

**Regular Meeting  
Fountain Hills Community Association, Inc. Minutes  
May 4, 2006**

The Board of Directors of the Fountain Hills Community Association, Inc. met for a regularly scheduled meeting at the Germantown UpCounty Center, Germantown, Maryland on May 4, 2006 at 7:30 p.m.

## Present:

Ms. Siu Poon  
Ms. Robin Kastenmayer  
Mr. William Renner  
Mr. Frank Walsh (7:40 p.m.)  
Ms. Jennifer Brill

### **Others Present:**

Mr. William D. Whitney, Community Manager  
Mr. Craig Wilson, Jr. President, Vanguard Mgmt.  
Ms. Rani Pellet, Recording Secretary  
Four homeowners please see attached list

**Absent:**

Ms. Susan Adamkiewicz  
Mr. Tom McDowell

## I. CALL TO ORDER

Mr. Renner, Vice President, called the meeting to order at 7:30 p.m. with a quorum present. The Board members introduced themselves to the residents.

## II. HOMEOWNER FORUM

Mr. Heron did not wish to address the Board. Ms. Kalamar resident and Pool Committee Chair did not wish to address the Board. Ms. Ruchita Patel, resident and Landscaping Chair did not wish to address the Board.

Ms. Kastenmayer attended the Washington Metro Community Institute class. Some of the classes were taught by Mr. Wilson, and Fountain Hills' lawyer. Ms. Kastenmayer said she learned a great deal and enjoyed the time.

Ms. Williams, resident who lives at 13514 Champions Way attended the meeting in order to ask the Board for some help with a neighbor-to-neighbor dispute. She explained her situation to the Board. She mentioned her family of four children and one adult daughter who live in her unit with her. Ms. Williams said that her neighbor has been complaining about the noise coming from her home. Ms. Williams itemized the changes she has made to try to appease her neighbor. Ms. Williams said she has received letters from Management that indicate she.

- Leaves her trash out
- Lets her dog bark outside unattended for long periods of time
- She is noisy in her house
- She parks her car on the sidewalk
- Sometimes when people come by the house to pick up her grandsons, they honk the horn

*Ms. Williams described the steps she has taken to try and fix the situation with her neighbor.*

- When her grandchildren are home, they play (primarily) in the basement of the house.
- Ms. Williams put wooden floors in her home and then placed runners on top of the wooden floors to reduce noise.

45       • She walks her dog on a leash so that she does not remain outside unattended to bark and  
46        disturb the neighbors.  
47       • She places her trash outside in black trash bags that are secured.

48  
49       *Actions the Neighbor has taken against Ms. Williams,*

50       • She sent a letter to Management regarding the noise coming from Ms. Williams' home.  
51       • She ran over Ms. Williams' trash with her vehicle.  
52       • She slammed the door when Ms. Williams went to visit her to try to rectify the situation.

53  
54       Mr. Wilson said that this sounds like a neighbor-to-neighbor dispute. He noted that Ms. Williams appears  
55       to be affecting only one neighbor. Mr. Wilson noted that the Board cannot take any action at this time;  
56       however, the Board could recommend that the resident call 911 when the noise levels are too high. This  
57       way an action can be taken by the homeowner directly, and the issue can be addressed by the police. A  
58       second alternative is for the two neighbors to attend a neighbor-to-neighbor dispute resolution meeting.

59       Action: Mr. Whitney will forward a letter to the homeowner who is complaining about the  
60       noise and indicate that Ms. Williams attended the meeting and informed the Board of  
61       the things she is trying to do to be a good neighbor. He will send a copy to Ms.  
62       Williams. It is management's recommendation that if the noise continues, the  
63       neighbors should call the police. Mr. Wilson also noted that the noise should affect  
64       more than one person, but it appears to only affect one neighbor at this time. It is  
65       possible that there could be a mediation committee to whom the Board can refer the  
66       residents involved.

67       **III. MEETING MINUTES**

68       Motion: To approve the minutes of the previous month as amended. Kastenmayer/Brill. Vote:  
69       5:0:0.

70       **IV. COMMITTEE REPORTS**

71       **A. Social**

72       There was nothing to report.

73       **B. Pool Committee**

74       Ms. Kalamar said that she and Mr. Whitney had gone to look at the pool chairs: they will be  
75       ready in time for the pool opening.

76       **C. Website**

77       There was nothing to report.

78       **D. Fountain House Condo**

79       *Parking Signs*

80       According to the Condominium's Management Company, Mr. Mike Todd will customize  
81       the signs for free.

82       Action: Create a document that allows Fountain Hills to have access to the Condominium  
83       property for the purpose of installing the signs so that Fountain Hills does not have to  
84       ask permission every time.

85                   **E. Landscaping Committee**  
86                   Ms. Ruchita Patel wanted to know what the Board thought about the landscaping projects.  
87                   Ms. Kastenmayer said the work was very attractive. Ms. Poon said that the contractor did a  
88                   very nice job at the entrance to the Village Homes.

