

Fountain Hills Community Association, Inc.
Regular Meeting Minutes
January 8, 2009

The Board of Directors of Fountain Hills Community Association, Inc. met at the UpCounty Regional Services Center, Germantown, Maryland on January 8, 2009 at 7:30PM for a regular meeting.

Present:

Ms. Siu Poon, President
Ms. Sue Adamkiewicz, Vice-President
Ms. Shirley Fair, Director
Mr. Vernald McBeth, Director
Mr. Daryl McFadden, Director

Not Present:

Mr. David Holtzman, Treasurer
Mr. Frank Walsh, Secretary

Others Present:

Mr. Stephon Collins, Vanguard Management

I. CALL TO ORDER

Ms. Siu Poon called the meeting to order at 7:32PM with a quorum present.

II. HOMEOWNER FORUM

- A single-family home resident volunteered to chair the Enforcement Committee. He indicated a volunteer from the townhomes will serve as committee member. A condominium resident is needed to complete this committee. This Committee would essentially walk the neighborhood monthly to make sure residents are in compliance with keeping the neighborhood safe and clean. He proposed citation forms in triplicate for distribution to the homeowner, management, and one to remain in the citation booklet. He will draft the guidelines governing the Enforcement Committee and will present them to the Board at the next Board meeting.

Action: The Board will address the appointment of the chair to the Enforcement Committee under New Business.

- A resident brought up the issue that homeowners are parking on their lawn and/or at an angle across the sidewalk continues to permeate. While parking on the lawn is a clear violation by the County, the Board will have to discuss further if parking at an angle across the sidewalk is a HOA violation.

Action: To be discussed by the Board.

- A resident indicated that the pet droppings are being discarded in the common area by resident of 13526 Hamlet Square Court.

Action: Management will issue violation letter.

- A resident indicated an unknown resident at Little Star Lane auto-starts his vehicle with loud music playing early Saturday mornings around 6:30AM.

Action: Since the owner of the vehicle is unknown, the Board recommended that a friendly notice be placed on the windshield of vehicle notifying owner of this nuisance.

- Management received phone call from resident complaining about double-parking and t-bone parking in Lake Geneva/Mediterranean Way.

Action: Management needs guidance from Board to determine what is considered “in violation” (i.e., tires on sidewalk, part of vehicle over driveway apron, etc.).

III. MINUTES OF MEETING

The approval of the Board minutes of December 4, 2008 has been tabled to the February regular meeting for review and discussion.

Motion: To table the December 4, 2008 minutes to February regular meeting for review and discussion.

Poon/McFadden

Vote: Unanimous

IV. REPORTS OF OFFICERS OR DIRECTORS

No reports from the Officers or Directors

V. COMMITTEE REPORTS

A. Social Committee

There was nothing to report.

B. Fountain Hills Condominium

Fountain Hills Condominium Association is having their Annual Meeting tonight, January 8, 2009.

C. Landscaping Committee

Lawn maintenance contract for 2009 will be discussed under Management Report.

D. Web Committee

This was nothing to report.

E. Pool Committee

Chemical and fountain maintenance will be included in the 2009 Pool Agreement with Winkler Pool Management, Inc.

F. ARC

There was nothing to report.

VI. MANAGEMENT REPORT

A. Lawn Maintenance Contract for Dunlevy

The Board discussed the proposal presented by Dunlevy in the amount of \$179,970 which has an overall increase of 3% over the 2008 contract. All line items remain the same as 2008 except Spring Clean-up/Mulching and Fall Leaf Removal. The Spring Clean-up/Mulching has an increase of \$2,650 (7.38% increase); and Fall Leaf Removal has an increase of \$2,700 (39.71% increase). Management will contact Dunlevy for explanation to the increases of these two line items.

B. 2009 Calendar Year Operating/Board Plan

Motion: To approve the 2009 Calendar Year Operating/Board Plan as proposed.

Poon/McFadden

Vote: Unanimous

VII. UNFINISHED BUSINESS

Management will e-mail the contact information of all Board members and committee chairs to the Board.

VIII. NEW BUSINESS

A. Enforcement Committee Implementation

Motion: To implement the Enforcement Committee to be chaired by Steven Muse.

McBeth/McFadden

Vote: Unanimous

B. G&G Towing Authorized Representative

Motion: To add Shirley Fair as authorized representative of FHCA for towing.

McBeth/Poon

Vote: Unanimous

C. Management will secure a minimum of three (3) bids for any contract and/or service of \$750 or more.

D. Management advised that all insurance policies for FHCA are up for bids this year.

E. The Board wants to address the early holiday decoration set-up by revisiting the ARC guidelines. Management recommended that we seek recommendations from legal counsel.

F. Playground equipment—bids for replacement?

G. Mr. McBeth wants to go paperless with the monthly management reports. Mr. Collins advised that it would be extremely difficult to go paperless due to large volume of attachments. It would be more cost effective to photocopy than scanning the attachments.

IX. ADJOURNMENT

There being no additional business, the Board meeting adjourned at 8:50PM.

McBeth/McFadden

Vote: Unanimous

Submitted by: Siu Poon, Shirley Fair
& Daryl McFadden as Recording
Secretary, Erin Barry, was absent from
meeting

Residents in Attendance

Mr. Steven Muse