

Fountain Hills Community Association
Board of Directors Meeting
June 1, 2017

The Board of Directors of Fountain Hills Community Association held a Board of Directors at the Germantown Regional Services Center on Thursday, June 1, 2017 at 7:30 p.m.

Board Members Present:

Harry Matchett, President
Sherry Lee, Vice President
Frank Walsh, Secretary
Robert Love, Director
JoAnn Windsor, Director

Also Present:

Ashley Ciriago, IKO Management
Ruth Ann Allen, Recording Secretary

Board Member Absent:

Hari Donthi, Treasurer

A. CALL TO ORDER

The June Board of Directors Meeting was called to order by Harry Matchett at 7:30 p.m.

B. HOMEOWNERS FORUM

1. David Holtzman noted that the area around the fountain at Fountain Club Drive and Sparkling Water Drive has not been mowed or landscaped. Mr. Holtzman noted that Fountain Hills Condominium would be willing to consider mowing this area using their landscaper.
Mr. Holtzman noted that the water leakage from the pool is again causing damage to the condominium property, especially by 18808 Sparkling Water Drive.
2. Cheryl Lohman noted that there are ash trees along Lake Placid Lane and Liberty Mill Road that have been marked by the County for removal. Ms. Lohman inquired if the community could have input as to the type of replacement trees, as nicer trees would add to the value of the community. The Board requested that Management research this matter.
3. JoAnn Windsor inquired why the County has not replaced the lamppost that was knocked down at the entrance to FHCA in the accident in January on Liberty Mill Road.
Ms. Windsor also inquired if there had been any notice of when the County would be pruning trees in the community and noted that residents should be notified when this is to be done.

C. MINUTES

1. April 6, 2017 Board of Directors Meeting Minutes

MOTION: (Harry Matchett/Sherry Lee) Accept the Board of Directors Meeting Minutes of April 6, 2017 as amended by Frank Walsh and Harry Matchett.

Vote: Motion Passed – Unanimous

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2. May 4, 2017 Board of Directors Meeting Minutes

MOTION: (Harry Matchett/Sherry Lee) Approve the Board of Directors Meeting Minutes of May 4, 2017 with the inclusion of edits by Frank Walsh and Harry Matchett.

Vote: Motion Passed – Unanimous

D. OFFICER REPORTS

1. Timing of Deliverables

Frank Walsh noted his disappointment that the Management Packet was not sent to Board members until late Tuesday night, as it is hard to make sound decisions with little time to review the materials before the Board Meeting. Harry Matchett noted that he will discuss with Management a reasonable time when Board members should receive the Management Report.

2. Email Regarding Pool Passes

Harry Matchett noted that an email was received from a renter regarding pool passes. The renter has applied for pool passes, but it is unclear whether the owner has ever received pool passes in the past. It was noted that pool passes belong to the address. If the homeowner has not applied for pool passes in the past, there would be no fee for pool passes, however, if the homeowner has received pool passes in the past then the homeowner would need to pay a fee for replacement passes. IKO will check on this matter.

E. COMMITTEE REPORTS

1. Social Committee

Siu Poon inquired if the Board was interested in having a pool party on the 4th of July. The Board noted that the Social Committee has been allocated \$1,600.00 for social activities in the community and suggested approving the total amount to the Social Committee for social activities in FHCA.

MOTION: (Harry Matchett/Sherry Lee) Approve \$1,600.00 to the Social Committee to conduct social activities for Fountain Hills Community Association.

Vote: Motion Passed – Unanimous

2. Architectural Review Committee (ARC)

The ARC received two (2) applications: one for tree removal and one for a fence, both of which were approved.

3. Enforcement Committee

Sherry Lee noted that Custom Towing, towing company for the Condominium, towed a vehicle on HOA property on Fountain Club Drive for not having a permit. Custom Towing agreed that it was done by mistake and will reimburse the homeowner. Ms. Lee suggested that Custom Towing should have brought the vehicle back as the homeowner still had to go pick up the vehicle.

Ms. Lee noted that the Custom Towing signs in the Condominium are not in compliance with Chapter 30C-5 of the Montgomery County Code. The Condominium will discuss this issue at their next Board Meeting.

F. UNFINISHED BUSINESS

1. FY2018 Draft Operating Budget

Harry Matchett suggested that the monthly assessments for FHCA not be raised for FY2018. Mr. Matchett noted that by removing several line items that are no longer necessary and reducing another line item these items would zero (0) each other out.

MOTION: (Harry Matchett/Sherry Lee) Keep the monthly assessments for FHCA as they were for the FY2017 budget and modify the FY2017 budget as the FY2018 budget with modifications that do not affect homeowners: remove 4090 (legal fee income), 6071 (legal fee collections), 6080 (miscellaneous homeowner administration), and reduce 4070 from \$9,000.00 to \$6,000.00 which zero-out these accounts.

Frank Walsh noted that the budget has not addressed increases in the supplemental budgets for the townhomes and village homes, and that the Condominium is not responsible for trash removal in the HOA. Mr. Walsh also noted that with the changes in the line items, the budget is not balanced for a zero percent (0%) increase.

Vote: Motion Passed – 4 ayes/1 nay (Walsh)/0 abstentions

Mr. Matchett also noted that IKO has not opened a bank account exclusively for collections and expenses for collections.

