

**Fountain Hills Community Association
Board of Directors Meeting
February 5, 2015**

As Approved at the April 2, 2015 Board of Directors Meeting

Board Members Present: Harry Matchett, Treasurer
Frank Walsh, Secretary
Lena Burleson, Member at Large
Hari Donthi, Member at Large
Katharine Stout, Member at Large

Board Members Absent: Thomas Walker, President
Christopher Allo, Vice President

Others Present: Ruchita Patel, Management Agent
Archer Crebbs, Management Agent
Marylou Bono, Recording Secretary

Homeowners Present: Jackie Arnold Manjit Kaur
Sherry Lee Robert Love
JoAnn Windsor

Call to Order

The meeting was called to order at 7:31 pm by Treasurer Harry Matchett.

Homeowner Forum

Jackie Arnold inquired regarding her architectural application for solar panels. Robert Love advised that the application had been approved and forwarded to TMGA. Marylou Bono advised that the approval letter was mailed to Ms. Arnold on February 4, 2015.

Robert Love discussed tree removals and pruning. He felt that the community was overplanted and suggested that the entire community be evaluated for pruning. He has checked out all of the fountains and advised that stonework on the fountains as well as the pool stairs requires repair. He had concerns with the recommendation in the reserve study that stonework was scheduled to be done in 2017 and he suggested that the Board review this. Ruchita Patel explained that occasionally adjustments do need to be made to what is documented in the reserve study.

Manjit Kaur discussed landscaping, tree pruning, street cleaning and clean-up of wooded areas in the community and recommended that the Social Committee's "Clean-Up Day" should be put on hold until after Dunlevy does their contracted spring clean-up. She advised that the number of annuals planted by Dunlevy has decreased over the last few years, but that Dunlevy had put more in last fall after hearing from TMGA and the Committee. The Landscaping Committee will wait until the spring to evaluate the numbers for this year.

JoAnn Windsor expressed interest in receiving a periodic update on the status and collection of delinquent accounts. Harry Matchett advised that he planned to include this information in his quarterly Treasurer's Report. Manjit Kaur suggested that statistics on delinquencies be included in the newsletter.

Meeting Minutes

MOTION: (Harry Matchett, Katharine Stout) Approve the minutes of the January 5, 2015 Board of Directors meeting as amended by changes submitted by Harry Matchett and Frank Walsh.

Vote: Approved 3-0-2 (Lena Burleson and Hari Donthi abstained)

MOTION: (Lena Burleson, Frank Walsh) Approve the minutes of the October 2, 2014 Board of Directors meeting incorporating the revisions suggested by TMGA.

Vote: Approved 3-2-0 (Harry Matchett and Hari Donthi opposed)

Treasurer's Report

Harry Matchett provided a Treasurer's Report as follows:

This report will cover the current quarter of October through December. There are revisions being made to the December liability and income numbers. Therefore, I will not comment on either the liability or income numbers.

The cash balance increased by approximately \$8,300 in the latest quarter. The receivables from members increased by approximately \$14,000.

In August, the Association appointed Andrews & Lawrence Professional Services as the Association's collection attorney. As of December 31st, Andrews & Lawrence has not collected any of the pre-August delinquencies.

In December, the Association did not make its required monthly contribution to the reserve account. The operating account now owes approximately \$13,000 to the reserve account.

It was noted that the Board plans to meet and discuss the 2016 draft budget before the March meeting.

Voting Items

Pool Management

Frank Walsh distributed an article from the *Gazette* concerning recent legal action involving RSV Pools. Ruchita Patel explained the issues per her conversation with Scott Vincent of RSV Pools. Frank Walsh stated that he is not a fan of RSV Pools and that there have been issues in the past. Archer Crebbs commented that RSV Pools is the best pool management company in the County. Ms. Patel suggested that the Board retain RSV Pools and that she and Archer would work with them throughout the season.

MOTION: (Frank Walsh, Katharine Stout) Approve the proposal for 2015 pool management from Community Pools at a cost of \$69,800.

Vote: Approved 4-1-0 (Hari Donthi opposed)

Harry Matchett suggested that the pool operating hours be amended. Ruchita Patel will provide a report of 2014 pool usage and this will be placed on the agenda for the March meeting.

Towing Contract

Harry Matchett reported that both the towing contractor and Montgomery County advised that a revised contract is not necessary as the current one is in compliance with County and State laws. The name of the management company and the addition of fax, phone, text or email as methods of contact are the only amendments needed. Frank Walsh commented that the contract was 4 or 5 years old and that it should be reviewed by the attorney. Ruchita Patel advised that attorney review was not required as there were no substantive wording changes and the costs and methods of towing are governed by the County. Additionally, Ruchita noted that attorney review of this document is not covered in the retainer agreement.

