

Corrected as approved on September 1, 2016

**Fountain Hills Community Association  
Board of Directors Meeting  
August 4, 2016**

The Board of Directors of Fountain Hills Community Association held a Board of Directors Meeting at the Germantown Upcounty Government Center on Thursday, August 4, 2016 at 7:30 p.m.

**Board Members Present:**

Tom Brennan, President  
Harry Matchett, Treasurer  
Frank Walsh, Secretary  
Hari Donthi, Director  
Sherry Lee, Director  
Siu Poon, Director

**Also Present:**

Laura Etchison, Community Manager  
Ruth Ann Allen, Recording Secretary

**Board Member Absent:**

Nick Mahabir, Vice President

**A. CALL TO ORDER**

The August Board of Directors Meeting was called to order by Tom Brennan at 7:33 p.m.

**B. COMMUNITY MANAGER**

Tom Brennan announced that Laura Etchison is leaving IKO and will no longer be the Community Manager for Fountain Hills Community Association. The new Community Manager will be Julia Hoffman. Ms. Etchison noted that her last day with IKO will be August 19<sup>th</sup>. Ms. Etchison and Ms. Hoffman are already working on the transition.

**C. HOMEOWNER FORUM**

1. Robert Love suggested that the Association review the reserve study, focusing on items such as trees, sidewalks and paving. Mr. Love noted that the chain link fence around the pool needs to be replaced.
2. Hari Donthi noted that he has not seen the landscapers mowing in the community recently. It was also noted that the area behind Tivoli Fountain has not been mowed at all. Frank Walsh noted that the mowing may have slowed down when it was hot and dry, but the mowing hasn't been caught up since it rained.
3. Tom Brennan noted that he had talked with the developers of Arden Court regarding his concerns on the effect that the development project on Liberty Mill Road will have on FHCA. Mr. Brennan noted that a representative from Arden was willing to come talk with the Board about the development.

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Mr. Brennan noted his concerns regarding the staffing, cleanliness, maintenance, and overall management of the pool by Community Pool Service this year.

**D. MINUTES**

1. July 7, 2016 Board of Directors Meeting Minutes

**MOTION:** (Siu Poon/Hari Donthi) Accept the July 7, 2016 Board of Directors Meeting Minutes as edited by Frank Walsh.

**Vote:** Motion Passed – Unanimous

Management noted that the dead holly trees on Harmony Woods Lane, as noted in the July 7<sup>th</sup> Management packet, had been removed at the cost of \$400.00, but this action was not voted on or approved by the Board.

**E. OFFICER'S REPORTS**

1. Treasurer's Report

There was no Treasurer's Report.

Mr. Matchett stated that he had purchased wasp spray and strip tape for the diving board ladder at the pool and requested reimbursement in the amount of \$44.69.

**MOTION:** (Tom Brennan/Hari Donthi) Approve the repayment of expenditures by Harry Matchett for bug repellent and strip tape for the diving board ladder in the amount of \$44.69.

**Vote:** Motion Passed – 4 ayes/0 nays/2 abstentions (Matchett, Walsh)

2. Architectural Control Committee (ACC)

Robert Love noted that there are no architectural change applications pending. The ACC has recently approved a kayak storage unit, deck replacement, solar panels and a deck.

3. Enforcement Committee

Sherry Lee noted that the tot lot on Harmony Wood Lane is a mess. The odor of the garbage can be smelled before you get to the path leading to the tot lot. There are razor blades, needles and little baggies strewn all over the tot lot, the trash container has not been emptied, and there is spray paint on the play equipment. The trees are overgrown, which obscures the lights. Further, the County has moved the barriers from the access road to the tot lot, permitting people to drive up to the tot lot. The Board requested that Management contact the County to put back the barriers.

The Board requested that Management check with Potomac Disposal on picking up the trash from the tot lot.

It was noted that previous Boards have discussed moving or removing the tot lot. Before this can be considered, the Board would have to determine if this would violate the approved County site plan.

Sherry Lee offered to go door to door and ask residents in the area of the tot lot if they think the tot lot should stay or be removed. Tom Brennan volunteered to create a survey that the Board will review before it goes out to the residents.

