

# Fountain Hills Community Association

## Board of Directors Meeting

### March 4, 2021

The Board of Directors of Fountain Hills Community Association held a Virtual Board of Directors Meeting on Thursday, March 4, 2021 at 7:30 p.m.

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

Jeff Chai, President  
Nancy Dofflemyer, Vice President  
Jeff Green, Treasurer  
Grant Izmirlian, Secretary  
David Holtzman, Member at Large  
Nicolm Mahabir, Member at Large  
Frank Walsh, Member at Large (7:52 PM)

#### **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. A homeowner request to record the meeting was briefly discussed but not adopted.

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

The Board of Directors received draft minutes for the February 4, 2021 meeting. **Jeff Chai made a motion seconded by Grant Izmirlian to approve the draft minutes as presented. The motion carried six to zero.**

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

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

No meeting occurred as no applications were submitted. 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. The committee is performing follow up on the approximately ninety infractions which had been identified and communicated to the owners.

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

The committee continues to meet monthly on the second Thursday at 7:00 p.m. Lori Summers had no further information to report other than the committee's request to expand the tree and shrub care plan.

##### **D. Parking Enforcement Committee**

The next meeting is scheduled for April 29. David Holtzman inquired whether the records and parking permits had been received. The records have been transferred but not the permits

#### **IV. OLD BUSINESS**

##### **A. Pet Waste Removal**

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Management presented two proposals for installation, maintenance and supplies for four or eight waste stations. For four stations, Pet Butler offered an installation cost of \$1,667.76 and inclusive weekly service cost of \$50 to Gardeners' installation cost of \$1,665 and weekly service cost of \$55 not including landfill and supply charges. For installation and weekly service of eight waste stations, Pet Butler submitted \$3,335.52 and \$100 per week while Gardeners' quoted \$3,300 and \$75 weekly, again an a la carte service which would incur additional surcharges. The Board of Directors should determine the number of stations needed and elect whether to install and service the stations. The inventory of existing stations remains uncertain without access to the pool storage area. With encouragement from Niclom Mahabir, Delphine Matthews was directed to re-key the pool area to gain access.

The Board evaluated the quantity of stations and community need for the service. Grant Izmirlian presented a motion to install five stations and provide weekly service which he withdrew. David Holtzman reiterated as the Condominium takes its own responsibility for waste removal separately from the Master Association consideration should be given to appropriately budgeting the expense shared between the single family, Village and town home owners. He stated that the Condominium waste removal has also been impacted by townhome owners dumping bulk waste in the Condominium's trash corrals. Jeff Green supported adding the service and recommended the program might be initiated with the start of the 2022 budget. The expense could be forecasted in the 2022 fiscal year budget and appropriately allocated between the home type segments.

**Jeff Chai motioned to approve installation of six pet waste stations at the relevant expense and engage Pet Butler for weekly service commencing July 1, 2021 at a cost not to exceed \$80 per week. David Holtzman seconded the motion which was approved five to two.**

#### **B. Tree Work Proposals**

Delphine Matthews sent five proposals to the Board of Directors for review, each derived from the Bartlett tree and shrub care plan and all estimating approximately four weeks for completion:

Bartlett Tree Experts	\$60,557
Brightview Landscaping	\$60,350
Chapingo Tree Care	\$55,205
Kevin Elliott's Tree Service	\$51,235
S&P Tree Care	\$57,900

She noted while all proposals include stump grinding to grade level, the Kevin Elliott proposal provides topsoil, straw and over-seeding. Jeff Green enquired as to the bidders' performance history. Delphine Matthews replied that all the contenders are considered professional and reputable firms but recommended Kevin Elliott's Tree Service as providing the most comprehensive proposal and value.

**David Holtzman delivered a motion to approve Kevin Elliott's Tree Service to execute the tree maintenance plan at a cost of \$51,235 and the motion was seconded by Jeff Chair and Nancy Dofflemyer.**

Grant Izmirlian asked whether change orders could be applied to this project should other trees be identified as in need of care during the service. Jeff Green raised a question relevant to Grant's inquiry as to whether the Association had fully conformed to the CCOC decision and could move forward. Delphine Matthews replied that two Town Hall meetings, one for single family

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homeowners and one for townhome owners, must occur for the Board of Directors to receive resident commentary on the project. She will send the required thirty-day notice of the Town Halls to be scheduled as part of the April Board of Directors meeting; the project could be launched soon thereafter.

**Jeff Chai called the vote. The motion was approved six to zero with one abstention.**

**C. Cornelius Court Inlet Repair**

Delphine Matthews reported the repair is now complete.

**V. NEW BUSINESS**

**A. and B. Asphalt & Concrete Proposals**

Five proposals were presented for Board review. The proposals were based upon O'Leary's assessment to mirror details correctly. Each contractor also provided concrete estimates with discounts proffered by Chamberlain and O'Leary should both contracts be awarded. Jeff Green observed the scope of work compared well with the reserve study, excepting inclusion of the Mediterranean Drive area.

