

**Churchill Village-South Homeowners Association**  
**Board of Directors Meeting**  
**November 14, 2007**

The Board of Directors of Churchill Village-South Homeowners Association held a Board Meeting at the Community Center on Wednesday, November 14, 2007.

**Board Member Present:**

Steve Buc, President  
Mike Trentadue, Vice President  
Frank Grimm, Treasurer  
Robert Fuss, Director  
Dean Farley, Director

**Also Present:**

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

**Board Member Absent:**

Richard Hor, Director

**Homeowners Present:**

Richard Allen, 13617 Teakwood Lane  
Andy White, 12437 Walnutwood Lane  
Amy Knowland, 20157 Laurel Hill Way  
Bob Moore, 20201 Laurel Hill Way

**A. CALL TO ORDER:**

The November 2007 Board of Directors Meeting of Churchill Village-South was called to order by Steve Buc at 7:30 p.m.

**B. HOMEOWNERS FORUM**

1. Andy White, 13427 Walnutwood Lane, was present to request use of the Community Center once a week to teach a pilates class. The Board requested that Management have Andy White get in touch with Liz Gross, Community Center Administrator, for availability and request for use forms for the Community Center.
  
2. Richard Allen, 13617 Teakwood Lane, thanked the Board for the fixing and resurfacing of the tennis courts on Wisteria Lane.

**C. MINUTES**

The following amendments were made to the October 10, 2007 Board Meeting Minutes:  
1. Page 1, Item 3, Add to the minutes "All the homeowners should come to a homeowners forum to get approval for color and consistency of siding in their row of town homes. Then each homeowner needs to apply individually for architectural changes".

2. Page 4, Item 6, Add to the minutes, "The Winterspoon Pool Tennis Courts will also be finished in the spring with the blue courts at no extra charge.

**MOTION:** (Mike/Dean) Accept the October 10, 2007 Board Minutes as amended. The motion passed with 4 ayes and 1 abstention.

#### **D. MANAGEMENT REPORT**

##### 1. Snow Removal Contract

Mike Ryba, Craig Wilson and Dave Dunlevy sat down together last week to go over the amount and quality control of sand usage in CVS. They came up with four (4) options for sand application and removal for the 2007/2008 winter season.

- a. Have a floor and ceiling cost for the amount of sand to be used.
- b. Have CVS put a deposit down for sand removal
- c. Build removal of sand into the ground maintenance contact
- d. Leave the contract as is

The option of using salt on the pipe stems was discussed. The downside to this is if too much salt gets on the grass, the grass will die. Craig Wilson also brought up the option of using the ATV's to plow the pipestems. They are more maneuverable in tight places. The pipestems should also be cleared during the storm, not just at the end. Also sand or salt should not be applied unless needed at the end of the day after the sun has melted the snow on the driveways. Also, only put abrasive on areas that really need it; like inclines. Some pipestems are relatively flat, and don't really need much sand. It was also mentioned that there should be better quality control of the plowing.

**MOTION:** (Mike/Dean) Approve the existing proposal of snow removal with no up-front costs, with the amendment of salt being added to pipestems, at \$30 per bag. Clean-up of sand should be done no later than April 15<sup>th</sup>. The motion passed unanimously.

Dean Farley mentioned that he would be willing to take a management role of monitoring the snow clearing in CVS. He suggested that a walk through be done in the community with Dunlevy to cover the specific areas of concern.

##### 2. Community Center

It was noted on the Community Center accounts that there was a service charge of \$15. Management stated that often a business account will have a service charge. The Board also wondered whether this service fee was due to the account balance going below a minimum. Management will check with the bank on why there is a service fee.

Frank Grimm mentioned that Management should let Liz Gross know to make another deposit into the CVS operating budget sometime in the last two (2) weeks of December.

##### 3. Security System

Two (2) extra cameras have been added to the Winterspoon Pool. Mike Trentadue asked if the cameras had been adjusted at the Wanegarden Pool and the broken security camera fixed. Management has not heard from the security company that these

changes had been made. Also, Mike suggested that the cameras should be on if they are workable. The Board will not discuss the contract until all the changes have been made at both pools.

3. Grounds Maintenance

a. *Sewer Drain at 19956 Lake Park Drive*

Management received correspondence from a homeowner stating that the sewer drain located in the front of his house has a gap of nine (9) inches, but should only be six (6) inches. Management contacted Dunlevy for possible solutions regarding the drain. Dunlevy suggested a Patented Storm Water Inlet Guard could be installed for about \$780.00. The Board suggested that soldered rebar could be put in front of the sewer drain to lessen the nine inch gap. Management will check into the possibility of hiring someone to solder the rebar across the drain.

b. *Hedge by Winterspoon Pool*

Mike Trentadue mentioned that the hedge along the path by Winterspoon Pool had not been cut back three (3) feet. The pine trees in that area had also not been trimmed back. Management will check on this matter.

