

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

The Board of Directors of Churchill Village-South Homeowners Association held a Board of Directors Meeting at the Community Center on Wednesday, September 12, 2012 at 8:00 p.m.

Board Members Present:

Mike Trentadue, President
Jim Ganz, Vice President
Robert Fuss, Treasurer
Any Knowland, Secretary
Steve Buc, Director

Also Present:

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

Homeowners Present:

Martha DeAnda-Avalos, 13544 Winterspoon Lane
Eric Cooper, 13633 Winterspoon Lane
John David, 19910 Wyman Way

A. ARCHITECTURAL REVIEW COMMITTEE (ACC)

1. Wyman Way Drainage Issues

Management stated that the area behind the townhouses of 19900-19912 Wyman has been consistently monitored following heavy rains and there has been no evidence of standing water. The Board requested that the area be monitored but not as diligently. The Board agreed no action was needed on this issue.

2. 13513 Walnutwood Lane

The homeowner of 13513 Walnutwood Lane has not submitted an ACC Application for siding change to the house. The Board requested that the homeowner of 13513 Walnutwood Lane be requested to come to a Hearing.

3. Proposed Draft Rule for Pit Bulls

The Board discussed the addition of the Pit Bull Rule into the Rules and Regulations for CVS. The current Maryland law states that pit bulls are dangerous, and this rule is in reaction to that law. Management stated that it is better to have a stand alone rule as it is easier to rescind if the final law changes, and the rule involves more than just the ACC as it involves common area also.

The Board requested that Management send all CVS homeowners correspondence explaining the new rule, as well as the reason it was adopted.

MOTION: (Steve/Amy) Adopt the policy for regulation of pit bulls with recommended modifications using the language the Court of Appeals used and approved, according to legal counsel. Send a letter to the community explaining the policy by the Board.

Vote: Motion Passed - 4 ayes/0 nays/1 abstention

4. 13311 Wedgeport Lane

The homeowner of 13311 Wedgeport Lane was sent violation notices for replacement of a deck at the back of the home without an ACC Application. The Board requested that Management send correspondence to the homeowner of 13311 Wedgeport Lane inquiring if the deck size had changed and reminding them of the ACC rules.

5. Storage of Trash Containers/Recycling Bins

The Board discussed amending the language in the ACC rules regarding trash cans and recycling bins; in particular the rule that they may not be stored in the front of the residence. The Board requested that Management formulate suggested revised language for this rule for the October Board Meeting.

6. 19909 Wild Cherry Lane

The homeowner of 19909 Wild Cherry Lane was sent a violation notice for a travel trailer parked in the front driveway. Management stated that the trailer had been removed.

7. 20008 Wanegarden Court

The homeowner of 20008 Wanegarden Court was sent a violation notice for a four-wheeler being stored in the front yard of the home. Management stated that the four-wheeler had been removed.

8. 13405 Wisteria Drive

The homeowner of 13405 Wisteria Drive was sent a violation notice for icicle holiday lights strung across the front of the home for longer than allowed by CVS rules. Management stated that this violation will be re-inspected.

B. CALL TO ORDER

The September Board of Directors Meeting was called to order at 8:05 p.m. by Mike Trentadue.

C. HOMEOWNERS OPEN FORUM

1. Martha DeAnda-Avalos, 13544 Winterspoon Lane, presented the Board with an updated ACC application for the construction of a shed in the backyard. The shed currently under construction is larger than the 10' x 10' x 10' architectural regulation. Ms. DeAnda-Avalos stated that the shed will be constructed so as to comply with the size limitations. She also noted that the shed is not placed on a concrete slab.

The Board stated that Ms. DeAnda-Avalos also needs to provide a plat map with the location of the shed with specific dimensions, the distances from lot lines, and the neighboring homeowners need to initial all pages of the ACC application. The Board stated that once the application is received by Vanguard Management, the Board can vote

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

via email on the shed so the homeowner does not have to wait until the October Board Meeting for approval.

The Board requested that the building debris and material under the deck be removed.

2. Eric Cooper, 13633 Winterspoon Lane, stated that the trees on Winterspoon Lane have not been pruned and inquired when that will be done. Management will check on this matter.

