

Regular Meeting
Fountain Hills Community Association, Inc. Minutes
October 6, 2005

The Board of Directors of the Fountain Hills Community Association, Inc. met for a regularly scheduled meeting at the Germantown UpCounty Center, Germantown, Maryland on October 10, 2005 at 7:30 p.m.

Present:

Mr. Tom McDowell
Mr. Steve Muse
Mr. William Renner
Ms. Siu Poon
Mr. Frank Walsh
Mr. James Caldwell

Others Present:

Mr. William D. Whitney, Community Manager
Ms. Rani Pellet, Recording Secretary
Ms. Nancy Dofflemeyer, Resident
Mr. Rob Smith, and Mr. Phil Carter, Pool Co.

Mr. Clifford Gonsales

I. CALL TO ORDER

Mr. McDowell called the meeting to order at 7:39 p.m. with a quorum present.

II. HOMEOWNER OPEN FORUM

A homeowner, Ms. Dofflemeyer had a question about the sidewalks along . Mr. Whitney said that these tennis courts do not belong to Fountain Hills, they belong to Montgomery County.

A homeowner asked what is happening with Liberty Mill Road. Mr. Whitney said the homeowner could send an e-mail to the Department of Public Works to find out the status of the road works along Liberty Mill Road.

III. MINUTES

There were no minutes to approve at this time. Mr. Wilson will forward the draft copy to the Board during the month.

IV. BUSINESS

A. Maintenance Inspection

Mr. McDowell requested an 'executive summary' of the homeowner violations. He suggested that Mr. Whitney categorize the violations according to one of two methods, either by street name or by violation type.

Action: Mr. Whitney will contact his supervisor about making the 'executive' summary of the violation list that will be easier for the Board to review.

B. Community Pool Company

Two representatives from Community Pool attended the meeting to review the past pool season, and to discuss any issues the Board may have had with the pool or the staff. The pool representatives summarized their performance as 'average'. They noted that there had been some late season turn over of staff, and this had disrupted the quality of service being provided to Fountain Hills.

Mr. Muse said in the beginning of the summer Fountain Hills had received great service. At the end of the summer there was only one lifeguard on deck at certain times. He noted that the lifeguards were unable to control the children playing in the pool, and frequently did not appear to understand how to do their jobs. Mr. Muse said he had also overheard some unprofessional comments from the lifeguards. There was some discussion, and it was the consensus of the Board

that the quality of service at the end of the season was poor. The Board said in the future, it wants to have at least one manager on-site at all times during pool hours.

The Board prefers a stern approach towards life guarding, rather than a lackadaisical approach. Mr. Walsh noted that several people entered the pool without their passes, and it was stressed that this is unacceptable. All future guards must strictly enforce usage of the pool passes.

The Community Pool representatives provided the Board with a proposal for additional services to prepare the pool for the winter. A great deal of discussion ensued. It was noted by the Board that at the time of accepting the contract for the 2005 pool season, the Board had been under the impression that the contract would cover ALL the costs of preparing the pool for winter. The representatives from Community Pool said that this was the case, and that the pool had already been winterized, but these extra items are recommended and can be helpful in prolonging the life of the pool and its white coat. The cost of the total additional package provided to Fountain Hills was \$2,750. The key benefits these additional services would provide would be to reduce the organisms in the pool, to blow out skimmers, to add stain enzyme and chlorine floaters.

Motion: To accept the Community Pool's offer to complete the items listed on the contract for work that would total \$2,750. Due to the lower quality of service provided to Fountain Hills during the 2005 summer season however, the Community Pool representatives offered to waive all fees for these services. Therefore, there will be NO cost to Fountain Hills. The representatives offered to do this work for free because of the strong relationship that has been built between the Fountain Hills Community and Community Pool Service. Items included in this contract will be.

- Gizmo wintering plugs
- Winterizing stain enzyme
- Algacide winter (already in contract)
- Winterizing – blowing out skimmers
- Overhaul motor and storage
- Winter chlorine floater with stock.

Poon/McDowell. Vote 5:0:0.

Action: Mr. Whitney will follow up with Community Pool Service Inc. regarding revising the contract to ensure it clearly states that no charges will be incurred or billed to Fountain Hills HOA, as per the agreement at the meeting.

Action: The pool fountains will be turned off three days before Halloween.

V. COMMITTEE REPORTS

A. Architectural Review Committee

Screened In Porch

The Board reviewed the architectural request from resident, Ms. Nancy Dofflemeyer (18935 Fountain Hills Drive) to install a screened in porch. There was some discussion.

Motion: To approve the screened in porch as presented by Ms. Dofflemeyer. Caddell/Poon. Vote: 5:0:0.

Storm Door and Shutters

Ms. Vicky Baltimore, resident who lives at 13357 Rushing Water Way wanted to replace her storm door and paint the shutters and storm door black. The storm door will have a black frame.

Motion: To deny this architectural request until the Board has received additional information from the resident. The Board requires the following issues to be addressed prior to approval such as color swatches the homeowner wishes to use, as well as description of colors of neighboring units. It was the consensus of the Board to disapprove this architectural request based on the lack of information. McDowell/Walsh. Vote: 5:0:0.

