

Approved on September 12, 2018

Churchill Village South Homeowners Association
Board of Directors Meeting
July 17, 2018

The Board of Directors of Churchill Village South Homeowners Association held a Board of Directors Meeting at the CVS Community Center on Tuesday, July 17, 2018 at 7:30 p.m.

Board Members Present:

Jim Ganz, President
Robert Fuss, Treasurer
Kathie Matthews, Secretary
Aaron Skolnik, Director

Also Present:

Randy McClement, Community Manager
Ruth Ann Allen, Recording Secretary

Board Members Absent:

Steve Buc, Vice President
Patricia Jones-Butler, Director

Homeowners Present:

Sergeo Khomutetsky, 20218 Waterside Drive
Laura Miller, 13520 Winterspoon Lane
Karla Scappini, 20022 Lake Park Drive

Guests:

Phillip Estes and Jamey Pratt, Montgomery County Planning Department
Ana Arriaza and Amy Stevens, Montgomery County Department of Environmental Protection

A. CALL TO ORDER

The July Board of Directors Meeting was called to order by Jim Ganz at 7:30 p.m.

B. MINUTES

1. June 13, 2018 Board of Directors Meeting Minutes

MOTION: (Kathie/Jim) Approve the Board of Directors Meeting Minutes of June 13, 2018 as amended.

Vote: Motion Passed – Unanimous

C. MONTGOMERY COUNTY PLANNING DEPARTMENT

Phillip Estes and Jamey Pratt were present from the Montgomery County Planning Department to provide information to the Board on the rezoning of the Churchill Village Town Sector. The original zoning approval included a 50-year sunset provision, after which time the prohibition on new zoning applications will cease. This sunset provision is set to expire in October 2018.

The recommended approach is to propose zones as close as possible that reflect the current land uses and densities to include single-family, townhouse and multi-family zones and open space areas. Except for a vacant parcel at Waters Landing Drive and Father Hurley Boulevard, all available land has been developed or is reserved for open space.

The Montgomery County Planning Department plans to hold a community meeting to discuss the rezoning in September.

D. MONTGOMERY COUNTY DEPARTMENT OF ENVIRONMENTAL PROTECTION (MCDEP)

Ana Arriaza and Amy Stevens were present from the Montgomery County Department of Environmental Protection (MCDEP) to provide information to the Board on a storm drain cover painting project. There are currently two (2) storm drain cement slabs that have been painted bright blue as a base color for art work to be painted on the storm drains. Ms. Arriaza explained that the MCDEP has a program to paint storm drain cement slabs with art work with information to help protect local waters. Ms. Arriaza provided the Board with some examples of the artwork that has been used on other storm drains covers in the County.

There are currently two (2) storm drains on Winterspoon Lane that the MCDEP has earmarked for painting: One sits on the property at 13520 Winterspoon Lane and the other is owned by DOT and WSSC. The Association has no control over the storm drain owned by DOT and WSSC. The painting of the storm drain at 13520 Winterspoon Lane was requested by the homeowner of that property.

The Board noted their concerns that the DEP did not communicate with the Association before any painting was done. Robert Fuss suggested contacting County Executive Ike Liggett regarding the Association's dissatisfaction with the project or filing a complaint against the County with the CCOC.

Ms. Stevens inquired how the MCDEP could communicate better with HOAs on this program. The Board noted that MCDEP should request a meeting with the Board of Directors to explain the project and have Board input.

The Board suggested that Legal Counsel be asked for an opinion on the storm drain painting at 13520 Winterspoon Lane and the request to paint the storm drain cover should be included in an Architectural Change Application submitted by the homeowner. The Board requested that the DEP send letters to neighbors within 100' of the Winterspoon Lane storm drains to inform them of the project and ask if there are any objections.

Ms. Arriaza noted that the colors of the paintings can be muted and toned down. The DEP also maintains the paintings, so they remain in good condition.

E. HOMEOWNER OPEN FORUM

1. Sergio Khomutetsky, 20218 Waterside Drive, noted that he had sent correspondence to Management regarding several items of concern; Management has already responded to these concerns.

