

Churchill East Village Community Association, Inc.

Board Actions
2nd Quarter 2010

Note: Board meetings are held the 4th Monday of the month and are usually held at the Germantown Community Center located at 18905 Kingsview 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 residents/homeowners 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. Record the electronic vote to repair plaster “pops” in the pool and one underwater light.

In response to an April 15 e-mail from Management, the Board voted electronically to repair 32 sq. ft of plaster “pops” and repair one underwater light in order to pass health inspection. The cost for repair is \$1,665.00.

Approved

Vote: 5 Approve / 0 Abstain / 0 Opposed

B. Approve the emergency plumbing repair to the backflow valve at the pool at a cost of \$1,068.25.

Motion: That the Board approve expending \$1,068.25 for the emergency repair.

Ryan/DeJager

Vote: Unanimous

C. Confirm manner in which to inform community about the corrected pool hours.

The Board instructed Management to include notification of the pool hours with the flyer about the bulk trash pickup and T. Cooper community patrol service. The revised pool hours will also be posted at the pool and uploaded to the website with the pool pass application package.

D. Advise if the Board would like to conduct a Spring landscape inspection with AW.

Depending on the schedule of Paul Ambrogi, the Board scheduled the spring landscape walk-through of the community for May 15. Members will meet at the pool at 9:00 a.m.

E. Review retaining wall report and discuss recommendations.

The Board determined that many of the retaining walls in the report are not common walls, but located on a unit owner’s property. Management will review the listing for walls categorized as #3 (requiring immediate attention) and bring the list to the next Board meeting for discussion of a path forward.

F. Advise how to respond to the contract proposed by Henry’s Wrecker Service.

The Board tabled discussion of the contract until the May meeting. The proposed contract includes broad towing authority and the installation of numerous signs to fulfill County requirements for towing.

G. Advise what the Board would like to do about the shed violation at 13122 Country Ridge Drive.

The Board decided to continue with the violation procedures process by sending a second notice to the Homeowner.

H. Respond to request from Mr. Lunsford to repair shrubs in his side yard allegedly damaged by the snow removal contractor.

Motion: That Vanguard respond to the homeowner and advise that the Board has agreed to replace two arborvitae trees in his side yard at the fence line, and that AW Landscapes will provide labor and remove damaged trees and replant new trees. The Board denied his request to replace shrubs/trees next to the house. The cost of the two arborvitae trees is \$240.00.

Ryan/DeJager

Vote: Unanimous

II. MAY BOARD MEETING

A. Advise how to respond to Community Pools' proposal to host an ice cream social to compensate for the pool overflow.

The Board felt that the administration required to host a social would be too difficult and that hosting of a party-type function in the current economic environment would be a disservice to the Association.

Motion: That we request Community Pools give us a \$150.00 credit on any future service to compensate for any increased water usage from the overflow

Harris/DeJager

Vote: Unanimous

B. Advise if the Board wishes to accept the tree proposal from AW Landscapes

Motion: That the Board approve expending \$9727.00 for pruning, elevation, and/or removal of trees identified during the Spring walkthrough performed by AW and the Board.

Harris/DeJager

Vote: 4 Approve / 1 Abstain / 0 Opposed

C. Advise if the Board would like to have lines in the parking spaces repainted this year.

Motion: Since the lines and numbers that mark reserved parking spaces are significantly faded, the Board authorized Management to pursue bids for repainting the reserved spaces, but also for repainting lines and adding numbers to the visitor spaces so that parking violators can be easily identified.

Ryan/Breckenridge

Vote: Unanimous

D. Advise how to respond to the contract proposed by Henry's Wrecker Service.

The Board discussed significant changes to the towing contract by Henry's and determined to leave the contract as is without the broad tow authority that Henry's was recommending.

E. Advise if the Board accepts the December 31, 2009/08 audit.

Motion: That the Board approve the audit by the Goldklang Group.

Ryan/DeJager

Vote: 4 Approve / 1 Abstain / 0 Opposed

F Advise if the Board accepts the Representation Letter from the Goldklang Group.

Motion: That the Board accepts the Representation Letter from the Goldklang Group.

Breckenridge/Watkins

Vote: 4 Approve / 1 Abstain / 0 Opposed

G. Advise if the Board approves write-off of the \$75.00 due from State of Maryland.

Motion: That the Board write-off the \$75.00 as it would cost more money to collect than what would be received.

