

Churchill Village-South Homeowners Association
Board of Directors Meeting
June 12, 2012

The Board of Directors of Churchill Village South Homeowners Association held a Board of Directors Meeting at the Community Center on Tuesday, June 12, 2012 at 7:00 p.m.

Board Members Present:

Mike Trentadue, President
Jim Ganz, Vice President
Steve Buc, Director
Craig Wilson, Director

Also Present:

Annie Geralis, Community Manager
Ruth Ann Allen, Recording Secretary

Board Members Absent:

Robert Fuss, Treasurer
Amy Knowland, Secretary

Homeowners Present:

Andrew Newberry, 13541 Wisteria Drive
Rich LaRiviere, 20008 Wanegarden Court
Kathie Matthews, 20010 Lake Park Drive

A. ARCHITECTURAL CONTROL COMMITTEE

1. Hearing for 20008 Wanegarden Court

Management requested that the homeowner of 10008 Wanegarden Court attend a Hearing for storage of a large power boat next to the carport area located on the side of the home. The Board stated that the storage of the boat on CVS property is prohibited by the covenants of the Association. Mr. LaRiviere agreed to remove the boat. Mr. LaRiviere inquired if there was somewhere on CVS property that could be used for storage of these type of vehicles. The Board did not see this as a viable solution.

The Board received an incident report concerning an issue at the Wanegarden Pool that involved Mr. LaRiviere and asked Mr. LaRiviere his side of the story. Mr. LaRiviere explained his side of the incident to the Board.

2. Hearing for 13541 Wisteria Drive

Management requested the homeowner of 13541 Wisteria Drive attend a Hearing for the recurring violation for parking of a large black work trailer on the common area driveway. Management reported that the trailer had been removed.

Andrew Newberry, 13541 Wisteria Drive, stated that it seems his house is noted for violations more than the houses that are further up the cul-de-sac. He cited an example years ago of being cited for repair to the chimney cap; at that time other houses on the cul-de-sac with the same issue were not cited. Mr. Newberry also noted that the neighbor at 13543 Wisteria Drive has not lived in the house for five (5) years and the house has not been maintained on the outside. Management will look into these issues.

3. Draft Correspondence to Laurel Hill Way Residents

Management provided the Board with the draft of the letter to be sent all homeowners on Laurel Hill Way that have structures located on the common areas. The Board requested that verbiage be added to the second (2nd) paragraph that states that the homeowner acknowledges that the structure is on CVS property and the homeowner agrees to make the subsequent homeowner aware of the agreement concerning the structure and will be subject to it.

The homeowners will be requested to sign an easement agreement that they will maintain the improvements of structures on the common area and will notify subsequent homeowners of the agreements.

4. 20143 Laurel Hill Way

Management requested that the homeowner complete an ACC application for the replacement of the steps and the new planter boxes.

B. CALL TO ORDER

The June Board of Directors Meeting was called to order at 7:25 p.m.

C. HOMEOWNER OPEN FORUM

1. Kathie Matthews, 20010 Lake Park Drive, stated that she did a walk through with McFall and Berry Landscape on Lake Park Drive and Lake Park Court. McFall and Berry submitted a proposal for landscape updates in this area. Management forwarded the proposal to the Willow Cove Townhomes Board of Directors and requested that they prioritize the list. It was noted that Item 7, the hillside along Lake Pathway, should be done after the work on the path around the lake is completed. The total cost of the proposal is \$10,019.00.

MOTION: (Jim/Steve) Approve the proposal from McFall and Berry for landscape improvements on Lake Park Drive and Lake Park Court for \$10,019.00 and that the plantings be done at a time that is most beneficial and when the work on the path is completed.

Vote: Motion Passed - 3 ayes/1 abstention (Craig)

Ms. Matthews noted that there are still Christmas lights up on houses along Wisteria Drive. The Board stated that these houses have been sent violation notices.

Ms. Matthews also inquired about the U-Haul trucks that have been parked along Wisteria Drive. Mike Trentadue stated that Ms. Matthews should send a complaint to the County permitting services concerning this matter.