Mr. Khomutetsky noted several other issues of concern:

- a. Assigned parking space request. The Board requested that Mr. Khomutetsky send an email to Management regarding the request.
- b. The playground at Waterside Drive does not have tot lot equipment for toddlers.
- c. The lack of furniture at the Winterspoon Pool.
- d. The mailbox in his area is an eyesore. Management noted that the mailbox belongs to the Post Office, not the HOA. Management suggested that as many homeowners as possible should contact the Post Office regarding the mailbox. Robert Fuss suggested

emailing the local Senators on the lack of response by the Post Office regarding mailbox maintenance.

2. Laura Miller, 13520 Winterspoon Lane, noted that she had contacted the MCDEP about the storm water drain painting as she was excited about the program and thought it was a good way of promoting the importance of only not dumping anything into the stormwater drains except water to keep lakes and rivers clean.

F. MANAGEMENT REPORT

1. 20022 Lake Park Drive

Management stated that Karla Scappini of 20022 Lake Park Drive had submitted an Architectural Change Application to build a handicap accessible ramp with handicap railing that allows access to the rear of the home as she is unable to gain access through the front door due to the number of steps at that location. Management asked Legal Counsel for an opinion on this matter, and Legal Counsel confirmed that this is a Fair Housing issue and the Association must permit the modification; however, the Association may ask Ms. Scappini to meet criteria for County codes and use a qualified, licensed and insured contractor. Ms. Scappini noted that the contractor has been in touch with the County and they did not require County permits for construction. The Board requested that the contractor provide a letter to the Association stating that County permits are not needed for the construction of the ramp and railing.

Ms. Scappini noted that she does not want the ramp to be accessible for everyone as the ramp would take people right up to the back patio and this would be a safety concern for her.

MOTION: (Jim/Aaron) Accept the Architectural Change Application from 20022 Lake Park Drive for installation of a handicap walkway to the rear of the home pending a letter from the contractor that the County does not require a permit for installation of the walkway and railing provided the letter is approved by Legal Counsel and the Board of Directors of CVS.

Vote: Motion Passed – Unanimous

2. Architectural Rules Review

The Board agreed to table discussion of the review of the architectural rules until the September Board Meeting.

3. Swimming Pool Management

Management noted that there are concerns with pool management by Community Pools. The first area of concern was with the opening of the pools. Recently, there have been safety concerns with horseplay by life guards, the Winterspoon Pool not opening on time, short staffing, and communication concerns.

Management noted that a meeting was held with the owner of Community Pools who subsequently had a meeting with the lifeguards. The owner informed the lifeguards that there are to be no more cell phones at the pool except in guard rooms and that the guards are required to do their jobs regarding safety and cleanliness.

Jim Ganz suggested that Management send a letter to Community Pools that any more horseplay by any life guard would be a fireable offense, and that Community Pools is on notice

that CVS may choose to terminate the contract at the end of the pool season if these problems continue.

4. Winterspoon Pool Furniture

It was noted that there is a lack of pool furniture at the Winterspoon Pool and that most of the furniture is in dismal shape. It is not clear why there is a lack of pool furniture or why it was not repaired. Management noted that pool furniture will be rented for the rest of the season and the cost will be covered by Criterion, Inc.

Jim Ganz suggested that there be different colors of furniture between the Winterspoon Pool and the Wanegarden Pool, so the pool furniture can be identified as to which pool it belongs.

5. Winterspoon Pool House Repairs

Management noted that emergency repairs were needed to the Winterspoon Pool house. Gardener's General Contractor submitted a proposal in the amount of \$2,478.00 for the repairs.

MOTION: (Jim/Aaron) Ratify the proposal from Gardener's General Contractor for repairs to the Winterspoon Pool house in the amount of \$2,478.00 to be paid from Reserves.

Vote: Motion Passed – Unanimous

6. Pool Pass Application

Management noted that it has come to their attention that the swim team appears to have participants who are not members of the CVS community. The children were included on a pool pass application of a CVS homeowner to provide the children with pool passes to be used for swim team. Under existing procedures, proof of residency is not required nor requested for names on the application with ages under 18-years-old. Management noted that the CVS insurance does not allow for coverage of those outside the community; however, the children would be covered under the swim team policy.

The Board requested that the swim team coordinator look into outside participation on the swim team and look into other communities that have outside swimmers on the swim team for their policies.

