

Approved on June 10, 2020

Churchill Village South Homeowners Association
Virtual Board of Directors Meeting
May 13, 2020

The Board of Directors of Churchill Village Homeowners Association held a virtual Board of Directors Meeting on Wednesday, May 13, 2020 at 7:00 p.m.

Board Members Present:

Jim Ganz, President
Aaron Skolnik, Treasurer
Kathie Matthews, Secretary
Patricia Jones-Butler, Director

Also Present:

Alan Van Grack, Community Manager
Craig Wilson, Vanguard Management
Ruth Ann Allen, Recording Secretary

Board Member Absent:

Holly Williams, Director

Homeowners Present – Call-Ins:

Marvin Stodolsky, 31 Lake Park Court
Caitlin Mcgee Crane, 55 Lake Park Court
Helen Webster, 19948 Lake Park Drive
Larry Edwards, 19907 Wyman Way
Nathan Backa, 20101 Lavender Place
Justin Pearl, 69 Lake Park Court
Sherrie Biernacki, 13525 Wisteria Drive

A. MANAGEMENT ANNOUNCEMENT

As a general reminder, recording and videotaping of Board meeting is not allowed. The official record of the Board's meetings and decisions is the adopted minutes.

B. CALL TO ORDER

The Board of Directors Meeting was called to order by Jim Ganz at 7:03 p.m.

C. MINUTES

1. March 11, 2020 Board of Directors Meeting Minutes, Closed Meeting, and Hearing Minutes
MOTION: (Aaron Skolnik/Patricia Jones-Butler) Accept the Board of Directors Meeting Minutes and Closed Meeting Minutes of March 11, 2020 as submitted.
Vote: Motion Passed – 3 ayes/0 nays/1 abstention (Ganz)

D. HOMEOWNER OPEN FORUM

1. Sherrie Biernacki, 13525 Wisteria Drive, noted concerns about activity at the tot lot and basketball court near her home, in spite of the social distancing/stay at home orders for Covid-19. Ms. Biernacki requested that the tot lots be taped off so they cannot be used, and

the basketball hoops removed. The Board noted that this item is to be discussed under the Management Report.

2. Caitlyn Mcgee Crane, 55 Lake Park Court, also noted that the tot lots are being used frequently. She noted that the playground equipment below Willow Cove Townhouse is in bad repair.

Ms. Mcgee Crane requested that the Board consider installing one (1) reserve spot per house along Lake Park Drive and Lake Park Court.

3. Jason Pearl, 65 Lake Park Court, also noted that the reserved spaces on the circle of Lake Park Drive are causing the parking problems up Lake Park Drive and into Lake Park Court and suggested that having one (1) reserve space for each home would lessen that problem. Mr. Pearl noted that he has a child with a medical condition and finding a parking space near the home can be a problem.

Mr. Pearl noted that two (2) trees are leaning quite dramatically and another tree is dead near his home and requested that these trees be assessed.

4. Helen Webster, 19948 Lake Park Drive, noted that she volunteers on the Social Committee to plan pool parties for the community and wanted to have an update on the status of opening the swimming pool. The Board noted that this item is to be discussed under the Management Report.

5. Kathie Matthews, 20010 Lake Park Drive, noted that trees behind the houses along Lake Park Drive are overgrown or hanging over the decks and houses. Also, a large stump that was to be removed on Lake Park Drive that is still there. Management noted that due to underground utility wires, the stump could not be removed. Ms. Matthews inquired if the stump could be leveled off to ground level.

Ms. Matthews noted that she is not in favor of either keeping or expanding the reserved parking on Lake Park Drive. She has observed that the reserved parking spaces on the circle have led residents to play “musical parking spots”, moving their cars between the visitor spaces and their assigned spaces. She is aware of instances where cars have been keyed, and notes left of vehicles.

