

Approved on July 17, 2019

Churchill Village South Homeowners Association
Board of Directors Meeting
June 12, 2019

The Board of Directors of Churchill Village Homeowners Association held a Board of Directors Meeting at the CVS Community Center on Wednesday, June 12, 2019 at 7:30 p.m.

Board Members Present:

Jim Ganz, President
Kathie Matthews, Secretary
Aaron Skolnik, Treasurer
Patricia Jones-Butler, Director
Tim Short, Director (Left at 8:30 p.m.)

Also Present:

Randy McClement, Community Manager
Ruth Ann Allen, Recording Secretary

Homeowners Present:

Joel Perloth, 19918 Wyman Way

A. CALL TO ORDER

The Board of Directors Meeting was called to order by Jim Ganz at 7:33 p.m.

B. MINUTES

1. April 10, 2019 Board of Directors Meeting Minutes and Hearing Minutes

MOTION: (Jim/Patricia) Approve the April 10, 2019 Board of Directors Meeting Minutes and Hearing Minutes as submitted.

Vote: Motion Passed – Unanimous

C. HOMEOWNER OPEN FORUM

1. Joel Perloth, 19918 Wyman Way, noted that his wife had mentioned that the shower curtains in the women's bathroom of the Wanegarden Pool House need replacement. The Board requested that Management also check on the shower curtains at the Winterspoon Pool women's bathroom and replace the shower curtains as needed.

D. MANAGEMENT REPORT

1. Emergency Pool Repair Directive

The Board approved a motion by email vote to allow the Board President the authority to approve emergency pool repairs up to a maximum of \$5,000.00 until the pools are approved to be opened by the Health Department or June 12th, whichever comes first.

MOTION: (Jim/Aaron) Ratify the email vote to approve the Emergency Pool Repair Directive to allow the Board President to approve emergency pool repairs up to a maximum of \$5,000.00 until the pools are approved to be opened by the Health Department or June 12th, whichever comes first.

Vote: Motion Passed – Unanimous

2. Pool Repair Proposals – RSV Pools

The Board President approved the proposal from RSV Pools for sealing the underwater lights at both the Wanegarden and Winterspoon Pools in the amount of \$1,200.00 and a second proposal to perform a pressure test on the Winterspoon baby pool to determine where leaks are occurring in the amount of \$900.00, as per the Emergency Pool Repair Directive.

MOTION: (Aaron/Patricia) Ratify the Board President’s approval to have RSV Pools seal the underwater lights at both pools in the amount of \$1,200.00 and pressure testing of the Winterspoon baby pool for \$900.00.

Vote: Motion Passed – Unanimous

3. Meadows Bridge Work – Lake Churchill

Management reported that during an inspection of all the paths in the community around Lake Churchill, a problem was discovered with the retaining wall of the Meadows Bridge. Due to the severity of the issue with the bridge, Management took steps to have the bridge closed.

Due to the severity of the condition of the retaining wall, Management reached out to BECS to provide a cost estimate to do the engineering design. The first step for engineering services is the inspection of any construction drawings, inspection of the bridge, and an excavation to help identify bearing and soil conditions for the abutments. BECS estimates the cost to perform this work will be between \$2,000.00 and \$3,500.00. The Board voted by email to approve this proposal.

MOTION: (Jim/Aaron) Ratify the email vote to approve the proposal from BECS for engineering services for the Meadow Bridge at a cost not to exceed \$3,500.00 to come from Professional Services line item and paid by Reserves.

Vote: Motion Passed – Unanimous

4. Dead Tree on Lake Park Drive

Management reported that a dead tree was identified on Lake Park Drive near homes and the drive lane and that this tree posed a danger to the public and to property. Management emailed a proposal from Lee’s Tree Service for removal of the tree and leaving the stump at a cost of \$650.00; grinding the stump and leaving the grindings would cost an additional \$200.00, while removing the grindings would cost an additional \$150.00. The Board voted by email to approve all three (3) items in the proposal.

MOTION: (Jim/Aaron) Ratify the email vote to remove the dead pine tree on Lake Park Drive, grind the stump, and remove the grindings for a cost not to exceed \$1,000.00.

Vote: Motion Passed – Unanimous

5. Swim Team Insurance Policy

Management emailed the Board the renewal of the Swim Team Insurance Policy Annual Premium in the amount of \$609.10. The Board voted by email to approve the cost of the insurance for the swim team.

MOTION: (Jim/Tim) Ratify the email vote to approve the Annual Premium cost for the Swim Team Insurance Policy at a cost not to exceed \$609.10.

