

**Fountain Hills Community Association**  
**Board of Directors Meeting**  
**September 7, 2023**

The Board of Directors of Fountain Hills Community Association held a Virtual Board of Directors Meeting on Thursday, September 7, 2023 at 7:30 p.m.

**Board Members Present:**

Patrick Broderick  
Jeff Green  
Grant Izmirlian (7:38 p.m.)  
Clay Vaughan  
Frank Walsh

**Management Present:**

Delphine Matthews, Senior Portfolio Manager

**Board Members Absent:**

Jeff Chai  
Hoshang Rateshtari

**I. CALL TO ORDER**

The Board of Directors Meeting was called to order by Jeff Green at 7:34 p.m. with a quorum of four Directors present. Grant Izmirlian arrived at 7:38 p.m.

**II. PREVIOUS MEETING MINUTES**

The Board of Directors had received draft minutes of the August 3, 2023 meeting. **Frank Walsh made a motion to approved the draft minutes as presented. Clay Vaughan seconded the motion which carried four to zero with no abstentions.**

**III. OFFICER REPORTS**

Jeff Green reported his reserve study comments have been provided to management. The new Global Solutions Partners study is not as detailed as the Miller Dodson study. The new study advises the reserve contribution might be lowered, which neither Jeff Green nor management are in agreement with. .

**IV. COMMITTEE REPORTS**

No Committee reports were presented.

**V. OLD BUSINESS**

**A. Pool House Renovation**

Delphine Matthews reported the sanding and painting of the guard desk had been duplicated in the Hann & Hann proposals, the cost has been reduced by \$800. Hann & Hann will bring commercial heaters to perform the work, estimated to commence in November and last three weeks. Additional site visits have been made by the contractor for measurements and the Pool Committee will meet to consider any finish or color selections required.

### **B. Fountain Lights**

Power Systems Electric will purchase and store the fountain lights for a spring installation. Their recommendation is the lights should not be affixed or attached. The existing lights will be removed after the fountains have been winterized. The Directors stated their preference the lights be secured whether by an adhesive (first choice) or mounting device. Delphine Matthews will communicate this to Power Systems Electric.

### **C. Tree Maintenance**

The Landscape Committee tree maintenance and removal list arrived to management today and will be forwarded to Kevin Elliott Tree Service. Management will ask for the proposed work dates. Delphine Matthews asked the Landscape Committee to inspect the pruning work done behind Porterfield Way; Clay Vaughan replied the area had already been inspected and was satisfactory excepting a few spots. He confirmed the trim branches had been discarded in the conservation area. Jeff Green directed management to obtain proposals for stump and tree removals per the Landscape Committee list.

## **VI. NEW BUSINESS**

### **A. Dead Plant Replacement**

Level Green Landscaping submitted a proposal to remove failing ground cover and trees at a cost of \$7,802.41. The Directors discussed the landscaper's species recommendations and alternative species as well as the time sensitivity of moving forward with the plantings. **Grant Izmirlian presented a motion to approve Level Green's planting proposal for \$7,802.41 with the Landscape Committee's discretion in species selection to be determined within then days. Jeff Green seconded the motion. The motion was amended to allow management discretionary authority of up to \$2,500 should the species selection cost more than the proposed liriopae and yews.** Frank Walsh expressed a preference to maintain continuity in plantings by retaining the yews and concern over an undefined total cost for the planting. Clay Vaughan observed species were already being changed out and there should be flexibility in the selections. **Jeff Green called the vote which was four ayes to one nay (Frank Walsh) with no abstentions.**

### **B. Fall Turf Renovation**

The Level Green Landscaping proposal provides for aeration of all common area turf and overseeding of 25% of the common area focusing on growth-conducive areas which are currently bare. The total expense for both tasks is \$8,250. Clay Vaughan noted these practices are recommended in this area and Frank Walsh observed no aeration or overseeding has been performed in recent years. **Frank Walsh made a motion to approve \$8,250 for Level Green Landscaping's aeration and overseeding proposal. Grant Izmirlian and Clay Vaughan seconded the motion which was approved five to zero with no abstentions.**

