

**Churchill Village South Homeowners Association  
Board of Directors Meeting  
July 12, 2017**

The Board of Directors of Churchill Village South Homeowners Association held a Board of Directors Meeting at the CVS Community Center on Wednesday, July 12, 2017 at 7:00 p.m.

**Board Members Present:**

Steve Buc, Vice President  
Robert Fuss, Treasurer  
Kathie Matthews, Secretary  
Aaron Skolnik, Director

**Also Present:**

Debbie Montgomery, Community Manager  
Craig Wilson, Vanguard Management  
Ruth Ann Allen, Recording Secretary

**Board Member Absent:**

Jim Ganz, President

**A. ARCHITECTURAL CONTROL COMMITTEE (ACC)****Homeowners Present:**

Kiong Lee and Mee Lin Chan, 20153 Laurel Hill Way

1. 20153 Laurel Hill Way

Management received an Architectural Change Application from 20153 Laurel Hill Way for replacement of roof and siding. A previous application was approved in November 2016; however, the homeowner was unable to precede with the work at that time.

**MOTION:** (Aaron/Robert) Accept the re-submission of the Architectural Change Application from 20153 Laurel Hill Way for replacement of roof and siding as submitted.

**Vote:** Motion Passed – Unanimous

2. 19745 Teakwood Circle

Management received an Architectural Change Application from 19745 Teakwood Circle to replace and repair wood trim and installation of aluminum wrap. The application has been approved by Willow Cove Manor Condominium.

**MOTION:** (Aaron/Steve) Approve the Architectural Change Application from 19745 Teakwood Circle for replacement and repair of rotting wood trim and installation of aluminum wrap as approved by the Willow Cove Manor Condominium.

**Vote:** Motion Passed – Unanimous

**B. CLASSIC LANDSCAPING**

David Geis, Classic Landscaping, was present to give a presentation to the Board on the new Montgomery County Pesticide Law and the effect it would have on the grounds maintenance contract for 2018.

Mr. Geis noted that the pesticide law is currently tied up in court, and there is no formal ruling yet. This law only applies to pesticides applied to ground cover and doesn't apply to fertilization or pesticide application to trees or shrubs. If the courts permit this law to go into effect, landscapers would be limited to using organic pesticides.

Mr. Geis provided the Board with information on the pricing for the use of organic pesticides. An alternate approach would be the option to use aeration and seeding for a healthy turf to prevent weeds.

Mr. Geis also updated the Board on the mowing schedule is for the remainder of the 2017 season. Mr. Geis also noted that Potomac Edison has complained that landscaping around the pool house prevents them from reading the electric meter. Management suggested that Classic provide an alternative landscape plan for that area.

**C. CALL TO ORDER – BOARD OF DIRECTORS MEETING**

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

**D. HOMEOWNER OPEN FORUM**

1. Gayle Komisar, 20222 Waterside Drive, thanked the Board for the landscaping improvements to the island in front of her home. Ms. Komisar inquired when the tree trimming would be done in her area. Management noted that the work should be start in the next few days.

**E. CHURCHILL LAKE DREDGING**

Alan Siefert with The Management Group Associates, agent for the Churchill Community Foundation (CCF), was present to update the Board on the plans for dredging Lake Churchill. Mr. Siefert noted that trucks will enter and exit the area surrounding the lake using a temporary access lane from the Laurel Hill Way entrance. Management has received an entry/easement agreement from the CCF, which has been reviewed by Legal Counsel. The dredging should take about three (3) months.

Mr. Seifert noted a temporary detour will be installed around the site to allow residents to continue to use the lake path. Signs will be installed around the lake and a letter will be sent to residents on Laurel Hill Way. CVS will also post a notice on the website.

**MOTION:** (Steve/Aaron) Approve the Entry and Use Agreement with the Churchill Community Foundation, contingent on final approval by the Association's Legal Counsel.

**Vote:** Motion Passed - Unanimous

**F. MINIUTES**

1. June 14, 2017 Board of Directors Meeting Minutes

**MOTION:** (Aaron/Steve) Accept the Board of Directors Meeting Minutes of June 12, 2017 as amended.

**Vote:** Motion Passed – Unanimous

**G. ADJOURNMENT to CLOSED MEETING**

**MOTION:** (Steve/Aaron) Adjourn the Board of Directors Meeting at 8:05 p.m. and move into Closed Meeting.

**Vote:** Motion Passed - Unanimous

**H. RESULTS OF THE CLOSED MEETING**

The Board approved the June 14, 2017 Closed Meeting Minutes and took action on delinquent accounts.

**I. ADJOURNMENT OF THE CLOSED MEETING**

**MOTION:** (Steve/Aaron) Adjourn the Closed Session at 8:40 p.m. and move back into the regular Board of Directors Meeting.