Fence

Resident Zamalloa, who lives at 19023 Noble Oak Drive wants to reduce the existing six foot privacy fence to a three foot fence and then remove every other board. Post caps will be added.

Motion: To approve the architectural request from the homeowner Zamalloa to reduce the size of the existing 6' privacy fence. Cadell/Poon. Vote: 5:0:0.

Brick Patio

Mr. Dolmuss, resident who lives at 18919 Porterfield Way said he would like to install a red and grey brick patio.

Motion: To approve Mr. Dolmuss' architectural request for the installation of a brick patio. Poon/Muse. Vote: 5:0:0.

VI. MANAGEMENT REPORT

A. Snow Removal Contract and Landscaping Contract

Dunlevy submitted an addendum to the snow contract due to the increase in cost of the gasoline. It was noted that there is an existing contract in place for the 2005 snow season. There was some discussion. It was the consensus of the Board to not sign any addendum until the Board has spoken with a Dunlevy representative in person.

Motion: Mr. Whitney will contact Dunlevy asking them to attend the next meeting. The Board would like to discuss the landscaping contract with Dunlevy at that time as well. McDowell/Poon: Vote: 5:0:0.

B. Suggestion Box Request

A suggestion sent to the Board via the suggestion box was to make the pool house available for community meetings such as boy and girl scouts during the off-season. Although the Board liked the idea, it was pointed out that once the pool is closed down for the season, the toilets are also closed down. Therefore scouts could not meet there due to the lack of available facilities.

Action: Mr. Whitney will inform the resident that the pool house cannot be used due to lack of working facilities on site.

A resident had requested that the Board posts the by-laws on the website in PDF format. It was noted that this process is already being undertaken.

Action: Mr. Whitney will continue his work on posting the by-laws in PDF format on the website.

Action: Mr. Whitney will contact the Germantown Community Center and UpCounty Center for alternate monthly meeting locations.

C. Loitering on Hamlet Square Court

The Board discussed the safety issue on Hamlet Square Court. Management's recommendation was to remove some of the cedar bushes. It was decided that a fence would not resolve the loitering issue.

Action: Mr. Whitney will contact the owner of the 7-eleven and ask him/her to turn on the lights in the rear of the building. Mr. Muse said he had some suggestions for what could be done to help reduce loitering at this location.

- Contact alcohol, tobacco, and firearms board.
- Request that manager of 7-11 install security. (There is a tax for security guard)
- Trash cans in front of the building must be checked for legality.
- Call homeland security
- Add lighting.

Mr. Muse said the loitering issue does not seem to be a Fountain Hills issue. Mr. Caddell and Mr. Walsh also agreed.

Action: Mr. Whitney will send a letter to the owner of 7-11 asking him/her to take care of this loitering issue.

Action: Place flyers in the doors for the homeowners that are most affected by this issue. This way homeowners can contact the Alcohol, Tobacco and Firearms Agency when they see people loitering in that location.

D. Trash Can at Tot Lot

The Board discussed the resident who complained about the sign that says 'put trash in can', but there is no trash can there. Some discussion ensued.

Motion: To purchase and install a trash can at the Tivoli Fountain tot-lot. Poon/McDowell. There was some discussion. Vote: 4:1:0. Mr. Walsh voted against this motion.

E. Harmony Woods Lane Trash Corral

The Board reviewed the letters to the homeowners of Harmony Woods Lane regarding the removal of the trash corral. Two homeowners were in favor, and one was opposed to this idea. It was noted that those residents who lived in condominiums would then have a 3-day a week trash pick up if the trash corral was removed.

Motion: To take the trash corral out in the first or second week of November and then move to a Monday, Wednesday and Saturday pickup schedule. McDowell/Muse. Vote: 3:1:1. Ms. Poon abstained, and Mr. Walsh opposed the motion.

Notes: Mr. Walsh was concerned that it might be difficult to hold trash for two or three days in a condominium..

F. Reserve Study

The Board reviewed the response from the agency that provided the Reserve Study to the Board. There was no further action at this time.

Motion: To accept the reserve study as modified by its authors. McDowell/Caddell. Vote: 3:0:2. Mr. Walsh and Mr. Muse abstained from voting because they were not present at the meeting that explained the details of the reserve study. NB: The price of the concrete was lowered in the pool structure itself.

G. Homeowner Concerns

One homeowner who lives in Fountain Hills contacted Management and indicated that he would like the entire community to be informed of the potential fire hazard of dryer vents. He said he had recently had his dryer vents cleaned out and they were clogged with dryer lint, which is a significant fire hazard.

H. Newsletter

Action: Mr. Whitney will contact Mr. Wilson regarding creation of a new newsletter for Fountain Hills.

I. Audit

Mr. McDowell questioned two expense items called bad debts and legal expense.

Action: Mr. Whitney will follow up with the status of the audit report.

Motion: To close the meeting at 9:18 p.m. and to go into executive session. Poon/McDowell.
Vote: Unanimous

Motion: To reopen the regular meeting at 9:25 p.m. McDowell/Poon. Unanimous.