89                   **F. Architectural Applications**  
90                   *Mr. Estrada – 18835 Porterfield Way – Fence*  
91                   It was noted that Mr. Estrada's application had been denied last month due to the height of  
92                   the fence. The maximum height allowed in the documents is 5'.

93                   Motion: To approve the request for the fence with the change to a 5' height. Brill/Kastenmayer.  
94                   Vote: 4:0:0.

95                   *Mr. Tom McDowell- 18911 Porterfield Road – intake and two outlet vents for garage.*  
96                   Motion: To accept the application to install an intake and two outlet vents for the garage.  
97                   Poon/Renner. Vote 5:0:0.

98                   *Wang – 13505 Champion's Way – storm door*  
99                   Motion: To accept the request for the storm door. Kastenmayer/Poon. Vote: 5:0:0.

100                   *Kastenmayer – 13501 Hamlet Square Court – move existing flagstone patio and expanding*  
101                   *it to be in front of the sliding glass door. Place flowerbeds around the area.*

102                   Motion: To approve application as presented. Poon/Brill. Vote: 4:0:1.

103                   *Kastenmayer – 13501 Hamlet Square Court – attic gable vent with 36" plastic vent.*

104                   Motion: To accept the request for the replacement attic gable vent. Poon/Brill. Vote: 4:0:1.

105                   **V. MANAGEMENT REPORT**

106                   **A. Fiscal Year 2007 Budget**  
107                   The Board reviewed the final draft budget for fiscal year 2007.

108                   Motion: To accept the fiscal year 2007 budget as proposed. Renner/Poon. Vote: 5:0:0.

109                   **B. Woodchip Replenishment Proposal**  
110                   The Board had received a proposal from Chapel Valley in the amount of \$1,946.45. It was  
111                   noted that there is one area between the condominiums and the bridge that currently has no  
112                   wood chips. Ms. Brill said that the existing areas need to be raked and smoothed before the  
113                   contractors place any woodchips there.

114                   Action: Mr. Whitney will clarify that Chapel Valley will rake and smooth the areas before they  
115                   place the wood chips in that location.

116                   Motion: To approve the proposal from Chapel Valley for application of wood chips in the  
117                   amount of \$1,946.45. Poon/Walsh. Vote: 5:0:0.

118                   **C. Sand Removal Proposal**  
119                   It was noted that Dunlevy's price was lower than the previous year's price. Chapel Valley  
120                   indicated that it was not interested in doing this job. RJ Landscapes was interested and  
121                   came in at approximately \$4,500.

122 Motion: To accept the Dunlevy proposal for sand removal in the amount of \$4.700.  
123 Kastenmayer/Renner. Vote: 5:0:0.

124 **D. Hot Water Heater Regulator**

125 An action item to be voted on was the hot-water regulator in the pool showers. The  
126 purpose of this device is to keep the water at a safe temperature. It would replace the anti-  
127 scald device. The Board wanted to make sure that a warranty would be included on these  
128 products.

129 Motion: To accept the proposal from Associates Plumbing to regulate the water by installing a  
130 watts valve on the anti-scald device that will replace the shower heads at a cost of  
131 \$1.215.00. Renner/Kastenmayer. Vote: 5:0:0.

132 **E. Asphalt Quotes**

133 The Board discussed the asphalt proposals. The Board reviewed five proposals ranging  
134 from \$30.409-\$44.200. It was noted that approximately one half of the community will be  
135 completed this year, and the remaining half of the community will be paved next year. The  
136 proposal also includes some striping and line painting. Mr. Whitney said that there is one  
137 curb that needs to be replaced. (RJ landscapes provided a quote for the replacement curb in  
138 the amount of \$2.000). This year, Autumn Mist Circle, Mediterranean, Lake Geneva Way,  
139 Harvest, Niagara Falls Court will be repaved. The alley ways will be done next year.

140 On May 15, there will be a meeting regarding creating parking solutions along  
141 Mediterranean Way. Lake Geneva and Mediterranean residents will be informed of the  
142 new road surfacing at that meeting.

143 Ms. Poon asked about Mr. Wilson's recommendation. He said he has worked with O'Leary  
144 and Brothers. There was some discussion about the amount of disruption to the  
145 community. The Board will try to provide at least one month notice for residents so that  
146 they can move their cars.

147 Motion: To accept the bid from O'Leary in the amount of \$32,173.00 to pave the community.  
148 Kastenmayer/Brill. Vote: 4:1:0. Mr. Walsh opposed the motion.

149 Motion: To accept the proposal from RJ Landscaping to replace the curb for \$2.000.  
150 Poon/Renner. Vote: 5:0:0.

151 **F. Architectural Issue**

152 A resident complained about the lattice around the deck at 13110 Lake Geneva Way. The  
153 resident had requested a hearing after the application was denied. The community at that  
154 time had been under Developer control, and the hearing was not conducted. It was  
155 Management's recommendation that the Board vote to approve the lattice around the deck  
156 and consider it a grandfathered item.

