

# **Fountain Hills Community Association**

## **Board of Directors Meeting**

### **December 1, 2011**

The Board of Directors of Fountain Hills Community Association held a Board of Directors Meeting at the UpCounty Regional Services Center on Thursday, December 1, 2011 at 7:30 p.m.

#### **Board Members Present:**

Sue Adamkiewicz  
Tom Brennan  
Danial Magid  
Nicolm Mahabir  
Siu Poon  
Phil Suter  
Frank Walsh

#### **Also Present:**

Stephon Collins, Community Manager  
Ruth Ann Allen, Recording Secretary

#### **Homeowners Present:**

Harry Matchett, 13220 Lake Geneva Way  
Paek Lee, 13224 Lake Geneva Way  
Charles and Lynn Schildknecht, 19005 Mediterranean Way  
Vernard McBeth, 13108 Lake Geneva Way

#### **Committee Chair:**

Maggie Suter, Architectural Review Committee

#### **Contractor Present:**

Mark McFall, McFall & Berry Landscape Management, Inc.

#### **A. CALL TO ORDER**

The December Board of Directors Meeting was called to order by Phil Suter at 7:34 p.m.

#### **B. ELECTION OF OFFICERS**

Phil Suter reviewed the duties of the officers on the Board of Directors.

Siu Poon nominated Phil Suter for President

Phil Suter nominated Nicolm Mahabir for Vice President

Siu Poon nominated Frank Walsh for Secretary

Nicolm Mahabir nominated Danial Magid for Treasurer

**MOTION:** (Phil Suter/Nicolm Mahabir) Accept as officers for the Fountain Hills Community Association Board of Directors: Phil Suter as President, Nicolm Mahabir as

## C. MCFALL & BERRY

Mark McFall, McFall & Berry Landscape Management, Inc. was present to review with the Board the grounds maintenance provided by McFall & Berry over the last two (2) years. Mr. McFall stated that McFall & Berry provided the best prices for ground maintenance and hopefully, the best service. Mr. McFall stated that the service could have been better for Fountain Hills HOA, but he thought there was an improvement in service the second (2<sup>nd</sup>) year of the contract. If Fountain Hills renews the contract with McFall & Berry, Mr. McFall stated that the grass would be cut in two (2) consecutive days instead of one. Brian Blake would be the primary contact person for the Association, and Mr. McFall will check in with him through phone calls and emails.

The Board mentioned that some items that should be done on a routine basis were not done; for example, tree trimming. Also, the Board indicated that they have observed the crew mowing using the incorrect size mower and allowing the grass clippings to be blown to the front doors and onto the resident's lawns. Mr. McFall stated that either he or Mr. Blake is available to attend Board meetings to check in with the Board on the status of the grounds maintenance.

## D. MINUTES

### 1. November 3, 2011 Board of Director Meeting Minutes

**MOTION:** (Phil Suter/Siu Poon) Approve the November 3, 2011 Board of Directors Meeting minutes as amended.

**Vote:** Motion Passed - 6 ayes/0 Nay/1 Abstention (Brennan)

## E. HOMEOWNERS FORUM

1. Harry Matchett, 13220 Lake Geneva Way, mentioned that there are still low-hanging tree limbs that need to be trimmed. Management stated that McFall & Berry will be going through the community and will limb up trees are in the common areas. Management will follow-up to make sure that the work on all the trees that need to be limbed is completed.

Mr. Matchett mentioned that the Comcast box by his home has an orange exposed wire. Management stated that this is a temporary line put in by Comcast and they will return to put in a permanent line, but they don't always return quickly.

Mr. Matchett stated that the procedure for correcting violations seems slow. He specifically mentioned the length of time that the repair to the rear of the house at 19005 Mediterranean Way. Management stated that one-third (1/3) of the community is inspected each year by Management, but since they are not allowed to enter homeowner property, they will not see problems that cannot be seen from the common areas. Management also relies on residents to bring violations to the their attention.

Vernard McBeth stated that the process for violations is broken and needs to be

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2. Paek Lee, 13221 Lake Geneva Way, inquired about parking two (2) cars in the driveway of townhouses. Management stated that a vehicle cannot be parked over the sidewalk area or perpendicular onto the grass.

