

**Churchill Village-South Homeowners Association
Board of Directors Meeting
March 10, 2010**

The Board of Directors of Churchill Village-South Homeowners Association held a Board of Directors Meeting at the Community Center on Wednesday, March 10, 2010 at 5:00 p.m.

Board Members Present:

Mike Trentadue, President
Dean Farley, Vice President
Frank Grimm, Treasurer
Robert Fuss, Secretary
Amy Knowland, Director

Also Present:

Annie Geralis, Community Manager
Craig Wilson, Vanguard Management
Ruth Ann Allen, Recording Secretary

Board Member Absent:

Steve Buc, Director

Also Present:

Scott Vincent, RSV Pools
Brian Blake, McFall and Berry
James Garvey, CVS Swim Team
Kevin David, CVS Swim Team

Homeowner Present:

John David, 19910 Wyman Way

A. CALL TO ORDER

The March Board of Directors Meeting was called to order by Mike Trentadue at 5:00 p.m.

B. MINUTES

1. Board of Directors Meeting Minutes - February 24, 2010

MOTION: (Dean/Frank) Approve the Board of Director Meeting minutes of February 24, 2010 as written.

Vote: Motion Passed - 3 ayes/1 abstention

2. Executive Session Minutes - February 24, 2010

MOTION: (Dean/Frank) Adopt the Executive Session Minutes of February 24, 2010 as amended.

Vote: Motion Passed - 3 ayes/1 abstention

C. MEETING WITH SCOTT VINCENT, RSV POOLS

Scott Vincent, President of RSV Pools, attended the Board Meeting in order to discuss with the Board issues concerning the pools for the summer season.

1. Proposals for Work at the Winterspoon Pool

Mr. Vincent stated that there is a leak at the main Winterspoon Pool, probably in just one (1) skimmer. It cannot be determined if this is the only leak until it is fixed. The wading pool at Winterspoon also has a leak. The return line is not holding pressure. This area will have to be dug up as the exact location of the leak could not be determined.

The tile line around the Winterspoon Pool is also in horrible shape. The tile is falling off the wall and there is no support behind the tile. A similar repair has been done on the Wanegarden Pool by RSV Pools, and it has held up.

The Board inquired if this work can be completed before the pool season starts. Mr. Vincent replied that the work needs to be started in the next week or two, but he is confident that the work can be completed before Memorial Day weekend.

The Board mentioned a disparity in proposal 3a and 3b. Proposal 3a is for resurfacing the pool and leaving only one racing lane using 2x2 tiles. Proposal 3b is for digging around the racing lanes already there, but leaving them as is. The Board mentioned that there is only a \$300 difference which seems odd. Mr. Vincent agreed that there should be a bigger price difference.

The Board discussed with Mr. Vincent the option of reducing the cost of the proposals by approving them all together. Mr. Vincent stated that the cost of coping had gone up considerably and prices have gone up since the proposals were written, but he was willing to stand by the prices quoted in the proposals.

MOTION: (Dean/Frank) Approve the proposals (1, 2, 4, and 7) from RSV Pools for the main Winterspoon Pool, including option 3a for a single racing lane, for a total cost of \$41,800.

Vote: Motion Passed - Unanimous

Mr. Vincent inquired if fifty percent (50%) of the cost could be paid at the beginning of the work to cover supplies and the rest be paid when the work is completed. The Board suggested that Mr. Vincent call Management and work out the details.

MOTION: (Dean/Robert) Accept the proposal for work at the Winterspoon wading pool not to exceed \$4,000.

Vote: Motion Passed - Unanimous

2. Employee Insurance

Scott Vincent has agreed to continue to pay the swim coaches through their payroll until the current pool contract between CVS and RSV Pools ends. Mr. Vincent explained that he had summer swim coaches successfully file for unemployment benefits.

Mr. Vincent appealed the decision to award them unemployment, but was unsuccessful.