Ryan/DeJager

Vote: 4 Approve / 1 Abstain / 0 Opposed

H. Discuss how to proceed with tot lot renovations.

Ruth Watkins indicated she would bring recommendations for new benches to be installed in the tot lots.

I. Discuss architectural requirements for sheds.

Bill Harris indicated he would research building materials and standard measurements/size restrictions for sheds and bring a recommendation to the Board.

J. Discuss whether to plant annuals in the beds at the entrances to the community.

Management said she would obtain pricing from AW and present the proposal to the Board electronically within the month.

K. Discuss the pay phone at the pool.

Management indicated she would contact Verizon for recommendations on changing out the phone. (Note: Montgomery County requires phone communications be available at all pools)

III. JUNE BOARD MEETING

A. Advise if there is any action in regards to the Betson Contract.

The Board voiced concern that the current contract did not reflect the changes made approximately one year ago, where the number of visits to the community was increased to once per week and the new monthly charge was \$900.00. Jamie also pointed out that Betson used to provide her with a list of items he picked up in the community with the date when he was on the property. This practice discontinued in the fall of last year. Ruth and Jamie felt that having the information not only provided proof that the contractor was on site, but also provided information on the kind of trash/refuse that was left out by community members. The Board requested that Management update the contract to reflect the appropriate number of visits and costs and also include a requirement for information on what was being removed.

B. Advise how to proceed with the contract to paint stripes and stall numbers on the parking spaces.

Management received two bids for striping of the parking areas. One was from ACSI Asphalt and Concrete Services for \$17,360; the other from O'Leary Asphalt Inc. for \$11,000.00.

Motion: That the Board accept the proposal from O'Leary and approve expending \$11,000.00 for restriping individual parking spaces and parallel parking spaces and labeling all spaces with identifying numbers. Management will work with O'Leary to have the work completed as soon as possible.

Breckenridge/Harris/

Vote: Unanimous

C. Guard Rail/Repairs in Flood Plain

Management indicated she was unable to get a response from Amy DeBuck at Princeton Hydro after repeated calls. Jamie said she would try to get another contact name at Princeton

Hydro. Management also indicated she did not receive a proposal from AW for repairing the area. The Board requested Management contact AW for a proposal for a temporary solution.

D. Emergency Gate at Pool.

Management indicated that someone had tried to enter the pool through the gate and had damaged the lock mechanism so the gate will not close properly. Management approved repair of the gate at a cost of \$585.00.

E. Additional items for repair from AW Landscapes.

AW presented a proposal for additional landscape repairs.

Motion: That the Board accept the proposal for additional landscape repairs for a cost of \$390.00 and that item (4) on the list (replace 4-5 rotted posts in guard rail across from 13227 Country Ridge) be tabled until Management receives proposals to install concrete posts to replace the guard rail.

Breckenridge/Watkins

Vote: Unanimous

F. Tot Lot Equipment on Thunderhead

Because the wood supports for the swing are rotted and the structure poses a safety problem, Management recommended the swing set be removed.

Motion: That the Board approve removal of the swing set and supporting structure. (Note: the swing set cannot be replaced because the area does not meet current County Code requirements for swing sets.)

Breckenridge/Watkins

Vote: Unanimous

G. Discussion of Tot Lots

Ruth Watkins proposed that the current wood benches be replaced with plastic-coated metal benches with only one bench to be installed in each tot lot. This would eliminate the constant repair of wood on the current benches due to vandalism/wear and tear. She also brought the proposal from Playground Specialists Inc. for replacement equipment for the tot lots. She recommended the new benches be put in the same area as the old benches if possible. The Board felt that reserves for Tot Lot replacement were not sufficient to cover the costs of new equipment at this time and also had concerns about new equipment being vandalized (which has happened in other communities). Replacement of the equipment was tabled due to these concerns. Management will contact Playground Specialists to see if they will replace the benches.

H. Discussion of Electronic Submission of Management Package

As a means to save costs, Jamie asked if the Management Package could be e-mailed to Board members prior to the monthly meetings. Management indicated it was a Board decision and that all Board members would have to agree to receive the package electronically; however, Management indicated the cost would not be significantly reduced because there would be a cost for scanning the contents. Two Board members were concerned about the costs to each Board member using electronic transmittal because each Board member would be responsible for purchasing the paper and the toner for printing, and they could not use their office printers for this purpose because of ethics concerns. Ruth suggested that perhaps the delinquency listing could be sent electronically to at least save printing and postage costs for that document. The Board tabled further discussion on this item until all Board members have a chance to comment.