

FOUNTAIN HILLS COMMUNITY ASSOCIATION, INC.

c/o Vanguard Management Associates, Inc.
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BOARD OF DIRECTORS MEETING

Thursday, March 4, 2004

MINUTES

The meeting was called to order at approximately 7:30 p.m.

Present were:

Tom McDowell	Steve Kannry	Frank Walsh	James Caddell
Siu Poon	William Renner	Charles Butler	

Craig Wilson and David Bossler of Vanguard Management
Jody Vallardo, partner of Deleon & Stang, CPA's
One (1) homeowner.

Homeowners Open Forum:

Homeowner Steven Muse thanked Vanguard Management Associates, Inc. on their prompt response to the rodent problem experienced in the Geneva Way area. Mr. Muse requested that letters be sent to those in violation of HOA rules regarding sanitation and trash can placement. Requested as well were signs regarding cleaning up after pets, receptacles for general trash, and supplies for a community clean-up. Steve Kannry noted that there were vacancies on the Neighborhood Advisory Committee which needed to be filled. Craig Wilson said that Vanguard has the signs requested by Mr. Muse and that all that was needed was sites to be identified for signs to be hung.

2003 Financial Statement:

Ms. Jody Vallardo, a partner of Deleon & Stang, CPA's, delivered the completed Financial Audit for the fiscal year of June 2002-2003 for approval from the board. The audit was reviewed and Ms. Vallardo reported that the Fountain Hills Community Association is in overall good financial standing. Bill Renner raised concern over uninsured deposits. Craig Wilson reported that the matter would be addressed in the upcoming budget package.

MOTION: By Steve Kannry to accept the audit. The motion was seconded by Siu Poon and passed without discussion by the officers present. Frank Walsh abstained.

Meeting Minutes:

Regular Board Meeting of February 5, 2004

MOTION: By Bill Renner to approve the minutes as revised. The motion was seconded by Tom McDowell and was passed without discussion or opposition by the officers present.

Reports of Officers:

Bill Renner reported that he wrote to the Department of Public Works and Transportation regarding trash can and recycling placement in the front of houses on Porterfield Way and Noble Oak Drive. A representative came out to investigate and subsequently letters were written to residents in violation. Also reported by Bill Renner was a phone call he received from a resident on Fountain Hills Drive in regards to a rock being thrown through the homeowner's window. A police report was filed.

Report of Committees:

Fountain Hills Condominium: Frank Walsh reported the next Condominium Board meeting will be held on March 9, 2004.

Grounds/Landscaping: Tom McDowell reported that there needs to be a revisiting of the entrances, a reworking of the storm water drainage ponds, and an update to the past project list. Craig Wilson reported that he will be meeting with Jen Brill to discuss a walk-about of the community with D&A Dunlevy.

ARC: No report.

Craig Wilson reported that a response had been sent in reference to an email received from a resident regarding a hot tub and deck in the community notifying the sender that the work had been approved previously by the committee.

Board member(s) will attend the next meeting of the ARC to be held on March 25, 2004.

Web Site: Bill Renner reported that the website continues to be informative.

Pool Committee: Steve Kannry reported that a swim team list is currently being compiled.

Social Committee: No report.

Management Report:

- **Pool Pass Distribution:** Management would like to begin mailing of the 2004 Pool Rules and pool pass distribution procedures later in the month.

Bill Renner raised concern over revocation of pool pass not being addressed in pool rules. Tom McDowell suggested that the phrase "...will result in revocation of privileges" be added to rule #29.

Craig Wilson also noted that a delinquency in HOA payment will result in the loss of pool privileges.

MOTION: By Bill Renner to approve Pool Rules pending changes to be made and mailing to begin as soon as possible. The motion was seconded by Siu Poon and passed without discussion or opposition by the officers present.

- **Fiscal Year 2003 Audit:** Previously discussed and approved.
- **Drainage Issue:** Proposals have been received from D&A Dunlevy, John's Labor Group, and RJ Landscaping Contractors addressing the drainage along the pool deck bordering the condominium parking lot.

MOTION: By Charles Butler to approve RJ Landscaping for the project. The motion was seconded by Siu Poon.

