

Churchill East Village Community Association, Inc.  
**2nd Quarter 2016 Board Actions**

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, matters of enforcement actions, neighbor complaints, and collection of HOA fees are *NOT* included in this summary. Additionally to protect our contractors, award amounts are not included but can be viewed in Churchill East official minutes at the offices of Vanguard Management by appointment.

**I. APRIL MEETING**

**A. Spring Landscape Inspection**

Since Board members are not available to perform the Spring landscaping inspection, the inspection will be postponed until fall. Ms. Breckenridge did request that the landscaping contractor check on a tree at 13158 Country Ridge Drive that appears to be dead.

**B. Potholes/Asphalt Project**

Management request that the Board report any potholes that are not readily visible (i.e., in parking spaces or other areas obscured by vehicles). Management also indicated that the proposal for Phase 3 of the asphalt project (Pickering Drive) has been sent to four contractors for bidding.

**C. Bulk Trash Collection**

Bulk Trash will be removed June 11 of this year. Management will prepare a flyer.

**D. Street Cleaning**

Motion: To approve the proposal from AW Landscapes to clear the streets of sand and debris. *Motion Passed.*

**E. Audit**

Motion: To approve the 2015 draft audit of the community's financials by GoldKlang and Group. *Motion Passed.*

Motion: To approve proposal from GoldKlang and Group for preparation of the 2016 audit. *Motion Passed.*

**F. Financials/Investments**

Motion: To take \$30,000 from operating/checking and reinvest into a 3-month CD. *Motion Passed.*

Motion: To combine two CD's expiring in May and reinvest into a 6-month CD (\$59,000). *Motion Passed.*

**G. Pool Parking**

The Board requested Management send a letter to units on Thackery Drive reminding them that they cannot use pool parking spaces when the pool is open.

**II. MAY MEETING**

**A. Asphalt Maintenance**

Dave Gertz of Gardner Engineering presented the Board with four bids for Phase 3 of the Asphalt Project (Pickering Drive).

Motion: To approve the proposal from Chamberlain Contractors to perform asphalt pavement repairs on Pickering Drive a. *Motion Passed.*

**B. Towing**

The Board will continue to work with T Cooper to address vehicles that habitually park under no parking signs for towing, if necessary. Also, our contract with Henry's allows for trolling and towing of T-parked vehicles.

**C. Street Cleaning**

Management provided the Board with two estimates to replenish the wood fiber carpet in the tot lots. The Board requested management get a bid from AW for replacing the wood carpet with mulch.

**D. Cedar Tree (13142 Country Ridge Drive)**

The Board received a request to remove the cedar tree between the rear fences of 13142 and 13138 to allow individuals to get a lawn mower through the alleyway. The Board will revisit the issue when the fall landscape inspection takes place.

**E. Fire Lane Signs**

Ms. Watkins requested Management have the community inspector identify faded signs in the community that need replacement.

**F. Financials/Investments**

Motion: To combine two CDs that are expiring to a 3-month CD (total investment is \$75,000). *Motion Passed.*

**III. JUNE MEETING**

**A. Flyer on Fire Pits and Parking**

Ms. Watkins suggested it was time to send a newsletter to homeowners/residents regarding Montgomery County code regarding fire pits, chimineas, and other such devices. Since Montgomery County code references "multi-family," "single family," and "two family" residences, Management will contact the County to be sure that the Association follows the correct guidance for townhomes.

**B. Asphalt Maintenance**

The contract for Chamberlain Contractors Inc. was presented to the Board president for signature. Chamberlain is performing the next phase of the asphalt project on Pickering Drive.

**C. Tot Lot Repairs**

Last month, Management presented the Board with two proposals for replacement of the wood carpet at the tot lots at the May meeting. An additional proposal from AW landscapes was received for replacing wood carpet at each of the tot lots.

Motion: To accept the contract from AW landscapes to replace the wood carpets at each tot lot. *Motion Passed.*

**D. Tree Maintenance**

AW Landscapes proposed the following tree maintenance: remove a dead pine across from 20216 Thunderhead Way and grind stump; remove dying tree at Country Ridge Drive and Trimfield Lane and grind stump; remove dead tree at 13158 Country Ridge Drive and grind stump; remove cedar tree in the alleyway at the rear of 13142 Country Ridge and grind stump.

Motion: To approve the above tree maintenance work. Motion Passed.