### **C. Aeration Topdressing Application**

Level Green Landscaping recommended a topdressing application if the aeration was performed at a cost of \$2,800. Delphine Matthews explained this application promotes germination and grass growth. **Jeff Green delivered a motion to approve this application for \$2,800 and the motion was seconded by Frank Walsh. The motion was approved five to zero with no abstentions.**

### **D. 2024 Townhouse Annual Mowing Contract**

Level Green Landscaping's 2024 proposal for townhouse mowing and leaf management was presented to the Board. The mowing cost is \$18504, to be funded from the townhouse account. Leaf removal will be an additional expense of \$2,490.76 and would be performed on the lots which are accessible. Clay Vaughan asked Delphine Matthews for resident feedback regarding the 2023 service. She observed there were some minor learning curves but overall the service had gone smoothly. **Jeff Green motioned to approve the mowing contract and leaf management for a total cost of \$20,994.76. Clay Vaughan seconded the motion which carried five to zero with no abstentions.**

#### **E. 2024 Common Area Landscape Maintenance Contract**

Level Green Landscaping has provided a renewal proposal for 2024 landscape maintenance services at a total cost of \$159,180. Jeff Green inquired about the pruning and elevation services, recommending the Landscape Committee prepare a list of pruning and elevation needs prior to the service schedule. He also noted the economical aeration and seeding pricing. Clay Vaughan asked Delphine Matthews to confirm the leaf removal dates and method. **Jeff Green made a motion to accept the renewal proposal at a cost of \$159,180, sustained by the general funds, as well as to approve the \$1,000 aeration, to be performed in spring 2024, and the \$5,500 over-seeding, to be performed in autumn 2024. Grant Izmirlian seconded the motion which was approved five to zero with no abstentions.**

#### **F. Fall Flower Rotation**

Level Green Landscaping proposes \$4,500 for installation of violas or pansies with netting protection for a lengthier fall blooming season. **Clay Vaughan presented a motion to install pansies at a cost of \$4,500. Grant Izmirlian seconded the motion which carried five to zero with no abstentions.**

### **VII. HOMEOWNER FORUM**

Grant Izmirlian departed the meeting.

Nicholas Duncan inquired the status of relocating the dog station to the Autumn Mist Circle playground. Delphine Matthews had consulted with the contractor who reported the current station location is regularly used. Nicholas Duncan asked whether the attic stock station might be installed. Jeff Green directed management to add this topic to the October agenda.

Joann Windsor reported trees on the green between Fountain Hills Drive and Noble Oak Drive should be elevated. A leaning tree on that green may be hazardous. Clay Vaughan stated there are no plans to remove the leaning tree at this time but requested management ask for an arborist's assessment. Joann Windsor noted the trash guidelines on the community website are outdated. Jeff Green agreed, noting intent to work on a current version. JoAnn Windsor requested delinquent account totals be reported at the Board meetings. Jeff Green stated the total delinquency balance is \$170,000, of which \$120,000 is assessments. The Maryland HAF program has assisted with reducing the total and the collection attorney is slowly reducing the amounts through demand letters, liens, etc. Joann Windsor asked when trees removed from Dawson Farm would be replaced; the Board noted these are Montgomery County tree, the County will need to take this action.

Frank Walsh asked about the newly instituted bulk trash removal charges from the waste management provider. Management has been negotiating with the firm but they have been unyielding. The five-year contract signed in spring 2022 was a result of the toughened waste management industry and contains a significant fee for removal of the GFL provided trash cans

should the contract terminate early. The fee decreases each year. With Potomac Disposal changing hands multiple times (pink Trash, GLF/ENV and now Casella), changes may continue to occur. An owner offered to assist with returning the trash cans to the provider. Jeff Green requested management obtain new provider proposals.

Frank Walsh asked when the diffuser panels will be installed in the Great Seneca light; Delphine Matthews replied this has been ordered. He asked for an update on the Clopper Road access gate; the Montgomery County response continues to be they will look into it.

#### **IX. ADJOURNMENT**

**Jeff Green motioned to adjourn the meeting at 9:17 p.m. The motion was seconded by Clay Vaughan and approved four to zero with no abstentions.**

Respectfully Submitted,

*Marcy Grove*