

Churchill East Village Community Association, Inc.
3rd 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. JULY MEETING

A. Pool Furniture

Management assessed the pool furniture for damaged/dirty straps and stored damaged furniture for later repair. Management will get a cost estimate for repairing the furniture.

B. Pool Post-Season Repairs

Continental Pools presented the Board with a proposal for post-season repairs to include replacing a skimmer, replacing one skimmer pad, replacing concrete between main and wading pools, and to replace the deck pad around a manhole to eliminate a tripping hazard.

Motion: To approve the repairs (minus 10% discount for having the work performed this fall). *Motion Passed*

C. Storm Damage

The high wind and heavy rain on June 23 required AW to perform emergency cleanup of downed trees and limbs. The cost of reparations totaled \$15,190.00. AW is requesting an additional \$5,035.00 for removal of more damaged limbs.

To also approve repair to the asphalt path, replace fence, and remove tree in the common area adjacent to 20185 Club Hill Drive. The tree uprooted during the storm and destroyed a large portion of the asphalt path going into the flood plain and onto the wooden fence along the pathway.

Motion: To approve the additional tree work and to repair the path. *Motion Passed*

D. Storm Drain Project

Management submitted the proposal from John's Labor Group to CPJ, the storm drain project engineering firm and CPJ indicated that the proposal from John's Labor Group may meet the requirements of their engineering assessment and suggested that the community go out for bid on the project. Management will pursue bids from John's Labor Group and other contractors based on specifications as submitted by CPJ.

E. Guardrail Repair, 13223 Country Ridge

Management received a proposal from Jet Services to replace rotted wooden rails at the "no parking fire lane" area across from 13223 Country Ridge Drive. Ms. Watkins suggested we consider installation of bollards instead of the wooden rails. Management will request bids for installation of bollards.

F. Investments

Motion: To rollover a CD expiring on 7/27/15 in the amount of \$42,000.00 to a 6-month CD and roll-over two CDs totaling \$125,000.00 and expiring 7/30/15 to a one-year CD. *Motion Passed*

G. Approve 2016 Budget for Submission to Homeowners

Management submitted its estimate for the 2016 budget. Included are a 3% increase in Management Fee; allowance for minimum wage increases for contractors; and increases for tree and parking lot maintenance. Management's estimate is for the budget to increase from \$103.00 to \$105.25.

Motion: To approve the 2016 Operating Budget and increase the HOA fees by ~2.93% to \$106.00. (Note fees are always rounded to nearest dollar). *Motion Passed*

II. AUGUST MEETING

A. Pool Furniture

Criterion, a company that repairs and sells pool furniture, will have a proposal for the Board to consider in September.

B. Pool Winterization

Motion: To approve s winterization of the pool to include chemical treatments and pump service. *Motion Passed*

C. Pool Logs

Copies of the pool logs to date were given to Patti Ryan for review.

D. Pool Maintenance

The Board requested management provide pool maintenance costs from the last five years in accounts 8240 and 8220 to compare costs of maintaining the pool that are in addition to the pool management contract.

E. Storm Drain Project

Management anticipates receiving two proposals: one from Johns Labor Group and the other from Busy Services.

F. Tree Maintenance

Ms. Watkins requested Management request AW landscapes to limb up the Redbud trees on the finger islands hear 13266 and 13271 Country Ridge Drive.

G. Investments

Motion: To rollover two CDs expiring in August to one two-year CD. *Motion Passed*

III. SEPTEMBER MEETING

A. Pool Contract

Continental Pool indicated that the Montgomery County Council increased the minimum wage starting in 2016 which was earlier than planned. Continental is requesting an addendum to the pool management contract to increase the amount by \$350.00 to cover the minimum wage adjustment.

Motion: To increase the Continental Pool contract by \$350.00 for the 2016/2017 season. *Motion Passed*

B. Pool Furniture

Motion: To approve the proposal from Criterion to re-strap fourteen chairs and three lounges at a cost of \$837.83. *Motion Passed*

C. Installation of Bollards across from 13223 Country Ridge.

Motion: To approve installation of bollards in the fire lane turnaround across from this address at a cost of \$1952.00 to replace wooden boards that have deteriorated over time. Watkins/DeJager

Vote: For (Harris/DeJager/Watkins/Breckenridge; Abstain (None); Against (None)

D. Tot Lot Baby Swings

Motion: To replace the baby swings at the tot lots on Pickering Drive and Thunderhead Way that are worn at a cost of \$545.28. *Motion Passed*

E. Snow Clearing Contract

Motion: To approve the proposal from AW Landscapes for snow removal with an amendment that states snow removal will occur at 2 inches instead of 3 inches. *Motion Passed*

F. Commercial Vehicles

The Board requested Management advise T. Cooper to look for commercial vehicles that are in violation of the parking policy and give them warning tickets.