

Fountain Hills Community Association, Inc.  
Regular Meeting Minutes  
February 7, 2008

The Board of Directors of Fountain Hills Community Association, Inc. met at the UpCounty Regional Services Center, Germantown, Maryland on February 7, 2008 at 7:30 p.m. for a regular meeting.

## Present:

Mr. Tom McDowell, President  
Ms. Siu Poon, Vice President  
Mr. David Holtzman, Treasurer  
Ms. Alice Kalamar, Director  
Ms. Sue Adamkiewicz, Director  
Mr. Frank Walsh, Secretary

### Absent:

### **Others Present:**

Mr. Stephon Collins, Vanguard Management  
Mr. Craig Wilson, Vanguard Management  
Mr. Keith Galster, Montgomery Security Services  
Ms. Erin Barry, Recording Secretary

## **I. CALL TO ORDER**

Mr. Tom McDowell called the meeting to order at 7:30 p.m. with a quorum present.

## II. HOMEOWNER FORUM

- A resident asked about trash being left on the medians and wondered if the Association required the use of 2-gallon cans. The Board explained the community requirements and reminded residents that trash cans should not be put out until sundown the night before pick up.
- A resident complained about trash being put out two to three days before scheduled pick up, trash cans remaining out for a week and other miscellaneous items left in yards such as, play toys, shovel etc.
- A resident complained about cars being double-parked on Lake Geneva Way and garbage cans being left out.
- A resident asked if the Association paid someone to pick up loose trash and litter in the community. Management confirmed this is being done semi-annually for major areas.
- A resident complained that plain view violations were not being addressed.
- A resident brought a list of concerns, which were addressed, in Old Business.

### III. MINUTES OF MEETING

The Board reviewed the minutes of the January meeting.

Motion: To table reviewing the minutes of January 3, 2008, until the next meeting.

## McDowell/Poon Vote: Unanimous

#### IV. REPORTS OF OFFICERS OR DIRECTORS

There were no reports of the Officers at this time.

## **V. COMMITTEE REPORTS**

## A. Social Committee

There was nothing to report.

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47      **B. Landscaping Committee**

48      Management reported that they received the resignation of their chairperson and one  
49      member that no one was able to step into that position yet. The Board requested a notice be  
50      placed on the website for this position.

51      **C. Pool Committee**

52      There was nothing to report.

53      **D. Web Committee**

54      There was nothing to report.

55      **E. Fountain Hills Condominium**

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57      The Fountain Hills Condominium reported that they had a lively meeting but had no issues  
58      to report to the Board.

59      **F. Architectural Review Committee**

60      There was no meeting this month, but the Committee is continuing to work on integrating  
61      the changes to the guidelines. The email discussion regarding the replacement of the garage  
62      door was resolved because it was replaced with the same type of door.

63      **V1. MANAGEMENT REPORT**

64      **A. Legal Opinion on Appointing members to fill vacant Board position**

65      The Board discussed this issue.

66      Motion: We approve as a board member, Ms. Fair, as recommended by counsel.

67      McDowell/PoonVote: 4/0/2

68      **B. Resignation of the Landscape Chair**

69      The Board dealt with this during the committee reports.

70      **C. Security patrol Bid and presentation by Montgomery Security**

71      Keith Galster from Montgomery Security discussed security issues and concerns. He  
72      presented the Board with various options for security service for the Community. The  
73      Board discussed the option of using off duty police officers as well.

74      Action: The Board will get other proposals and look at their budget before making a decision.

75      **D. Select Pool Management Company**

76      The Board reviewed their notes from their interviews with the various pool companies.

77      Motion: We contract with Winkler Pools for the management of our pool operation for the next 3  
78      years, subject to our December proposal. Holtzman/Walsh Vote: Unanimous

79      **E. Foreclosure Proceeding on 18711-D Sparkling Water Drive**

80      The Board reviewed the case of unpaid assessments for this property.

81      Motion: To file suit of a money judgment instead of foreclosure for approximately \$850.00,  
82      against 18711 Sparkling Water Drive. McDowell/Poon Vote: Unanimous

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84      **F. Foreclosure Proceeding on 13255 Autumn Mist Circle**

85                   The Board discussed the case of unpaid assessments for this property.

86                   Motion: That we proceed with a foreclosure procedure for the cost of approximately \$5,000.00 -  
87                   \$7,000.00 and will take 4-7 months. McDowell/Holtzman Vote: Unanimous

88                   **G.       Violation Letter 18800 Porterfield Way**

89                   The Board reviewed a letter and pictures for this property. The residents will be receiving  
90                   another letter since the issue has not been corrected.