	<u>Asphalt</u>	<u>Concrete</u>	<u>Combined</u>
American Striping	\$462,887	\$190,247	\$653,134
AB Veirs	\$702,741	\$127,575	\$830,316
Chamberlain	\$716,700	\$120,505	\$837,205
Finley	\$558,387	\$121,557	\$679,944
O'Leary	\$546,090	\$139,745	\$685,835

Delphine Matthews stated her past experience with Chamberlain and O'Leary had been positive.

David Holtzman expressed a preference for Finley having worked with the Condominium.

The Board of Directors discussed the work schedule of days and hours (generally Monday through Friday from 8 AM to 5 PM) as well as the need to schedule work section by section with proper notification to affected owners regarding parking and access restrictions. Jeff Green suggested sealcoating other areas. David Holtzman noted the Montgomery County restrictions on asphalt in sealcoating have resulted in a less effective and more expensive process.

**David Holtzman presented a motion to approve both of the Finley Asphalt and Concrete proposals at a cost of \$679,944 with any attendant discounts which may apply, to be funded from the townhome and single-family reserve funds. Jeff Chair seconded this motion. The Board of Directors approved the motion seven to zero.**

**C. Pool Management 2021**

American Pool (\$82,390), High Sierra Pools (\$75,500) and RSV Pools (\$73,410) delivered proposals for the 2021 season management with matching daily and weekly schedules.

The Board of Directors requested amendments to the agreements to include the following:

1. David Holtzman and Frank Walsh noted issues with the backwashing, leaks and sand filter discharging excess water onto Condominium property. Proper training and a penalty should be addended.
2. David Holtzman requested an addendum that no chlorine delivery trucks make use of Condominium property for safety reasons.

**3.** Jeff Chai and Jeff Green requested a clause that the pool company's practices comply with Montgomery County requirements regarding the COVID-19 pandemic.

Frank Walsh asked whether approving a service contract means the Board of Directors is committed to opening the pool for the 2021 season. Jeff Chai noted a service agreement should be in place so as to guarantee proper maintenance of the facility at a minimum. Jeff Green opined the contract should be approved preparatory to opening, with a final decision to be made at a later date based upon changing conditions.

**David Holtzman proffered a motion to engage the services of RSV Pools for the 2021 season at a cost of \$73,410 with the stipulations that services must not be performed in such a manner as to allow water to escape onto Condominium property, that chlorine deliveries only be permitted on Club Plaza Drive and the pool operation and admittance practices conform to state and county public health guidelines and requirements. Grant Izmirlian seconded the motion which was approved seven to zero.**

**D. Engineering Proposals: Cornelius and Cary Acres Courts**

Delphine Matthews obtained three quotes for an engineering survey of the drainage problems, from Becht Engineering (\$3,000), Falcon Engineering (\$2,150) and Metro Engineering (\$3,000). She has had positive experiences with engineering work from Becht and Metro, a statement endorsed by David Holtzman.

**Jeff Green motioned to engage Metro Engineering to study the drainage problems at a cost of \$3,000 to be expensed from the Village reserves. David Holtzman seconded the motion which was unanimously approved.**

**VI. HOMEOWNER FORUM**

**Khadra Michaelsen** referenced the August 2019 Board of Directors meeting minutes asking why the pool pass replacement fee had not been reduced from \$50 to \$10. Research has since noted this suggestion was never voted upon. The Board will review the pool rules for the 2021 season.

**Lori Summers** wished to know the status of the pool repairs. Delphine Matthews replied RSV Pools only had some plastering and lighting work to complete which should not hinder timely opening.

**Steven Muse** communicated that some common area sidewalks in the single-family home area were never treated during the winter storm events, specifically near the Porterfield Way and Noble Oak Drive green spaces. The Board of Directors and management continue to work with the snow removal contractor to improve and refine this process. Steven Muse questioned why chlorine delivery on Club Plaza Drive would be any safer than on Condominium property? Jeff Green identified the turnaround at the pool as the safest spot for trucks to offload chemicals.

**David Holtzman** stated the Condominium has been troubled by aggressive, confrontational townhome residents depositing bulk trash in the Condominium trash enclosures and requests the Master Association prepare a communication to these residents. He noted the tot lot fence near Little Star Lane is rotting and Brightview has stacked rotted posts at the Condominium property line. Management will ensure removal of the posts.

**Rick Morris** requested verbiage from the Condominium to post on the website regarding trash, and also Parking Enforcement Committee details.

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**Frank Walsh** noted a light out at the left of the pool entry door. Should the tot lot fences be upgraded from split rail? The Board will discuss this once the reserve study arrives.

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

**Jeff Chai moved to adjourn Board of Directors meeting at 9:03 pm to enter Executive Session. The motion was seconded by Nancy Dofflemyer and carried unanimously.**

**VIII. RESULTS OF THE EXECUTIVE SESSION**

The Board of Directors resolved to prepare and post a statement regarding a recent court decision and to re-organize parking enforcement under its original authority the Enforcement Committee.

**IX. ADJOURNMENT OF EXECUTIVE SESSION**

**The Executive Session mutually adjourned at 9:48 pm.**

**Respectfully Submitted,**

**Marcy Grove**