Vote: Motion Passed – Unanimous

6. Winterspoon Pool Shower Tile Repairs

The Board voted by email to approve the revised proposal from RIVCO in the amount of \$1,415.00 for repair of the shower tiles at the Winterspoon Pool

MOTION: (Jim/Kathie) Ratify the email vote to approve the updated proposal from RIVCO to repair the shower tiles at the Winterspoon Pool at a cost not to exceed \$1,415.00 to come from Reserves.

Vote: Motion Passed – Unanimous

7. Tree Removal – Based on Tree Survey

Management provided the Board with seven (7) proposals for removal of nineteen (19) trees noted in the WSSI Tree Survey as being dead and in need of removal as these trees could possibly cause harm to property or people if they were to fall.

MOTION: (Jim/Kathie) Approve the proposal from D&A Dunlevy for removal of nineteen (19) trees at a cost not to exceed \$9,200.00.

Vote: Motion Passed – Unanimous

8. Winterspoon Pool Replacement Filters

Management reported that during the Health Department inspection, it was noted that the backup filter cartridges were old. However, as everything was working and there were a number of backup filter cartridges on site, the Health Department Inspector let it go with a note that new backup filter cartridges should be purchased to have on site. Management provided the Board with a proposal from RSV Pools for twelve (12) backup filter cartridges for a total cost of \$1,730.00.

MOTION: (Jim/Tim) Accept the proposal from RSV Pools for purchase of twelve (12) backup filter cartridges at a cost not to exceed \$1,730.40.

Vote: Motion Passed – Unanimous

9. Wanegarden Pool Main Pump

Management reported that during the Health Department inspection, the Wanegarden Main Pool pump was sounding bad. Again, since everything was working, the Health Department Inspector let it go with a heavy suggestion that the pump be inspected as soon as possible.

Management provided the Board with two (2) proposals from RSV Pools: 1) repair the pump at a cost estimated to be somewhere between \$1,500.00-\$2,000.00 or 2) replace the pump for \$4,660.00. Management noted that repairing the pump would provide some amount of time before the pump would need to be replaced. Management also noted that a new pump would need to be fitted into the system, as the model of pump that is currently installed is no longer manufactured. The time frame to install a new pump was quoted at 2 – 2 ½ days.

MOTION: (Aaron/Jim) Accept the proposal from RSV Pools for replacement of the main pool pump at a cost not to exceed \$4,660.00 to be paid from Reserves, with Management reporting back on installation dates.

Amend: (Aaron/Jim) At a cost not to exceed \$5,000.00.

Vote: Motion Passed – Unanimous

The Board provided Management with a suggested time frame for installing the new pump. Tim Short requested that Management inquire if there was the possibility of installing a better pump with a minimal price increase.

10. Community Center Interior Painting

The Community Center Administrator requested that the interior of the Community Center be painted. Management provided the Board with a proposal from T&C Painting for removing all existing wallpaper and painting all walls and ceilings in all rooms at a cost of \$6,400.00. T&C Painting noted that if a different color was chosen an additional cost of 60% would be added bringing the total cost to \$10,240.00.

The Board requested that Management provide other proposals for painting of the Community Center.

11. Miscellaneous Concrete and Asphalt Concerns

Management reported that during a routine inspection of the community three (3) areas of concern for concrete and asphalt repairs were identified: 1) the curbing of the finger island and the asphalt gutter to the rear of the island is falling apart near 20162 Timber Oak lane, 2) the area near 13329 Woodruff Court is starting to fail, and 3) the area near 13625 Winterspoon Lane is sinking and holding water. Management has sent out an RFP to several contractors.

12. Request for Assigned Parking – 20006 Lake Park Drive

Management received correspondence from 20006 Lake Park Drive requesting an assigned parking space for his home as he feels that the value of his property is devalued by not having an assigned space when there are designated assigned spaces on the circle of Lake Park Drive. The homeowner also noted that he often must park a distance from his home yet while the reserved spaces on the circle are left open.

Kathie Matthews also noted that residents on the Lake Park Circle park in the visitor spaces and leave the reserved spaces empty. The Board suggested that the reserve parking be reevaluated on the Lake Park Drive circle and requested that Management ask Marshall Hutton to come to the July Board Meeting, as liaison for the Lark Park Drive circle parking.

Patricia Jones-Butler inquired if the Board could consider looking into reserved parking for the whole community along with having the right to tow. Management will provide a reserved parking policy from another community for the Board to review.