Mr. Cooper noted that the house at 13653 Winterspoon Lane is vacant and a dead mouse was seen at that location.

Mr. Cooper suggested that small signs be placed in the community a few days before the Board Meetings to remind homeowners.

Mr. Cooper also mentioned that the common area trees along Teakwood Lane are not all edged and mulched. The Board requested that Mr. Cooper notify the Board if this occurs again in the Spring.

3. John David, 19910 Wyman Way, mentioned his concerns about the condominium fees being raised due to the community pursuing outstanding debt. Mr. David suggested that the Association look into a collection agency to collect outstanding debt in the community. The Board thanked Mr. David for his information and stated that the Board will research this suggestion.

D. MINUTES

1. July 10, 2012 Board of Directors Meeting Minutes

MOTION: (Amy/Jim) Accept the Board of Director Meeting Minutes of July 10, 2012 as submitted.

Vote: Motion Passed - 4 ayes/0 nays/1 abstention

E. MANAGEMENT REPORT

1. Request from Community Center Administrator

The Community Center was rented on July 27, 2012 at which time the HVAC unit stopped working. The homeowner did not complain and the Community Center was very left clean. The Community Center Administrator is requesting that the Board consider returning the rental fee back to the homeowner in the amount of \$150.00 and the \$20.00 inspection fee for a total of \$170.00.

MOTION: (Robert/Steve) Due to the inconvenience of the non-working HVAC unit at the Community center, return the \$150.00 rental fee plus the \$20.00 inspection fee to the homeowner for the July 27, 2012 rental.

Vote: Motion Passed - Unanimous

2. Replacement of HVAC Unit at Community Center

The Board requested that Management solicit proposals for replacement of the HVAC unit at the Community Center. Management received proposals from American Mechanical Services, Hayden Mechanical Service, Inc., and Harvey W. Hottel, Inc.

MOTION: (Amy/Robert) Accept the bid from Harvey Hottel for a Trane HVAC for \$28,470.00.

Vote: Motion Passed - Unanimous

3. Draft RFP for FY2013 Lawn Maintenance Contract

Management requested that the Board review the RFP for the lawn maintenance contract for any changes. The Board requested that the RFP capture the time between cuts through the season and that Management should be notified when the contractor will be at the community.

4. Snow Removal Contract for CVS for 2012/2013

Management provided the Board with the snow removal proposal from D&A Dunlevy to perform snow removal services from November 2012 to March 2013.

MOTION: (Amy/Jim) Approve the snow removal contract from D&A Dunlevy for the 2012/2013 winter season.

Vote: Motion Passed - Unanimous

5. Snow Removal Contract for Common Areas of The Villas

Management provided the Board with a snow removal contract from P.R. Stevens for snow removal of common area sidewalks in The Villas at Willow Cove, A Condominium.

MOTION: (Jim/Amy) Accept the contract from P.R. Stevens, Inc. for snow removal of common area sidewalks at The Villas at Willow Cove, A Condominium for the 2012/2013 season.

Vote: Motion Passed - Unanimous

6. Tree Removal

Management received correspondence from Alan Siefert, Churchill Community Foundation (CCF) concerning the removal of a tree on CVS common area that is dead and leaning over the walking path. The CCF was willing to split the cost of removal of the tree with CVS.

MOTION: (Robert/Jim) Ratify the email vote in cooperation with the CCF to split the cost of removing a large tree from CVS common property at a cost of \$900.00.

Vote: Motion Passed - Unanimous

7. Homeowners' Request to Extend Pathway Down to Lake

Management received correspondence from homeowners on Waterside Court requesting that the Board consider placing a walking path starting at the end of 13

Waterside Court down to the lake. Management investigated the area and reported to the Board that trees would need to be removed and that the requested path would be on a steep grade down to the lake. The Board added that this would be an improvement on common area for a limited number of residents and would increase snow removal costs. It was also noted that adding a path would need a site amendment from Park and Planning. The Board requested that Management send a letter to the homeowners on Waterside Court that the Board will not pursue the addition of a path.

