

Churchill East Village Community Association, Inc.

**Board Actions**

2nd Quarter 2012

Note: Board meetings are held the 4<sup>th</sup> Tuesday of the month and are usually held at the Upcounty Regional Services Center located at 12900 Middlebrook Road, Germantown, Maryland and begin at 7:00 PM. Signs are posted at the entrances to the Community announcing the meeting and its location. Board meetings are open to all homeowners /residents who wish to attend. Homeowners/residents may sign in and participate in the Homeowner Forum to voice concerns. To protect the privacy of individuals, enforcement actions, neighbor complaints, and collection of HOA fees are *NOT* included in this summary.

**I. APRIL BOARD MEETING**

**A. Pedestrian Path Project—Pickering**

Vanguard received a copy of a contract between Churchill East and John W. Gleim, Jr. Inc. (contractor) for signature. Management will meet with the contractor next Tuesday at the job site on Pickering.

Additionally, John's Labor Group met with Management to discuss drainage issues on Thunderhead. The contractor determined that the problem was caused by the runoff from the school property, specifically from the hardscape basketball courts and playgrounds. Jamie and Management will contact Montgomery County to determine a path forward to address this problem, especially since the County has plans to expand the hardscape area of the school property.

**B. Asphalt Maintenance**

The Board had requested Management find out when the parking areas of Churchill East were last seal coated. Management indicated that the last reference to seal coating was in 2004. However, since seal coating is recommended every 5 years, the Board asked Management to contact the contractor who performed the work to verify whether seal coating has been applied since 2004. Ruth Watkins indicated she would review old files to see if she could find the date of the last seal coating.

**C. Draft Renewable Energy Policy**

This item was tabled until the Board and Management could consult with subject matter experts and other communities to see if policies exist that discuss erection of solar panels, providing charging stations for electric vehicles, and applying energy-saving non-asphalt product to roofs.

**D. Bulk Trash Pickup**

Management contacted Ecology Services, and the bulk trash pickup is scheduled for June 9. Management will send a notification letter to homeowners around May 11.

**E. Landscape Walkthrough**

The annual landscape walkthrough with AW Landscapes is planned for May 12, with Board members, Management, and AW meeting at the pool at 10:00 a.m.

**F. Repairs to Pool**

Community Pools notified Management that during a recent inspection, it was discovered that some tiles and other repairs were needed in the amount of \$375.00. Management also reported that repairs to the pool pump needed to be made at a cost of \$800.00

## II. MAY BOARD MEETING

### A. 1<sup>st</sup> Quarter Board Actions

Motion: To approve 1<sup>st</sup> Quarter Board Actions, with correction, for posting on the website. *Motion Passed.*

### B. Asphalt Maintenance

Management confirmed that the last repaving occurred in 2004. However, since there are a number of expensive projects underway this year and since there is not enough time this year to adequately plan for and perform the repaving, the Board decided to table this item until next year.

### C. Draft Policy on Renewable Energy Devices

Management provided the Board with a draft policy on renewable energy devices. The Board requested this item be tabled until next month so that we can adequately address use of the word “clothesline” and define “Clothes Tree.”

### D. MCPD Agency Agreement

Management provided the Board with a copy of the agreement to authorize Montgomery County police to come on to Churchill East property to enforce County laws.

### E. Stream Bed Erosion/Pedestrian Path Work

Management attended a kickoff meeting with Princeton Hydro and John Gleim on May 1. Management was informed that the contractors will be using a huge piece of grading equipment and that parking at Pickering would be affected because of the size of the equipment. Management will send a letter to all residents of Pickering advising them of the work and that no parking would be permitted at the end of Pickering Drive where the entrance to the path is and also that no parallel parking at curbs along the main of Pickering would be permitted. Violators will have their cars towed to the pool parking area.

### F. Continued Vandalism of New Bridge

Because the new bridge has been the target of continued vandalism, the Board will ask the Lake Churchill Foundation to add either additional wood on the inside of the rails to protect the balusters or add coated chain link to protect the balusters. The Board also discussed putting cameras in the area to identify those who are damaging the bridge to turn over to the police.

### G. New Pit Bull Law

Management will work with the Churchill East attorney for guidance on how the new law might impact the community.

