

Churchill East Village Community Association, Inc.
2nd Quarter 2015 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. MARCH MEETING

A. AED Addendum

Motion: For Churchill East to accept responsibility for replacement of the AED equipment at the pool when the pool is closed. *Motion Passed*

B. Bath House Repairs

The board tabled a decision on the repairs until the May 26 meeting. The Board requested Management invite Blackhawk Contracting and Blue Ridge Sealant to the May meeting to discuss the water seepage problems with the bath house.

C. Community Patrol

Ms. Watkins presented a modified schedule to submit to American Protective Services for 14 hours per week (which was the schedule for the prior contractor) to see if APS will agree to the reduced number of hours compared to their proposal.

D. Spring Landscape Inspection

The spring landscape inspection is scheduled for May 16. Board members participating will meet at the pool house at 9:00 AM.

E. Street Cleaning

Motion: To accept the proposal from AW Landscapes to perform street cleaning before April 15. *Motion Passed*

F. Pool Supplies

Motion: To approve purchase of supplies at a cost of \$1,548.75 as recommended by Continental Pools to pass inspection. *Motion Passed*

G. Sign at Twilight Court

Mr. DeJager indicated the street sign at Twilight Court had been knocked down. Mr. Harris responded that he had put in a request to the County for repairs.

H. Proposal from Continental Pools for replacement of caulk around Pool Deck.

Motion: To approve re-caulking of the pool deck as recommended by Continental Pools to pass inspection. *Motion Passed*

II. APRIL MEETING

I. Pool Diving Board

Continental Pools submitted a proposal for either replacing the diving board or removing the diving board and stand. Since many pools are removing diving boards because of liability concerns, and because the diving board and stand have been costly over the years, the Board voted to remove the board and stand.

Motion: To remove the diving board and stand at a cost of \$850.00. *Motion Passed*

B. Wading Pool Gate

Motion: Management is authorized to find a contractor to replace the latch on the wading pool gate at a cost not to exceed \$750.00. *Motion Passed*

C. Storm Drain Project

Johns Labor Group presented a proposal for repairing the storm drains that feed into the flood plain and creek. The Board requested Management submit the proposal to CPJ for review.

D. Community Patrol

Based on the presentation by T. Cooper Inc. and because the other two companies that submitted proposals would not service the community for less than 40/hours per week, the Board voted to use T. Cooper Inc. for our courtesy patrol this year. The Board requested the patrol start immediately for parking enforcement and June 1 for the regular patrol. The Board president, Jamie Breckenridge, requested that during the week of May 11, she ride with the officers during the patrol to point out problems areas and hot spots. Management will publish contact information for the courtesy patrol on the Churchill East website.

Motion: To accept T. Cooper Inc. proposal for community patrol at \$47.50 per hour/333 hours from January 1 to December 31. *Motion Passed*

E. Asphalt Maintenance

Gardner James Engineering, Inc. received bids from three asphalt companies for the 2nd phase of asphalt repair in the 13000 block of Country Ridge Drive.

Motion: To approve the bid from O'Leary Asphalt. *Motion Passed*

F. Draft Audit

Motion: To accept the draft audit prepared by Goldklang and Associates. *Motion Passed*

G. Street Lights

It has been noticed that Potomac Edison has been replacing the street lights in our community with the old-style lights and not with the brighter acorn lights. Mr. Harris contacted Potomac Edison and will provide Potomac Edison with a list of lights that have been replaced that do not match the acorn style.

H. Planters at Pool

Because of an incident that occurred in 2014 where planters and their contents were dumped into the pool resulting in the pool being closed for two days and causing a costly cleanup, the Board decided not to have planters at the pool anymore.

I. Pickets on New Bridge

Because of continued vandalism of the pickets on the new bridge and the continued cost of replacement, the Board requested Management pursue bids for bracing the pickets.

III. JUNE MEETING

A. Montgomery County Proposed Towing Ordinance

Craig Wilson sent information to Vanguard's communities advising that the Montgomery County Council is planning to amend the towing laws to include more signage and wait times before towing can commence.

B. Bridge Repair

Motion: To accept the proposal from JET Services to install two horizontal rails on the outside of the bridge to be fastened to posts and pickets to prevent vandals from kicking out the pickets. *Motion Passed*

C. AW Landscape Proposal

AW presented a proposal of landscape work based on the spring walkthrough of the community with board members. The Board tabled a decision on the proposal until the June meeting.

D. Asphalt Repairs

Management performed a walkthrough of the community with O'Leary Asphalt to identify potholes that need to be addressed when the 2nd phase of the asphalt project takes place. O'Leary indicated that they would not charge anything additional to repair the potholes.

E. Financials

Motion: To move \$42,000 from a CD due June 10, 2015 to a 30-day short-term CD and to move \$100,000 from a CD due June 17, 2015 to a 30-day short-term CD. *Motion Passed*