D. MINUTES

1. May 9, 2012 Board of Directors Meeting Minutes

MOTION: (Jim/Steve) Accept the May 9, 2012 minutes as amended.

Vote: Motion Passed - Unanimous

2. May 9, 2012 Closed Meeting Minutes

MOTION: (Steve/Jim) Accept the minutes of the Closed Meeting as submitted.

Vote: Motion Passed - Unanimous

E. MANAGEMENT REPORT

1. Replacement of the Community Center Ceiling Fans

Management reported that the new ceiling fans in the Community Center have been installed.

2. Proposal Regarding Drainage Issue Behind 19900-19912 Wyman Way

At a previous Board meeting, the homeowner at 19910 Wyman Way mentioned that the area behind his house on Wyman Way flooded when it rains and the area becomes soggy. Management has checked the area on several occasions and the area seemed to drain well. Management contacted the surveyor, CPJ, to have a field survey done of the area to see if the elevation had changed. The report from CPJ gave several options to resolve the issue, but it also stated that there are a large number of trees with extensive root systems that would hamper any of the suggested fixes and any cutting of the roots would probably kill the trees. The loss of the trees would probably lead to other drainage issues as the roots of the trees help soak up the water.

The Board requested that Management survey homeowners in that area to determine if they experience any drainage issues. The Board agreed to table any decision concerning this issue and will continue to monitor the situation.

The Board requested that Management send the homeowner of 19910 Wyman Way stating that no visible signs of standing water has been noted, but the Association will continue to monitor the situation.

3. Trees Planted on Common Area Behind 13740 Wanegarden Drive

The Board noted that the petition submitted by Mary Brown, 13740 Wanegarden Drive, did not include signatures from all the homeowners near the common area where the trees were planted. The Board requested that Management contact the homeowners of these neighboring homes and ask them their opinion on the addition of the trees. McFall and Berry did state that the trees needed to be moved about ten to fifteen feet (10'-15') so that the trees do not encroach on the pathway as they become larger. The Board agreed that it was impractical to move these trees at this time of the year and any decision on the re-planting of these trees should wait until Fall.

4. Correspondence from 13509 Teakwood Lane

Management received correspondence from the homeowner of 13509 Teakwood Lane noting that a tree located in the common area behind a newly installed fence will damage the fence. Management requested that the homeowner send a copy of the plat

showing the location of the fence and the trees. The Board will discuss this matter again when the plat is received from the homeowner.

5. Removal of Pear Tree at 13222 Meander Cove Drive

Management received a proposal from McFall and Berry to remove a Pear tree at 13222 Meander Cove Drive as half the tree has been split and needs to be removed. The cost of the proposal is \$800.00.

MOTION: (Jim/Steve) Approve the proposal from McFall and Berry for removal of the Pear tree and grinding of the stump for \$800.00.

Vote: Motion Passed - 3 ayes/1 abstention (Craig)

6. Summer Flower Proposal

MOTION: (Jim/Steve) Ratify the email vote by the Board for the summer flower proposal from McFall and Berry for \$2,731.00

Vote: Motion Passed - 3 ayes/1 abstention (Craig)

7. Seal Coating Project

Management stated that the seal coating in the community has been completed except for Waterside Drive, Waterside Lane, Waterside Court and Meander Cove Drive. These remaining areas will be seal coated on June 19-21, 2012.

8. Swimming Pool Matters

a. Incident Report from the Wanegarden Pool

Management received an Incident Report concerning an incident at the Wanegarden Pool on June 9, 2012. The Board requested that Management contact the person listed as a witness on the Incident Report about this issue and talk with the staff on duty at that time for their account of the incident. The Board also requested that Management look at the camera footage from that day.

9. Pool Party Budget Request

Management received correspondence from homeowner Jackie Riley regarding a budget request for four (4) community-sponsored pool parties. The requested amount is \$4,117.00.

MOTION: (Jim/Steve) Approve the request from Mrs. Riley for four (4) community-sponsored pool parties with a budget request of \$4,117.00.

