

**Fountain Hills Community Association
Board of Directors Meeting
September 3, 2015**

As Approved at the November 5, 2015 Board of Directors Meeting

Board Members Present: Thomas Walker, President
Christopher Allo, Vice President
Harry Matchett, Treasurer
Frank Walsh, Secretary
Hari Donthi, Member at Large
Katharine Stout, Member at Large

Board Members Not Present: Lena Burleson, Member at Large

Others Present: Ruchita Patel, Management Agent
Michelle Etheridge, Recording Secretary

Homeowners Present:

Stacy Teig	Tom Brennan
Sherry Lee	Robert Love
JoAnn Windsor	David Holtzman

Call to Order

The September 3, 2015 Board of Directors meeting of the Fountain Hills Community Association was called to order at 7:32 pm by Board President Tom Walker.

Meeting Minutes

MOTION: (Tom Walker, Hari Donthi) Approve the minutes of the August 6, 2015 Board of Directors meeting incorporating edits by Frank Walsh.

Vote: 6-0-0

Homeowner Forum

Tom Brennan expressed concern regarding a letter he received from TMGA and stated that it was a “lie”. He asked for the matter to be addressed in Executive Session and left the meeting at 7:35 pm.

Sherry Lee advised that the fountain is working on Mediterranean Drive. She asked that the Board send a thank you letter to Harry Matchett’s father as he was instrumental in fixing the fountain. Tom Walker suggested putting something about the fountain repair in the upcoming newsletter. Sherry Lee noted that she had pictures she could contribute to the newsletter.

Robert Love expressed gratitude to TMGA and the Board for all of their hard work. He also complimented the repair of the fountain and the attentive pool staff which he witnessed this pool season. Robert Love suggested that TMGA find a way to entice more homeowners to attend the meetings, such as a raffle.

JoAnn Windsor expressed thanks to Harry Matchett for his dedication to the community. She also mentioned that she is impressed with TMGA.

David Holtzman expressed concern regarding a homeowner on Fountain Club Drive who has been allowing his dog to defecate on the common areas. He also stated that this homeowner has been witnessed unloading bags of animal waste near the tot lot. He asked the Board to send a targeted communication to the homeowners on Fountain Club Drive suggesting the appropriate methods of disposing of pet waste.

David Holtzman expressed concern regarding the rotting fence post facing Sparkling Water Drive around the tot lot. Ruchita Patel asked if it was the post that was just removed. Harry Matchett answered that it was the post that was just removed.

David Holtzman stated that the opening created in the tot lot fence should have been discussed with the Condominium before being created, as it leads to an area that has no walkway. David Holtzman asked about the natural tree removal and if it was in the area between the Association and Condominium.

Hari Donthi expressed his gratitude towards the volunteers and spoke about the importance of volunteering. He also commended the nice appearance of the pool and the quality of the pool staff.

Christopher Allo asked about the architectural review process. Robert Love explained the process and stated that Marylou Bono is doing a good job.

Robert Love expressed his concerns regarding needed maintenance to the pool area. He suggested that some improvements be made this winter such as repairing and painting the fence. He mentioned that he is happy with the replacement diving board, but believes that the structure that the diving board is attached to is rusty and could be repaired. He suggested replacing the shower hooks and mentioned that he does not see any signs of leaks in the roof.

David Holtzman expressed concerns about erosion near the pool.

Tom Walker asked if his neighbor could remove her tree. Ruchita Patel responded that it depends on the size of the tree and an application may be required.

A discussion ensued regarding vendors. Harry Matchett noted that the Board needs to get a better understanding of what the vendors actually do and mentioned that he thinks the fountain pump was not properly tested.

Finances

Tom Walker noted that according to the financials July was the first month where the Association was positive by approximately \$13,000. He mentioned that the Board knew it would be a frugal year and suggested that the next Board may want to follow the same path. Hari Donthi asked what the difference was between July and previous months. Harry Matchett brought up accounts that in his opinion should not be reflected in the Association's accounting records. Mr. Matchett stated the positive \$13,000 in the July financials was attributable to these accounts and therefore there is no real positive variance as these accounts will have a negative impact in future months. The July financials and budget are simply on par. Ruchita Patel suggested that Harry Matchett meet with Elaine Ziemke of TMGA to discuss any specific questions he may have.

A general discussion of cash flow ensued. Harry Matchett asked about collections and requested that the "top 50" accounts be analyzed to see the difference in amounts prior to August 2014 and after. He will provide to Ruchita Patel his list of accounts to be analyzed. Robert Love asked how much money has been collected and Tom Walker replied approximately \$4,500 in the past month. A general discussion of collections ensued. Ruchita Patel discussed the open invoices and mentioned that the pool expenses will

be ending and that the landscaping contract and specifications for next year have been revised to pay for the spring clean-up over the course of the year, and not as a lump sum, to help with cash flow.

Reserves

Ruchita Patel advised that the amount due from operating to reserves is \$35,530.26, which is down from approximately \$62,000 that was previously owed.

