

Churchill Village-South Homeowners Association
Board of Directors Meeting
April 13, 2011

The Board of Directors of Churchill Village-South Homeowners Association held a Board of Directors Meeting at the Community Center on Wednesday, April 13, 2011 at 7:30 p.m.

Board Members Present:

Mike Trentadue, President
Robert Fuss, Vice President (via conference call)
Frank Grimm, Treasurer
Craig Wilson, Director

Board Member Absent:

Amy Knowland, Secretary

Also Present:

Annie Geralis, Community Manager
Ruth Ann Allen, Recording Secretary

Homeowner Present:

Kathie Matthews, 20010 Lake Park Drive

A. ACC MEETING

1. 20028 Wanegarden Court

The homeowner of 20028 Wnaegarden Court submitted an ACC Application for a split rail fence in the backyard; the same style as the neighbors.

The Board requested that Management contact the Montgomery County Department of Permitting Services to remind them that a permit should not be administered without the HOA first approving the ACC Application.

The Board noted that the fence height stated on the permit is five feet (5'). According to the CVS rules and regulations, the fence posts cannot be over five feet (5') in height.

MOTION: (Frank/Robert) Conditionally approve the ACC Application for a split rail fence in the backyard from 20028 Wanegarden Court, as long as the fence posts are not above five feet (5') in height.

Vote: Motion Passed - 4 ayes

2. 13313 Wedgeport Lane

The homeowner of 13313 Wedgeport Lane submitted an ACC Application for replacement of an existing deck.

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The Board questioned whether a deck is allowed by CVS rules to be on the property line. Management stated that CVS does not have a rule that decks cannot be on the property line, but storage units need to be set so many feet from the property line.
MOTION: (Frank/Robert) Accept the ACC Application for 13313 Wedgeport Lane for deck with the stipulation that if storage is be added under the deck, another application will be needed.

Vote: Motion Passed - 4 ayes

B. CALL TO ORDER

The April Board of Directors Meeting was called to order by Mike Trentadue at 7:20 p.m.

C. HOMEOWNER OPEN FORUM

Kathie Matthews, 20010 Lake Park Drive, was present to express her concerns that the planned landscaping in the Lake Park Drive area has yet to be done. She came to the Board Meeting in June of 2010 with similar concerns. She also stated that she had mentioned that there was profanity on the green box near her house at that time, and it has not been removed. Management will have the profanity removed.

Ms. Matthews mentioned that the current landscapers are not up to par with the previous contractor. There is no organization on how they do the work in the community. She stated that on her street some of the mulching is completed, some is ready to be mulched, and some has not been touched at all. She stated that there should be consistency in their process. Ms. Matthews also mentioned that the hill by Lake Park Drive has become chewed up with the lawnmowers and is now eroding. Management stated that Ms. Matthews and Management will be meeting with McFall & Berry on April 19th at 3:30 p.m. to discuss the issues on Lake Park Drive.

The Board noted that there is a plan to complete all the landscaping projects, but sometimes money needs to be appropriated for other projects that are of more importance, like repairing/replacing asphalt in the community.

Kathie Matthews mentioned that a tree was removed that was not dead. She questioned whether the landscapers had the correct address. Also, neighbors of Ms. Matthews took down a tree on the common area between the houses. The Board stated that homeowners cannot remove trees from common areas unless it is approved by the Board.

The Board requested that Management check with McFall & Berry when the mulching will be completed in the community and to mention Ms. Matthews' other concerns.

2. Mailbox and Pad

Robert Fuss mentioned that he received an email from a homeowner concerning the mailbox and pad near the homeowner's house. This issue will be discussed at the next Board Meeting.

D. MINUTES

1. March 9, 2011 Board of Directors Meeting Minutes

MOTION: (Robert/Frank) Approve the minutes of the March 9, 2011 Board of Directors Meeting as submitted.

Vote: Motion Passed - 4 ayes

2. March 9, 2011 Executive Session Minutes

MOTION: (Frank/Robert) Accept the minutes of the Executive Session of March 9, 2011 as submitted.

