

Approved on May 12, 2021

Churchill Village South Homeowners Association
Virtual Board of Directors Meeting
April 14, 2021

The Board of Directors of Churchill Village Homeowners Association held a virtual Board of Directors Meeting on Wednesday, April 14, 2021 at 7:00 p.m.

Board Members Present:

Jim Ganz, President
Aaron Skolnik, Treasurer
Patricia Jones-Butler, Director
Kathie Matthews, Secretary
Michael Reed, Director

Also Present:

Alan Van Grack, Community Manager
Ruth Ann Allen, Recording Secretary
Jeff Luther, Vanguard Management

Homeowners Present:

Helen Webster, 19948 Lake Park Drive
Bobby Ann Mound, 13521 Wisteria Drive

A. CALL TO ORDER

The Board of Directors Meeting was called to order by Jim Ganz at 7:02 p.m.

B. MINUTES

1. March 10, 2021 Board of Directors Meeting Minutes

MOTION: (Jim Ganz/Kathie Matthews) Approve the March 10, 2021 Board of Directors Meeting Minutes as amended.

Vote: Motion Passed – Unanimous

C. HOMEOWNER OPEN FORUM

1. Helen Webster, 19948 Lake Park Drive, noted her interest in the pool opening and swim team activity for the summer.
2. Bobby Ann Mound, 13521 Wisteria Drive, inquired if the Association could develop an anti-bullying/harassment policy as she noted two (2) separate incidents of being threatened and a neighbor's constant complaints about other neighbors.

The Board requested that Ms. Mound send Management written documentation of the incidents.

3. Kathie Matthews, Board Member, noted that the common area on the side of 20058 Lake Park Drive is very messy with police tape, a lawn mower on top of a wood pile, plastic cones, and other trash.

Ms. Matthews inquired if the trees that were removed by 19942 and 19943 Lake Park Drive could be replaced.

She also noted that area to the side of her home is a mud pit and inquired if she could level off the area and put in stones. The Board requested that Ms. Matthews send in an Application for Architectural Change.

D. BOARD ACTION ITEMS

1. 2021 Pool Season

The Board discussed the issues involved with opening the pool(s) for 2021 in following the guidance from the State and County regarding Covid-19.

It was noted that not having some sort of swim team activity for this summer could make it hard to maintain the program going forward.

The Board agreed to meet with Management and Legal Counsel within the next two (2) weeks to discuss the opening of the pool(s) and holding some sort of swim team.

The Board requested that Management draft the pool pass letter with the notice that the Association is looking into opening one (1) or both pools and that applying for pool passes does not guarantee that the pool will be opening.

If the pool opens, RSV Pools will also need to provide an addendum for pool management for duties during Covid-19.

2. Email Vote Ratification

The Board voted by unanimous email vote to approve a work order from Dominion Paving for an additional \$3,486.00 in curb and sidewalk replacement on Timber Oak Lane and Lake Park Drive.

MOTION: (Jim Ganz/Aaron Skolnik) Ratify the unanimous email vote for an additional \$3,486.090 for curb and sidewalk replacements at Timber Oak Lane and Lake Park Drive to come from Reserves.

Vote: Motion Passed – Unanimous

3. Yellow Curb Painting

Management provided the Board with two (2) proposals for painting of the yellow curbs at Lake Park Court, Lake Park Drive and Timber Oak Lane from Dominion Paving (\$4,220.00) and O'Leary Asphalt (\$6,583.00).

MOTION: (Jim Ganz/Aaron Skolnik) Accept the proposal from Dominion Paving for painting of the yellow curbs on Lake Park Court, Lake Park Drive and Timber Oak Lane not to exceed \$4,220.00.

Vote: motion Passed – Unanimous

4. Tree Removals

a. *Wyman Way*

Management had arborists from John's Labor Group and S&P Tree Care evaluate the pine trees behind 20010 and 20014 Wyman Way. These trees are healthy but are on a slope and could fail/uproot causing damage to townhouses.

The Board requested that Management have another arborist provide an opinion on the trees.

b. 13300 Waterside Circle

Management provided the Board with two (2) proposals for removal of the large dying tree by 13300 Waterside Circle from John's Labor Group (\$2,250.00) and S&P Tree Care (\$1,500.00).

