

Churchill East Village Community Association, Inc.
3rd Quarter 2016 Board Actions

Note: Board meetings are held the 4th 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. JULY MEETING

A. 2016 Annual Meeting/Budget/Operating Plan

Management indicated that the 2017 budget has been drafted and the call for candidates for the one vacancy on the Board will soon be mailed to residents. Management was also requested to obtain bid proposals for landscaping/snow removal.

B. Pool Vandalism

Management e-mailed the Board with a proposal to replace the damaged pool chair and umbrella (from the vandalism) at a cost of \$1480.00.

Motion: To ratify the e-mail vote to replace the guard chair and umbrella. *Motion Passed.*

C. Landscape Walkthrough

Since no Board members committed to the walkthrough, none will be performed this year and tree maintenance and landscape issues will be handled as they come up.

D. Guard Rail Repair/Asphalt Path

Mr. DeJager requested a work order for a damaged guard rail at the asphalt path near the tot lot near Club Hill Drive.

II. AUGUST MEETING

A. Post-Pool Season Repairs

Continental Pools presented the Board with a proposal for post-season repairs to including resurfacing the wading pool; concrete repairs, wading pool skimmers, and adding depth tiles. The Board requested Vanguard get additional information from Continental about the repairs, including the life expectancy of some of the repairs.

B. Pool Closing/Winterization

Continental also provided a proposal for winter pump service; expansion closures and winterization plugs, and winter cover hardware (Churchill East does not cover the pool over winter), and water chemical treatment.

Because the proposal was per part instead of per job, the Board requested Management contact Continental and provide exact costs for winterization of the Churchill East pool.

C. Asphalt Maintenance

Management provided an update on the asphalt project. Approximately 20 cars had to be removed in order for the work to proceed. Management knocked door-to-door to try to get residents to move their vehicles. The Board requested that for future work, Management note the address of those who fail to cooperate so that letter of complaint can be sent to the owners of the units.

Motion: To ratify the e-mail vote to have Fairfax Paving fill-in potholes throughout the community. *Motion Passed.*

D. Guard Rail Repair/Asphalt Path

Jet Services provided a proposal for repairs to the guardrail located in the 13400 block of Country Ridge Drive. Because the proposal called for replacement of 118 linear feet of guard rail, the Board tabled its decision until members could look at the site to confirm the amount of boards needing replacement.

E. Parking Policy

Motion: To ratify the current parking rules and regulations for Churchill East that follow the Maryland Towing Act and Montgomery County Code. *Motion Passed.*

F. 2016 Operating Budget

Management provided the Board with the draft 2016 operating budget that includes a ~5.6 percent increase over 2015. This amount includes increases in Management fees, the water quality tax, mandatory fees for the Montgomery County CCOC, site maintenance costs; and an increase to fund reserve projects to meet the projected replacement costs from the 2013 reserve study analysis.

Motion: To approve the increase in the Churchill East HOA fee to cover increased costs as indicated above. *Motion Passed.*