Vote: Motion Passed - 4 ayes

E. MANAGEMENT REPORT

1. Hearing Results for 20008 Westend Court

The house at 20008 Westend Court was painted a color not consistent with the rules and regulations of CVS. The Board and Management approved the new paint color for the house. Management stated that the homeowner will have the house repainted by the end of April.

2. Installation of Stockade Fence at 26 Waterside Court

Management stated that a violation letter had been sent to 26 Waterside Court for the installation of the stockade fence on March 11th. The homeowner had a thirty (30) day period to correct the violation. The Board noted that the thirty (30) day period had passed. The Board requested that Management send the homeowner a request to come for a Hearing at the May Board Meeting. The Board requested that Management provide photos of the fence for the Hearing.

3. Maintenance Violations at 14 Waterside Court

Management stated that the homeowner of 14 Waterside Court sent an email to Management stating that the violations would be repaired in the Spring of 2011. The Board requested that Management send a letter to the homeowner stating that the homeowner has thirty (30) days to complete the repairs to the property, and enclose a note commending the homeowner for making the repairs.

4. Hearing for 19928 Wyman Way

The homeowner was requested to come to a Hearing at the April Meeting for

installation of a shed to the backyard without an ACC Application. The homeowner did not send in an ACC Application for the shed or come to the Hearing. The Board requested that the matter be taken up with the CCOC (Commission on Common Ownership Communities). The Board stated that the shed can be kept if an ACC Application is approved by the Board, but the red color of the shed will need to be changed to a more pleasing color.

5. Carpet Replacement for the Community Center

The Board agreed on the carpet tile color of Weathered Henna placed in a straight pattern. The Board requested that Management check with the sales representative on a suggested amount of extra tiles.

MOTION: (Frank/Robert) Accept the color, Weathered Henna for the carpet tile for the Community Center.

Vote: Motion Passed - 3 ayes/1 abstention (Craig)

6. Landscaping Issues at the Villas

Management received correspondence from homeowners at the Villas of Willow Cove that the mowers do not pick up trash when they mow and that they mow over sticks. There are also bare areas that need to be addressed. Management stated that a walk through of the Villas by the Board will be done on April 14th.

The Board requested that Management contact McFall & Berry concerning the residual branches left on the common areas and the mulching having not been completed. The Board also requested that Management spot check the mulched trees that there is three (3) inches of mulch.

7. Swimming Pool Matters

a. Spring Work Proposals for the Swimming Pools

Management has not received the spring work proposals for the swimming pools from RSV Pools. This work will need to be completed before the pool is inspected by the health inspector. Management stated that this proposal can be approved via emails.

The Board inquired if another company could be hired to complete the opening and closing of the pools. Management stated that other companies will perform just the opening and closing of the pools. Craig Wilson stated that he would contact Scott Vincent at RSV Pools about the pools.

b. Improvements to Men's and Women's Pool House Bathrooms

Management had Hann & Hann look at the entrances to the men's and ladies' bathrooms at the Wanegarden pool house. It was decided that solid café

doors be installed which are six feet (6') in height and up off the floor.

c. Information Letter in Pool Pass Mailing

The Board noted that information about not placing the trash at the curb before 5:00 p.m. before trash collection day was not put in the information letter sent with the pool pass mailing. This information will be sent with the pool passes to homeowners.

8. Swim Team Matters

a. Extended Liability Insurance Coverage for CVS Swim Team

The cost for the renewal of the extended liability insurance coverage for the swim team for the 2012 swim season is \$1,439.00.

MOTION: (Robert/Frank) Ratify the vote by the Board via email to approve the extended liability insurance coverage for the swim team in the amount of \$1,439.00.

Vote: Motion Passed - 4 ayes

9. Montgomery Security Services, Inc.

Management provided the Board with the reports from Montgomery Security Services for parking violations in the community during February and March. It was noted that parking has improved.

MOTION: (Frank/Robert) Extend the contract from Montgomery Security Services to patrol roads in CVS two times (2x) a month through September 2011.