Jim Ganz, Board President, stated that the Board is still looking at options to address the parking issues in CVS. Mr. Ganz suggested that interested homeowners discuss and provide solutions to the Board. Caitlin Mcgee Crane noted she would be willing to work on parking solutions.

E. MANAGEMENTT REPORT

1. Swimming Pool Season Status

Management sent two (2) memos to Board members describing issues involved with opening the pools during Covid-19. The memo noted that pools are not included in the Phase 1 openings and the issues involved revolve around disinfection and social distancing

rules of both the State and County Governments, noting that it is not clear when it will be safely clear for the pools to open.

In addition, Management talked with the Association's insurance contractor, who indicated that the Association's insurance policy does not cover this type of situation, in particular, the cover the Association in the event of a lawsuit by someone claiming to have gotten Covid-19 while using the pool.

Management also noted that it would be impossible to follow the disinfecting and social distancing guidelines during swim team practices and meets.

The Board requested that the Social Committee continue making plans for pool parties at this time.

The Board requested that a communication be sent to the community regarding the status of the pools, suggesting that this notice be included in the bulk trash notice along with a reminder that residents are still able to apply for the new electronic pool passes.

Bulk trash day is scheduled for Saturday, June 6, 2020.

2. Common Area Amenities

Management received emails from two (2) residents requesting that the basketball hoops be removed, and yellow tape be placed around the tot lots so they cannot be used. Jim Ganz noted that he understands the position stated by the residents; however, the Governor has opened outdoor tennis and basketball courts.

The Board stated that the tot lots can be closed and tapped off, and signs installed to state that playing tennis or basketball could still be a safety risk.

MOTION: (Jim Ganz/Kathie Matthews) Notify the community that the tot lots will remain closed and will be taped off with caution tape. Basketball and tennis courts are open with signs erected that state these activities should be done with the safety guidelines set by State and local governments.

Vote: Motion Passed – Unanimous

3. Swim Team Insurance Renewal

Management provided the Board with the insurance renewal application for the 2020 Swim Team Season from Manougian Insurance. The Board inquired if the insurance could be prorated for the time the pool is open. Management noted that it may be possible to date the policy starting with whatever date the pool opens. Management will check with the insurance agent on this matter.

Aaron Skolnik noted that the swim league (GGSL) met and noted that there will probably not be a swim season this year. The final decision needs to be made by June 20th. The Swim Team Invitationals originally scheduled to be held at the Wanegarden Pool have been canceled for 2020 due to Covid-19 restrictions.

The Board deferred any action on the swim team insurance.

4. Multiple Asphalt and Concrete Repairs

The Board authorized Management to proceed with the asphalt and concrete repairs when it is allowed.

5. Tree Removal Request at 19907 Wyman Way

Management received a request from 19907 Wyman Way for removal of the dead Maple tree in front of the home. Management provided three (3) proposals:

Contractor	Tree Removal	Grind Stump Option	Total Cost
Lawn Systems, Inc.	\$500.00	\$500.00	\$1,000.00
Ruppert Landscape	\$785.00	\$645.00	\$1,430.00
S&P Tree Care	\$375.00	\$575.00	\$950.00

MOTION: (Jim Ganz/Aaron Skolnik) Approve the proposal from S&P Tree Care for tree removal and stump grinding at 19907 Wyman Way not to exceed \$950.00.

Vote: Motion Passed – Unanimous

6. Tree Removal/Trimming Request – 19916 Wyman Way

Management received a request from 19916 Wyman Way that the Maple tree in front of the home and the two (2) Spruce trees to the rear to be evaluated for removal and/or pruning. Management provided the Board with three (3) proposals:

Contractor	Maple	Two (2) Spruce Trees	Total Price
Lawn Systems	Prune	Prune	\$1,100.00
Ruppert Landscape	Removal/grind stump option	Removal/Grind stumps option	\$5,600.00 to \$7,750.00
S&P Tree Care	Remove/Grind stump option	Prune	\$1,650.00

MOTION: (Jim Ganz/Kathie Matthews) Accept the proposal from S&P Tree Care for removal of the Maple tree with stump grinding, along with pruning of the two (2) Spruce trees at 19916 Wyman Way, not to exceed \$1,650.00.

