

Churchill Village-South Homeowners Association
Board of Directors Meeting
June 9, 2010

The Board of Directors of Churchill Village-South Homeowners Association held a Board of Directors Meeting at the Community Center on Wednesday, June 9, 2010 at 7:30 p.m.

Board Members Present:

Mike Trentadue, President
Dean Farley, Vice President
Frank Grimm, Treasurer
Robert Fuss, Secretary
Amy Knowland, Director
Craig Wilson, Acting Director

Also Present:

Craig Wilson, Vanguard Management
Annie Geralis, Community Manager
Ruth Ann Allen, Recording Secretary

Homeowners Present:

Luis Diaz, 19910 Waterloo Court
Rose Sepulveda, 13315 Waterside Circle
Josephine Sepulveda, 13315 Waterside Circle
Dottie Harris, 13325 Waterside Circle
Kathy Cavell, 13313 Waterside Circle
Sonal Swapan Shah, 13321 Waterside Circle
Kathryn Four, 13314 Waterside Circle
Judith Blackistone, 13304 Waterside Circle
Thomas and Cheryl Johnson, 13301 Waterside Circle
Marco Fogelbach, 13557 Wisteria Drive
Kathie Matthews, 20010 Lake Park Drive

Others Present:

Butch Payton, Maryland-National Capital Park and Planning Commission (M-NCPPC)

A. ARC APPLICATIONS

1. 20113 Lavender Place

The homeowner of 20113 Lavender Place submitted an ARC Application for a split rail fence.

MOTION: (Dean/Frank) Approve the ARC Application for 20113 Lavender Place on the condition that the side fences are parallel to the rear of the house and should extend from the corners to the rear of the property.

Amend: The rear fence should follow the lot line at the rear of the lot.

Vote: Motion Passed - 5 ayes/1 abstention (Craig)

2. 13500 Winterspoon Lane

The homeowner of 13500 Winterspoon Lane submitted an ARC Application for rear porch with flooring made of composite high-density polyethylene and white railings.

The Board discussed the proximity of the porch to the rear property line. The house is set far back from the street and there are no immediate neighbors behind the house due to a pathway. The homeowners who signed the ARC Application did not object to the plans.

The Board discussed the procedures for approving construction within ten (10) feet of the property lines; this approval must be at the discretion of the Board on a case by case basis. Management will put this matter on the agenda for a future meeting.

MOTION: (Frank/Dean) Approve the ARC Application from 13500 Winterspoon Lane for rear deck. Note: The Board agrees to go ahead even though they don't like how close the porch is to the back property line. The Board understands there is a substantial set back of the house from the street and the homeowner does not have a choice due to extenuating circumstances.

Vote: Motion Passed - 5 ayes/1 abstentions (Mike)

B. CALL TO ORDER OF REGULAR BOARD MEETING

The June Board of Directors Meeting was called to order by Mike Trentadue at 7:34 p.m.

C. MEETING WITH MC-NCPPC

Butch Payton, Maryland-National Capital Park and Planning Commission, presented an update on the trail to be built along Lake Seneca. Mr. Payton stated that the area by Timber Oak Lane has a steep grad which would be a concern for those who are physically challenged. The grade will need to be raised eighteen (18) to twenty-four (24) inches in that area. This will affect the stairs that meet the trail in that area. Park and Planning suggests that the stairs be moved to meet the trail perpendicularly. The other option would be to leave the stairs where they are and re-grade the steps. The new stairs will be concrete.

The grade will be supported by a segmental block wall. The Board requested that the installed segmental retaining wall match the color of the wall that is near that area. Management will send Park and Planning the specifics for that wall.

The Board inquired about the plans for drainage in that area. Mr. Payton replied that holes will be placed in the wall, and there is no flat area in that section of the path where water will pool. The Board stated that Park and Planning should send CVS a proposal for the stairs and an agreement will need to be written up, along with granting of easement if the Board agrees to this proposal. The CVS Board can approve the proposal after approval by legal counsel.

Mr. Payton also mentioned that there will be a cross walk across Wynnefield to meet with the path that goes around Lake Churchill. Handicap ramps will be placed on both side of Wynnefield where the crosswalk is located.

There will also need to be a Right of Way agreements and an easements for work to be done. Park and Planning plans to use the area by the pumping station for staging. They use low impact equipment and will take pictures of the areas affected by their work before the works starts. Management stated that legal counsel for both parties will know how to draft the agreements and what easements are needed.