MOTION: (Harry Matchett/Robert Love) Open a checking bank account to be used for deposits of collections from the collection attorney and payments associated with collections in order to monitor if the collection attorney is being successful for FHCA.

Vote: Motion Passed – 4 ayes/0 nays/1 abstention (Walsh)

It was noted that the new account should have funds deposited for outgoing payments if no deposits have been made from collections.

MOTION: (Harry Matchett/Sherry Lee) Initially fund the bank account for collections at \$7,500.00 from account 1000.

Vote: Motion Passed – 4 ayes/1 nay (Walsh)/0 abstentions

2. Tot Lot Surfacing

It was noted that IKO did not provide a comparison of the proposals for the tot lot surfaces in the Management Report and, due to the lack of information for a sound decision by the Board, the matter will be deferred until the next Board Meeting.

MOTION: (Harry Matchett/Sherry Lee) Due to lack of information on the tot lot surfacing including bids and a comparison matrix of the bids, this matter will be addressed at the July Board Meeting.

Vote: Motion Passed - 4 ayes/1 nay (Walsh)/0 abstentions

Robert Love offered to meet with IKO and contractors regarding the tot lot surfacing to clarify the proposals to allow easier comparison.

MOTION: (Robert Love/Harry Matchett) Appoint Robert Love to communicate with IKO and contractors to clarify and review the proposals for tot lots to bring them up to code.

Vote: Motion Passed – Unanimous

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3. PEPCO Sales Tax Refund Update

The Board requested that Management determine an estimate on what the refund will be from PEPCO on the sales tax refund.

4. Revised Draft FY2016 Audit

Harry Matchett informed the Board of his discussion with the Association's auditor, Howard Goldklang. The Board discussed the allowance for doubtful assessments as of June 30, 2016.

MOTION: (Harry Matchett/Sherry Lee) Have the Auditor reflect the \$189,891.00 of individual accounts over ninety (90) days as per the June 30, 2016 aged owner balance report as the Association's estimate for the allowance for doubtful assessments as of June 30, 2016 for the FY2016 audit.

Vote: Motion Passed – 4 ayes/0 nays/1 abstention (Walsh)

5. Tree Vouchers

The tree vouchers from the County expired at the end of April 2016.

6. Asphalt and Concrete Repairs

It was noted that The Board is waiting on IKO for bids and will defer this matter.

7. Addendum to Landscaping Contract

Management provided the Board with an addendum to the landscaping contract with Brighton Dam Landscaping for landscape maintenance of Parcel Y, which includes mowing, mulching, fertilization, leaf clean-up, miscellaneous weeding, and trimming of bushes in the amount of \$11,930.00. This parcel was not included in the original contract for landscaping.

The Board noted that Parcel Y was not included in any of the proposals originally received from landscapers and questioned why this area was missed. Frank Walsh, Condominium Representative, noted that the Condominium would be willing to consider having Lawn Systems, the Condominium landscaper, mow this area and could discuss the matter at next week's Board meeting. Frank Walsh also noted that this was an IKO mistake, and they should pay for the landscape maintenance.

MOTION: (Robert Love/Sherry Lee) Approve the Brighton Dam proposal to increase the landscape contract for the missed Parcel Y in the amount of \$11,930.00.

Vote: Motion Failed – 1 aye (Love)/4 nays/0 abstentions

MOTION: (Sherry Lee/JoAnn Windsor) Approve the addendum proposal from Brighton Dam in the amount of \$7,600.00 for mowing, mulching and weeding of Parcel Y.

Vote: Motion Failed – 0 ayes/3 nays/ 2 abstentions (Lee/Windsor)

MOTION: (Robert Love) Authorize IKO to negotiate with Brighton Dam a discount to cover the entire amount of work for Parcel Y.

The motion died as there was no second.

MOTION: (Frank Walsh) Wait for Fountain Hill Condominium to discuss having the Condominium cover the mowing of Parcel Y with their landscaper, Lawn Systems.

The motion died as there was no second.

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MOTION: (Sherry Lee/Robert Love) Have Brighton Dam do the entire scope of work for Parcel Y for no more than \$8,000.00.

Vote: Motion Passed – 3 ayes/2 nays (Walsh/Matchett)/ 0 abstentions

G. NEW BUSINESS

1. Towing

G&G Towing will no longer be in business after June 2nd. However, the company has been sold to a family member and will operate under the name CCS Towing and Transport. The Board agreed to discuss towing proposals at the next Board Meeting. CSS will continue to tow in the community for now.

H. OFF AGENDA ITEMS

1. Planting of Summer Flowers

JoAnn Windsor requested that Management check when the summer flowers are to be planted in the community.

2. Vacant Board Position

Frank Walsh inquired about the status of the vacant Board position.

3. Motion

Robert Love provided Board members a written motion for consideration. It was recommended that Mr. Love request this item be placed on the agenda for the July Board Meeting.

I. ADJOURNMENT

MOTION: (Harry Matchett/Sherry Lee) Adjourn the Board of Directors Meeting at 9:30 p.m.

Vote: Motion Passed – 3 ayes/2 nays (Love/Walsh)/ 0 abstentions