

Approved on November 14, 2018

Churchill Village South Homeowners Association
Board of Directors Meeting
October 10, 2018

The Board of Directors of Churchill Village South Homeowners Association held a Board of Directors Meeting at the CVS Community Center on Wednesday, October 10, 2018 at 7:30 p.m.

Board Members Present:

Jim Ganz, President
Robert Fuss, Treasurer
Patricia Jones-Butler, Secretary
Kathie Matthews, Director
Aaron Skolnik, Director

Also Present:

Randy McClement, Community Manager
Ruth Ann Allen, Recording Secretary

Board Member Absent:

Steve Buc, Vice President

Homeowners Present:

Anna-May and Frank Quadrel, 20136 Timber Oak Lane
Mary Heckhaus, 13541 Winterspoon Lane
Linda Stern, 22 Waterside Court
Jessica Komara, 8 Waterside Court
Gayle Komisar, 20222 Waterside Drive
Anne Jenkins, 13540 Winterspoon Lane

Guest:

Brandon Simmons, Ruppert Landscape

A. CALL TO ORDER

The October Board Meeting was called to order by Jim Ganz at 7:32 p.m.

B. FY2019 BUDGET APPROVAL

Management noted that no written comments were received from homeowners on the proposed 2019 budget. Management also provided the Board with examples of monthly assessments for comparable communities, and CVS has monthly assessments that are roughly in the middle of that range.

MOTION: (Jim/Aaron) Accept the proposed 2019 budget for Churchill Village South Homeowners Association with the monthly assessment set at \$104.00 a month.

Vote: Motion Passed – Unanimous

C. MINUTES

1. September 12, 2018 Board of Directors Meeting Minutes

MOTION: (Aaron/Patricia) Accept the September 12, 2018 Board of Directors Meeting Minutes as submitted.

Vote: Motion Passed – Unanimous

D. HOMEOWNER FORUM

1. Anna-May and Frank Quadrel, 20136 Timber Oak Lane, stated that there are three (3) trees adjacent to their home that they consider hazardous. An arborist evaluated the health of the trees and considered them healthy. However, limbs are touching the house and come down onto the house and, as the trees are white pines, the root systems are shallow; if the trees were to fall, they would cause damage the home. Pine needles accumulate in the gutters and the Quadrels are worried this could be a fire hazard. The Board requested that Management have the trees evaluated if they are a hazard to the home and provide the Board with an estimate to remove the trees.
2. Mary Heckhaus, 13541 Winterspoon Lane, noted that the response from Montgomery County Department of Environmental Protection (DEP) is that they will paint over the blue paint on the Winterspoon Lane storm drain inlets. Ms. Heckhaus noted that rust streaks are showing through the blue paint and these will also show through the grey paint. Ms. Heckhaus requested that the Board appeal to DEP to restore the storm drain inlets to the original condition by removing the blue paint. Homeowners in the area are willing to come out in force to support sandblasting to remove the blue paint.
3. Linda Stern, 22 Waterside Court, provided the Board with her side of the situation with neighbors at 20 Waterside Court. Ms. Stern noted that she had also been harassed by the neighbor and the neighbor often has parties that extend to early morning. It is stated in the CVS rules that quiet hours are from 10:00 p.m. until 7:00 a.m. Ms. Stern stated that she has been falsely accused and that the letter she received from Legal Counsel regarding the situation was copied to her neighbors. Management requested that Ms. Stern send written correspondence documenting situations she has encountered with the neighbors.

The Board stated that they will reach out to Legal Counsel on this situation and ask for more information on the process of a harassment claim and if this is the normal process of action in these matters.

E. RUPPERT LANDSCAPE

Brian Simmons, Ruppert Landscape, was present to talk with the Board about their concerns regarding grounds maintenance in CVS. The Board noted that an arborist evaluated the trees in the community and reported a number of problems, including mulch volcanoes around trees, exposed roots that are being cut by mowers, and the mulch borders that are not wide enough.

It was noted that on Lake Park Drive all the common area sidewalk and curbs need to be edged. There is a tree at the corner of Lake Park Drive and Lake Park Court that still has the stakes attached, and there are areas that need weeding.

It was noted that on Waterside Drive it is hard to tell when the landscapers have been there, and they are not cautious nor careful in their work.

The Board requested that when trees are pruned that the branches are moved back into wooded areas and not left on the edge.

The flags should be installed for application of herbicides and then removed.

Mr. Simmons stated that he is new to managing the CVS property and is still learning about the property. He has noted the deficiencies and noted that Ruppert will be responsive to items that have not been taken care of.

F. MANAGEMENT REPORT

1. Winterspoon Lane Storm Drain Painting

The Board noted that the response from the DEP was not acceptable to paint over the blue paint with grey paint on the storm drain inlets. The Board requested that Management send a letter to DEP stating that painting the storm drain inlets is not acceptable, and the blue paint should be sandblasted to return the storm drain inlet to its original state. It was noted that the DEP may not keep up with the maintenance of the paint following repainting.

The Board noted that homeowners can contact the DEP regarding this issue.