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4. Pool Committee

Tom Brennan noted that The Pool Committee met on July 25<sup>th</sup> at 7:30 p.m. and walked around the pool and grounds and noted areas that needed attention. One suggestion is that the unsightly chairs should be removed.

It was also noted that Community Pools provided a portable life guard chair in place of the one that was removed. It was noted that the chair has not been used and is in the way and caused only one minor injury.

The Board requested that the chair be removed and noted that they would not pay for the portable life guard chair as they did not request it.

**MOTION:** (Harry Matchett/Tom Brennan) Contact Community Pool Service to remove the portable life guard chair (that the Association did not ask for) immediately or the FHCA will have it removed by August 8, 0216.

**Vote:** Motion Passed – Unanimous

5. Social Committee

Siu Poon provided the Board with a flyer for the 2016 FHCA Annual Community Picnic to be held on Saturday, September 3, 2016. There will be a meeting of the Social Committee on August 16<sup>th</sup> at 7:00 p.m. at the Kingsview Village Shopping Center Starbucks.

**F. MANAGEMENT REPORT**

1. Fiscal Year Ending 2016

Management provided the Board with the yearend financials for FY2016. Management noted that the total income for FHCA was \$644,600.70 and the total expenditures were \$679,178.21. The budgeted amount for general expenditures was \$139,484.00, however, the actual amount spent was \$95,145.70. The cumulative delinquencies are \$202,891.50 which is a twenty-two percent (22%) delinquency rate.

The Board requested that Management post a summary of the of the FY2016 financials on the website. Management noted that homeowners can request information on the budget by contacting IKO. Management also noted that the financial can be done by the accrual method or the cash accounting method, whichever the Board likes best.

2. Pool Inspection Reports

It was noted that the pool inspection report of July 27<sup>th</sup> stated that the water chemistry was unacceptable. It was noted that the pool was closed a couple of times due to chlorine levels. Management stated the Community Pools did not notify her of the pool closings. It was also noted that the re-inspection report was missing.

The Board requested that Management check with Community Pools and have the life guard whose certification is set to expire on August 12, 2016 be removed.

3. Morgan Stanley Investments

Management noted that a CD is set to mature in 2016. There is currently over \$192,000.00 in cash on hand. It was suggested investing \$225,00.00 in two (2) CDs to mature in 2018 and 2019. It was noted that the biggest reserve needs are for 2017 and

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2020. The Board requested that Management provide the yields on CD for three (3), four (4), and five (5) years.

**4. Fountain Service Agreement**

Management noted that Lake Solitude has withdrawn their proposal for fountain maintenance, as they feel they are not equipped to handle the fountains. The Board discussed whether to contract with Community Pools to maintain the fountains until the

end of October. It was noted that residents have inquired why the fountains are not turned on. It was also noted that the bulk of the cost of the fountain maintenance contract is the set up and winterizing of the fountains. The Board discussed having Community Pools perform the fountain maintenance until the end of October, if they will do it for a price lower than the price in the proposal they provided in the spring.

**MOTION:** (Tom Brennan/Hari Donthi) If Community Pool Service will maintain the community fountains until the end of October for \$2,400.00 or less; agree to the service agreement.

**Vote:** Motion Failed – 2 ayes/4 nays (Brennan, Matchett, Donthi, Lee)/0 abstentions

Management noted that the Board could look into an eighteen (18) month contract which would cover through 2017 or a six (6) month contract with a renewal contract after that.

**MOTION:** (Tom Brennan/Frank Walsh) Have Community Pool Service maintain the FHCA fountains for no more than \$3,500.00 until the end of October.

**Vote:** Motion Failed – 1 aye/4 nays (Poon, Donthi, Lee, Matchett)/1 abstention (Walsh)

The Board requested that Management check other contractors for fountain maintenance.

**5. Knoble Repair Work Update**

Management noted that Knoble stated that there was no warranty for the repair work to the steps at the pool that were repaired in June 2015. Further, Knoble will not come and inspect the steps. Frank Walsh stated there should be email correspondence concerning the stair work at the pool.

Management noted that Knoble has not responded regarding the fountain “repairs” in the townhome section and the condominium. Knoble still contends that a vehicle ran into the fountain in the townhome area and that they did not remove stones from one fountain to repair another. The Board noted that a car did not run into the fountain. The Board requested that Management look for the contract for the work done on the fountain by the Condominium.

