

# Fountain Hills Community Association

## Board of Directors Meeting

### February 4, 2021

The Board of Directors of Fountain Hills Community Association held a Virtual Board of Directors Meeting on Thursday, January 27, 2021 at 7:30 p.m.

#### **Board Members Present:**

Jeff Chai, President  
Nancy Dofflemyer, Vice President  
Jeff Green, Treasurer  
Grant Izmirlian, Secretary (7:55 p.m.)  
David Holtzman, Member at Large  
Nicolm Mahabir, Member at Large  
Frank Walsh, Member at Large

#### **Management Present:**

Delphine Matthews, Community Manager  
Marcy Grove, Recording Secretary

#### **I. CALL TO ORDER**

The Board of Directors Meeting was called to order by Jeff Chai at 7:31 p.m.

#### **II. PREVIOUS MEETING MINUTES**

The Board of Directors received draft minutes for the January 7, 2021 meeting. **Jeff Chai made a motion seconded by Nancy Dofflemyer to approve the draft minutes as presented. The motion carried six to zero.**

#### **III.COMMITTEE REPORTS**

##### **A. Architectural Control Committee**

No comments were made regarding this monthly report. The committee meets the third Wednesday of every month via conference call at 7:00 p.m.

##### **B. Enforcement Committee**

The committee will meet every third Thursday at 7:00 p.m. A community walkthrough occurred the weekend of January 30 and approximately ninety issues were identified. The list will be shared with the Board. A spring inspection focusing on landscaping and a late summer inspection focusing on maintenance are planned. Nicolm Mahabir inquired whether the committee had spotted commercial vehicle or palette infractions; Jeff Green replied yes and stated vehicle infractions would be shared with the Parking Enforcement Committee.

##### **C. Landscape Committee**

Lori Summer reported the committee met January 12 and will continue to meet monthly on the second Thursday at 7:00 p.m. The committee recommends the Board of Directors accept the Bartlett Tree & Shrub Care Plan and also enhance the plan to perform a full assessment of the community. The committee has several homeowner requests regarding tree maintenance and believes a full assessment would be beneficial. There are also concerns regarding the aesthetics of the conservation area behind Porterfield Way where the WSSC felled trees. The Board of Directors considered the potential cost of expanding the Bartlett plan and requested management use the

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information as a benchmark to solicit Requests for Proposals. The bidders would then be asked to evaluate the remaining areas of the community and these additional evaluations would be obtained at no increased cost. Regarding the conservation area, Delphine Matthews worked with the WSSC and a County forestry inspector to ensure the area conformed to the conservation requirements under Montgomery Planning, but action is limited on lots with a conservation designation.

**D. Parking Enforcement Committee**

The committee met January 28 and will meet quarterly on the fourth Thursday of the month; the next meeting is scheduled for April 29. Meeting minutes and towing reports will be forwarded to the Board. Niclom Mahabir inquired about patrol practices. The towing company patrols regularly and Jeff Green requested any infraction be shared with committee members for reaction. Acquisition of the parking enforcement records is on-going.

**IV. OLD BUSINESS**

**A. Little Free Library**

A homeowner request to install a Little Free Library with Association funding was examined. A proposed location would be near the pool house handicap ramp on the left side as facing the building. No excavation is required. A query regarding content was raised along with a concern of possible vandalism. The homeowner volunteering to initiate the lending library hopes all contributions would be appropriate and open to content for all ages; she will check the installation from time to time. Jeff Green reported funding is available due to an operating surplus.

**Jeff Chai motioned to approve the purchase and installation of the Little Free Library from Association funds at a cost of \$609.68 for the structure with installation expense not to exceed \$300. Grant Izmirlian seconded the motion. Jeff Chai called the vote and the motion was approved seven to zero.**

**B. Pet Waste Removal**

Management presented two proposals for maintenance and supplies of three waste stations. Pet Butler offers an annual cost of \$1,960 to Gardeners' annual cost of \$2,860; a third bidder did not submit a formal estimate but verbally quoted higher pricing than Pet Butler. To date management has been unable to access the area where the stations are believed to be stored but continues to work on accessing the location. The Board discussed providing waste bags without bins and removal service, mirroring the Fountain Hills Condominium practice. David Holtzman noted any additional expense would not be support by the Condominium as their solution is in place. As well, some Board members stated additional stations might prove beneficial. A decision was tabled until management and the Board determine availability of the existing stations, if the stands remain in place throughout the community and whether the need would be for more than three stations.