VII. Old Business

A. Fountain Hills Survey

Motion: To move forward with the survey to delineate and separate the condominium and community space. Funding for this project is not to exceed \$1,300. McDowell/Poon.
Vote 4:0:1. Mr. Walsh abstained from this vote because he lives in the condominiums.

B. Violation Inspections

Mr. Whitney indicated that the inspection has been completed and forwarded to the Board at this time. As mentioned earlier in the meeting, the Board wishes to receive a summary of the violations in the community, not the entire violations list.

Action: Mr. Whitney will provide the Board with a summary of the violation reports.

C. Board Dinner

It was the consensus of the Board to have a appreciation dinner. Ms. Poon will find three dates that might work for all Board members and coordinate the occasion via e-mail.

VIII. ADJOURNMENT

There being no additional business at this time the meeting adjourned at 9:29 p.m.

Motion: To adjourn the meeting at 9:29 p.m. Poon/Muse. Vote: 5:0:0.

Respectfully Submitted,

Rani M. Pellet
Recording Secretary

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- 1: To accept the Community Pool's offer to complete the items listed on the contract for work that would total \$2,750. Due to the lower quality of service provided to Fountain Hills during the 2005 summer season however, the Community Pool representatives offered to waive all fees for these services. There will be NO cost to Fountain Hills. The representatives offered to do this work for free because of the strong relationship that has been built between the Fountain Hills Community and Community Pool Service. Items included in this contract will be,
 - Gizmo wintering plugs
 - Winterizing stain enzyme
 - Algacide winter (already in contract)
 - Winterizing – blowing out skimmers
 - Overhaul motor and storage
 - Winter chlorine floater with stock.

Poon/McDowell. Vote 5:0:0.
- 2: To approve the screened in porch as presented by Ms. Dofflemyer. Caddell/Poon. Vote: 5:0:0.
- 3: To deny this architectural request until the Board has received enough information from the resident. The Board requires the following issues to be addressed prior to approval such as color swatches the homeowner wishes to use, as well as description of colors of neighboring units. It was the consensus of the Board to disapprove this architectural request based on the lack of information. McDowell/Walsh. Vote: 5:0:0.
- 4: To approve the architectural request from the homeowner Zamalloo. Poon/McDowell. Vote: 5:0:0.
- 5: To approve Mr. Dolmuss' architectural request for the installation of a brick patio. Poon/Muse. Vote: 5:0:0.
- 6: Mr. Whitney will contact Dunlevy asking them to attend the next meeting. The Board would like to discuss the landscaping contract with Dunlevy at this time as well. McDowell/Poon: Vote: 5:0:0.
- 7: To purchase and install a trash can at the Tivoli Fountain tot-lot. Poon/McDowell. There was some discussion. Vote: 4:1:0. Mr. Walsh voted against this motion.
- 8: To take the trash corral out in the first or second week of November and then go with the Monday, Wednesday and Saturday pickup. McDoowell/Muse. Vote: 3:1:1. Ms. Poon abstained, and Mr. Walsh opposed the motion.
- 9: To accept the reserve study as modified by its authors. McDowell/Caddell. Vote: 3:0:2. Mr. Walsh and Mr. Muse abstained from voting because they were not present at the meeting that explained the details of the reserve study.
- 10: To close the meeting at 9:18 p.m. and to go into executive meeting. Poon/McDowell. Vote: Unanimous
- 11: To move forward with the survey to delineate the condominium space and separate it from the community space. Funding for this project is not to exceed \$1,300. McDowell/Poon. Vote 4:0:1. Mr. Walsh abstained from this vote because he lives in the condominiums.
- 12: To adjourn the meeting at 9:29 p.m. Poon/Muse. Vote: 5:0:0.

**Regular Meeting
Action List
October 6, 2005**

- 1: Mr. Whitney will contact his supervisor about making the 'executive' summary of the violation list that will be easier for the Board to process.
- 2: Mr. Whitney will follow up with Community Pool Service Inc. regarding revising the contract to ensure it clearly states that no charges will be incurred or billed to Fountain Hills HOA, as per the agreement at the meeting.
- 3: The pool fountains will be turned off three days before Halloween.
- 4: Mr. Whitney will inform the resident that the community meetings cannot be used due to lack of working facilities on site.
- 5: Mr. Whitney will continue his work on posting the by-laws in PDF format on the website.
- 6: Mr. Whitney will contact the Germantown Community Center and UpCounty Center for alternate monthly meeting locations.
- 7: Mr. Whitney will contact the owner of the 7-eleven and ask him/her to turn on the lights in the rear of the building. Mr. Muse said he had some suggestions for what could be done at this location.
- 8: Send letter to property owner asking him/her to take care of this loitering issue.
- 9: Place flyers in the doors for the homeowners that are most affected by this issue. This way homeowners can contact the alcohol and Tobacco arms agency when they see people loitering in that location.
- 10: Mr. Whitney will contact Mr. Wilson regarding creation of a new newsletter for the community of Fountain Hills.
- 11: Mr. Whitney will follow up with the status of the audit report.
- 12: Mr. Whitney will provide the Board with a summary of the violation reports.