ninety (90) day CD to allow for evaluation of 2017 projects, which could include concrete, paving, and retaining walls.

**MOTION:** (Jim/Robert) Accept the recommendation from Management to transfer \$100,000.00 from the AAB Money Market to Morgan Stanley and invest \$200,000.00 in a 90-day CD to allow for evaluation of 2017 projects in CVS.

**Vote:** Motion Passed – Unanimous

3. Overnight Parking of Commercial Vehicles

Management has requested that Legal Counsel provide an opinion on overnight parking of commercial vehicles on privately owned streets in CVS.

**H. ADJOURNMENT**

**MOTION:** (Jim/Robert) Adjourn the Board of Directors Meeting at 8:54 p.m.

**Vote:** Motion Passed - Unanimous