

Amended as approved on March 13, 2013

**Churchill Village-South Homeowners Association  
Board of Directors Meeting  
February 13, 2013**

The Board of Directors of Churchill Village-South Homeowners Association held a Board of Directors Meeting at the Community Center on Wednesday, February 13, 2013 at 7:30 p.m.

**Board Members Present:**

Steve Buc, Vice President  
Robert Fuss, Treasurer/Secretary  
Saadi Movassaghi, Director  
Craig Wilson, Director

**Also Present:**

Annie Geralis, Community Manager  
Ruth Ann Allen, Recording Secretary

**Board Member Absent:**

Jim Ganz, President  
Mike Trentadue, Director

**Contractors Present:**

Mark McFall, Brian Blake, and Joe Dimieco; McFall and Berry Landscape Management

**Homeowners Present:**

Lee and Dawn Gunn, 20033 Wanegarden Court  
Richard Harris, 13720 Wanegarden Drive  
Victor Schendeler, 13524 Walnutwood Lane

**A. NOMINATION OF BOARD MEMBER**

**MOTION:** (Robert/Steve) Nominate Craig Wilson as a Board Member.

**Vote:** Motion Passed - 3 ayes/0 nays/1 abstention (Craig)

**B. ARCHITECTURAL CONTROL COMMITTEE (ACC)**

1. 20033 Wanegarden Court

Management received two (2) ACC Applications from 20033 Wanegarden Court: one (1) for installation of a split rail fence and one (1) for installation of nineteen (19) Emerald Green Arborvitae and extension of a flower box.

The homeowners stated that Leland Cypress trees, since removed, served to demark the property line. The Emerald Green Arborvitae, on the other hand, are installed three feet (3') to fourteen feet (14') from the property line and do not create a hedge along the property line.

Steve Buc stated that the neighboring homeowner agreed that the trees would be acceptable if kept at a maximum of six feet (6') in height. Richard Harris, landscaper, stated that the Emerald Green Arborvitae are very slow growing and can be trimmed to six feet (6').

The homeowners of 20033 Wanegarden Court were unable to get their neighboring homeowner's signature on the application as they were out of town, thus the application is not complete. The Board stated that if this matter cannot be resolved between the homeowners, then the matter should be taken to the Commission on Common Ownership Communities (CCOC) for mediation.

**MOTION:** (Steve/Robert) Disapprove the ACC Application for 20033 Wanegarden Court pending additional signatures.

**Vote:** Motion Passed - 3 ayes/0 nays/1 abstention (Craig)

2. Hearing for 19950 Wild Cherry Lane

Management requested the homeowner of 19950 Wild Cherry Lane come for a Hearing regarding fence posts leaning into the pathway area. The homeowner did not attend the Hearing; nor was violation abated.

The Board discussed the option of having someone enter the property to remove the fence posts. Management will check with legal counsel concerning the process and drawing up a release, and the legal fees. Management will also provide the Board with the cost of the Association to remove the posts.

3. Alteration to Common Area on Laurel Hill Way

Management stated that there are still ten (10) remaining homeowners on Laurel Hill Way who have not complied with, or responded to, the request to complete an ACC application for changes made to the common area. Management provided the Board with a proposal from McFall & Berry to restore the common area of each of these properties to the original turf condition. It was noted that some of these alterations present safety hazards. The Board will discuss this matter under Closed Meeting.

**The ACC Meeting concluded at 7:35 p.m.**

**C. CALL TO ORDER (BOARD OF DIRECTORS MEETING)**

The February 2013 Board of Directors Meeting was called to order by Steve Buc at 7:35 p.m.

**D. MEETING WITH MCFALL & BERRY**

The Board met with Mark McFall, Brian Blake, and Joe Dimieco of McFall & Berry Landscape Management to discuss ground maintenance for the upcoming year. McFall & Berry provided the Board with information concerning the mowing schedule, edging, leaf removal, tree and shrub maintenance, and the planting of annuals.

The Board also discussed with McFall & Berry the several trees that need to be transplanted. McFall & Berry stated that this work will be done and that the other trees that were planted last year will be checked for warranty issues when leafing occurs.

Brian Blake suggested that there are areas in the community that may benefit from “renovational pruning.” In this process, shrubs and plants that have become overgrown are cut way back; this process will help the shrubs and plants become healthy and manageable again.

Steve Buc reminded McFall & Berry to keep the heavy mowers off the steep slopes and not to mow the slopes when it is wet. It was suggested that the grass on the hillsides be allowed to grow longer if necessary.

#### **E. HOMEOWNER OPEN FORUM**

1. Victor Schendeler, 13524 Walnutwood Lane, stated that he had met with Dean Kauffman of John’s Labor Group to discuss the drainage issue at the back of his property. One suggestion to improve water flow into the swale area was to remove debris that have accumulated along the fence line with the school. The homeowner of 13528 Walnutwood Lane has removed these debris. Mr. Schendeler is waiting for a heavy rain to determine if this has helped the drainage problem. Mr. Kauffman will also shoot the grades in this area to see if they are correct.