157 Motion: To affirm the decorative lattice around the deck as it exists. Renner/Kastenmayer.  
158 Vote: 5:0:0.

159 **G. Reserve Savings**

160 Mr. Whitney reported that there is a CD that will mature in June in the amount of \$10,000.  
161 The reserve balance is more than sufficient for any projects that will be coming up in the  
162 near future. It was management's recommendation to roll over that \$10,000 into a 5 year  
163 instrument.

164 Motion: To rollover the amount of \$10,000 into a 5 year instrument. Poon/Kastenmayer. Vote:  
165 5:0:0.

166 VI. OLD BUSINESS

167 A. Pool Pass Applications

168 Mr. Whitney said that he had received some pool pass applications that appeared to request  
169 too many pool passes. One application he received was unsigned. There was some  
170 discussion. It was said that it is also necessary to show proper verification that all these  
171 adults live at this address.

172 Action: Request proper verification of residency and also request that that the pass application  
173 be signed.

174 Another homeowner requested six passes.

175 Action: Contact the homeowner and ask how the children are related.

176 Another applicant requested six adult passes and four child passes.

177 Action: The Board requested that Mr. Whitney verify the proof of residency for the homes with  
178 six adults.

179 B. Request to Waive Late Fees/Collection Fees etc.

180 There was some discussion about a resident who has accumulated late fees on his  
181 assessment. This issue dates from an assessment on September 2002. The resident said he  
182 has paid the assessment. There was a lot of correspondence dating back to 2003 requesting  
183 the resident to provide the cancelled check as proof of payment. The homeowner never  
184 cooperated. Mr. Wilson said that the Board filed a lien against the resident in March.

185 Motion: To deny the resident's request to waive fees/late collection fees etc. Poon/Renner.  
186 Vote: 4:0:0. (Ms. Brill was out of the room).

187 C. Community Pool

- There are nine underwater lights that need to be changed.

188 Motion: To approve funding for the 9 light bulbs for the pool in the amount of \$1,210.  
189 Poon/Kastenmayer. Vote: 4:0:1. (Ms. Brill was out of the room at the time of the  
190 motion).

- Manager from Community Pool.

191 Mr. Whitney said that the manager and supervisor are still in college and therefore they  
192 could not attend this meeting. They will be on-site between May 21 and May 24 if the  
193 Board decides it wants to meet the managers.

194 Action: Mr. Whitney will e-mail the dates the managers are going to be available on-site so the  
195 Board can meet with them.

196 D. Storm Water Ponds

197 The Board looked at the first eight storm water management pond turn-over procedures.  
198 All work has been completed. The county has to approve the work and the storm drains  
199 can be turned over soon. The final sign off will take place next month.

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202

202 VII. NEW BUSINESS

#### A. Architectural Request Change

204 Vanguard Management will be implementing a new policy about Architectural Change  
205 Requests. He said that it is both expensive and time consuming to continue to reject  
206 applications due to the fact that they are not complete. Ms. Poon recommended a check list  
207 option that could be stapled to the Fountain Hills application.

208 Action: Create a check list to be attached to the top of the Fountain Hills Architectural Change  
209 Request Application.

## B. Mr. Renner's Dog

211 Mr. Renner has an open back yard. and he has an elderly dog. He wanted to know if he  
212 should file an application about putting up a temporary fence. It was the consensus of the  
213 Board for Mr. Renner to submit the architectural change request application.

### C. Lights around Fountain

215 A Board member asked about the lights around the fountain that light up the liriope  
216 beautifully, but they do not light up the fountain. She asked if the liriope could be cut back  
217 in order to let the lights shine brighter.

218 Action: Either remove plants or cut back the liriope.

**D. Liberty Mill Road**

220 There is an area that needs to be maintained along Liberty Mill Road.

221 Action: Mr. Whitney will look at Liberty Mill Road and see what needs to be done.

#### **E. Clopper Hills Condominium**

223 There is a mouse problem in the condominiums. The resident was referred to the  
224 condominium management.

225 VIII. ADJOURNMENT

226 There being no additional business, the Board meeting adjourned at 9:17 p.m.

227 Motion: To adjourn the meeting at 9:17 p.m. Poon/Kastenmayer. Vote: 5:0:0.

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Respectfully Submitted,

Rani Pellet  
Minute Taker

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**List of (Non-Board Member) Attendees**

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238 Ms. Alice Kalamar ..... 13430 Fountain Club Drive

239 Mr. Caston R. Estrados ..... 18835 Porterfield Way

240 Ms. Ruchita Patel ..... 13374 Rushing Water Way

241 Ms. Tina Carlisle ..... 13530 Champions Way

242 Mr. German Garay ..... 18843 Porterfield Way

243 Ms. Ulan Williams ..... 13513 Champions Way

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