MOTION: (Jim/Kathie) Deny the request from 20006 Lake Park Drive for a reserved parking space and notify the homeowner that the Board is reevaluating the assigned parking spaces on the Lake Park Drive circle.

Vote: Motion Passed – Unanimous

13. Churchill Community Foundation (CCF)

Patricia Jones-Butler, Board Member on the Churchill Community Foundation, reported that the CCF has offered to help with repairs to the Meadows Bridge. Management provided the Board with several ideas that have been offered for supporting the bridge or relocating the path in that area. Management noted that BECS will provide the initial report on their investigation

of the Meadows Bridge. BECS also suggested that a civil engineer may need to be consulted for recommendations.

Management also noted that the CCF has also offered to help with the repairs to the walking path around Lake Churchill.

14. Larkspur Court Parking

Management noted that one homeowner on Larkspur Court keeps four (4) covered antique cars parked in common ground parking area. These cars are moved on a regular basis.

Management noted that the Board could ask the homeowner to come to a Board meeting to discuss this matter, review and update the parking rules, or ask Legal Counsel for an opinion on this matter. The Board agreed to take no action at this time.

It was noted that some of the problems in that area are caused by snowplows not able to maneuver on Larkspur Court, and it was requested that Management look into signs that state certain areas are designated plow areas where there will be no parking during a winter storm.

15. 20016 Westend Court – Commercial Vehicle Parking

Management received a request from a homeowner on Westend Court that the commercial vehicles parking in Westend Court be removed. Management provided the homeowner with a copy of the Commercial Vehicle Complaint Form. Management noted that the homeowner has not sent in the form.

16. Waterloo Court Parking

Management received correspondence from a resident on Waterloo Court reporting that a vehicle was double parking – ½ in a handicap parking space and ½ in the regular parking space next to it. Upon investigation, Management discovered that the width of the handicap parking space is not up to current standards for appropriate width.

Management stated that Finley Asphalt & Concrete would restripe the parking spaces in that area of Waterloo Court to make the handicap space compliant with ADA requirements for \$850.00. However, Management noted that a regular parking space may be lost. The Board noted on looking at Google Maps that there may be an area where the parking area could be extended in order to not lose a parking space.

MOTION: (Jim/Patricia) Accept the proposal from Finley Asphalt & Concrete to restripe the parking spaces on Waterloo Court to provide a handicap parking space that is ADA compliant and not lose any additional parking spaces in the amount of \$850.00.

Vote: Motion Passed – Unanimous

17. Architectural Rules Review

Jim Ganz and Kathie Matthews agreed to review the Architectural Rules and Regulations.

18. Playground Equipment Replacement

Jim Ganz suggested that the Board provide suggestions for replacement of the tot lot equipment at the tot lots on Wild Cherry Lane and Teakwood Lane and be prepared to approve at the July Board Meeting.

E. NEW BUSINESS

1. Pool Parties

Aaron Skolnik noted that he had been approached by several people at the pool noting that a end of the school year pool party had not been planned. The Board requested that Management post a notice that Jackie Riley who previously planned the pool parties for many years has moved out of the community.

It was noted that several homeowners were willing to help put together the end of school year pool party. Management suggested that the party be held on June 22nd as there was not enough time to put together a party for the June 15th date.

F. ADJOURNMENT OF BOARD MEETING TO CLOSED MEETING

MOTION: (Jim/Aaron) Adjourn the Board of Directors Meeting to Closed Meeting at 9:17 p.m.

Vote: Motion Passed – Unanimous

G. RESULTS OF THE CLOSED MEETING

The Board took action on a complaint for CCOC.

H. ADJOURNMENT OF CLOSED MEETING to BOARD of DIRECTORS MEETING

MOTION: (Jim/Kathie) Adjourn the Closed Meeting back into the Board of Directors Meeting at 9:25 p.m.

Vote: Motion Passed – Unanimous

I. CALL TO ORDER

The Board of Directors Meeting was reconvened at 9:25 p.m.

J. NEW BUSINESS

1. Write Off of Small Delinquent Amounts

Jim Ganz suggested that accounts with a balance of \$10.00 or less be written off.

MOTION: (Jim/Patricia) Write off any outstanding dues that are at \$10.00 or less.

Vote: Motion Passed – Unanimous

2. July Board Meeting

It was noted that there is an away swim meet on July 10, 2019 which involves several Board members. The Board suggested holding the July Board Meeting on July 17, 2019.

K. ADJOURNMENT

MOTION: (Jim/Aaron) Adjourn the Board of Directors Meeting at 9:30 p.m.

Vote: Motion Passed - Unanimous