4. Architectural Matters

a. *Complaint Concerning 10 Waterside Court*

A CVS homeowner called Management stating that the homeowner of 10 Waterside Court had constructed a fence on the back of his unit which extends onto the common area. Management went to check on this matter and agreed that the fence had been built out onto the common area. A part of the fence is also attached to the new retaining wall. Management has not received an ARC application from the homeowner. Management has sent correspondence to the homeowner requesting an ARC application be completed.

**MOTION:** (Mike/Frank) Notify the homeowner in writing that they're in violation of ARC rules by building a structure on common property and completing a project without proper paperwork. The homeowner should come to the next Board meeting in January to show why the structure should not be removed.

The motion was withdrawn.

Management will send a letter to the homeowner stating since the homeowner did not get prior approval to put up the fence, the fence on the common area needs to be removed within 15 days, or show proof that the fence is on this property. If this work is not done, the homeowner will be asked to attend a hearing at the January Board Meeting.

b. *13409 Walnutwood Lane*

Management heard back from legal counsel concerning the fence at 13409

Walnutwood Lane. He stated that it is acceptable to ask the homeowners to remove the top rail of fence and shorten the fence posts. He recommends that the dog fence inclosure remain for safety reasons, as the home is a licensed daycare.

**MOTION:** (Mike/Frank) Lower the rail and the trop of posts to agree with ACC regulation. The motion was withdrawn.

**MOTION:** (Mike/Frank) Remove at least one (1) rail of all fencing in the backyard reducing the height to the standard three (3) rails to agree with the CVS guidelines of the 42" height for fences. The motion passed unanimously.

Management will send a letter to the homeowner stating the Board's decision. The letter will also state that this approval does not set a precedent for subdividing of yards in CVS.

*c. 20158 Wynnefield Drive*

**MOTION:** Approve the ARC application for 20158 Wynnefield Drive. The motion passed unanimously.

*d. 22 Walnutwood Court*

Management heard back from CCOC concerning the oil tank at 22 Walnutwood Court. Management will send a letter stating that the oil tank does not comply with community rules and regulations. The homeowner will be cited for the ARC violation and will be asked to come in for a hearing if the oil tank is not removed.

#### **E. ADJOURNMENT**

**MOTION:** (Steve/Frank) Adjourn the regular Board Meeting to the Annual Meeting at 9:00 p.m. The motion passed unanimously.

Reconvened Regular Board Meeting at 9:15 p.m.

#### **F. NOMINATION OF OFFICERS**

The following homeowners were elected to the 2008 Board of Directors: Steve Buc, Mike Trentadue, Frank Grimm, Dean Farley, Robert Fuss, and Amy Knowland.

**MOTION:** (Dean/Steve) Nominate Mike Trentadue for President for 2008. The motion passed unanimously.

**MOTION:** Dean/Frank) Nominate Steve Buc as Vice President. The motion passed unanimously.

**MOTION:** (Dean/Steve) Nominate Frank Grimm for Treasurer and Robert Fuss as Secretary. The motion passed unanimously.

Dean Farley and Amy Knowland are Board Directors.

#### **G. NEW BUSINESS**

##### **1. Holiday Dinner**

The annual Board of Directors holiday dinner will be held at the Bonefish Grill on

Wednesday December 12, 2007 at 6:30 p.m.

2. Suggestions for Board Roles

Mike Trentadue suggested that Board members take on specific topics that are of interest to them to work directly with Management on the major issues and recommendations for what should be accomplished. His suggestions were as follows:

Steve Buc, ARC Committee

Amy Knowland, Social committee, parties, volunteers

Mike Trentadue, Grounds maintenance

Frank Grimm, financials

Dean Farley, pool matters

The Board will review Mike's suggestions and discuss this matter at the January Board Meeting.

3. Letter to Richard Hor

Dean Farley suggested that Management send a letter to Richard Hor thanking him for his time spent on the Board and encourage him to continue with the lake cleanup and/or other volunteer activities.

4. Amy Knowland, New Board Member

Management will get the documents and information that Amy Knowland needs for her position on the Board.

Adjourn Board Meeting to Executive Session 9:30 p.m.

Reconvene Board meeting at 9:35 p.m.

5. Financials

Frank Grimm mentioned that there is a deficit of \$14,000 in the budget, but stated that it is not something to be worried about.

**H. ADJOURNMENT**

**MOTION:** (Steve/Dean) Adjourn the Board Meeting at 9:40 p.m.