

Approved on October 13, 2021

Churchill Village South Homeowners Association
Board of Directors Meeting
September 8, 2021

The Board of Directors of Churchill Village Homeowners Association held a virtual Board of Directors Meeting on Wednesday, September 8, 2021 at 7:00 p.m.

Board Members Present:

Jim Ganz, President
Patricia Jones-Butler, Director
Kathie Matthews, Secretary
Michael Reed, Director

Also Present:

Alan Van Grack, Community Manager
Ruth Ann Allen, Recording Secretary

Board Member Absent:

Aaron Skolnik, Treasurer

A. CALL TO ORDER

The Board of Directors Meeting was called to order by Jim Ganz at 7:07 p.m.

B. MINUTES

1. June 9, 2021 Board of Directors Meeting and Closed Meeting Minutes

MOTION: (Jim Ganz/Kathie Matthews) Accept the Board of Directors Meeting Minutes and the Closed Meeting Minutes of June 9, 2021.

Vote: Motion Passed – Unanimous

C. HOMEOWNER OPEN FORUM

There were no comments for the Homeowner Open Forum

D. BOARD ACTION ITEMS

1. Request to Join the Architectural Control Committee (ACC)

Management received correspondence from Lorena Jarrin stating her interest in joining the ACC.

MOTION: (Jim Ganz/Kathie Matthews) Accept the request from Lorena Jarrin to join the ACC.

Vote: Motion Passed – Unanimous

2. Email Ratifications

- a. *Asphalt Path Repairs*

O’Leary Asphalt submitted a proposal for the final phase of asphalt path repairs in the amount of \$234,228.00. The Board approved the proposal by unanimous email vote.

The work is scheduled for September 27th through October 1st.

MOTION: (Jim Ganz/Mike Reed) Ratify the previous email vote for asphalt path repairs by O’Leary Asphalt as described in their proposal dated June 30, 2021 in the amount of \$234,228.00 to come from Reserves.

Vote: Motion Passed – Unanimous

b. *Winterspoon Pool Power Washing/Cleaning and Sealing of Wood Retaining Wall*

Management provided the Board with a proposal from Alpha Power Washing to power wash both the Winterspoon Pool deck and pool house roof in the amount of \$800.00 along with cleaning and sealing of the wood retaining wall in the amount of \$600.00. The Board voted by unanimous email vote to approve the proposal.

MOTION: (Jim Ganz/Patricia Jones-Butler) Ratify the previous approval by email vote for the Winterspoon Pool deck and pool house roof power washing and cleaning and sealing of the wood retaining wall from Alpha Power Washing not to exceed \$1,400.00.

Vote: Motion Passed – Unanimous

c. *Concrete Paver Replacements – Willow Cove Manor Condominium*

Management provided the Board with two (2) proposals to replace the cracked pavers and paver trip hazard that are too high to be smoothed down outside Willow Cove Manor Condominium. The proposals are for the CVS responsible areas. The Board approved the proposal from Dominion Paving by unanimous email vote. Willow Cove Manor Condominium has approved their portion of the project.

| Company | Price |
|-----------------|------------|
| Dominion Paving | \$7,942.00 |
| O’Leary Asphalt | \$9,404.00 |

MOTION: (Jim Ganz/Kathie Matthews) Ratify the previous approval by unanimous email vote of the proposal from Dominion Paving to complete concrete work at the Willow Cove Manor Condominium in the amount of \$7,942.00 to come from Reserves.

Vote: Motion Passed – Unanimous

3. Clubhouse Reopening.

The Board agreed to keep the Wanegarden Pool Clubhouse closed.

4. Playground Mulch

Management provided the Board with a proposal from Ruppert Landscape to replenish the playground mulch for twelve (12) tot lots in the amount of \$19,800.00. This proposal does not include the two (2) newest tot lots or the picnic area behind 20123 Laurel Hill Way.

It was noted that an explosion occurred at Ruppert Landscape. The Board requested that Management check with Ruppert to confirm that they are able to do the work in a timely manner.

MOTION: (Jim Ganz/Kthie Matthews) Approve the proposal from Ruppert Landscape to replenish the tot lot playground mulch not to exceed \$19,800.00. If Ruppert is unable to fulfill the proposal, Management to find an alternative vendor as soon as possible.

