

Fountain Hills Community Association Board of Directors Meeting April 5, 2018

The Board of Directors of Fountain Hills Community Association held a Board of Directors Meeting at the Upcounty Regional Services Center on Thursday, April 5, 2018 at 7:30 p.m.

Board Members Present:

Harry Matchett, President
Sherry Lee, Vice President
JoAnn Windsor, Treasurer
Frank Walsh, Secretary (Arr. at 7:56 p.m.)
Chris Summers, Director
Nikole Aguilera, Director (Arr. at 7:46 p.m.)

Also Present:

Julie Hoffmann, Community Manager
Ruth Ann Allen, Recording Secretary

A. CALL TO ORDER

The April Board of Directors Meeting was called to order by Harry Matchett at 7:30 p.m. Mr. Matchett stated he just received a text message from Frank Walsh that Mr. Walsh would be arriving shortly. Mr. Matchett indicated that unless there was any opposition, the Homeowner Forum session of the meeting would be held open until Mr. Walsh arrived.

B. HOMEOWNER FORUM

1. Chris Summers, Board member, inquired on the status for repairs of the muddy areas of the common property. Management noted that they had contacted the landscaper and requested that they will provide a proposal.

Mr. Summers also noted there are areas where the Comcast cable is coming up out of the ground.

2. JoAnn Windsor, Board member, stated that she was very happy to see a new landscaping company arrive on Friday, March 30th. They had special machines and were very efficiently cleaning up all the beds, blowing out leaves, and cutting around the street trees to prepare for mulch. The previous company had men working with blowers and hand shovels and didn't arrive until later in the season.

Also, Ms. Windsor inquired if Management found out who is responsible for the areas between the curbs and the sidewalk around the single-family homes, as it appears that this area is not taken care of by anyone. Management will check on this matter.

3. 18808 Sparkling Water Drive, Unit 204, inquired about payments to the Association. Management noted that someone will be in touch with the homeowners.

C. OFFICER REPORTS

1. President's Report

Harry Matchett inquired of Management why the amounts in the accounts of 04040 late fee income is significantly less than the associated fees paid to IKO recorded in account 06150. Mr.

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Matchett also noted that the costs recorded in the account 06166, operating contingency, should have been recorded in either 06385, site improvements, or 06320, cyclical repairs.

Mr. Matchett requested that Management send him the information on the refund received from Chestnut Oaks for the shared services under 06330.

Mr. Matchett inquired what is paid out from the swimming pool pass administration account 06410 as there is a constant charge every month. Management will research the matter and follow up with the Board. Management explained that this account covers key fobs and items related to new requests for key fobs, but there should not be a consistent charge to the account 06410. Mr. Matchett pointed out that the AED is recorded under 06425 and should be put under 04069 as it relates to the prior fiscal year.

Mr. Matchett inquired why the invoice dated June 2017 from RV Carey Plumbing for fountain repairs was paid in February 2018. Management will check on this issue.

Mr. Matchett noted that in the March disbursements there were three (3) invoices from RSV Pools. He was not aware of the Board approving any RSV Pool services in February or March, and that it appears the invoices were coded to the wrong account. Management will email Mr. Matchett a copy of these invoices and follow up with the Board.

D. MINUTES

1. March 1, 2018 Board of Directors Meeting Minutes

MOTION: (Harry Matchett/Sherry Lee) Accept the March 1, 2018 Board of Directors Meeting Minutes with the inclusion of edits by Frank Walsh, JoAnn Windsor, and Harry Matchett, with the modification of using Mr. Walsh's edits for G1.

Amend: (Harry Matchett/Sherry Lee) Leave in the struck-out items in Item C by JoAnn Windsor.

Vote: Motion Passed – Unanimous

E. COMMITTEE REPORTS

1. Social Committee

No Report was received from the Social Committee.

2. Pool Committee

No Report was received from the Pool Committee.

3. Architectural Review Committee

No Report was received from the Architectural Review Committee.

4. Enforcement Committee

Sherry Lee stated that towing company for FHCA, CCS Towing, will be out of business as of April 6, 2018. The towing signs will be removed by CCS Towing after a new towing contract has been signed for FHCA. The fire lane signs and townhouse parking signs and the poles will remain.

Ms. Lee will provide three (3) proposals for towing contractors for the Board for the May Board Meeting.