Vote: Motion Passed – Unanimous

7. Entrance Beds Landscaping

Management provided the Board with proposals from Ruppert Landscape for removal and replacement of the plant material at entrance beds on Timber Oak Lane in the amount of \$2,900.00 and at entrance beds on Waterside Drive in the amount of \$1,800.00.

MOTION: (Jim Ganz/Kathie Matthews) Approve the proposal from Ruppert Landscape to address the declining material at the entrance bed at Timber Oak Lane not to exceed \$2,900.00 and Waterside Drive not to exceed \$1,800.00.

Vote: Motion Passed – Unanimous

Ruppert Landscape includes watering at \$90.00 per hour, if needed.

Kathie Matthews requested that Management have Ruppert Landscape check the new plants installed on Lake Park Drive to see if watering is needed.

8. Walnutwood Lane Electrical Tie Point

Management received a request from Potomac Edison for an updated easement agreement for a section of Walnutwood Lane to install a new tie point to decrease the time residents are out of service during power outages.

MOTION: (Jim Ganz/Aaron Skolnik) Table the approval of the updated easement agreement from Potomac Edison to install a new electrical tie point on Walnutwood Lane until reviewed by Legal Counsel.

Vote: Motion Passed – Unanimous

9. Tot Lot Replacements

The tot lot replacement is on hold as it cannot be completed due to Covid-19.

10. 13314 Waterside Drive – Extension Request for Repairs

Management received a request from 13314 Waterside Drive requesting an extension for repairs until July 30, 2020 or later if Covid-19 restrictions remain in place.

MOTION: (Jim Ganz/Patricia Jones-Butler) Approve the extension for repairs requested by 13314 Waterside Drive until July 30th or later if quarantine and health concerns are not removed.

Vote: Motion Passed – Unanimous

F. NEW BUSINESS

1. Landscaping

Management received a proposal from Ruppert Landscape for the addition of three (3) additional azaleas at 20014 Lake Park Drive in the amount of \$200.00.

MOTION: (Kathie Matthews/Aaron Skolnik) Accept the proposal from Ruppert Landscape for three (3) azaleas at 20014 Lake Park Drive in an amount not to exceed \$200.00.

Vote: Motion Passed – Unanimous

2. Tree in Winterspoon Lane Grassy Area

It was noted that a tree in the green space of Winterspoon Lane has branches falling off and looks unhealthy and likely presents a safety issue. The Board requested that Management provide a proposal to remove the tree and options for planting another tree in that area.

3. Stormwater Maintenance

It appears that is a “sink hole” area on Winterspoon Lane. It was noted that this is probably a swale and some places of the swale are deeper than others. It appears not to be a safety hazard and doesn’t need to be addressed at this time.

4. Earth Day Volunteers – Lake Cleanup

Jim Ganz noted that some homeowners in CVS volunteered to cleanup trash around Lake Churchill and Little Seneca Lake abutting CVS and Waters Landing. Mr. Ganz will draft a letter thanking those volunteers for their efforts. After the letter is reviewed by Board members and Management, it will be printed on CVS letterhead, and sent to those volunteers.

G. ADJOURN THE BOARD MEETING TO CLOSED MEETING

MOTION: (Jim Ganz/Patricia Jones-Butler) Adjourn the Board of Directors Meeting into Closed Meeting at 8:45 p.m.

Vote: Motion Passed – Unanimous

H. RESULTS OF THE CLOSED MEETING

Items were brought forth for clarification on a CCOC letter and new homeowner delinquencies

I. ADJOURNMENT OF THE CLOSED MEETING

MOTION: (Jim Ganz/Aaron Skolnik) Adjourn the Closed Meeting at 8:50 p.m.

Vote: Motion Passed - Unanimous