Vote: Motion Passed – Unanimous

5. Tree Work

Management provided the Board with a proposal from S&P Tree Care for tree work in CVS for a total of \$9,625.00.

| Location | Work | Cost |
|-----------------------------|---------------------------------|-------------------|
| Behind 20128 Lavender Place | Remove 3 White Pine Trees | \$2,900.00 |
| | Grind stumps, seed, and straw | \$875.00 |
| 20110 Larkspur Court | Remove dead Oak Tree | \$2,700.00 |
| 19904 Wyman Way | Prune Silver Maple and deadwood | \$975.00 |
| 20014 Lake Park Drive | Prune Red Maple and White Pine | \$675.00 |
| 20014 Lake Park Drive | Remove dead White Pine Tree | \$1,500.00 |
| TOTAL | | \$9,625.00 |

Kathie Matthews noted that there is no house at the address 20014 Lake Park Drive and asked Management to ask S&P Tree Care to provide the actual location.

MOTION: (Jim Ganz/Patricia Jones-Butler) Approve the proposal for tree removal/pruning from S&P Tree Care in the amount of \$9,625.00 which includes \$875.00 for grinding stumps, seed, and straw at 20128 Lavender Place.

Vote: Motion Passed – Unanimous

6. Landscape Work Outside The Villas at Willow Cove

Management received a request from The Villas at Willow Cove Board of Directors for landscape work outside The Villas on CVS property. Management provided a proposal from AW Landscapes for the items responsible by CVS.

| Location | Work | Cost |
|------------------------------------|---------------------------------|----------------|
| Common area by 13276 MCD | Remove 2 stumps and repair area | \$180 |
| Behind 13248 & 13256 MCD | Remove 2 large dead White Pines | \$2,100 |
| In Median by 13235 MCD | Install 1 Black Gum Tree | \$750 |
| On hillside by 13215 and 20145 MCD | Grind 2 stumps and repair area | \$1,650 |
| TOTAL | | \$4,680 |

MOTION: (Jim Ganz/Patricia Jones-Butler) Accept the proposal from AW Landscape to supplement the landscape work at The Villas of Willow Cove not to exceed \$4,680.00.

Vote: Motion Passed – Unanimous

7. Retaining Wall Update

Management met on site at 20211 Waterside Drive with Civil Solutions and Planning, LLC and the homeowner to discuss options for replacing the retaining wall that will avoid the need to remove trees. Once the plan is finalized, a proposal should be provided to the Board at the October Board Meeting.

8. Landscape Bid Meeting Recap

Management has sent out RFPs for landscape contractors for CVS beginning 2022. A bid meeting was held on September 2nd. The following landscapers attended the meeting: BrightView Landscape, Ruppert Landscape, and Community Landscape Service. All bids, including those landscapers who did not attend the bid meeting, are due to Management by the first week of October.

9. Churchill Community Foundation (CCF) Request

Management reported that the Churchill Community Fountain (CCF) has observed that an increasing number of plastic bottles, cans, and other items are finding their way into Lake Churchill. The CCF has requested that CVS install rebar or grates on the mouths of the curb drain boxes.

The Board expressed questions regarding this request and requested that Management have Alan Siefert and Danny Talmage of the CCF come to the October Board Meeting to answer their questions.

E. OLD BUSINESS

1. Tree Replacement

Kathie Matthews inquired if tree replacement would be done this fall for trees that were removed. Ms. Matthews will email the details pm the specific locations to Management.

2. Residence By the Winterspoon Pool

It was noted that an application for installation of the light posts was never received, and the light posts need to be removed. A commercial vehicle is still parked in the driveway.

Action: Jim Ganz will send Management an email on these issues and Management will send correspondence on these issues to the homeowner.

3. Waterloo Court

The RV is stilled parked in the driveway. The Board requested that Management ask the homeowner for a written statement on why the RV is parked there.

F. NEW BUSINESS

1. Bulk Trash

It was noted that bulk trash is being left on the corner of Woodruff Court and Waldorf Drive.

2. Tot Lot – Lake Park Drive

Mike Reed requested that the swings not be removed at the Lake Park Drive tot lot as he notices that the swings are used a lot.

Jim Ganz noted that new regulations have been implemented for tot lots regarding swings and there is not enough clearance in the current configuration of the tot lot to have swings.

G. ADJOURNMENT OF BOARD MEETING INTO CLOSED MEETING

MOTION: (Jim Ganz/Patricia Jones-Butler) Adjourn the Board of Directors Meeting into Closed Meeting at 8:06 p.m.

Vote: Motion Passed – Unanimous

H. RESULTS OF THE CLOSED MEETING

Management updated the Board on two (2) violation issues.

I. ADJOURNMENT OF THE CLOSED MEETING

MOTION: (Jim Ganz/Patricia Jones-Butler) Adjourn the Closed Meeting at 8:12 p.m.

Vote: Motion Passed - Unanimous