

Approved on February 10, 2021

Churchill Village South Homeowners Association
Virtual Board of Directors Meeting
November 11, 2020

The Board of Directors of Churchill Village Homeowners Association held a virtual Board of Directors Meeting on Wednesday, November 11, 2020 at 7:00 p.m.

Board Members Present:

Jim Ganz, President
Aaron Skolnik, Treasurer
Patricia Jones-Butler, Director
Eric Lein, Director

Also Present:

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

Board Member Absent:

Kathie Matthews, Secretary
Michael Reed, Director

Homeowners Present:

Nikki and David Rouse, 13913 Wisteria Drive
Robert Fuss, 13509 Walnutwood Lane
Kevin Bradford, 20118 Larkspur Court

A. 2020 ANNUAL MEETING (2nd ATTEMPT)

The Churchill Village South Homeowners Association held the second (2nd) attempt of the 2020 Annual Meeting where those members in person or by proxy constitute a quorum for the purpose of election of directors.

The following homeowners were elected to the Board of Directors:

Jim Ganz
Patricia Jones-Butler
Kathie Matthews
Aaron Skolnik
Michael Reed
Eric Lein

B. CALL TO ORDER-BOARD OF DIRECTORS MEETING

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

C. HOMEOWNER OPEN FORUM

1. Nikki and David Rouse, 13914 Wisteria Drive, inquired when playground equipment would be replaced at the tot lot behind their home. Mr. Ganz noted that the tot lot equipment should be installed in the next week or two. The new equipment for the tot lot on Teakwood Lane is currently being installed.
2. Robert Fuss, 13509 Walnutwood Lane, inquired when the bulk trash pickup would be scheduled. Management noted that the bulk trash pick-up will be held on November 21st and a

notice will be mailed shortly; there will also be a notice placed on the website and a few days before the 21st, an email blast will be sent.

- Kevin Bradford, 20118 Larkspur Court, inquired if his ACC application for a shed had been approved. Management noted that it had been approved and a letter will be sent to Mr. Bradford stating the approval.

D. BOARD ACTION ITEMS

1. Miscellaneous Tree Work

Management provided the Board with two (2) proposals for miscellaneous tree work from S&P Tree Care and John’s Labor Group.

20132 Larkspur Court	Remove dead tree
13300 Wedgeport Lane	Remove two (2) trees
19926 Lake Park Drive	Prune three (3) trees
Waterside Drive/Circle	Remove Dead tree

MOTION: (Aaron Skolnik/Jim Ganz) Accept the proposal from S&P Tree Care for miscellaneous tree work at a cost not to exceed \$6,725.00.

Vote: Motion Passed – Unanimous

2. Curb, Gutter and Sidewalk Replacements – Lake Park Drive/Court, Timber Oak Lane

Management provided the Board with three (3) proposals for removal and replacement of concrete curb gutters and sidewalk curbs at Lake Park Drive, Lake Park Court and Timber Oak Lane.

Dominion Paving & Sealing	\$20,968.00
O’Leary Asphalt	\$33,482.00
RJ Landscape Contractors	\$36,799.00

MOTION: (Aaron Skolnik/Jim Ganz) Accept the proposal from Dominion Paving for the concrete work on Lake Park Drive/Court and Timber Oak Lane at a cost not to exceed \$20,968.00 to come from Reserves.

Vote: Motion Passed – Unanimous

3. Concrete Sidewalk Replacement – Larkspur Court

Management provided the Board with three (3) proposals for concrete sidewalk replacement on Larkspur Court.

Dominion Paving & Sealing	\$10,986.00
O’Leary Asphalt	\$17,568.00
RJ Landscape	\$12,696.00

MOTION: (Jim Ganz/Aaron Skolnik) Accept the proposal from Dominion Paving for concrete sidewalk replacement on Larkspur Court at a cost not to exceed \$10,986.00 to come from Reserves.

Vote: Motion Passed – Unanimous

4. Trip Hazards at Willow Cove Manor Condominium

Management reported that there is a significant number of trip hazards on sidewalks located at Willow Cove Manor Condominium (WCMC), a portion of which are the responsibility of WCMC and the remainder are the responsibility of CVS. Management provided a proposal from Precision Concrete Cutting, a company that specializes in smoothing down trip hazards.