As the swim team season is almost over, the Board stated that the children could remain on the swim team but should not be in the pool unless they are practicing with the swim team.

7. Soda Machines

Management reported that all possible avenues have been taken to contact the parties noted on the soda machines without success. Legal Counsel has stated that since all avenues have been exhausted for contacting the owners of the soda machines, the Association may take possession of the machines.

The Board noted that they are willing to move forward with rekeying/or drilling out the locks, if necessary, of the two (2) soda machines for the swim team to supply and maintain.

8. Tot Lot Replacement

Management noted that the tot lots on Wild Cherry Lane and Teakwood Lane should be removed in the next three (3) weeks. The Board deferred any discussion on the tot lot replacement until the September Board Meeting.

9. U.S. Securities Contract

Management noted that the U.S. Securities contract has been cancelled and no more payments will be made.

10. Tree Removal Contract

Management noted that in June the Board approved a proposal from Baker Tree Service to remove some trees off Wild Cherry Lane and Meander Cove Drive. Baker Tree Service Informed Management they would not be able to complete the work until the end of August. The trees by the Wild Cherry tot lot were a safety concern and needed to be removed quickly.

Management contacted Lee's Tree Service who submitted a proposal to remove the trees in the amount of \$3,800.00.

MOTION: (Jim/Aaron) Ratify the acceptance of the proposal from Lee Tree Service for tree removal not to exceed \$3,800.00.

Vote: Motion Passed – Unanimous

11. 13437 Winterspoon Lane Common Area

Management received correspondence from the homeowner of 13437 Winterspoon Lane regarding the common ground area behind their home. The landscaper is not line trimming along the fencing bordering the common are, to avoid damaging the fence posts and wire mesh. The landscaper is also not maintaining the common area. The area has become overgrown with dead grass, tall weeds and bare areas.

Management asked the landscaper for ideas for possible solutions and suggested a mulch bed that goes around the outside edge of the fence line. The cost to dig out the existing grass/weeds and put down mulch would be \$800.00. Management noted that the homeowner is aware of the options. The Board requested that Management send correspondence to the neighbors along this row of fencing asking for their opinion on this matter. Management noted that neighboring homeowners are cutting the area behind the fences themselves.

12. Retaining Wall Repairs

Management provided the Board with a proposal from Jet Services, LLC to remove and replace the retaining wall that surrounds a sewer cap on Teakwood Circle in the amount of \$1,496.00.

MOTION: (Jim/Robert) Approve the proposal from Jet Services to remove and replace retaining wall near 19705 Teakwood Circle not to exceed \$1,496.00 to come from Reserve.

Vote: Motion Passed – Unanimous

G. NEW BUSINESS

1. Cleaning up Dog Feces

It was noted that bags of dog feces are being attached to the tennis courts.

2. Use of Tennis Court

The Board noted that people are using the tennis courts for other uses besides playing tennis.

3. Pool Pass Process

Management suggested that the Board may want to look at an electronic system for pool passes for the next swim season.

4. Tow Notice

Management received a copy of a notice that was placed on a vehicle parked in the Willow Cove Townhome Condominium (WCTC), using the letterhead of Churchill Village South HOA, that the vehicle is parked in a reserved parking space and it will be towed. Management noted that this notice did not come from Management, and since there is no enforcement of towing, the notice is not correct. Jim Ganz will contact Marshall Hutton, liaison to the Board for the reserved parking for WCTC, to see if he knows where this notice came from and to inform him that the area of Lake Park Circle could lose their reserved parking privileges if this situation continues.

H. ADJOURN THE BOARD OF DIRECTORS MEETING TO CLOSED MEETING

MOTION: (Jim/Aaron) Adjourn the Board of Directors Meeting into Closed Meeting at 9:26 p.m.

Vote: Motion Passed – Unanimous

I. RESULTS OF THE CLOSED MEETING

The Board approved the Closed Meeting Minutes of June 13, 2018 and took action on a request for a payment plan.

J. ADJOURNMENT OF THE CLOSED MEETING

MOTION: (Jim/Aaron) Adjourn the Closed Meeting at 9:35 p.m.

Vote: Motion Passed - Unanimous