**C. Landscape Contracts**

Pursuant to the discussion of separate landscaping contracts for the townhomes and the common areas of the community, Delphine Matthews obtained pricing from Brightview. The townhome contract cost would be \$39,875 and common area contract cost \$133,609; the two amounts do not exceed the combined contract approved by the Board of Directors in December 2020. Jeff Green noted that IKO's accounting reporting has adjusted to start correctly reflecting the cost split.

**D. Cornelius Court Flooding**

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Delphine Matthews met with Busy Services and the Montgomery County storm water representative to assess this area. Both parties noted collapsed brick in the floor of the inlet and Busy Services was engaged at a cost of \$1,850 to repair the collapse. The source of the flooding issue remains a mystery. Two proposed solutions are to change the grate top to a different sized grid (Gardeners' estimated \$830) or to install speed bumps to slow/delay drainage of leaves to the grate. Brightview could also be requested to schedule cleaning the grate.

David Holtzman suggested engaging a consulting engineer to assess the area; the Board endorsed this idea. Noting the engineering study could take some time, discussion returned to short-term solutions.

**Jeff Chair made a motion to install a new grate at a cost of \$830 until further study has been conducted. Grant Izmirlian seconded the motion which was approved five yeas to one nay with one abstention.**

**E. Stormwater Easement Request**

John Tsikerdanos communicated with the two impacted homeowners and he recommends moving forward, with the homeowners in agreement. The drain pipe location was a concern of the homeowners and the developer has agreed to surface the pipe approximately 100 yards farther away than originally planned. **A meeting is scheduled for February 10 at noon with the developer, homeowners and Board members. Jeff Chai made a motion to approve the storm water easement with the condition the drain pipe be relocated an additional 100 yards toward the conservation area. David Holtzman requested to amend the motion with a stipulation that riprap be required below each outfall. The amendment was accepted and Niclom Mahabir seconded the motion. The motion carried unanimously.**

**F. Reserve Study**

Delphine Matthews requested direction from the Board of Directors as the Miller & Dodson representative stands by the report as presented. Stating his outlook is conservative in preparation of reserve studies, revisions would be made upon specific requests from the Board. The Board of Directors expressed dissatisfaction with the quality of the report in relation to the expense. David Holtzman recommended each Board member prepare a list of items and Jeff Green will mark the study items which appear deficient. Management would then submit the list to the representative. Jeff Green stated major projects are underway; progress should continue and let the next reserve study evaluate the community conditions.

**V. NEW BUSINESS**

**A. Pool Covers**

Niclom Mahabir suggested this item be tabled for the March agenda. Jeff Chai seconded the motion which was not acted upon. **David Holtzman presented a motion to approve purchase of the pool covers at a cost of \$22,070; the expense would be paid from the reserve funds. The motion received a second from Jeff Green and was approved five to two.**

**VI. HOMEOWNER FORUM**

Scott Whitfield requested the Board of Directors add inspection of the Cary Acres Way area to the engineering study approved for Cornelius Court as a similar condition exists.

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**VII. ADJOURNMENT OF THE BOARD TO EXECUTIVE SESSION**

**Jeff Chai recessed the Board of Directors meeting at 9:33 pm to enter Executive Session.**

**VIII. RESULTS OF THE EXECUTIVE SESSION**

The Board of Directors received an update regarding a legal case and considered some aspects of enforcement processes.

**IX. ADJOURNMENT OF EXECUTIVE SESSION**

**The Executive Session mutually adjourned at 10:02 pm.**

**Respectfully Submitted,**

**Marcy Grove**