

**Fountain Hills Community Association
Board of Directors Meeting
October 5, 2017**

The Board of Directors of Fountain Hills Community Association held a Board of Directors Meeting at the Germantown Regional Services Center on Thursday, October 5, 2017 at 7:30 p.m.

Board Members Present:

Harry Matchett, President
Sherry Lee, Vice President
Hari Donthi, Treasurer
JoAnn Windsor, Director
Frank Walsh, Secretary (Arr. 7:45 p.m.)

Also Present:

Julie Hoffman, Community Manager
Ruth Ann Allen, Recording Secretary

Board Member Absent:

Robert Love, Director

Homeowners Present:

George Photinakis, 18940 Fountain Hills Drive
Iyad Qassis, 18942 Fountain Hills Drive
Darlene Kerr, 18921 Fountain Hills Drive
Nikki Miller, 18705 Harmony Woods Lane

A. CALL TO ORDER

The October Board of Directors Meeting was called to order by Harry Matchett at 7:30 p.m.

B. HOMEOWNERS FORUM

1. Darlene Kerr, 18942 Fountain Hills Drive, noted that a tree on the common area by Fountain Hills Drive and Noble Oak Drive is leaning at a 45-degree angle and looks like it is going to fall. Management noted that bids have been solicited for removing this tree.

2. George Photinakis, 18940 Fountain Hills Drive, and Iyad Qassis, 189942 Fountain Hills Drive, noted that their addresses show that they live on a County Street, but that their houses are actually situated off a horseshoe road and that this horseshoe road serves as an access way to their driveways. Mr. Photinakis and Mr. Qassis inquired whether the County or the HOA are responsible for the snowplowing of the horseshoe. The homeowners noted that if the plowing the horseshoe is the County's responsibility, then they need to be informed that this is their responsibility. Mr. Photinakis noted that he thought that the horseshoe was an easement and would be turned over to the HOA. Harry Matchett stated that the Association will revisit this matter and requested that Management check the original documents for information on this matter.

C. MINUTES

1. August 3, 2017 Board of Directors Meeting Minutes

The Board agreed to table the approval of the August 3, 2017 Board of Directors Meeting Minutes.

2. September 7, 2017 Board of Directors Meeting Minutes

MOTION: (Harry Matchett/Sherry Lee) Accept the September 7, 2017 Board of Directors Meeting Minutes with changes incorporated by Frank Walsh, JoAnn Windsor, and Harry Matchett.

Vote: Motion Passed – Unanimous

D. OFFICER REPORTS

1. Harry Matchett inquired about the charges from IKO for one-sided versus double-sided photocopying. Management will check on this matter. JoAnn Windsor noted that she would prefer the Management Packet to be printed only on one side.

2. Harry Matchett noted that he and JoAnn Windsor had checked the depth of the wood carpet in the tot lots. They noted that on most of the tot lots the wood carpet was measured at five (5) inches by the borders but only three (3) inches toward the center of the tot lot. The tot lots on Autumn Mist Drive and Lake Geneva Way were the only tot lots with the correct five (5) inches of wood carpet.

Mr. Matchett also noted that the path to the Harmony Woods Lane only has wood carpet at a depth of five (5) inches but the tot lot itself has three (3) inches of wood carpet.

Mr. Matchett requested that Management contact Brighton Dam regarding the depth of the wood carpet on the tot lots at Fountain Club Drive, Harmony Woods Lane, Rushing Water Way, Little Star Lane, and Tivoli Fountain Court

3. Harry Matchett noted that the letter sent to homeowners regarding the Annual Meeting has the meeting listed as Wednesday, not Thursday, and the date on the proxy is 2016 not 2017. The Board requested that Management resend the proxy on a different colored paper at IKO's expense. The Board also requested to review the mailing before it is send out.

Frank Walsh also noted that previously there was a section on the proxy for noting whether the homeowner lived in the single family, townhome or condominium.

E. COMMITTEE REPORTS

1. Architectural Review Committee (ARC)

The September 20, 2017 Architectural Review Committee Meeting Minutes are provided as Appendix to these Board Meeting Minutes.

2. Enforcement Committee

Harry Matchett stated that he and JoAnn Windsor did a walkthrough of the community for exterior violations and to follow up on previously sent violation notices. It was noted that approximately 20-25 violations were sent out following the walk through.

F. UNFINISHED BUSINESS

1. Lake Geneva Tot Lot Repairs

Management noted that Brighton Dam has provided neither a new proposal nor even an idea as to how to correct the ponding in the Lake Geneva tot lot. Mr. Matchett stated that these repairs should be at Brighton Dam's expense, as the Community paid them to fix the ponding and their earlier fix didn't work. Management thought that that any further repairs would be a new project. Management will check with Brighton Dam on the status of a proposal to fix the ponding at the tot lot.