It was also noted that the contractor who installed the drain pipe at 13449 Winterspoon Lane did not put rocks at the outlet and the area is beginning to erode. Management will look into this matter.

Another option discussed was to put a swale on either side of the walkway. Management will get an estimate of the cost of the swale.

Management also noted that the Association could hire a civil engineer to look at the area.

#### **F. MINUTES**

1. January 9, 2013 Board of Directors Meeting and Closed Meeting Minutes

**MOTION:** (Steve/Robert) Accept the January 9, 2013 Board of Directors Meeting Minutes and Closed Meeting Minutes as amended.

**Vote:** Motion Passed - 3 ayes/0 nays/1 abstention (Craig)

#### **G. MANAGEMENT REPORT**

1. Willow Cove Manor Condominium Proposal

Management provided the Board with a proposal from McFall & Berry for landscape work at the Willow Cove Manor Condominiums in October 2012. The Board tabled approval of the proposal in both November and January. Management stated that this proposal addresses an area that has been neglected at a cost of \$8,914.00.

**MOTION:** (Robert/Steve) Accept the proposal of October 23, 2012 from McFall & Berry for landscape work at Willow Cove Manor Condominiums at a cost of \$8,914.00.

**Vote:** Motion Passed - 3 ayes/0 nays/1 abstention (Craig)

2. Erosion near the Asphalt Path located on Waterside Drive & Wynnfield Drive

Management received correspondence from Alan Siefert, Churchill Community Foundation (CCF), regarding repair of erosion occurring on the sides of the large drain pipes which allows water to flow into the lake area located behind Waterside Drive and Wynnfield Drive. The CCF will cover the total cost of repairs, but cannot begin without approval from CVS as well for the Board to grant the right of entry for the work.

**MOTION:** (Robert/Saadi) Accept the proposals from the Churchill Community Foundation and the offer to pay for the work to repair the erosion near the asphalt path located on Waterside Drive & Wynnfield Drive and give permission for right of entry.

**Vote:** Motion Passed - Unanimous

3. Churchill Community Foundation (CCF) Project

Management will keep the Board updated on the proposed project by the CCF to build a boardwalk behind the Lakeview Condominiums and the bridge area located on CVS property.

4. Swimming Pool Matters

Management has contacted Jim Ganz, Parent Coordinator for the Swim Team, requesting information and paperwork for the upcoming swim season.

The new pool contractor, Community Pools, Inc., will be attending the March 2013 Board Meeting.

5. Community Center Kitchen Appliances

Management reported that installation of the new stove and microwave in the kitchen at the Community Center is scheduled for February 14, 2013.

6. New Playground Equipment for Tot-lot on Teakwood Lane

Management reported that the new playground equipment for the tot-lot on Teakwood Lane has been ordered and the contractor plans to install it around February 6, 2013, depending on the weather.

7. Wood Chip Proposal for Eight (8) Tot-lots

Management provided the Board with a proposal from McFall & Berry for wood carpet chips for eight (8) tot-lots in CVS at a total price of \$5,490.00. Playground Systems had previously submitted a proposal for installation of wood carpet totaling \$12,519.00. Playground Specialists only installs a wood carpet product that is ADA approved and required at all public facilities (schools, parks, etc.). Management noted that there is not a requirement to use a wood carpet in homeowner association playgrounds.

**MOTION:** (Steve/Robert) Accept the proposal from McFall & Berry for wood chip installation at eight (8) tot-lots at a cost of \$5,490.00.

**Vote:** Motion Passed - 3 ayes/0 nays/1 abstention)

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8. Renewal Contract from U.S. Security Associates

Management provided the Board with a renewal contract from U.S. Security Associates (formerly Montgomery Security Services). The contract costs are for \$60.00 an hour for services two times (2x) a month for four (4) hours EACH.

**MOTION:** (Steve/Saadi) Accept the renewal contract from U.S. Security Associates.

**Vote:** Motion Passed - 3 ayes/0 nays/1 abstention (Craig)

**H. OLD BUSINESS**

1. County Requirement for Automated External Defibrillators (AEDs)

Management noted that the requirement for installation of AEDs at all swimming pools in the County goes into effect until November 13, 2013, that is, after the pool season. The Board noted that they thought the installation of the AED was included in the contract with Community Pools; if so, the installation should go forward.

Management will check with Community Pools on this matter.

**I. CLOSED MEETING**

**MOTION:** (Steve/Robert) Move into Closed Meeting at 8:40 p.m.

**Vote:** Motion Passed - Unanimous

**J. RESULTS OF THE CLOSED MEETING**

The Board took action on a collection matter, decided to address the unapproved alterations to common areas on Laurel Hill Way, and discussed options for handling foreclosures in CVS.

**K. ADJOURNMENT**

**MOTION:** (Steve/Robert) Adjourn the Regular Meeting and Closed Meeting at 9:15 p.m.

**Vote:** Motion Passed - Unanimous