

Approved on April 10, 2019

Churchill Village South Homeowners Association
Board of Directors Meeting
March 13, 2019

The Board of Directors of Churchill Village Homeowners Association held a Board of Directors Meeting at the CVS Community Center on Wednesday, March 13, 2019 at 7:30 p.m.

Board Members Present:

Jim Ganz, President
Kathie Matthews, Secretary -
Patricia Jones-Butler, Director
Tim Short, Director

Also Present:

Randy McClement, Community Manager
Ruth Ann Allen, Recording Secretary

Board Member Absent:

Steve Buc, Vice President
Aaron Skolnik, Treasurer

Guest: Jeff Luther, Vice President and Chief Technology Officer of Vanguard Management

A. CALL TO ORDER

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

B. MINUTES

1. February 13, 2019 Board of Directors Meeting Minutes

MOTION: (Jim/Tim) Approve the Board of Directors Meeting Minutes of February 13, 2019 as submitted.

Vote: Motion Passed – Unanimous

C. ELECTRONIC POOL PASS SYSTEMS

Jeff Luther, Vanguard Management, provided the Board with information on different electronic pool pass systems for the Board to evaluate for implementation for the 2020 pool season.

Mr. Luther explained that the various electronic systems include Photo ID Passes/Bar Code Scanner/ RFID Tag (key fob), mobile pool pass (smart phone), or use of a PIN number (with address and photo ID on the computer). Mr. Luther noted that upfront costs would include a tablet/laptop at each pool house and installation of internet service at the Winterspoon Pool, along with the cost of the scan cards or key fobs if that option was chosen.

Mr. Luther noted that with these systems, the Association would be able to monitor accounts throughout the pool season and deny access of homeowners who are delinquent in their assessments. The lifeguards would not know the reason the account was turned off.

There is also the option of tying the system to an access control system for bathhouse/clubhouse and tennis court entry.

The Board requested that Mr. Luther price out the options and noted their interest in the use of PIN numbers for access.

Mr. Luther noted that Vanguard Management will be using an on-line pool pass application for 2019.

1. CVS Website

The Board noted their interest in updating the CVS website to include options for payment of the monthly assessments, calendar of events, and the calendar for clubhouse rentals.

D. MANAGEMENT REPORT

1. Winterspoon Pool Tree Removal

Management noted that a large Red Maple tree in front of the Winterspoon Pool is noted on the WSSI inventory as a Priority 1 removal as there is a large cavity in the base of the tree and numerous dead limbs. Management stated that several limbs have recently fallen, and this could be a hazard for the pool season. Management suggested that the tree be removed as soon as possible and provided several proposals.

MOTION: (Jim/Kathie) Accept the proposal from Lee's Tree Service in the amount of \$1,405.00 for removal of the Red Maple tree in front of the Winterspoon Pool.

Vote: Motion Passed – Unanimous

2. Concrete Repair – Wyman Way and Teakwood Circle

Management noted that at the February Board of Directors Meeting the Board approved a proposal from Finley Asphalt and Concrete for repair to the sidewalk at Wyman Way and the "sinkhole" on Teakwood Circle. Finley originally offered a \$4,000.00 discount if they were awarded both projects. When Management contacted Finley that they were award the contract, Finley realized they mistakenly provided the wrong discount and it should have been a \$2,000.00 instead. Finley provided the Board with the amended contract with the cost of the combined projects at \$14,260.00.

MOTION: (Jim/Patricia) Accept the amended proposal from Finley Asphalt and Concrete for concrete repair of four (4) items on Teakwood Lane and one (1) item on Wyman way not to exceed \$14,260.00 to come from Reserves.

Vote: Motion Passed – Unanimous

3. Winterspoon Pool Dri-Deck Replacement

Management provided the Board with two (2) proposals for replacement of the Dri-Deck flooring at the Winterspoon Pool: RSV Pools (\$11,135.00) and Continental Pools (\$9,980.00).

MOTION: (Jim/Patricia) Accept the proposal from Continental Pools for new Dri-Deck flooring at the Winterspoon Pool not to exceed \$9,980.00 to come from Reserves.

Vote: Motion Passed – Unanimous

4. 20008 Wanegarden Court

Management stated that a Hearing was conducted in February for 20008 Wanegarden Court for uncorrected architectural violations. The homeowner did not attend the Hearing.

Management received correspondence from the homeowner stating that they had not received the letter notifying them of the Hearing date and time and requested that they be granted

another Hearing. After discussion, the Board agreed to have a second (2nd) Hearing at the April Board Meeting to begin at 6:45 p.m., and requested that Management send another Hearing notification by certified letter, a US Mail and through email to the homeowner.

MOTION: (Jim/Tim) Re-mail a Hearing notice by certified letter, US mail, and email to 20008 Wanegarden Court that a Hearing will be held on April 10, 2019 at 6:45 p.m.

Vote: Motion Passed – Unanimous

5. Waterside Circle Concerns

Management received correspondence from a homeowner on Waterside Circle requesting that a handicap parking space previously used by a renter at 13307 Waterside Drive be returned to a visitor parking space as there are a limited number of spaces in that area.

The Board requested that Management send a letter to 13307 Waterside Drive inquiring if the handicap space is still needed.

MOTION: (Kathie/Jim) Ask the homeowner of 13307 Waterside Circle for a response within thirty (30) days as to whether they use the handicap parking space.

Amend: (Kathie/Jim) If there is no response within thirty (30) days, remove the handicap parking space to a visitor space.

Vote: Motion Passed

6. 2019 Pool Pass Application Packet

Management provided the Board with the 2019 Pool Pass Application Packet for review. Management will mail out the information letter for pool passes to homeowners along with a swim team flier provided the Swim Team Parent Committee. The Board agreed that the pool rules would be placed on the website.

E. OLD BUSINESS

1. Pool Furniture Colors

The Board discussed the colors for the new pool furniture at the Winterspoon Pool. The Board agreed on Canvas Air Blue for the umbrellas and Sky Blue for the furniture straps with platinum frames.

2. Tot Lot Replacement

The Board noted that the proposed costs for tot lot replacement by Playground Specialists were much higher than the Reserve Study's suggested replacement costs. Jim Ganz suggested that Management have Playground Specialists provide suggestions for the tot lot with a cost approximately twenty-five percent (25%) over the Reserve Study costs.

F. NEW BUSINESS

1. Snow Removal

Kathie Matthews noted that Dunlevy took an extended amount of time removing the snow from the streets and some areas had an excessive amount of salt put down. Management noted that he previously requested that Dunlevy go back to using sand instead of salt, as the cost of the salt was excessive. Management will notify Dunlevy of the Board's concerns.

2. Rezoning of Churchill Village

Tim Short noted that a meeting is scheduled for March 14, 2019 at the Upcounty Regional Center regarding the re-zoning classification of Churchill Village.

3. Waldorf Commercial Parking

Tim Short inquired about the commercial vehicle parking on Waldorf Drive. The Board noted that Waldorf Drive is a County road and commercial vehicles are allowed to park there.

G. ADJOURNMENT OF BOARD MEETING INTO CLOSED MEETING

MOTION: (Jim/Patricia) Adjourn the Board of Directors Meeting into Closed Meeting at 8:49 p.m.

Vote: Motion Passed – Unanimous

H. RESULTS OF THE CLOSED MEETING

The Board took action on a request by a homeowner for an architectural modification.

I. ADJOURNMENT OF CLOSED MEETING

MOTION: (Jim/Kathie) Adjourn the Closed Meeting at 9:00 p.m.

Vote: Motion Passed - Unanimous