D. HOMEOWNER OPEN FORUM

1. Update on Tot Lot on Waterside Circle

The Board reported to the homeowners present that Playground Specialists had been contacted and they evaluated the tot lot near Waterside Circle. The Board was presented with a proposal from Playground Specialists for play equipment that could be placed in that area. The Board will need to review the proposal and their finances before a decision is made.

Several homeowners inquired why the tot lot was not upgraded in 2006 when the other tot lots were upgraded. This tot lot has not been taken care of and is dangerous for kids. The homeowners were concerned that this area has not been maintained like the other areas of CVS. The rusted equipment has not been removed. The Board requested that Management have this equipment removed as soon as possible.

The play equipment that was suggested for that area is a climbing wall and a tire swing. The Consumer Product Safety Commission rules have changed over the last several years, and equipment like swings and slides need to have a larger fall zone than is available in this area.

The homeowners also mentioned that the landscaping around the tot lot is overgrown. Management requested that homeowners create a list of landscape items in that area that need to be addressed and send it to Management.

2. Concerns about the Construction Staging on Waterside Circle

The homeowners mentioned that screws and nails are not being picked up off the ground. The dumpsters do not get covered, and are not removed weekly, but only when they are full. The street is also being torn up by the trucks. The dumpsters are also rusted and ugly. Management stated that the largest trailer should be removed in a couple of weeks as the drywall is almost done. Management will check with the contractor on these issues and have an answer for homeowners to solutions for these issues and a time frame for when the work will be completed.

The staging containers are also in a fire lane. Mike Trentadue stated that the containers are placed legally and they don't impede the fire lane, but Management will double check to make sure this is correct.

3. Weed Killer

The homeowners also questioned why weed killer is not used on common property. Management stated that homeowners had requested that weed killer not be used as it is harmful to animals on the hill on Laurel Hill Way, but weed killers can be used in other parts of the community.

4. Marco Fogelbach, 13557 Wisteria Drive, mentioned his concern about a neighbor parking seven (7) vehicles on the common driveway of the cul-de-sac. These vehicles are a safety hazard and make it difficult for other vehicles to get around. Mr. Fogelbach called the police on this matter, but it is not their jurisdiction.

The Board responded that parking is not allowed on common driveways in CVS. Management stated that according to Montgomery County Towing Law, a warning needs to be placed on each vehicle before it can be towed. Mr. Fogelbach mentioned that the

homeowner has become very ugly when approached about the vehicles parking on the common driveway. The warnings are placed on the vehicles between 2:00 a.m. and 9:00 a.m. This is not during normal working hours for Management. Management can keep track of the situation during the day. Management will find someone to place the tow warnings on the vehicles at night.

Mr. Fogelbach will give Management the list of the tag numbers, along with make and model of the vehicles.

5. Marco Fogelbach also mentioned two (2) properties that are need of up keep. Management requested that Mr. Fogelback email these addresses to Management.

6. Kathie Matthews, 20010 Lake Park Drive, presented the Board with photos of landscape concerns in her neighborhood. There are bushes that are dead and have not been removed and bare spots where something should be planted to make the area look better. Ms. Matthews also mentioned that there are two (2) shrubs placed at the entrance to Lake Park Drive which are to frame a sign for the community. The sign was never completed.

Management stated that the Board should have McFall & Berry do a walk through of the community noting the landscaping that needs to be done, with pricing and prioritization.

Ms. Matthews also mentioned two (2) other areas at Wyman Way and Waldorf Drive and at Lake Park Drive that could use plantings to make the area more presentable. Management will get proposals for plantings in these areas.

Ms. Matthews also mentioned her concerns about the landscape maintenance of McFall & Berry. She stated that they are very sloppy, leaves are left on the mulched areas and the grass. The edging has not been done in her area. The grassy area near her home is being dug up by the mowers. Management will forward these concerns to McFall & Berry.

E. MINUTES

1. May 12, 2010 Board of Directors Meeting Minutes

MOTION: (Amy/Frank) Accept the Board Meeting Minutes from May 12, 2010 as amended.

Vote: Motion Passed - 4 ayes/2 abstentions (Dean, Robert)

2. May 12, 2010 Executive Session Minutes

MOTION: (Frank/Dean) Accept the Executive Session Minutes as amended.