**Vote:** Motion Passed – Unanimous

**I. BOARD OF DIRECTORS MEETING (cont.)**

The Board of Directors Meeting was reconvened at 8:40 p.m.

**J. MANAGEMENT REPORT**

1. Pool Party Rentals

Management received a request from a resident to hold a birthday party at the pool coinciding with rental of the community center. CVS has no existing policy or procedure regarding this type of rental.

Management suggested that it may be time to put a formal and orderly procedure in place for parties at the pool, as well as adopting rules to address future requests for use of the pool and community center at the same time.

Management directed the Board to review various examples of pool party rules from other communities and to also consider drafting a policy for requests to use both the pool and the community center.

The Board tabled any action on this matter until Board President, Jim Ganz, is present.

2. Common Area Repairs

Management has received several complaints from homeowners regarding deteriorated slate steps and walkways in the vicinity of Wyman Way, Wedgeport Lane, and Waterside Drive. Management provided the Board with several proposals to repair these areas. The Board requested that Management have RJ Landscape clarify their proposal as the costs were much different than the other proposals. The Board tabled any action on this matter.

3. Teakwood Circle Stormwater Management Pond

Management received correspondence from the Maryland Department of the Environment advising that the dam for the stormwater pond on Teakwood Circle has been classified by the Maryland Department of the Environment's Dam Safety Division (Department) and the Montgomery County Department of Environmental Protection (MCDEP) as a high hazard dam structure due to the proximity of the earthen dam to the railroad tracks downstream based upon a newly enacted Maryland state law. As per the new law, all significant and high hazard dams in Maryland need to have an "Emergency Action Plan" by August 1, 2017.

Management was notified that the Association would need to make arrangements with an engineering firm to start the process of creating an EAP for this dam after the breach study has been done. Management received the proposal from Charles P. Johnson for the breach study for approximately \$17,000.00. Management has also requested proposals from other engineering firms.

Craig Wilson noted that he has inquired why the dam is the Association's responsibility as the County is responsible for the structural maintenance of the stormwater management ponds.

The Board recommended that Management have Legal Counsel contact the State stating that Montgomery County is responsible for the structural components of the stormwater ponds and the EAP is an unfunded mandate that will cause hardship to the community.

4. 18 Waterside Court

Management received correspondence from 18 Waterside Court requesting an extension of four to eight (4-8) weeks to make the necessary repairs to the house for rotting wood and peeling paint and replacement of the bay window frame.

**MOTION:** (Steve/Aaron) Accept the request from 18 Waterside Court for an extension of four to eight (4-8) weeks to complete the necessary repairs.

**Vote:** Motion Passed – Unanimous

5. 20224 Waterside Drive

Management received correspondence from 20224 Waterside Drive noting water retention to the back of the yard by the retaining wall. The resident also noted that their deck support posts are rotting due to the water. The Board requested that Management inspect the retaining wall to determine whether water is draining through the wall.

6. Board Training

Management noted that the Board training required by Montgomery County law must be taken by all Board members, but current CVS Board members only need take the training once and then provide Management with the certificate of completion.

**K. NEW BUSINESS**

1. Rescinding of the Pit Bull Resolution

Management provided the Board with the policy to rescind the Pit Bull Resolution approved at the June Board of Directors Meeting for signature.

2. Storage Pods

A Board Member inquired about the use of PODS in the community. Management noted that PODS placed on public streets are not the responsibility of the Association. Townhouse residents usually put their PODS in their parking place. It was noted that it would be a good idea for residents to notify their neighbors in advance of the temporary use of a POD.

3. Landscape Proposals

Management provided the Board with proposals from Classic Landscaping for restoration of a large planting bed located behind 20026-20034 Lake Park Drive in the amount of \$7,173.00, installation of seven (7) Knock-Out roses in the empty bed space along Lake Park Drive in the amount of \$620.00, and removal of the vegetation encroaching from the County right of way along Father Hurley Blvd behind Winterspoon Lane and Teakwood Circle in the amount of \$4,644.00.

**MOTION:** (Aaron/Steve) Approve the proposals from Classic Landscaping to restore the planting bed behind 20026-20034 in the amount of \$7,173.00, install seven (7) Knock-out roses along Lake Park Drive for \$620.00, and remove vegetation encroaching from the County right of way along Father Hurley Blvd behind Winterspoon Lane and Teakwood Circle in the amount of \$4,644.00.

**Vote:** Motion Passed – Unanimous

L. **ADJOURNMENT**

**MOTION:** (Aaron/Steve) Adjourn the Board of Directors Meeting at 8:47 p.m.

**Vote:** Motion Passed - Unanimous