Vote: Motion Passed - 3 ayes/1 abstention (Craig)

10. Tot Lot Proposal for Wyman Way and Waldorf Drive

The playground equipment for the tot lot at Wyman Way and Waldorf Drive has been agreed upon between the Board and Playground Systems, Inc. The total cost for the project is \$24,993.38.

Mike Trentadue mentioned that the small spring animals are still made, and the Board may want to consider placing these in other tot lots in the community. The cost per each spring animal is \$1,000.00.

11. Spikes to Anchor Boards Around Tot Lots

Playground Systems, Inc. agreed to dig out the spikes at two (2) tot lots and anchor them with concrete in the hole. Playground Systems are willing to anchor the rest of the spikes at the other tot lots for cost. The Board did not agree to this proposal, as the spikes are coming up at all of the tot lots. The Board stated that the spikes keep coming out because they are not long enough.

F. OLD BUSINESS

1. Proposal for Renovation to Bathrooms in the Community Center

Management stated that they have not received the final proposal for the renovation of the bathrooms in the community Center. The renovations would take about five to six (5-6) weeks to complete. Management will check with the contractor to check if the work can be started soon.

2. Pet Waste Stations

Management checked on the pet waste stations and did not think that the baskets needed to be replaced. There were several boxes that needed to have the locks for the bags replaced. Management will get a proposal for replacement of a basket at the pet waste station behind the pool on Winterspoon Lane and for replacement of the locks.

3. Tennis Courts at Winterspoon Pool

It was noted that there is a large crack along the baseline on the court closet to the pool and one near the net. Management will look into this matter.

4. Additional ACC Guideline Changes

Craig Wilson provided the Board with a draft policy for new regulations for the HOA that had been passed by the Maryland legislators concerning the allowance of clotheslines and renewable energy devices. The draft policy also included a section on boat storage for homes along Lake Seneca.

The addition of the boat storage policy to the ACC Rules and Regulations has the HOA in conformance with the rules of the sub-associations. In approving the boat storage policy, the homeowners along Lake Seneca can be sent violation letters for incorrect boat storage by the HOA.

MOTION: (Frank/Robert) Add the boat storage language into the HOA Architectural Rules and Regulations.

Vote: Motion Passed - 3 ayes/1 abstention (Craig)

5. Trees along Wyman Way

The Board inquired about the tree removal along Wyman Way. Management stated that the trees that were marked for removal along Wyman Way were selected either because they are dying, a hazard, or the root system has raised the sidewalk.

Management stated that the tree removal has not been scheduled. The Board requested that there be a walk through with the arborist from McFall & Berry to discuss why trees were selected to be removed and the urgency for removal.

The rip rap swale has been completed at the top of Wyman Way. The Board noted that this area will need more landscaping. Management suggested that the Board delay adding more landscaping until the trees have been removed in that area.

7. Sand along Wanegarden Drive

It was noted that there is a lot of sand dumped from the winter along Wanegarden Drive on the pool side. Management would be surprised if the County removes the sand. The Board requested that Management have the sand removed along the stretch of Wanegarden Drive between Wynnfield Drive and the entrance to the pool.

8. Tunnels In CVS

It was noted that the tunnels located in CVS are looking terrible. The tunnels are the responsibility of the Department of Transportation. The Board requested that Management write a letter to the DOT stating that the tunnels are leaking and rusting and full of graffiti and request that they be repaired, and ask if they would allow CVS or another agency to paint them.

9. Easement Agreement with MC Park and Planning

Legal Counsel for the Association has looked at the easement agreement between CVS and MC Department of Parks and Planning for the pathway around the lake and it is ready to be signed by the Association.

10. Asphalt

Gene Snowberger of O'Leary Asphalt will attend the May Board Meeting to discuss the condition of the asphalt in areas of CVS.

G. EXECUTIVE SESSION

MOTION: (Robert/Frank) Move into Executive Session at 8:45 p.m.

Vote: Motion Passed - 4 ayes

H. ADJOURNMENT

MOTION: (Frank/Robert) Adjourn the Executive Session and the Regular Board Meeting at 9:20 p.m.

Vote: Motion Passed - 4 ayes