MOTION: (Harry Matchett, Katharine Stout) Revise the current towing contract to include amendments to the management company name and methods of contact.

Vote: Approved 4-1-0 (Frank Walsh opposed)

Ruchita Patel advised that TMGA will draft a letter to the towing contractor incorporating the changes to the contract and send it to Harry Matchett for review.

Pool Fence

The Montgomery County Health Department's mandate that the perimeter pool fence be raised to the correct height in order for the pool to open this season was discussed.

MOTION: (Harry Matchett, Katharine Stout) Take no action regarding replacement of the perimeter pool fence at this time.

Vote: Approved 4-1-0 (Frank Walsh opposed)

Ruchita Patel explained why the height of the fence needs to be raised to comply with County Code and the Health Department's inspection. Several suggestions and options were discussed.

MOTION: (Harry Matchett, Katharine Stout) Amend previous motion to table this item until the March meeting.

Vote: Approved 5-0-0

It was determined that a meeting would be arranged with Harry Matchett and Robert Love, Chair of the ACC, to inspect the fence and report back to the Board. Harry Matchett was against TMGA's suggestion to also have the Health Department inspector attend this meeting. Ruchita Patel advised that a decision on this must be made at the March meeting to avoid a delay in the opening of the pool.

Poolhouse Roof

Harry Matchett reported that he has not seen any leaks in the roof. Archer Crebbs advised that the cupola was leaking and had been doing so since before TMGA assumed management. Frank Walsh asked that a bid be obtained from the previous contractor, S&K Roofing, who had worked on the roof. Robert Love advised that he would take a look at the roof. The item was tabled until the March meeting.

Pool Furniture Replacement

This item was discussed and is more a "want" than a "need". The Board advised that no action should be taken.

Poolhouse Repairs

Harry Matchett suggested that Robert Love also evaluate the list of poolhouse repairs recommended by TMGA and report back to the Board. Further discussion was tabled pending Mr. Love's inspection.

Annual Sprinkler Test

The Board asked for further clarification on this contract. Ruchita Patel advised that TMGA will take a more thorough look at it and revise the contract wording for presentation to the Board at the March meeting.

Diving Board Replacement

MOTION: (Lena Burleson, Katharine Stout) Allocate \$2,795 for replacement of the cracked fiberglass diving board and award a contract to Community Pool Service to do so if they can match this price or go below it.

Vote: Approved 4-1-0 (Harry Matchett opposed)

Essential Stonework Repairs

MOTION: (Harry Matchett, Katharine Stout) Award a contract to Knoble to repair the poolhouse steps at a cost of \$750.

Vote: Approved 5-0-0

A determination on stonework repairs to the fountain and various pillars throughout the community will be made once the work on the poolhouse steps has been completed and evaluated.

Cleaning/Sealing Wood Benches and Trellis

Per Ruchita Patel, there are no funds allocated for this work at this time; therefore, the Board decided that this will be considered at a later date.

Fountain Replacements

Archer Crebbs noted that this item has been on the agenda for three months. The fountains are scheduled to be turned on by May 15, 2015 and a decision on repairs should be made. Following discussion, the Board agreed that this item should be removed from the management report and that the fountains be kept as is for another year.

Street Cleaning

Per Ruchita Patel, there are no funds allocated for this work at this time; therefore, it will be considered at a later date.

Pool Pass Mailing

The number of pool passes allocated to single residents, the number of guest passes distributed per household and the vetting of passes issued to households where members have different last names were discussed. It was agreed that no changes would be made.

MOTION: (Frank Walsh) Require TMGA to closely vet applications to verify validity of the number of applicants on individual pool pass applications.

Following discussion, Frank Walsh withdrew his motion.

Pool Pass Replacement Cost

MOTION: (Frank Walsh, Harry Matchett) Keep the pool pass replacement cost at \$50 per pass.
Vote: Approved 4-1-0 (Hari Donthi opposed)

60 Day Pool Pass Suspension for Outstanding Architectural Violations

MOTION: (Frank Walsh, Hari Donthi) Include the wording in the pool pass mailing that the Board "may choose to use this option".
Vote: Approved 5-0-0

2015 Social Events

MOTION: (Harry Matchett, Katharine Stout) Approve the list of 2015 social events per the Social Committee's proposal.
Vote: Approved 5-0-0

Executive Session

In accordance with Section 11B-111 of the Maryland Homeowners Association Act, Harry Matchett moved, and the Board approved unanimously, to go into Executive Session at 9:54 pm for the purpose of discussing delinquent accounts and potential litigation.

Adjournment

MOTION: (Harry Matchett) Adjourn the Board of Directors meeting at 10:16 pm.
Vote: Approved unanimously.

Submitted by: Marylou Bono, The Management Group Associates, Inc.