F. UNFINISHED BUSINESS

1. Website Domain Name

The HOA is looking into securing the domain names ownership of fountainhillscommunity.com from James Gribble, who set up the website in 2002. Mr. Matchett provided the Board with an invoice an invoice received from Mr. Gribble in the amount of \$200.00 to transfer the ownership of the domain to FHCA.

Chris Summers suggested that the Association check if the domain of fountainhillscommunity.org is available to be on the safe side.

MOTION: (Harry Matchett/Sherry Lee) Purchase the Fountainhillscommunity.com domain name from James Gribble for \$200.00 and he will relinquish any ownership, rights, and oversite of that domain name to Fountain Hills Community Association and FHCA will have complete ownership and rights of the domain name.

Vote: Motion Passed – 5 ayes/0 nays/1 abstention (Walsh)

2. FY2019 Draft Budget

Management received no phone calls, complaints, or comments from homeowners regarding the FY2019 budget, and there seemed to be no problem with gaining access to the budget with the access code.

Mr. Matchett noted that there wasn't a cover letter provided with the budget to explain the time frame for comments by homeowners and actions by the Board on the budget. The Board requested that Management put the cover letter for the budget on the front page of the website and include it with the budget under the passcode.

3. Tot Lot Wood Carpet

Mr. Matchett noted that the tot lot wood carpet resurfacing has not been completed as per the contract specifications and was not aware the Board had approved payment for the incomplete contracted services. He believes the Association has paid Brighton Dam Landscaping more than contracted price for the tot lot wood carpet. Mr. Matchett stated that the amount of wood carpet in some of the tot lots still does not measure the 5-inch compacted depth as specified in the executed contract.

Management will check on the invoices from Brighton Dam on the tot lot wood carpet along with the amounts paid to Brighton Dam and will check the previous minutes for the measured amount of wood carpet in the tot lots. Mr. Matchett thought that the tot lot wood carpet depth would be cleared by the whole Board. Harry and Nikole went and checked the depth of the wood carpet, and it still was not a consistent 5-inch depth in all the tot lots. Sherry Lee noted that she had checked the depth of the wood carpet and thought the depth of the wood carpet was good. Frank Walsh stated that he thought the matter of the tot lot wood carpet was finished.

4. Snow Removal

It was noted that there was some confusion regarding snow removal during the January snow event. Management commented that this was a misunderstanding.

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Mr. Matchett stated that some residents thought that the community paid a monthly fee for snow removal, rather than paying by the hour.

5. 2017 Income Tax Returns

Harry Matchett asked Management to check on the filing of the 2017 income tax returns regarding the membership/non-membership expenses on the income tax return.

MOTION: (Harry Matchett/Sherry Lee) Accept the 2017 Tax Returns for signature contingent that Management check with Goldklang Group to get an understanding of the use of the non-member/member income for taxes, and following the explanation as correct, move forward with the approval of the 2017 Tax Returns as recommended as being complete.

Vote: Motion Passed – 5 ayes/0 nays/1 abstention (Summers)

6. Audit Proposal

Mr. Matchett noted that the draft audit did not include the Schedule of General Income and Expenses, Schedule of Townhouse Income and Expenses, and Schedule of Village Income and Expenses that the Association has traditionally had included in the audit. Management will request that Goldklang Group provide the draft supplemental schedules to the Board.

Management provided the Board with the proposal from Goldklang Group for the 2018/2019 audit for FHCA.

MOTION: (Harry Matchett/Sherry Lee) Accept the Audit Proposal from Goldklang Group for 2018 and 2019 as proposed.

Vote: Motion Passed – 5 ayes/0 nays /1 abstention (Walsh)

G. ADJOURN THE BOARD OF DIRECTORS MEETING TO EXECUTIVE SESSION

MOTION: (Harry Matchett/Sherry Lee) Adjourn the Board of Directors Meeting and move into Executive Session at 9:16 p.m.

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

H. RESULTS OF THE EXECUTIVE SESSION

The Board took action on a request from a delinquent homeowner and a settlement offer on a delinquent account.

I. ADJOURNMENT OF THE EXECUTIVE SESSION

MOTION: (Harry Matchett/Sherry Lee) Adjourn the Executive Session at 9:30 p.m.

Vote: Motion Passed 4 ayes/1 nay (Summers)/1 abstention (Walsh)