8. Incident Report from RSV Pools, Inc.

Management received an Incident Report from RSV Pools for an incident at the Winterspoon Pool on August 26, 2012. The Board requested that Management send a letter to the homeowner stating that information given the Board from the incident report of August 28, 2012 states that the incident was a violation of pool rules, and pool passes could be rescinded if there are any other instances reported by this individual at the pool.

9. Request for Outside Pool Memberships

Management received correspondence from the Community Manager for Abaris Realty, Inc. inquiring if CVS would be interested in selling outside pool memberships for 2013 to Churchill View Condominium. The Board discussed the request.

MOTION: (Amy/Jim) Decline the request from Abaris Realty for outside pool memberships.

Vote: Motion Passed - Unanimous

10. Tot Lot Located on Walnutwood Lane

During the storm on June 29, 2012 a large tree branch fell on the bench swing at the tot lot on Walnutwood Lane. The bench swing was removed. Playground Specialists provided a proposal for replacement of the bench swing for \$1,793.18; this price includes \$200.00 to remove the damaged bench swing.

MOTION: (Steve/Robert) Do not replace the bench swing at the tot lot on Walnutwood Lane.

Vote: Motion Passed - Unanimous

11. Tot Lot Replacement on Walnutwood Court

Management received correspondence from the homeowner at 13417 Walnutwood Lane stating that the lot located behind the house was in need of new equipment. Management requested that Playground Specialists inspect the tot lot. Playground Specialists provided a proposal for replacement of the tot lot equipment for a total cost of \$16,878.04

The Board recommended that the replacement of the tot lot be put on hold due to the cost and request that Playground Specialists inspect the tot lot for safety and a temporary fix.

MOTION: (Robert/Jim) Have Playground Specialists, or any other contractor, propose any sanding or staining to reduce the splinters as a temporary fix.

Craig Wilson, Vanguard Management, stated that the reserve funds are healthy and there is no reason financially not to replace the tot lot equipment.

MOTION: (Robert/Jim) Rescind the previous motion and accept the proposal from Playground Specialists to remove the existing wood playground equipment and install the new equipment for \$16,878.04 as stated in the proposal from August 7, 2012. The funds are to come from Reserves.

It was noted that the existing border does not appear to need replacement.

Vote: Motion Passed - Unanimous

12. Erosion of Ground Near Asphalt Path

Management received correspondence from Alan Siefert (CCF) regarding the erosion to the ground area from the stream, which flows from Wynnfield Drive to the lake. The CCF Board requested meeting with the CVS Board to discuss repair of this area and offered to potentially assist in the cost associated with the repair. Management requested a proposal from McFall & Berry for repairs for this area.

13. Path Repairs

Management received correspondence from Alan Siefert (CCF) regarding the replacement of the path along the lake between CVS property and Lakeview Condominium. The Board requested that Management ask that the CCF to stake the area where the path would be modified, and CVS should have a survey done of the property line.

14. Replacement of the Willow Cove Manor Sign

It was noted on routine inspection that the Willow Cove Condominium sign located on Winterspoon Lane is in need of replacement. The Willow Cove Manor Board of Directors requested of the CVS Board of Directors to split the cost of the replacement sign. The cost shared by both communities would be \$990.00.

MOTION: (Amy/Jim) Pay for half the cost of the Willow Cove Manor sign on Winterspoon Lane for \$990.00.

Vote: Motion Passed - Unanimous

15. Security Patrols

Management received correspondence from a homeowner stating concerns that the lack of light at the tot lot on Walnutwood Court has attracted unwanted persons in the evening hours. The Board requested that Management have the security patrols check on the tot lot on Walnutwood Court.

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

16. Bulk Trash Pick-up Day

Management will send a postcard to homeowners notifying them that the date for the next bulk trash pick-up is November 3, 2012.

F. CLOSED MEETING

The Board moved into Closed Meeting at 9:40 p.m.

G. RESULTS OF CLOSED MEETING

The Board took action on a settlement request. The Board approved a proposal for fall flowers from McFall & Berry and discussed the RFP for the pool contract and the final inspection report for the pools.

H. ADJOURNMENT

MOTION: (Jim/Robert) Adjourn the Board of Directors Meeting at 10:00 p.m.

Vote: Motion Passed - Unanimous