2. 20022 Lake Park Drive

Management reported that the contractor for 20022 Lake Park Drive stated that he could not accomplish the ADA approved slope of the proposed ramp requested by the homeowners unless a zig-zag ramp is installed. Management has contacted Legal Counsel on options to move forward from here.

3. Grounds Maintenance Contract

Management provided the Board with a renewal Grounds Maintenance Contract from Ruppert Landscape for the years 2019 through 2021. The proposed annual cost for 2019 is \$140,882.00; the cost for 2020 is \$144,000.00 and the cost for 2021 is \$144,000.00.

MOTION: (Aaron/Kathie) Accept the grounds maintenance contract with Ruppert Landscape for 2019 in the amount of \$140,882.00 with the option of two (2) additional years.

Vote: Motion Passed – 4 ayes/0 nays/1 abstention (Patricia)

4. Deferred Assessment Resolution

Management provided the Board with the Deferred Assessment Resolution from Goldklang Group to strengthen the Association's income tax filing position.

MOTION: (Jim/Aaron) The Association elects to apply all or part of the excess assessment income to the following year's assessments and that such final amount shall be at the Board's discretion.

Vote: Motion Passed – Unanimous

5. Wanegarden Pool Cover Anchors

Management reported that Community Pools noted that some of the anchors for the two (2) pool covers at the Wanegarden Pool (main pool and wading pool) do not work. Community Pools provided an estimate to replace and install the defective anchors in the amount of \$760.00.

MOTION: (Aaron/Jim) Approve the proposal from Community Pools to replace the deflection pool cover anchors at the Wanegarden Pool (main and wading) in the amount of \$760.00.

Vote: Motion Passed – Unanimous

6. Wanegarden Pool Awnings

Management inquired about the status of the awnings at the Wanegarden Pool and whether they need to be replaced or removed. The Board requested that Management have the awnings opened up to see their condition and provide the Board with an update.

7. Community Center Carpet/Floor Cleaning

The Community Center Administrator has requested that the carpet and dance floor in the Wanegarden Community Center be cleaned. Management provided an estimate from Ron Betson of \$450.00 to clean the carpet and \$250.00 to clean the dance floor.

MOTION: (Jim/Kathie) Accept the proposal from Ron Betson for carpet and dance floor cleaning of the Community Center not to exceed \$700.00.

Vote: Motion Passed – Unanimous

8. Bulk Trash Day

Management noted that the Bulk Trash Day has not been scheduled. The Board agreed to set up that the bulk trash pickup on November 17th and Management will check with the trash contractor that this date is available.

MOTION: (Jim/Aaron) Confirm the date of November 17th for bulk trash pickup and have Management send out the notice with information on the bulk trash pickup.

Vote: Motion Passed – Unanimous

9. Asphalt and Concrete Update

Management reported that the asphalt and concrete work by Finley Asphalt has been completed on Waterside Drive, Circle and Court. The concrete work on Meander Cove Drive should be completed shortly.

10. Reserve Investment Review

Management provided the Board with investment recommendations from Vanguard Management. Possible 2019 projects must be evaluated for need and “staging” for late spring, summer, and early fall so that maturing CDs and new 2019 reserve contributions will adequately fund 2019 projects.

- a. Transfer \$200,000.00 from AAB Money Market to Morgan Stanley
- b. Invest \$575,000.00 from Morgan Stanley into a series of CDs as follows:
 - \$100,000.00 to a 12-month CD

- \$100,000.00 to an 18-month CD
- \$100,000.00 to a 24-month CD
- \$100,000.00 to a 36-month CD
- \$100,000.00 to a 48-month CD
- \$75,000.00 to a 60-month CD

MOTION: (Aaron/Jim) Follow the recommendation as provided by Management for the reserve investments.

Vote: Motion Passed – Unanimous

G. OLD BUSINESS

1. Review of Architectural Rules and Procedures

The Board deferred discussion of the Architectural Rules.

11. Tot Lot Replacement

The Board deferred any discussion on the tot lot replacement.

H. NEW BUSINESS

1. 20120 Lavender Place

Management received correspondence from 20120 Lavender Place that WSSC did utility repairs and the patch work of the asphalt looks terrible. Management noted that this area of the community is not on the Reserve Study for asphalt replacement for two (2) more years. Management will have Finley Asphalt look at the area for recommendations to make the area look better.

2. Definition of Structures Erected in CVS

Management contacted Legal Counsel regarding temporary and permanent structures in CVS. The Declaration of Covenants and Restrictions does not distinguish between permanent or temporary (Seasonal) structures; thus, an Architectural Application must be submitted for either type.

The Board requested that Management send a violation notice to 20 Waterside Court for gazebo on the patio as an architectural application was not submitted for approval.

I. ADJOURNMENT OF BOARD MEETING TO CLOSED MEETING

MOTION: (Jim/Robert) Adjourn the Board of Directors Meeting into Closed Meeting at 9:12 p.m.

Vote: Motion Passed – Unanimous

J. RESULTS OF THE CLOSED MEETING

The Board took action on filing for post-petition assessments

K. ADJOURNMENT OF THE CLOSED MEETING

MOTION: (Jim/Aaron) Adjourn the Closed Meeting at 9:26 p.m.

Vote: Motion Passed - Unanimous