Vote: Motion Passed - 3 ayes/1 abstention (Craig)

The Board requested that sufficient notification be given to the community for the date and time of these pool parties.

10. Request from Lake Seneca Elementary School

Management received a request from the principal of Lake Seneca Elementary School for usage of the Wanegarden Pool for the 5th grade class end of school pool party on June 8th from 11:00 a.m. until 2:30 p.m.

MOTION: (Jim/Steve) Ratify the email vote by the Board for the use of the Wanegarden Pool by the Lake Seneca Elementary School 5th grade class for a pool party on June 8th from 11:00 a.m. to 2:30 p.m.

Vote: Motion Passed - 3 ayes/1 abstention (Craig)

11. Change in Maryland Law Regarding Pits Bulls (Pure and Mixed)

A client memorandum was set to all Vanguard clients regarding the change in Maryland law regarding Pits Bulls (Pure and Mixed) and how it could affect Homeowner and Condominium Associations. Vanguard Management is encouraging that the Board of Directors have the Association's attorney review the Association's documents and advise of step(s) necessary to insulate the Association.

Craig Wilson, Vanguard Management, stated that a legislative sub-committee will hold a work session/hearing next week to discuss this matter. Mr. Wilson stated that the MD-LAC will be working to have the homeowner and condominium associations taken out of the law so that only the owner of the animals is liable and no one else.

The Board agreed that this matter should be sent to legal counsel for their advisement.

12. Correspondence from Goldklang & Group

Management received a proposal from Goldklang & Group for performing the audits for CVS Homeowners Association for the years ending December 31, 2012 and December 31, 2013. The fee for preparation of the 2012 audits is \$3,800.00 and \$3,900.00 for 2013. The preparation of the Federal and State Income Tax returns will cost \$350.00 a year.

MOTION: (Steve/Jim) Accept the engagement of Goldklang & Group for preparation of the 2012 and 2013 audits and Federal and State Income Tax returns at a total cost of \$8,400.00.

Vote: Motion Passed - 3 ayes/1 abstention (Craig)

13. Community Center HVAC Unit

On June 4, 2012, Management received notification from the Community Center Administrator that the HVAC unit was not cooling the Community Center. Management contacted Harvey Hottel to inspect the unit. Management received a proposal from Harvey Hottel to perform a leak check and make repairs for \$2,245.00. Management requested that Harvey Hottel provide Management with a maintenance history of the unit.

Management contacted Hayden Mechanical Services to provide a second opinion for repairing the system. Hayden Mechanical Services submitted a proposal for \$941.47

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for repairs to the unit which did not include a leak check. Management requested that Harvey Hottel provide Management with a maintenance history of the unit.

The Board agreed to have Hayden Mechanical Services go ahead with the repairs to the HVAC unit and perform a leak check.

F. NEW BUSINESS

1. Green Fencing at 13549 Wisteria Lane

It was noted that green fabric fencing has been attached to the wood fence at 13549 Wisteria Drive. The Board requested that a letter be sent to the homeowner stating that the green fencing is not consistent with the covenants of the Association and inquire if the fencing is temporary and the time frame for when it will be removed.

2. Delinquencies

Management provided the Board with a delinquency comparison report from 2004 through May 2012. The delinquency rate continues to rise. Craig Wilson noted that there is no value in the Association foreclosing on a property when there is no equity, as the Association would not recoup the money.

Management suggested that the Board could meet with legal counsel to discuss the delinquency issue.

3. July Board of Directors Meeting

It was noted that there is a home swim meet on the Wednesday, July 11, 2012, the date of the July Board Meeting. The Board agreed to hold the July Board Meeting on Tuesday, July 10, 2012.

G. CLOSED MEETING

The Board adjourned into Closed Meeting at 8:45 p.m.

H. RESULTS OF THE CLOSED MEETING

The Board took action on a contract matter.

I. ADJOURNMENT

MOTION: (Steve/Jim) Adjourn the Board of Directors Meeting at 8:50 p.m.

Vote: Motion Passed - Unanimous