2. Pepco Sale Tax Refund Update

The Board discussed with Management whether the Pepco sale tax refund was intended for HOAs. It was noted that condominiums are definitely exempt from the sale tax. The Board requested that Management check if there are other HOAs that are not paying the Pepco sales tax, as FHCA is currently not paying the sales tax, and get solid information on whether HOAs can apply for a refund for the previously paid sales tax. According to Management, the other HOS's they manage are paying Maryland sales tax to Pepco.

3. Community Pools Refund

Management noted that Community Pools will not refund the money for the rental of the AED, as IKO had already paid the invoice. IKO will write a check to FHCA in the amount of \$720.00 to reimburse the cost of renting the AED.

4. Fountain Updates

Harry Matchett noted that he had checked on the fountains in the community and noted that the single-family fountain is full of water and turning green.

Mr. Matchett followed up on his previous request that Management request a refund from RSV Pools for fountain maintenance as only two (2) fountains were serviced during the contract period. The cost for servicing all three (3) fountains was \$3,600.00.

5. Fountain Waterline Repairs

Management provided the Board with proposals for repairing the waterline leak near the Fountain Club Drive fountain. Mr. Matchett noted that the leak is still occurring as the ground is still wet. Management stated that WSSC was asked to shut off the water to the fountain and WSSC stated that the shutoff valve was either inside or outside one of the Condominium buildings. Frank Walsh did not agree that the shutoff valve was located outside a condominium building and requested that Management send him the information received from WSSC. The Board requested that Management ask WSSC for a copy of the documents regarding the location of the waterline and shutoff valve.

Mr. Matchett noted that once the main water line to the waterline is turned off by WSSC, the leaking will stop. Frank Walsh stated that the repairs should still be done to the broken pipe even if the water is turned off.

6. Landscaping – Tree Trimming

Management provided the Board with three (3) proposals for removal of trees and for tree trimming. The Board agreed to move forward with the tree removal and tree trimming with Chapingo Tree Care Specialists.

MOTION: (Harry Matchett/Sherry Lee) Approve the adjusted proposal with Chapingo Tree Experts for tree trimming/removal for a total amount of \$3,170.00.

Mr. Matchett reviewed the proposal with the other Board members and suggested removal of certain items that brought the cost of the proposal down to \$3,170.00.

Vote: Motion Passed – Unanimous

7. Brighton Dam Snow Removal Invoices

Harry Matchett noted that the refund has been received from Brighton Dam for the \$3,637.00 for snow removal services that were paid from the FHCA account for work in another community. Mr. Matchett requested that Management ask Brighton Dam why they didn't know they had collected extra money from FHCA and why they didn't refund it earlier.

Mr. Matchett also inquired why the snow removal invoice for December 16, 2016 wasn't paid until June and he stated that FHCA should not have to pay for those services, as they were not approved by Management or a Board member. Management stated that Brighton Dam knows about this payment, but the amount has not been refunded. The invoice of \$627.00 for the January 7, 2017 snow removal has been paid.

Mr. Matchett requested that Management notify the auditors that the amount of \$2,192.00 and \$3,637.00 should not be included in the 2017 audit.

G. ADJOURNMENT OF BOARD MEETING INTO EXECUTIVE SESSION

MOTION: (Harry Matchett/Hari Donthi) Adjourn the Board of Directors Meeting into Executive Session at 9:24 p.m.

Vote: Motion Passed – Unanimous

H. RESULTS OF THE EXECUTIVE SESSION

The Board approved the September 7, 2017 Executive Session Minutes and took action on requests for waivers of late fees.

I. ADJOURN THE CLOSED MEETING

MOTION: (Harry Matchett/Sherry Lee) Adjourn the Executive Session at 9:29 p.m.

Vote: Motion Passed – 4 ayes/0 nays/1 abstention (Walsh)

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Appendix 1

**Fountain Hills Community Association
Architectural Review Committee Meeting
Wednesday, September 20, 2017 – 7PM**

The Architectural Review Committee (ARC) of Fountain Hills Community Association held their September meeting at Starbucks located in the Kingsview Village Center, Germantown, MD on Wednesday, September 20, 2017.

Members Present:

Siu Poon, Chair
Biao "David" Ruan
JoAnn Windsor

The meeting was called to order by Siu Poon at 7:04PM.

There were three ARC applications presented and the dispositions were as follow (For/Against/Abstain):

- 1) 18927 Porterfield Way (Pathmacaanthan) – Fence: Approved as submitted. (3/0/0)
- 2) 13357 & 13359 Rushing Water Way (Cameron & Wong) – Fence (revision): Approved subject to maximum length of 22 feet consisted of 3 panels. (3/0/0)
- 3) 13359 Rushing Water Way (Wong) – Retaining wall: Approved subject to maximum height of 22 inches. (3/0/0)

Next ARC meeting will be held on Wednesday, October 18, 2017 at Starbucks (Kingsview Village Center) at 7PM.

Meeting adjourned at 7:30PM.