Voting Items

Parking Guidelines - The Board discussed the parking guidelines. Tom Walker noted that the parking policy provided by the attorney included an area for the community to insert guidelines concerning reserved parking. Tom Walker advised that he came up with guidelines with input from Sherry Lee and the Enforcement Committee. David Holtzman expressed concern over the parking guidelines and questioned the authority of the Association to create guidelines which affected the Condominium. He asked for the minutes to be provided from the meeting where this was previously discussed. A general discussion of the parking guidelines/policy ensued. Ruchita Patel suggested that the Board review the guidelines emailed by Tom Walker and provide questions and feedback and that this topic stay on the agenda until it is resolved. Tom Walker requested that the Board members provide feedback within two weeks and that this topic be reviewed again at the next meeting.

Natural Area Tree Removal - The Board discussed removing trees 1, 3 and 7 on the April 2015 proposal from Dunlevy. These trees were identified after a walkthrough with Dunlevy as being the highest priority. A discussion ensued about the health of the trees and the tight tree budget. Hari Donthi suggested that many of the tall trees are missing from Dunlevy's list. Ruchita Patel advised that the trees identified by Dunlevy were trees that are hazardous. A discussion ensued about what constitutes a hazardous tree. Ruchita Patel advised that a hazardous tree is dead, dying or contains a dead branch and/or /branches. Harry Matchett suggested that homeowners want the very tall trees trimmed. Ruchita Patel explained why trees 1, 3 and 7 were prioritized. A discussion ensued about the pros and cons of trimming trees or leaving healthy trees alone. More discussion ensued regarding the tree budget and a branch that had previously fallen on Rushing Water Way. A discussion ensued regarding the row of trees behind Hari Donthi's house.

MOTION: (Tom Walker, Katharine Stout) To remove trees 1, 3 and 7 as identified after the walkthrough with Dunlevy costing - \$1,250 + \$925 + \$1,425 for a total of \$3,600.

Vote: 3-2-1 (Harry Matchett and Hari Donthi against, Frank Walsh abstained)

MOTION: (Tom Walker, 2nd) To remove a tree and trim the other trees behind Hari Donthi's row of townhomes at no charge per Tom Walker's walkthrough with Dunlevy.

Vote: 3-2-1 (Harry Matchett and Frank Walsh against, Katharine Stout abstained)

Tree Replacement, 13205 Autumn Mist Circle - The Board discussed a request made by Dick Gaudin to pay for and plant an evergreen tree in the common area behind his home. Ruchita Patel noted the care of the tree would most likely be minimal. Harry Matchett and Hari Donthi expressed concern over the possible maintenance costs.

MOTION: (Harry Matchett, Frank Walsh) To deny the homeowner's request to install an evergreen tree in the common area behind his home at 13205 Autumn Mist Circle.

Vote: 4-2-0 (Tom Walker and Katherine Stout against).

Committee Reports

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Chair Robert Love reported that everything was going well.

Pool

Tom Walker once again suggested that the Board do a walkthrough of the pool to review the necessary improvements. Ruchita Patel noted that the walkthrough should occur within two weeks of the pool closing. Tom Walker advised that he would send out an e-mail/Doodle Poll to coordinate the walkthrough.

Harry Matchett noted that the PDF files on the website are locked for the September 2009 – January 2010 minutes and that the September 2009 minutes reflect that an engineering report was issued on the pool drainage and the filter system. He noted that in his opinion these issues are new to the new pool company CPS and new management company TMGA but that they are not new issues for Fountain Hills. Harry Matchett requested to see the engineering report from CPJ which would have been given to the Board to review in October 2009. Harry Matchett mentioned that he believes there could be operator error in the draining and running of the pool and again requested to see the engineering study. Ruchita Patel noted that she would look into this further.

Fountain

Tom Walker and the Board discussed the Mediterranean Drive fountain and the winterization of it. Frank Walsh noted that the company who performed the stonework throughout the community did not do a good job in his opinion. The Board and Ruchita Patel discussed the procedure for winterizing the fountains and the stonework on the Mediterranean Drive fountain. Harry Matchett and Frank Walsh noted the poor stone work done on the fountains and throughout the community. Harry Matchett suggested that the contractor who originally did the stone work on the fountain should be responsible for restoring it as the contractor decimated the Mediterranean Drive fountain and was not authorized by any Fountain Hills representative or agent, including TMGA, to perform any services on the Mediterranean Drive fountain. The Board discussed arranging a meeting with the contractor and informing the residents of Lake Geneva Way and Mediterranean Drive that the fountain was working.

Adjournment

MOTION: (Tom Walker, Harry Matchett) In accordance with Section 11B-111 of the Maryland Homeowners Association Act, the Board of Directors voted 6-0-0 to go into Executive Session at 9:55 pm for the purpose of discussing delinquent accounts and potential litigation.

Submitted by: Michelle Etheridge, The Management Group Associates, Inc.

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