

Fountain Hills Community Association

Board of Directors Meeting

May 6, 2021

The Board of Directors of Fountain Hills Community Association held a Virtual Board of Directors Meeting on Thursday, May 6, 2021 at 8:30 p.m.

Board Members Present:

Jeff Chai, President
Nancy Dofflemyer, Vice President
Jeff Green, Treasurer
David Holtzman, Member at Large
Nicolm Mahabir, Member at Large
Frank Walsh, Member at Large

Management Present:

Delphine Matthews, Portfolio Manager
Marcy Grove, Recording Secretary

Board Members Absent: Grant Izmirlian, Secretary

I. CALL TO ORDER

The Board of Directors Meeting was called to order by Jeff Chai at 8:30 p.m. with a quorum of six members present.

II. PREVIOUS MEETING MINUTES

The Board of Directors received draft minutes for the April 1, 2021 meeting. Frank Walsh noted the spelling of Jeff Chai's name should be corrected. **Jeff Chai made a motion seconded by Nancy Dofflemyer to approve the draft minutes with this correction. The motion carried six to zero to zero.**

III. COMMITTEE REPORTS

A. Architectural Control Committee

Three applications were reviewed and approved at the April 21, 2021 meeting.

B. Enforcement Committee

Notices have been sent to homeowners from the recent inspection. Re-inspection will be conducted in June. David Holtzman inquired what the relationship of the Parking Enforcement Committee was to the Enforcement Committee? Jeff Green noted the Parking Enforcement Committee had been operating as a separate entity for some time and its April 29 meeting had been scheduled at the January meeting. The Board of Directors had discussed moving parking enforcement under the Enforcement Committee umbrella but had been waiting for records and permits to be delivered to management. The parking permits have been provided to management. No formal letter was sent as this was not necessary. The Parking Committee will eventually be rolled back into the Enforcement Committee.

Jeff Green asked Sherry Lee to explain a "towing run". Sherry Lee replied this an inspection of parked vehicles checking for valid permits, legal parking spots and commercial vehicles. In response to David Holtzman asking when towing runs are conducted, she advised between 9 PM and 2 AM. Nicolm Mahabir stated he has complaints of commercial vehicle parking as well as vehicles being

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stored using parking permits and requested formal action from the Enforcement Committee to reduce the time limit from thirty days to seven to ten days to leave a vehicle parked. Jeff Chai observed the pandemic may have reduced residents' travel and vehicle movement. Sherry Lee reported enforcement of stored vehicles is being done through chalk markers and movement of even an inch re-starts the storage observation time period. Sherry Lee requested Niclom Mahabir provide locations of commercial vehicles by email and whether these are parked on the street or driveway. Niclom Mahabir will supply the addresses.

C. Landscape Committee

Lori Summers reported the committee requests the Board of Directors have ten stumps removed and ground and a carpenter ant-infested tree at 13100 Lake Geneva Way addressed. The committee will review a tree at 19010 Mediterranean Drive and begin planning re-planting.

D. Parking Enforcement Committee

The next meeting is scheduled for April 29. David Holtzman inquired whether parking permits had been transferred to management. To date this has not occurred; Delphine Matthews had emailed the request to the committee chair Sherry Lee March 5 but received no response. A formal request for management to receive the permits, records and notes regarding issues and discrepancies will follow.

IV. OLD BUSINESS

A. Change Annual Flower Planting Species

The Landscape Committee had asked the Board of Directors to change the species of the annual flowers from lantanas to petunias; the Board of Directors had approved this change by email and must ratify this decision.

Jeff Chai presented a motion to accept the Landscape Committee's recommendation to plant petunias at no change to the cost of this installation. Jeff Green seconded the motion which was ratified six to zero to zero.

B. Additional Fountain Replacement Costs

Delphine Matthews had provided a \$50,070 change order from Waterworks to the Board of Directors. As replacement work has progressed, hidden issues have emerged and must be addressed to make the fountains operational. Problems with piping, wiring and backflow preventers have been identified.

Jeff Chai motioned to approve the change order at the expense of \$50,070. Jeff Green seconded the motion which was approved six to zero to zero.

C. Tree Project & Additional Scope of Work

A list of additional recommended work (pruning and stump removal, not including removal of dead trees at the pool, was discussed as an addition to the tree project. Kevin Elliott Tree Service provided a rough estimate of \$3,000 to &7,000 for the various items on Rising Sun Lane, Rushing Water Way, Tivoli Fountain Court, Harmony Woods Lane, Lake Placid Lane and Autumn Mist Drive. Management suggested an approval with a dollar limit ceiling might be appropriate so other work could be added while the contractor was already mobilized.

David Holtzman verified whether the Landscape Committee must approve additional items under the stipulated CCOC agreement. Delphine Matthews noted the CCOC has approved pruning encroaching trees; removal of dead trees is allowed, removal of live trees would require approval.