MOTION: (Aaron Skolnik/Jim Ganz) Accept the proposal from S&P Tree Care for removal the tree at 13300 Waterside Circle in the amount of \$1,500.00.

Vote: Motion Passed – Unanimous

5. Replacement Trees

Management received a request from a homeowner for installation of a tree on the island on Lavender Court. Management provided a proposal from Ruppert Landscape to install a Crape Myrtle in the amount of \$550.00.

MOTION: (Jim Ganz/Aaron Skolnik) Accept the proposal from Ruppert Landscape to install a Crape Myrtle at Lavender Court not to exceed \$550.00.

Vote: Motion Passed – Unanimous

The Board requested that Management put together a running chart from the last three (3) years on the locations where trees were removed and whether each is an area where a replacement tree should be planted.

It was noted that if Tree Montgomery has not planted all of their trees, they could consider planting new trees to replace trees that have been removed.

Patricia Jones-Butler noted that the Lake Churchill Foundation is able to get trees at a discount and this may be another option for planting trees.

6. Retaining Wall Replacement

Management noted that three (3) retaining walls are in need of replacement. Management received proposals today and will be providing them to the Board for review. Management also noted that trees will need to be removed before the work on the retaining walls begins.

The Board requested that Management check that the retaining wall on Waterside Drive is on CVS property.

7. Additional Pet Waste Station – Villas at Willow Cove Condominium

Management received a request from a resident in The Villas at Willow Cove for an additional pet waste station on the common area on Waterside Court. Management provided the Board with a map showing the location and prices for installation.

The Board noted that there are already two (2) stations located in The Villas property and did not see the need to install another station.

MOTION: (Jim Ganz/Aaron Skolnik) Decline the request for an additional pet waste station at The Villas of Willow Cove Condominium.

Vote: Motion Passed – Unanimous

8. Tree Netting Due to Cicadas

Ruppert Landscape noted that the cicadas may do damage to young fruit trees. Upon investigation, it was determined that the recommended netting is too expensive. Ruppert will also investigate an option for spraying young trees.

The Board did request that Management place a notice to the community that due to the cicadas there may be an increase in Copperhead snakes.

9. Tot Lot – Lake Park Drive

Management and Jim Ganz met with Brian Wallace of Playmark at the tot lot site on Lake Park Drive. It was noted that the area will need a rehaul that will involve a landscaper and replacement of the current equipment.

The Board will have further discussion on this matter.

10. Website Update

Aaron Skolnik met with Alan Van Grack and Jeff Luther, Vanguard Management, to discuss an upgrade to the website for CVS.

Aaron Skolnik reported that if the Association wants a public facing website that the design would need to be done outside of Vanguard Management.

Vanguard Management is beta testing a portal where it might be possible to place information to the community on the backend.

More information and discussion will need to be done before any decision can be made.

E. OLD BUSINESS

1. Towing Signage

Management will be meeting with the representative for Montgomery County Consumer Protection on April 15th regarding placement of towing signs in the community.

2. Power Lines Installation

It was noted that Potomac Edison created ruts and damage to common area plants when installing the new inground power lines. The Board requested that Management check with Potomac Edison about restoring the area.

F. NEW BUSINESS

1. Lake Park Drive

a. It was noted that the area between 20000 and 19956 Lake Park Drive is a mud pit and a better solution than grass needs to be done.

- b. It was requested that Management have someone look at the trees by 20010 Lake Park Drive as they look root bound.
- c. It was noted that the new concrete curb by the sewer at 20000-19956 Lake Park Drive is crumbling and was not installed correctly. Management will look into this situation.

G. ADJOURNMENT OF BOARD MEETING INTO CLOSED MEETING

MOTION: (Jim Ganz/Aaron Skolnik) Adjourn the Board of Directors Meeting into Closed Session at 9:06 p.m.

Vote: Motion Passed – Unanimous

H. RESULTS OF THE CLOSED MEETING

The Board approved a payment plan and discussed action for delinquent accounts.

I. ADJOURNMENT OF THE CLOSED MEETING

MOTION: (Jim Ganz/Aaron Skolnik) Adjourn the Closed Meeting at 9:16 p.m.

Vote: Motion Passed - Unanimous