Harry Matchett and Sherry Lee agreed to meet with Knoble on August 18<sup>th</sup> at 7:30 a.m. to discuss the issue of the fountains. Management suggested that Frank Walsh talk with Knoble about the Condominium fountain area at the same time. The Board requested that Management get in touch with the insurance company and legal counsel about the fountain work and have a mason give an estimate to repair the fountain properly.

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6. Legal Bill Update

Tom Brennan noted that he was able to negotiate the outstanding legal invoice of \$9,927.43 from Whiteford, Taylor & Preston for legal service on the CCOC case down to \$5,669.93. There is also a balance of for non-CCOC items for a total repayment of \$6,036.43.

**MOTION:** (Tom Brennan/Siu Poon) Pay the remaining balance for legal services from Whiteford, Taylor & Preston in the amount of \$6,036.43.

**Vote:** Motion Passed – 4 ayes/2 nays (Lee, Matchett)/0 abstentions

7. Bridge Repairs

Management noted that she had talked with Gardener's General Contractor regarding the invoice for the bridge repairs. Gardener's stated that most of the cost was labor. It was noted that Gardener's has not installed the fence caps on the recently replaced fence. It was also noted that there is \$600.00 "leftover" from insurance for the car accident on Liberty Mill Road.

Frank Walsh noted he was worried about scaring off contractors. Management agreed.

**MOTION:** (Frank Walsh/Siu Poon) Pay the invoice from Gardener's General Contractor for repairs to the bridge in full for the amount of \$874.75.

**Vote:** Motion Failed – 3 ayes/3 nays (Lee, Matchett, Brennan)/0 abstentions

**MOTION:** (Tom Brennan/Hari Donti) Send a payment of \$350.00 to Gardener's General Contractor for half of the cost of repairs to the bridge.

**Vote:** Motion Failed – 3 ayes/3 nays (Poon, Walsh, Matchett)/0 abstentions

8. Landscape Proposals

Management met with Lee's Tree Service and inspected the trees in FHCA. There were only three (3) trees that were in need of immediate removal. Management stated that Lee's Tree Service gave a verbal proposal for removal of the three (3) trees in the amount of \$1,000.00.

**MOTION:** Siu Poon/Tom Brennan) Approve the removal of three (3) trees. One by 13100 Lake Geneva Way, one at 18625 Autumn Mist, and one at 18606 Little Star Lane. The tree on Lake Geneva needs to be hauled away, the others do not at a cost not to exceed \$1,000.00 from Lee's Tree Service

**Vote:** Motion Passed – 5 ayes/1 nay (Matchett)/0 Abstentions

9. Arden Court Development

Tom Brennan inquired if the Board was interested in having a representative from Arden Court Development come to a Board meeting to discuss the impact that the development on Liberty Mill Road will have on FHCA. The Board agreed not to invite a representative to an upcoming Board meeting.

10. Fountain Hills Condominium Parking Request

Management provided the Board with a request from the Condominium to allow parking in FHCA during the resurfacing of their parking lots from August 8<sup>th</sup> – 12<sup>th</sup>. It was

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noted that there is some available parking at the townhouses on Fountain Club Drive and on Club Plaza Drive. It was also suggested that towing be suspended during that week. It was also noted that the Fountain Hills Condominium are HOA fee paying members of FHCA.

**MOTION:** (Frank Walsh/Siu Poon) Allow the Fountain Hills Condominium to park in open spaces in townhouse area from August 8th – August 12th and suspend towing during that time.

**Vote:** Motion Failed – 2 ayes/4 nays (Brennan, Donthi, Lee, Matchett)/0 abstentions

**G. CLOSED MEETING**

**MOTION:** (Tom Brennan/Siu Poon) Adjourn to Closed Meeting at 10:10 p.m.

**Vote:** Motion Passed – 4 ayes/2 nays (Walsh/Matchett)/0 abstentions

**H. RESULTS OF THE CLOSED MEETING**

The Board took action on a request for a payment plan.

**I. ADJOURNMENT**

**MOTION:** (Tom Brennan/Siu Poon) Adjourn the Closed Meeting and Board of Directors Meeting at 10:13 p.m.

**Vote:** Motion Passed – 5 ayes/1 nay (Brennan)/0 abstentions