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David Holtzman presented a motion to authorize Kevin Elliott Tree Service to work through the pruning, stump removal and dead tree removal without financial limitation.

Frank Walsh questioned granting a contractor an open-ended contract. Upon Jeff Chai's request, Jeff Green recommended an amount of \$20,000 to \$30,000.

David Holtzman amended his motion to set a cost ceiling of \$20,000 for pruning, stump removal and removal of dead trees. Jeff Chai seconded the motion. The motion carried six to zero to zero.

D. Pool Schedule

Delphine Matthews reported that pool preparation is on-going and the Board of Directors should make an official decision regarding opening. The pool contractor has also requested the pool close one day per week for cleaning services without swimmers.

David Holtzman endorsed opening with requirements of mask usage in the pool house and prohibiting birthday parties or any gatherings where social distancing guidelines could not be observed. Jeff Green noted these items are covered under Montgomery County pool opening guidelines. Niclom Mahabir was pleased to see improved pool conditions and requested coordinating power washing of the deck, stone walls, bathroom floors and furniture prior to opening day. He also requested completion of the annual planting and tree work prior to opening day, all in an effort to make this a festive day for residents. Jeff Chai and David Holtzman noted the pool deck has already been power washed. Delphine Matthews stated the furniture would not be pressure washed but would be cleaned by the lifeguards. Most of the projects named by Niclom Mahabir will be completed or well in progress, along with the concrete work, by opening day.

David Holtzman presented a motion to open the pool on May 29, 2021, conforming with Montgomery County and CDC regulations. Nancy Dofflemyer seconded the motion which carried six to zero to zero.

Frank Walsh motioned to close the pool one day per week for cleaning. The motion received no second.

Jeff Green suggested a half-day closed period for weekly cleaning. Delphine Matthews will ask the contractor what amount of time is needed for this task. Jeff Green asked this information be provided at the June 3 Board of Directors meeting for a decision.

Frank Walsh expressed concern the bathroom mats may not withstand pressure washing due to age; should replacement needs arise, Delphine Matthews will email the Board of Directors for authority to replace.

V. NEW BUSINESS

A. Watering of Annual Flowers

With petunias now selected for this season's annual installation, watering must be arranged to maintain the flowers. Management awaits a quote from Brightview and has a preliminary rough cost of \$300 per visit. The Landscape Committee Chair will monitor rainfall and contact management when watering is recommended.

David Holtzman made a motion to authorize \$1,200 for watering of the annuals. Jeff Green seconded the motion which carried five ayes to one nay (Frank Walsh) with no abstentions.

B. Tot Lot Wood Chip Proposal

As the tot lot cover has not been refreshed annually as is usual, management presented a \$3,450

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from Brightview Landscaping to service four tot lots: Rushing Water Way (\$862.50), Harmony Woods Lane (\$690), Lake Geneva Way (\$862.50) and Little Star Lane (\$1,035). Niclom Mahabir noted fence damage at the Lake Geneva Way tot lot which should be addressed.

David Holtzman moved to accept the Brightview Landscaping proposal to refresh the tot lot cover for \$3,450. Nancy Dofflemyer and Jeff Green seconded the motion. The motion passed five to zero to one (Nicolm Mahabir).

C. Homeowner Request – Parking Space Change

A Rushing Water Way resident had presented a request to the Board of Directors to re-assign the assigned parking spot to a currently designated visitor spot.

David Holtzman presented a motion to deny the request. Frank Walsh seconded the motion. The motion was approved four to one (Jeff Green) to one (Nancy Dofflemyer).

VI. HOMEOWNER FORUM

David Holtzman had provided a list of overpaid water quality taxes to management and asked for a resolution. Delphine Matthews awaits response from the IKO accounting department. He also inquired as to the status of the 2019-2020 draft audit. The 2019 audit is complete and the 2020 audit is in process.

Steven Muse asked whether plain sight violations should be reported to management or the Enforcement Committee. Violations should be submitted to management who will deliver the information to the Enforcement Committee for their review.

Lori Summers requested once the Board determines a weekly closed day for the pool it be posted on the community website. She would like verification whether the Landscape Committee should approve maintenance action on live trees. Delphine Matthews will reach out to the CCOC.

JoAnn Windsor queried the total cost of legal expense for the CCOC case. Delphine Matthews replied for the two cases, \$32,000 had been spent.

Nicolm Mahabir questioned whether the Tivoli Fountain Court concrete was addressed. Delphine Matthews noted it is part of the upcoming concrete project approved by the Board of Directors.

VII. ADJOURNMENT

Nicolm Mahabir moved to adjourn Board of Directors meeting at 9:39 p.m. The motion was seconded by Nancy Dofflemyer and carried six to zero to zero.

Respectfully Submitted,

Marcy Grove