

**FOUNTAIN HILLS COMMUNITY ASSOCIATION, INC.**

c/o Vanguard Management Associates, Inc.  
P.O. Box 39 • Germantown, Maryland 20875-0039

(301)540-8600 • Fax (301)540-3752  
Board of Directors Meeting  
Wednesday, January 15, 2003

**MINUTES**

The meeting was called to order at approximately 7:35p.m.

Present were:

Tom McDowell, Charles Butler, William Renner, Steve Kannry, Siu Poon, and James Caddell

Craig Wilson of Vanguard Management Rob Smith of Community Pool Service

3 homeowners

**Homeowner Open Floor:**

A concern about parking on Noble Oak. Big SUVs and other vehicles parked on the street make the street narrow and constrict movement. It was suggested to ask the County to restrict parking on one side of the street.

There was mention of a possible day care home in the townhouses and discussion of issues relative to the authority of the Association. Mr. Wilson noted that the Association cannot prohibit a family day care home but may ask for proof of insurance and licensing.

It was reported that the lights around the Village fountain were not working. Management will issue a work order to the electrician.

There was concern expressed about vehicles entering the park area off of Sparkling Water Drive and creating a very muddy area. Management will communicate to the Maryland National Capital Park & Planning Commission.

**Meeting Minutes:**

Regular Board Meeting of December 18, 2002.

Corrections (both on page 3): "Wed Site" should be "Web Site"

At MOTION re: Web Site Terms of Reference, "fo" should be "for"

**MOTION** By Bill Renner to approve the minutes with corrections. The motion was seconded by Charles Butler and was passed without opposition.

**Guest:**

Rob Smith of Community Pool Service was at the meeting to meet the Board and brief the members on the upcoming season. This will be the 7<sup>th</sup> season at Fountain Hills. Several candidates for the pool manager position have been interviewed and Community is still evaluating them to find the right person. It has been a challenge with the minimum age provision added to the contract.

Issues that are for consideration before the season include wastewater discharge, diving board replacement, underwater light repairs and renovation of the bathhouse.

**Reports of Officers:**

There were no reports.

**Reports of Committees:**

**THNAC:** No report. Craig Wilson noted the e-mail message that had been received from one of the THNAC members.

**SFNAC:** Joe Rivers gave a report presented the report on behalf of the SFNAC (copy of minutes provided). The main issues were:

- Concern about the ARC and whether there are three (3) members.
- Desire for the Board to re-consider the request for the fence along Great Seneca Highway.
- Snow clearing - still not getting all of the sidewalks along the Village green areas.
- Meeting rooms. Craig Wilson will fax a copy of the room reservation form for the Up-County Gov't. Center to Joe Rivers.
- Leaning STOP sign and Noble Oak and Scarlet Mist. Craig Wilson noted that this has been reported to the County.

**Fountain Hills Condominium:** No report.

**Social Committee:** No report.

**Newsletter:** Charles Butler suggests that the Board consider having Management prepare a periodic newsletter.

**Grounds/Landscaping Committee:** There has been no recent meeting. The Committee still needs volunteers.

**Pool Committee:** A report was included in the management package. Darren Basore is stepping down as chair. There was discussion of posting a sign at the pool advertising starting a swim team. There was discussion of a swim team being financially self-sufficient.

**Web Site:** Bill Renner made the report and asked about the payment to Carlos Gutierrez. Management will check. Jim Gribble was asked to place a notice asking for committee volunteers, asked to remove the editorial statement about schools that was posted on the site and asked to disable the pop-up ad for a health club until the Board discusses an advertising policy.

**ARC:** There was no meeting this month. There are 3 volunteers but no one wants to chair. Tom Deckard, present at this meeting, volunteered to chair the ARC.

**Management Report:**

**Lake Geneva/Mediterranean Parking:**

After some discussion among Board members it was agreed that the Board will hold the special meeting on parking on Thursday, February 20, 2003 at 7:30p.m. Management will arrange for a meeting location and send out the notice.

**Grounds Maintenance Contract:**

The members of the Board reviewed the synopsis of the proposal that have been received.

**MOTION** By Bill Renner to award the 2003 grounds maintenance contract to AW Landscapes based upon their proposal submission. The motion was seconded by Siu Poon and was passed with one vote in opposition (Kannry).

**Fence Violation Issues - Requests for Hearings:**

Based upon an investigation of files by Management, the following information has been noted:

Vallone, 18819 Porterfield Way - Still looking for original ARC application. Log shows that the application was originally disapproved. After the fence was built, the homeowner asked for a variance from the ARC which was denied.

Kuchinsky, 18929 Fountain Hills Drive - Still looking for original ARC application. Fence was built before there was an ARC of homeowner members.

Zamalloa, 19023 Noble Oak Drive - the original application by the prior homeowner was approved and the fence is installed per the approved application. Management will correspond to the homeowner to advise that the matter is resolved and closed.

Merkle, 13105 Ponsford Way - the original application by the prior homeowner was approved and the shed is installed per the approved application. Management will correspond to the homeowner to advise that the matter is resolved and closed.

Wong, 18923 Fountain Hills Drive - the appears to have never been an application. Management will correspond to the homeowner to advise that fines will begin .

**Change of Meeting Date:**

Following up on this issue that was raised last month, Craig Wilson advised the Board that Vanguard would like to pursue the assignment of a senior manager to work with the Association and asked the members of the Board to consider moving the meeting date. There was some discussion about alternative dates and Board member preferences. The Board members agreed that the 1<sup>st</sup> Thursday would work, beginning in March, 2003.

**New Business:**

**Architectural Review:**

As the ARC had not had a meeting this month due to an insufficient number of members, the Board of Directors took up the review of three (3) application for architectural change, as follows:

**18830 Porterfield Drive - lights along walkway, etc.**

The lights are already installed. There was a discussion about location and intensity of the lighting.

**MOTION** By James Caddell to approve the application without the two (2) lights on the outside of the fence on each side of the gate. The motion was seconded by Steve Kannry and was passed without opposition.

**18842 Porterfield Drive - Fence**

There was a discussion concerning the location of the fence relative to the alley pavement.

**MOTION** By Charles Butler to approve the application with the stipulation that the fence must be four feet (4') from the alley pavement per the guidelines. The motion was seconded by Siu Poon and was passed without opposition.

**18709 Autumn Mist Drive - Patio under deck**

**MOTION** By Charles Butler to approve the application as presented. The motion was seconded by Steve Kannry and was passed without opposition.

Ms. Cheryl Lohman, who arrived very near the end of the meeting, asked if she could speak about issues relating to Germantown Elementary School. The Chair indicated that allotted time for use of the meeting room had expired and that the issue was not really one that the Association could address.

**MOTION** By Bill Renner to adjourn. The motion was seconded by Charles Butler and was passed without opposition.

The meeting was adjourned at 9:58p.m.

The next meeting will be on February 19, 2003, at the Up-County Government Services Center.

Respectfully submitted,

Craig F. Wilson, Jr., CMCA<sup>®</sup>, AMS<sup>®</sup>

Community Manager, Acting Recording Secretary