

Fountain Hills Community Association

Board of Directors Meeting

December 7, 2023

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

Board Members Present:

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

Management Present:

Laura Etchison, Community Association Manager

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 six Directors present. Grant Izmirlian arrived at 7:38 p.m.

II. PREVIOUS MEETING MINUTES

The Board of Directors had received draft minutes of the November 2, 2023 Annual Meeting and Organizational Meeting. Frank Walsh recommended against taking action to approve the draft version of the Annual Meeting minutes. **Jeff Chai made a motion to approve the Organizational Meeting minutes as presented and Frank Walsh seconded the motion which carried six to zero with no abstentions.**

III. OFFICER REPORTS

Treasurer's Report: Jeff Green reported the revised reserve study was received. Additional details were included at the Association's request, particularly inclusion of the pool structure. Current bids were used for cost projections for some components. Funding adjustments were recommended but the current earned interest should satisfy the difference.

IV. COMMITTEE REPORTS

Architectural Committee: The Committee reviewed and approved one application.

Landscape Committee: No meeting was held; Clay Vaughan requested management obtain proposals to enhance the area near the fountain. Volunteers are needed for the Committee.

Enforcement Committee: No meeting was held. Thirteen vehicles were towed. Volunteers are needed for the Committee.

Pool Committee: No meeting was held. Two Board members and management met with Hann & Hann to discuss the renovation contract.

Management will send a call for Committee volunteers to hopefully appoint at the January 2024 Board of Directors meeting.

V. OLD BUSINESS

A. Pool House Renovation

At the Hann & Hann meeting, the contractor noted materials costs had increased and presented a new total of \$156,935 for the project, an unanticipated change. Management obtained a comparative bid from Hernandez Remodeling for \$211,935. The Directors reviewed the scope of work, comparing each and noting differences in the door and window work with relevant cost differences. When queried, Laura Etchison stated the quality of each bidders' work was equivalent. The Directors considered wood vs. metal doors and complete window replacement vs. glass panes only. Material delivery and completing the project prior to the 2024 pool season opening was discussed. **Jeff Green made a motion to engage Hann & Hann to execute the renovation at a cost of \$157,935 to include the upgraded doors but to only install window panes, not new windows; Grant Izmirlian seconded the motion. The motion was approved seven to zero with no abstentions.** Management will work to negotiate a discount prior to timely execution of the agreement.

B. Harmony Woods Playground

Laura Etchison met with Bohler Engineering on site pursuant to the firm having received three requests from Montgomery County: a survey of all trees with a diameter of twenty-four inches or more (two oaks); a tree save plan and a fire access plan. The cost to develop all tree plans for the site amendment will be \$11,500. The funds may be drawn from the reserves. **Jeff Green motioned to approve the proposal for \$11,500, seconded by Jeff Chai. The motion carried seven to zero with no abstentions.** Laura Etchison will provide the Board with a total amount spent to date for this project.

VI. NEW BUSINESS

A. Morgan Stanley Recommendations

Laura Etchison shared Morgan Stanley's recommendations in the management report. Jeff Chai recommended maintaining \$250,000 in liquid funds and investing \$209,000. After brief discussion it was resolved that Jeff Green will work with management to review laddering CDs or transferring into investments with appropriate consideration given to upcoming project funding needs.

B. Monument Sign Proposal

Creative Edge presented a proposal to replace the four monument sign facings for \$2,055.88 each with an installation fee of \$3,188, a total of \$11,411.62. Carlos Mata has expertise in this industry and noted the installation fee is high but the proposed .80 gauge metal for the facings is best standard. Use of a lesser grade metal would require an additional skeleton brace be installed to support the facing. He further noted the installation must be seamless to prevent any water intrusion. He will prepare an RFP for management to circulate to other providers to obtain comparative bids.

C. Pet Waste Stations

Five pet waste stations are currently installed on Community Association property and the Condominium has four stations offering bags but not disposal bins. A resident had requested a

station be installed on Autumn Mist Drive and a price of \$500 obtained from Pet Butler, plus future servicing expenses. Carlos Mata noted an area near the fountain at the pool area where dog walkers leave waste bags on the ground and proposed a second station be installed in this area with a disposal bin. The Directors evaluated the budget, use of a waste station from attic stock and the installation and annual service costs (\$1800 for one station). **Jeff Green presented a motion to install two stations, one near the fountain and the other on Autumn Mist Drive, at a cost not to exceed \$3,600 including the first year's servicing expenses, funded from unrestricted equity and the operating contingency. Clay Vaughan seconded the motion which was approved seven to zero with no abstentions.** Laura Etchison will contact Pet Butler to investigate whether they would service the station the Association has been storing, if installed.

D. 2024 Pool Management Contract

Citing rising labor and chemical costs, Winkler Pools provided a renewal contract for the 2024 season of \$111,995, an increase of 18% over 2023. While Winkler's 2023 staff provided better service than RSV Pools' 2022 staff, the Board resolved to review other bids at the January meeting to select a provider.

E. Mailbox Replacement – Mediterranean Drive

Postmaster Lacrisa Stewart reported a damaged cluster mailbox near 19001 – 19011 Mediterranean Drive. The pedestal could not be replaced. Management presented an estimate to replace the cluster mailbox at a cost of \$3,027.55. **Jeff Chai made a motion to accept the proposal from Top Notch Mailbox for \$3,027.55 and Clay Vaughan seconded the motion which carried seven to zero with no abstentions.**

F. Fountains

Frank Walsh asked whether the fountains had been winterized; Laura Etchison replied winterization was completed in November. Jeff Chai directed management to obtain proposals for the 2024 service contract.

VII. HOMEOWNER FORUM

Brent Walker asked when leaf removal would be completed. Laura Etchison reported challenges with Level Green's performance which she had escalated to the area supervisor. Completion is expected by Tuesday, December 12 and the 2024 process will include photographic before and after photos due to excess complaints and missed areas. Clay Vaughan reported homeowners had also been depositing leaves in common areas, increasing problems; Laura Etchison concurred, have received video reports of the same from the landscaper. Rick Morris reported the alley behind Porterfield Way had been skipped and leaf piles remained.

Pat Broderick asked whether the Board would be considering alternative waste management providers, referring J&J Trash Services Inc. Laura Etchison noted this task is on her list and she intends to request proposals from J&J and MBG Enterprises.

Frank Walsh noted he had also observed leaf piles left on the property. He asked the status of the stormwater management project. Management has scheduled a site meeting with the DEP inspector next week to review the proposed scope of work and determine next steps.

Clay Vaughan reported visible trash/recycling cans habitually left out at some homes. Jeff Green requested photos noting the addresses be provided to Enforcement and management to address.

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Jeff Chai announced that while Directors had taken the required CCOC training, the new requirement instituted in July 2023 now required Board members repeat the training every three years. He asked the Directors to complete the training and provide the certificates to management.

IX. ADJOURNMENT

Frank Walsh made a motion to adjourn the meeting at 9:20 p.m. Grant Izmirlian seconded the motion which was approved seven to zero with no abstentions.

Respectfully Submitted,

Marcy Grove