91                   **H.       Coding of Accounts**

92                   The Board discussed how the accounts are recorded on the statement on how money's are  
93                   allocated.

94                   Action: Management will go over this with the Treasurer individually to clarify this issue.

95                   **J.       CD Renewal**

96                   The Board discussed a 4-year CD that is up for renewal and the best option for reinvesting  
97                   the money.

98                   Motion: We allow the CD to mature and deposit the funds into our Smith Barney account.  
99                   Holtzman/Poon Vote: Unanimous.

100                  **V11.   UNFINISHED BUSINESS**

101                  **F.       List of Concerns presented by Mr. Muse**

- 102                  • Has contact information for the Board been posted on the website? (Management  
103                  directed him to where this information was listed on the website.)
- 104                  • He was concerned about the overall cleanliness of the community. (The Board will  
105                  discuss this issue in more detail at another meeting)
- 106                  • The shopping cart that has been pushed into the stream under the bridge that  
107                  connects the Single-Family and Condominiums be removed. (Management did  
108                  meet with the store manager about the cart, but will follow-up with it again.)

109                  Action: Management will call Giant Foods again to ensure the cart is removed.

- 110                  • Concerned about the litter, safety and condition of the Tot Lot on Tivoli Fountain  
111                  Court. (This Tot Lot was recently inspected for safety and is in the budget to be  
112                  updated.)
- 113                  • Requested he be reimbursed for the purchase of cleaning supplies he provided on  
114                  behalf of the community.

115                  Motion: To reimburse Mr. Muse \$25.00 for cleaning supplies. Poon/Holtzman Vote: Unanimous

- 116                  • He was concerned that the parking situation on Lake Geneva Way and  
117                  Mediterranean Way was getting worse and requested a copy of the towing  
118                  contract.

119                  Action: Management will get a copy of the towing contract to Mr. Muse.

- 120                  • He requested Vanguard be more consistent with plain view violation inspections.
- 121                  • He requested a copy of Vanguard Management's contract.

122                  Action: Management will meet with Mr. Muse to let him review Vanguard Management's  
123                  contract.

124                   A Board member added that he shared some of Mr. Muse's concerns and asked that  
125                   Management assist the Board by paying particular attention to Lake Geneva and if an  
126                   opportunity allows to conduct a walk through concerning the issues brought up list  
127                   provided by Mr. Muse. Also that we examine the issue of how to address situations  
128                   occurring outside of business hours.

129           **V111. NEW BUSINESS**

130                   A Board member brought up the following ideas to be considered at a later meeting; could  
131                   we developing a process for notifying Management when a home is rented, and/or create a  
132                   registration application for renters to fill out for a minimal fee.

133           **IX. ADJOURNMENT**

134                   There being no additional business the Board meeting adjourned at 9:25 p.m.

135                   Motion: To adjourn the meeting at 9:25 p.m. Poon/ Kalamar Vote: Unanimous

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Respectfully Submitted,

140                   Erin Barry, Recording Secretary

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Motion List  
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146 Motion: To table reviewing the minutes of January 3, 2008, until the next meeting.

147 Motion: We approve as a board member, Ms. Fair, as recommended by counsel.  
148 McDowell/PoonVote: 4/0/2

149 Motion: We contract with Winkler Pools for the management of our pool operation for the next 3  
150 years, subject to our December proposal. Holtzman/Walsh Vote: Unanimous

151 Motion: To file suit of a money judgment for approximately \$850.00, against 18711 Sparkling  
152 Water Drive. McDowell/Poon Vote: Unanimous

153 Motion: That we proceed with a foreclosure procedure. McDowell/Holtzman Vote: Unanimous

154 Motion: We allow the CD to mature and deposit the funds into our Smith Barney account.  
155 Holtzman/Poon Vote: Unanimous.

156 Motion: To reimburse Mr. Muse \$25.00 for cleaning supplies. Poon/Holtzman Vote: Unanimous

157 Motion: To adjourn the meeting at 9:25 p.m. Poon/ Kalamar Vote: Unanimous

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172 Fountain Hills Community Association, Inc.

## Action List

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## Residents in Attendance

203 Nick Mahabir

204 Mr. Muse

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