Discussion was initiated by Tom McDowell in concern that the proposed well by RJ Landscaping may not be large enough. Mr. McDowell suggested accepting D&A Dunlevy's proposal on the basis that they are already employed by the Association. The question was called on the motion. However, the second and original motion were withdrawn.

MOTION: By Charles Butler to conditionally accept the proposal made by D&A Dunlevy provided that they add a 10x10 site box to the top of the drain. The motion was seconded by Steve Kannry. The motion was passed by a vote of 5-1 (Siu Poon opposed, Frank Walsh abstained).

- **Centex:** The County will not intercede regarding the trees requested as they have no leverage since the site plan enforcement agreement has been concluded. The bond for the stormwater management area was released, but would not have been a tool concerning the trees since the bond was for a sole purpose. Management has requested proposals from various contractors for the tree removal.
- **Trash Corral on Rushing Water Way:** Management has received permission from the Maryland National Capital

Park & Planning Commission (MNCPPC) for the removal of the trash corral on Rushing Water Way provided that accommodation is made for additional trash removal each week. D&A Dunlevy priced the removal of the corral at approximately \$1075.00. Preparations need to be made including notifying condominium residents, receipt of written approval from MNCPPC, as well as an agreement from Potomac Disposal for the additional collection day for these homes.

MOTION: By Charles Butler to accept proposal from Dunlevy for the removal of the trash corral, provided that the additional trash collection day is implemented and adequate communication is implemented with the condominium residents. The motion was seconded by Steve Kannry.

Discussion from Bill Renner regarding the need for a cap to be placed on spending for weekly trash pick-ups by Potomac Disposal. The motion was amended with a cap of \$150.00 per month for the additional trash collection and then passed without further discussion or opposition by all members present.

- **Sand Removal:** D&A Dunlevy proposed a bid of \$5000 to clean up the remaining sand left over from winter snow removal. Clean up would begin in April.

MOTION: By Tom McDowell to accept the bid from D&A Dunlevy for the removal of sand at a cost of \$4,590.00. The motion was seconded by Siu Poon and passed without discussion or opposition by all members present.

- **Direct Deposit:** A direct deposit option is now available for the payment of HOA monthly dues. Notification of the change would be included in a future mailing.

MOTION: By Bill Renner to accept the banking change to include the option of direct deposit. The motion was seconded by Charles Butler and passed without discussion or opposition by all members present.

- **Pool Lobby Meeting Room** The lock for the entry doors did not work and Management is in the process of identifying a lock that will work with the type of door/panic bar mechanism at the pool.
- **Towing Contract** Proposals for the towing contract were sent to both Henry's Towing and Montrose Towing. It was recommended that Henry's Towing be selected..

MOTION: By Steve Kannry to accept the contract from Henry's Towing. The motion was seconded by Charles Butler and passed without discussion or opposition by the officers present.

New Business:

- **13242 Autumn Mist Circle:** Architectural request made to close in the homeowners backyard with fencing.

MOTION: By Siu Poon to approve the request without condition. The motion was seconded by Bill Renner. Discussion was made in regards to the lack of a site map. Frank Walsh opposed. The motion was otherwise passed without further discussion or opposition by the officers present.

- **Village Fountain Drive:** Residents have been parking their vehicles on the sidewalks. Management recommended 1-2 nightly inspections of the area to alleviate the problem with a cost of \$90 per visit.

MOTION: By Tom McDowell to approve two nighttime inspections to be conducted at \$90 per visit. The motion was seconded by Steve Kannry. Frank Walsh opposed. The motion was otherwise passed without discussion or opposition by the officers present.

- **DeLeon & Stang Proposal:** To be tabled until April meeting
- **Lake Geneva Way Clean Up**

MOTION: By Tom McDowell to approve reimbursement of up to \$100.00 for cleaning supplies to be used in Lake Geneva Way clean up, subject to receipt submission. The motion was seconded by Charles Butler and passed without discussion or opposition by the officers present.

MOTION: By Charles Butler to adjourn. The motion was seconded by Steve Kannry and passed without opposition.

The meeting was adjourned at 9:35 p.m.

The next meeting will be on Thursday, April 1, 2004 at 7:30 p.m. at the Upcounty Government Services Center.

Respectfully submitted,

Lydia C.E. Schairer
Recording Secretary