3. Pool Cover at Wanegarden Pool

The Board inquired as to what Mr. Vincent thought of the condition of the cover of the main pool at Wanegarden. Mr. Vincent mentioned that the cover had looked bad for a couple of years, but it was able to support the weight of the snow storms this winter. The Board mentioned that they were surprised that the condition of the pool cover had not been brought to the Board's attention since this is a capital expense. The Board would have appreciated some warning that the cover would need to be replaced in a few years. The Board suggested that the pool covers be added to the closing inspection list for the pools. Mr. Vincent will look into the cost of replacing the pool cover.

4. Lighting at Pools

Frank Grimm inquired if Management could look at replacing the light bulbs around the perimeter of the pool with energy efficient bulbs. Management will look into having this done.

D. ARC

1. 20129 Laurel Hill Way

Management has inspected the back yard of 20129 Laurel Hill Way, and the junk has been removed. The homeowner stated that the siding of the house has been painted the same color as the neighbor's house. Management provided pictures of the exterior of the house for the Board's examination. The Board also mentioned that an ARC application for the white trimmed windows in the rear of the house had never been submitted.

Craig Wilson stated that since the color and replacement windows on the house have not been approved by the ARC, the Board has every right to ask that the house be returned to its original condition. The Board requested that the homeowner provide a plan to bring the home in compliance with the community standards within sixty (60) days beginning on January 22, 2010. If the Board has not received a response from the homeowner by March 22, 2010, then a letter can be sent stating that the Association will be filing a complaint with the CCOC, if necessary, at that time.

MOTION: (Dean/Frank) If the homeowner does not come forth with communication by the 22nd of March, send a letter informing that the homeowner has failed to comply with the Association request and the Association will be filing a complaint with the CCOC. Management will file the complaint.

Vote: Motion Passed - 4 ayes/1 abstention

E. MEETING WITH MCFALL AND BERRY LANDSCAPE MANAGEMENT, INC.

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Brian Blake met with the Board to discuss the transition of landscaping services to McFall and Berry Landscape Management, Inc. McFall and Berry has been waiting for the snow to melt before working on the damage from the snow storms. The piles of trees along the streets will be removed by the end of the week. With rain coming, the branches that are stuck in the snow banks should be able to be removed.

The spring clean-up has been started in the vicinity of Laurel Hill Way and Wynnefield Drive.

The Board reminded McFall and Berry that it had been suggested that an area be mulched with dyed mulch, so the Board could have a chance to see what it looks like. The Board questioned whether the dyed mulch stains the concrete. Mr. Blake replied that this might happen if the mulch was not cured long enough, but McFall and Berry have a good mulch supplier and this shouldn't happen. The Board also inquired about wood spores in the mulch. McFall and Berry stated that this could happen to any type of wood mulch, but that they wouldn't accept mulch if there were problems. Management will work with McFall and Berry on an area that can be mulched with the dyed mulch.

The proposal for tree and stump removal will not be worked on for a few more weeks, as there is still a considerable amount damage to be worked on from the snow storms.

Dean Farley mentioned that the Board is interested in making an investment in the community over the next several years concerning the landscaping. The landscaping has not been maintained in the way it should have been. The Board would like McFall and Berry to provide ideas and options for planting and/or replacement of trees, additional or new plantings, sprucing up the community and adding color.

The Board suggested that McFall and Berry look first at the areas by the pool houses and around the entrance signs for suggestions to improve the look of those areas. The plantings have not been what the Board's envisioned. The Board would also like suggestions for flowers in these areas.

Craig Wilson mentioned that Management has a five (5) year plan for beautification of the community which would be a good basis to begin. Management will email this plan to McFall and Berry.

Annie Geralis inquired about the snow damage in common areas of the community that need to be repaired. McFall and Berry stated that most of the damage is limb damage. Some trees may need to be climbed to removed the damaged limbs. The lawn damage can be easily fixed and is something that McFall and Berry would do with their normal activities in the community.

Robert Fuss suggested that McFall and Berry also look at areas where rain gardens would work to cut down on the amount of mowing that is done in the community.