Vote: Motion Passed - 4 ayes/2 abstentions (Dean, Robert)

F. MANAGEMENT REPORT

1. ACC Application for 13437 Walnutwood Lane

Management was requested by the Board to take photos of the surrounding homes located near 13437 Walnutwood Lane regarding their request for color of siding.

MOTION: (Dean/Robert) Ratify the action of the Board via e-mail to approve the color of siding for 13437 Walnutwood Lane.

Vote: Motion Passed - 5 ayes/1 abstention (Craig)

2. Summer Flower Proposal from McFall & Berry

Management received a proposal from McFall & Berry regarding placement of summer flowers at eight (8) community entrance ways throughout CVS.

MOTION: (Dean/Amy) Ratify the email vote taken by the Board of Directors to approve \$1,932.00 for summer flowers to be placed at eight (8) entrance ways in CVS.

Vote: Motion Passed - 5 ayes/1 abstention (Craig)

3. Tot Lot Located at Teakwood Lane

Management received several complaints from homeowners reporting that the tot lot located on Teakwood Lane had been vandalized. The damaged playground equipment has since been repaired. It was also noted that borders around the playground that were installed last year had been removed. The contractor has suggested that the Association either remove the remaining borders or replace the ones that are missing. Replacing the borders will keep the newly installed wood carpet in the appropriate area.

MOTION: (Dean/Amy) Approve an expenditure up to \$1,000.00 to replace the border at the tot lot at Teakwood Lane and part of the remediation is to provide larger spikes to hold the borders.

Vote: Motion Passed - 5 ayes/1 abstention (Craig)

4. Pool Parties

Jackie Riley has volunteered to host the Community Pool Parties for the 2010 season. A total of four (4) community parties have been planned totaling \$4,080.00.

Robert Fuss stated that with the cost of the snow removal this year, he feels that \$4,000.00 does not need to be spent on parties. He also mentioned that the parties at the pool do not seem to be well publicized. Dean Farley agreed that more advertising would seem appropriate, lack of newsletter and little use of web site, makes advertising more difficult. The Board can request that the parties are advertised adequately throughout the community. These parties have become a part of the summer activities of the community.

MOTION: (Dean/Amy) Approve the expenditure up to \$4,080.00 for four (4) parties at the pool as proposed by Jackie Riley.

Amend: With better advertising to the whole community about the parties.

Vote: Motion Passed - 4 ayes/1 nay (Robert)/1 abstention (Craig)

Frank Grimm mentioned that small plastic signs advertising the party could be placed at the causeway and at the entrances to CVS on Wynnefield and Wisteria. The Board agreed that the notices should be placed seven (7) days before the parties.

MOTION: (Robert/Frank) Advertise the party seven (7) days before the party date.

Other Board members questioned what the consequences would be if the advertising was not put up seven (7) days before the party, as it could be difficult to advertise the party for June 18th a week before. Robert Fuss stated that he is willing to give some leeway of the week of advertising for the June 18th party. Also, not advertising parties at the pool a week in advance could jeopardize the future of another party..

Vote: Motion Passed - 3 ayes/2 nays/1 abstention

5. Pool Telephones

Management mentioned that RSV Pools has objected to changing the pool phones to emergency call only phones. RSV Pools states that the life guards must have a phone they can use to conduct business at the pool, contact RSV's office, supervisor, police etc. Management checked with Verizon as to the costs of the 9-1-1 phone versus a business line with local calls only. The difference in cost is \$23.00 per month.

MOTION: (Dean/Frank) Have Management advise RSV Pools that if they want a limited business line they pay the \$23.00 a month difference.

The Board stated that RSV Pools would cover the cost of the phone line for the entire year. Management also mentioned that most life guards and patrons at the pools have cell phones.

Vote: Motion Passed - 5 ayes/1 abstention (Craig)

6. Seal Coating of Common Area Streets

Management received a proposal from O'Leary Asphalt, Inc. with the current price for seal coating of the common area streets. The Board will defer discussion of this matter until next month's Board meeting.

7. Tot Lot at Waterside Circle

Management stated that the construction cost for the tot lot is a reserve expense, and there is enough money in reserves to have the work done now.

MOTION: (Frank/Amy) Proceed with construction of the proposed tot lot by Playground Specialists at Waterside Circle for \$11,761.08.

Vote: Motion Passed - 5 ayes/1 abstention (Craig)

G. ADJOURNMENT

Adjourn to Executive Session at 9:10 p.m.