### H. Opening of Pool

Management indicated that we have a new pool manager this year and she has been on site getting the pool ready for the season.

### I. Request to Digitize Community Files

As the cost for storage of hard copy files continues to rise (currently ~\$100/month), Mr. DeJager inquired if the files could be digitized. Because of the amount of paper generated on behalf of the community (board packages, correspondence, insurance forms, contract documents, budget and financial documents, etc.), digitizing at this time would be very costly. Also, Vanguard does not have the personnel to perform scanning of documents, and to hire someone to do this task would be an additional cost to the scanning thus making it cost-prohibitive at this time.

**J. Tree Proposal**

Based on the community walk-through, AW submitted a proposal to the Board for \$19,500 for tree trimming/removal plus \$8,700 in tree replants. Because of the amount of the proposal, the Board requested Management seek competitive bid.

**K. Flower Containers at Pool**

AW submitted a proposal to replace the deteriorating wood barrels at the pool with plastic pots and replace the annuals in the pots for \$350.00.

**L. CD's Maturing**

Two CD's are scheduled to mature on June 11 and 14, respectively. The Board requested Management roll-over the funds in the CDs to 1-year CDs.

**III. JUNE BOARD MEETING****A. Stream Restoration**

Princeton Hydro would like the Board to consider revising the scope for the stream restoration. Management will set up a meeting between Board members and Princeton Hydro to review the revised scope.

**B. Commercial Vehicles**

Management confirmed the definition of a commercial vehicle per our rules and will relay that information to T Cooper Security.

**C. Renewable Energy Devices**

Management met with an electrician to discuss options for vehicle charging. The resident with the Chevrolet Volt has a cord cover over the electrical cord on the sidewalk, which is acceptable to the Board. Management confirmed that the insurance company had no problem with the cord or cover. The Board tabled revising Renewable Energy Devices rules until more information is available.

**D. MCPD Agency Agreement - Signature**

The Agency Agreement between the Montgomery County Police Department and Churchill East has been signed.

**E. Proposed New Maryland Pit Bull Law**

Maryland has convened a task force to review a proposed Pit Bull law. Management had no updates to provide to the Board on the proposed law.

**F. Drainage at Thunderhead Drive**

Management met with representatives from the Montgomery County Board of Education and its contractors to discuss the drainage problem on Thunderhead caused by water runoff from the school. Management will continue discussions with the County and its contractors to pursue preventive measures to control the flow of water onto Churchill East property.

**G. New Signs at Pool**

Motion: To approve signs at the pool that say "This area is closed at sunset. This area is for residents of Churchill East Village and their invited guests only. All others are trespassing and will be prosecuted." *Motion Passed.*

**H. Draft Audit Report from Goldklang and Associates**

The Board discussed the draft report, which indicates no anomalies in the associations accounting records. Motion Passed.

**I. New Bridge**

Ms. Breckenridge informed the Lake Churchill Foundation that Churchill East would like to install supports at the new bridge to protect the balusters. The Foundation approved the request but stipulated the supports must be on the outside of the balusters. Management will obtain estimates for installing 1x6 boards to protect the balusters.

**J. Tree Branch in Common Area**

Ms. Watkins reported that a large branch from a common area tree at the rear of 13264 Country Ridge Drive had fallen into the alleyway behind the townhomes in this location. She requested AW remove the branch and evaluate the tree to determine why the branch broke off. Additionally she requested that other low, overhanging trees be trimmed away from the alleyway.

**K. T Cooper**

Mr. DeJager noted that the T Cooper reports did not indicate the hours when the officers patrolled the community. Management will request that the hours of patrol be included on the reports to the Board.

**L. Insurance**

Management reviewed the Churchill East insurance policy with the policy carrier. Management inquired whether the Board was interested in adding workmen's compensation to the policy to protect Board members from accidents while performing work on behalf of the community. The Board decided that a workmen's compensation policy was not needed at this time.

**M. Maintenance Violations**

The Board discussed maintenance violations and whether to turn cases over to Montgomery County Code Enforcement or to notify homeowners to attend a hearing. The Board decided to forward cases directly to Montgomery County for enforcement.