The Board also inquired about McFall and Berry's snow removal services. McFall and Berry stated that generally snow plowing services start at two (2) inches. Mr. Blake mentioned that they did well during this winter's snow storms. They constantly kept

plowing their communities, so that the road were passable through the storms. They keep track of the storms that are coming so they can have equipment ready.

The Board would like to meet with McFall and Berry again after four (4) cuts of the common area grass.

F. MANAGEMENT REPORT

1. Extended Liability Insurance Coverage for the CVS Swim Team

Management has supplied the Board with the information on a rider policy for liability coverage insurance for the swim team for the summer. The cost of the extended coverage was approximately \$1000.00 for a one (1) million dollar policy. The Board does not think that the million dollar policy is enough coverage. The Board requested that Management look into how much of an umbrella policy that could purchase for the amounts of \$500, \$750, and \$1,000.

This policy is to cover any activities by the swim team and is a defense and judgement policy. Medical coverage is not covered in the policy.

The Board also requested that Management look at other insurance companies for packages that would include coverage for the swim team over the summer.

Robert Fuss inquired if the CVS insurance company doesn't cover medical expenses would CVS have to cover the medical expenses if the injured party does not have medical insurance. Management will check on this matter.

2. Swim Team Release of Liability Form

Management provided the Board with a Release of Liability form for the swim team from another community that is more comprehensive than the current liability form for CVS. It also requires that parents of swimmers have insurance to cover medical expenses. Management will have legal counsel review the Release of Liability forms. The Board requested that the swim team be informed of possible changes to the Release of Liability form.

3. Retaining Walls

a. *Easements for 13306 Waterside Circle*

Management has not received the easements from legal counsel regarding the easement agreement for 13306 Waterside Circle. This matter was originally discussed in December.

b. *Correspondence from 20212 Waterside Drive*

Management reminded the Board that there is nothing else the Board was going to do concerning cracks that the homeowner mentioned had occurred due to the work on the retaining wall behind their property. The engineer has made two (2) site visits to the inside of the home with the homeowners present, and the

engineer has stated from visual inspection that the area needs to be caulked.

G. SWIM TEAM

Jamie Garvey, Swim Team Coordinator, and Kevin David, Swim Team Committee Member, met with the Board of Directors to discuss the upcoming swim team season. Mr. Garvey supplied the Board with the information they requested; a copy of the checking account transactions for 2009 and a copy of the swim team budget for last year along with a proposed budget for 2010.

Dean Farley mentioned that the Board was surprised that they had spent more than the budgeted amount for swim team last summer. This has not been a one time occurrence and the Board had eaten the overage from previous years. Jamie Garvey stated that the swim team will provide the Board with a check for the money that was over the expected Board's contribution to the swim team.

Mr. Farley stated that RSV Pools is willing to pay the coaches salaries through their administrative system this summer as they have in the past as this was part of the pool contract.

The Board has realized that the swim team coaches and the swim team haven't had the liability coverage that they should have had in the past. The Board is looking at insurance riders that will cover the swim team and coaches for the summer. The basic rider for a one (1) million dollar policy will be about \$1000.00. The Board feels that this is not enough coverage so they are also looking into an umbrella policy to add to the rider. As this coverage is specifically for the swim team, the Board requests that the swim team help pay for this cost. The swim team will need to reevaluate its budget with these costs in mind.

Mr. Garvey explained that the swim team registration fees have been very reasonable and doesn't foresee a problem with the possibility of raising registration fees.

Mike Trentadue also expressed his concern that there has not been any fund raising on the part of the swim team. Mr. Trentadue suggested a swim-a-thon where swimmers ask homeowners to sponsor them so much money for each lap that they swim. Mr. Garvey thought this would be an idea to look into.

The Board also requested that the swim team look at revising the Release of Liability form for swimmers. Management gave Mr. Garvey a liability form from another community that could be an example for the swim team's liability form. The most important addition would be that swimmers need to have medical coverage through their parents. Mr. Garvey responded that updating the liability form would be a good thing.

The Board will consider a donation to the swim team for a set amount. In the past this money has been used to pay coaches salaries through RSV Pools. If this was done again, the swim team would be responsible for any amount over the amount at the end of the season to RSV Pools.