Mr. Lee also inquired about the process for bidding for landscaping companies. Management stated that a request for bids are sent to landscaping companies who will send back a proposal for the work which will be compared and discussed by the Board.

3. Frank Walsh stated that the lights are off behind the pool. Management will check on this matter.

**F. HEARING**

**MOTION:** (Phil Suter/Tom Brennan) Move into Closed Meeting for Hearing for 19005 Mediterranean Way at 8:35 p.m.

**Vote:** Motion Passed - Unanimous

**Re-join the regular Board of Directors Meeting at 9:00 p.m.**

**G. MANAGEMENT REPORT**

1. Enforcement Committee Charter

Management provided the Board with the revised enforcement procedures and form that were approved for use by the Enforcement Committee members to record plain site violations. There is currently no Board liaison for the Enforcement Committee. Phil Suter suggested that Management contact Steven Muse and Shirley Fair and inquire if either of them is still interested in serving on the Enforcement Committee, and if Mr. Muse is willing to chair the committee. The Board requested that the Enforcement Committee set up minimum guidelines and consistent enforcement. It was recommended that inspections be done every three (3) to four (4) months and that there be at least three people on the committee.

Frank Walsh reminded the Board of the requirement for each incoming Board of Directors to re-approve the committee chairs. Management will contact the current committee chairs.

2. 2012 Operating Calender

Management provided the Board with the 2012 Operating Calendar for their review. Frank Walsh requested that the Board look at moving the Annual Meeting back to October. Management reminded the Board that they should think about staggering the terms of Board members.

3. Pool Management and Fountain Contract

The Board discussed the pool's hours of operation. Phil Suter will check the

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attendance logs in the data base to determine which times the pool has the most patrons. Management will solicit bids for the upcoming pool season once the Board decides on the hours the pool is to be open.

Phil Suter requested that bid request state that the pool company will be responsible for operating the computer both for pool applications and printing of pool ID cards.

It was noted by Board members that not all of last summer's life guards were fluent in English and that the pool rules were not enforced consistently.

**4. Speed Control Devices**

The Board agreed that installing permanent speed humps were a better option than temporary speed bumps. The Board agreed to look throughout the community to determine where speed humps should be installed and how many. Management will then solicit more bids for permanent speed humps. It was suggested that the Board could consult with police who live in the community about their opinion on where speed humps should be placed.

**5. Shared Maintenance Agreement with Towns of Chestnut Oaks**

Management received an invoice from the Towns of Chestnut Oaks for costs associated with the Shared Maintenance Agreement. After an audit of the past four (4) years, it was determined that the Fountain Hills Community Association owed the Towns of Chestnut Oaks \$669.51.

**MOTION:** (Phil Suter/Siu Poon) Pay the balance of \$669.51 to the Towns of Chestnut Oaks for monies owed for the Shared Maintenance Agreement.

**Vote:** Motion Passed - 6 ayes/1 nay (Walsh)/0 abstentions

**6. Request for Payment Plan**

Management received a request from 18919 Porterfield Way for a payment plan of an additional \$120.00 per month on top of the current monthly assessment.

**MOTION:** (Siu Poon/Phil Suter) Counter the offer for a payment plan for 18919 Porterfield Way with a payment plant for an additional \$250.00 per month on top of the current monthly assessment.

**Vote:** Motion Passed - 5 ayes/2 nays (Walsh, Brennan)/0 abstentions

**7. Investment Account**

The balance in the Association's Reserve Money Market Account through Smith Barney is currently over the FDIC limit. Management recommends purchasing a one (1)

year CD in the amount of \$20,000.00 and a two (2) year CD in the amount of \$10,000.00.

**MOTION:** (Phil Suter/Siu Poon) Purchase a one (1) year CD for \$20,000.00 and a two (2) year CD for \$10,000.00 as recommended by Management.

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**Vote:** Motion Passed - Unanimous

**H. ADJOURNMENT**

**MOTION:** (Nicolm Mahabir/Siu Poon) Adjourn the Board of Directors Meeting at 9:45 p.m.

**Vote:** Motion Passed - Unanimous