

Churchill East Village Community Association, Inc.
4th 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. OCTOBER MEETING

A. Organizational Meeting

Motion: To retain current positions on the Board as follows: Jamie Breckenridge (President), Patti Ryan (Vice President); Ruth Watkins (Secretary); Gerrit DeJager (Treasurer); and Bill Harris (Director). *Motion Passed.*

B. Meeting Room Reservations

The Board request that Management work with the reservationist at Montgomery County who schedules rooms to ensure that our meetings are in conference rooms A, B, or C for 2017.

C. Mandatory Board Training

Management reminded the Board of the Montgomery County requirement (MoCo Code Chapter 10B17) for on-line training for all HOA Board members.

D. Landscape Contract

Management presented the Board with AW Landscapes proposal for renewal of the landscape contract. After brief discussion, the Board accepted the proposal.

Motion: To approve AW Landscapes proposal for renewal of the landscape contract for one year with a two-year option to continue. *Motion Passed.*

E. 2017 Operating/Meeting Plan

Motion: To approve the 2017 Operating/Meeting Plan as presented. *Motion Passed.*

F. Guardrail Repairs 13400 Block of Country Ridge

After consultation with various contractors, who stated that installation of any type of fence other than wood would require removal of homeowners' fencing and retaining walls, the Board decided to retain the current configuration of the guardrail (wood). Two bids were received for reparation of the retaining wall.

Motion: To accept the bid from Wayco to replace all 2 X 12 rails at the 13400 block of Country Ridge Drive and to repair the wood blocks/posts that rails are attached to. *Motion Passed.*

G. Snow Removal Contract

Motion: To approve the snow removal contract submitted by AW Landscapes for the 2016-2017 winter season amended to reflect service will start when accumulation reaches 2 inches; not 3 inches. *Motion Passed.*

H. Tree List

Mr. DeJager expressed concern that the Board did not conduct the landscape walkthrough in 2016 to look at dead and dying trees. The Board requested Management start a “tree list” so that residents could notify management of dead and dying common trees that should be evaluated.

I. Parking Issues

The Board noted that with the absence of Colin O’Brien from T Cooper, that cars parking in no parking zones or T-parked were not being addressed as diligently by the patrolling officers. The Board will monitor and request Management speak with T Cooper if the problem persists.

J. Asphalt Engineering Project

Motion: To expense any engineering fees associated with the asphalt project from Reserve accounts. *Motion Passed.*

K. Investment Accounts

Motion: To roll-over two CDs maturing in November (\$25,000 and \$59,000) to a 6-month CD. *Motion Passed.*

II. NOVEMBER MEETING

A. Mandatory Board Training

Management reminded the Board of the Montgomery County requirement (MoCo Code Chapter 10B-17) for on-line training for all HOA Board members. Ms. Breckenridge indicated she would take the training before the deadline.

B. Storm Drain Funding

Motion: To clarify the source of funding for the storm drain project, motion to approve funding of the storm drain project from operating/savings. *Motion Passed.*

C. Courtesy Patrol Contract Renewal

Motion: To approve the contract renewal for T. Cooper, LLC services from May 1 to October 31 (as modified to correct dates) at a cost increase of \$1.30 per hour. *Motion Passed.*

D. Grounds Cleaning

Motion: To approve renewal of the grounds cleaning contract with no cost increase. *Motion Passed.*

E. Sink Hole at Pickering Drive

Motion: To approve repairing the sinkhole at the large drain adjacent to the asphalt path in the flood plain and the steps to Pickering Drive. *Motion Passed.*

F. Investment Accounts

Motion: To roll-over three CDs as follows: \$50,000 into a CD to mature in 2018; \$50,000 into a CD to mature in 2019; \$25,000 into a CD to mature in 2020. *Motion Passed.*

III. DECEMBER MEETING

No meeting is held in the month of December.