Jamie Garvey thanked the Board for their support of the swim team as it is an

important activity in the CVS community.

H. HOMEOWNER FORUM

John David, 19910 Wyman Way, mentioned to the Board his concerns over the lack of snow removal from the walking paths and snow removal. Mr. David mentioned that the children from Wyman Way use the path the crosses Winterspoon Lane to walk to school. Sometimes this path is cleared after snow storms and sometimes not. Also, this year the snow was piled across the path so the children needed to climb seven foot (7') mounds of snow to get to the path.

The Board responded that the County requires that any sidewalks outside of homes are obligated to be shoveled or cleared within forty-eight (48) hours after a snowstorm. The walking and bike paths throughout CVS are not legally required, by law, to be cleared. The Board looked at clearing the paths a few years ago and the cost to clear these paths would be expensive. Also, if only selected paths are cleared, homeowners complain that the remaining paths are not cleared. The Board agreed that the snow should not have been dumped across the paths. At one time, the Board had talked to Lake Seneca and allowed them to come on CVS property to clear the paths for school children. The Board is willing to contact Lake Seneca again and offer to provide them with the easements onto CVS property so that they can clear the paths.

Mr. David also mentioned that his house backs up to the Winterspoon Pool parking lot where snow was piled following the snow storms. When this snow melts, it could possibly cause water in the basements of the townhouses in that area. The Board agreed that the snow should have been placed in another area not so close to the townhouses. The drainage in this area is also very poor so the water has created muddy areas and icy patches when the water has frozen.

Mr. David relayed that Jim Austin would like the Board to consider placing a doggy station by the Winterspoon Pool

Mr. David also mentioned that a day care provider from the Canterbury Apartments brings their children onto CVS property to play in the tot lots. Management will look into this matter.

Mr. David also mentioned that the Vanguard employee who checks around the CVS property should have some sort of identification as he appears very secretive. Craig Wilson stated that homeowners should call the police any time they observe any one who they deem to be of concern. Management is looking at some sort of identification that identifies that someone works for Vanguard Management.

I. NEW BUSINESS

1. Hearing for 13513 Walnutwood Lane

The homeowner of 13513 Walnutwood Lane did not appear for the hearing for parking of a van with no plates and flat tires in the driveway area and a trailer being stored

on the grass area located on the side of the house.

Management had photos that were taken the day of the Board meeting and the violation still exists. The Board can take action with the CCOC if they choose. There is a new law that goes into effect on April 15, 2010 that unused vehicles cannot be kept on residential property for more than thirty (30) consecutive days. The Board can wait until May 15th to contact police or file with the CCOC. The Board requested that Management take pictures of the vehicles on April 15th and also on May 15th, and the Board will make a decision on this matter after May 15th.

2. Pipestem on Walnutwood Lane

Management received correspondence from the homeowner at 13513 Walnutwood Lane concerning asphalt damage on the pipestem of their house. Management had O'Leary Asphalt look at the pipestem, and they reported that it cannot be a quick repair. The whole area needs to be repaved. O'Leary suggested that stones be placed to fill and level the area. Management will request a proposal to fix this area from O'Leary.

The Board stated that there are still other asphalt projects that need to be done. O'Leary Asphalt has previously created a list of the projects that need to be done and their importance. The work on this pipestem on Walnutwood Lane is first on the repair list. Management will have O'Leary check the pipestems more closely to see if there is any other damage that needs to be repaired since the snowstorms.

3. Vehicle with No License Plate

It was mentioned that a white Porsche with no license plate is sitting in the driveway of a pipestem on Wisteria Drive. Management will check on this situation. This matter would also fall under the new law of parking an unused vehicle on residential property.

J. ADJOURNMENT

MOTION: (Dean/Frank) Adjourn to Executive Session at 8:30 p.m.

Vote: Motion Passed - Unanimous

K. EXECUTIVE SESSION

There was no business that needed to be covered in Executive Session

MOTION: (Dean/Amy) Adjourn Executive Session at 8:31 p.m.

Vote: Motion Passed - Unanimous