WCMC has approved their portion of the work. Management provided the Board with the CVS responsibility for repair of sidewalks in WCMC for a total about of \$5,000.63.

MOTION: Aaron Skolnik/Jim Ganz) Approve the proposal from Precision Concrete Cutting for trip hazard repairs in Willow Cove Manor Condominium for a total cost of \$5,000.63 to come from Reserves.

Vote: Motion Passed – Unanimous

5. Hand Railings on Lake Park Drive Steps

Management received correspondence from a resident that the hand railings along the steps of Lake Park Drive to Wanegarden Drive have rusted away. Management provided the Board with a proposal from Gardener's General Contractor for replacement of twelve (12) rusted newel posts in the amount of \$2,445.00.

MOTION: (Aaron Skolnik/Patricia Jones-Butler) Accept the proposal from Gardener's General Contractor for repairs of the rusted handrails on the steps on Lake Park Drive not to exceed \$2,445.00. funds to come from Reserves.

Vote: Motion Passed – Unanimous

6. Repairs to CVS Entrance Sign

During a site inspection, Management noted that the entrance sign to CVS located at Wisteria Drive and Waldorf Drive was in need of repair. Management provided the Board with a proposal from Sterico Signs in the amount of \$1,950.00 to replace the circle logo, repair and replace the posts to match the entrance sign at Waldorf Drive and Wynnfield Drive and paint.

MOTION: (Jim Ganz/Aaron Skolnik) Accept the proposal from Sterico Signs for entrance sign repairs at Wisteria Drive and Waldorf Drive, not to exceed \$1,950.00.

Vote: Motion Passed – Unanimous

7. Bulk Trash Pickup

Management reported that the bulk trash pickup is scheduled for Saturday, November 21st. A notice is being mailed to all homeowners and a blast email will be sent prior to the 21st.

8. ADA Pool Lift – Wanegarden Pool

Management informed the Board that RSV Pools reported that ADA compliant aquatic pool lift at the Wanegarden Pool is not working proposal. RSV provided a proposal for of the aquatic pool lift in the amount of \$5,100.00.

The Board noted that the proposal does not appear to include shipping costs. The Board requested that Management ask RSV Pools for more detailed information on costs. The Board also requested that Management double check that the chair lift is not working.

The Board deferred any action on this proposal.

9. Gutter Cleaning for Both Pool Houses

Management provided the Board with proposals for gutter cleaning of the Wanegarden Community Center and the Winterspoon Pool house. It was noted that the cost is within Management's spending limit so does not need Board approval.

E. INVESTMENT REVIEW

Management provided the Board with a Reserve Investment Review dated November 8, 2020. Management made the following recommendations:

1. Make November and December Reserve contributions immediately to have cash available for remaining 2020 reserve project.
2. Investments for the Morgan Stanley Money Market Account which has a cash balance of approximately \$445,441.00
 - a. Invest \$150,000.00 in a 6-month CD, reinvest for only 30-days at a time, if funds are not needed at maturity
 - b. Invest \$150,000.00 in a 6-month CD, to be reinvested in longer term CDs at maturity to achieve better spacing in investment ladder
 - \$50,000.00 in a 3-year CD
 - \$50,000.00 in a 4-year CD
 - \$50,000.00 in a 5-year CD
 - c. Invest \$60,000.00 in a 4-year CD
 - d. Invest \$60,000.00 in a 5-year CD
 - e. Reinvest \$40,00.00 from the CD maturing on November 1, 2020 in a 3-year CD
 - f. Re-invest \$60,000.00 from a CD maturing on December 31, 2020 in a 4-year CD

MOTION: (Aaron Skolnik/Jim Ganz) Accept Management's investment recommendations for action.

Vote: Motion Passed – Unanimous

F. NEW BUSINESS

1. Updated Reserve Study

Management recommended that a Level II Reserve Study update be done the first half of 2021 in preparation for the 2022 budget.

G. ADJOURNMENT

MOTION: (Jim Ganz/Aaron Skolnik) Adjourn the Board of Directors Meeting at 8:05 p.m.

Vote: Motion Passed - Unanimous