

Fountain Hills Community Association

Board of Directors Meeting

August 1, 2024

The Board of Directors of Fountain Hills Community Association held a Virtual Board of Directors Meeting on Thursday, August 1, 2024 at 7:30 p.m.

Board Members Present:

Patrick Broderick
Jeff Chai
Jeff Green
Clay Vaughan
Frank Walsh

Management Present:

Laura Etchison, Community Association Manager

Board Members Absent:

Grant Izmirlian
Carlos Mata

I. CALL TO ORDER

The Board of Directors Meeting was called to order by Jeff Chai at 7:32 p.m. with a quorum of five Directors present.

II. PREVIOUS MEETING MINUTES

The Board of Directors had received draft minutes of the July 2, 2024 Board of Directors and Executive Session meetings. **Jeff Chai made a motion to approve the minutes as presented. Clay Vaughan seconded the motion which carried four to zero with Jeff Green abstaining having been absent.**

III. OFFICER REPORTS

No officer reports were presented.

IV. COMMITTEE REPORTS

Architectural Committee: The Committee reviewed and approved two applications.

Enforcement Committee: There were four tows during the previous month; Frank Walsh requested the addresses of the tows. Jeff Chai asked about the trash cans in view complaints. Jeff Green noted the Committee needs more volunteers to conduct inspections and submitting a clear photo of the offending trash can with the address is all that is required. Jeff Chai asked if the screening policy had been put into effect; Frank Walsh noted no vote had been taken. Jeff Green observed the current trash policy does not match the service contract and asked whether the policy should be updated or if revision should wait until a new service contract is in place. Laura Etchison noted the trash policy may not contradict the governing documents.

Landscape Committee: A walk through was conducted with Level Green to bring issues to them for enhancement proposals. Clay Vaughan reported there are questionable items, tasks assigned to Level Green but not executed. The Committee has found the general performance unsatisfactory. Jeff Chai suggested a vendor meeting. Laura Etchison reported she is preparing landscaping and snow removal requests for proposals and plans to solicit five bidders. Clay Vaughan noted his preference to separate the landscaping and now service contracts. Clay Vaughan has inspected the tree maintenance work by Kevin Elliott and deemed it accurate. Frank Walsh reported Level Green has been watering plantings. Laura Etchison will follow up with them as no watering has been authorized.

Pool Committee: The agenda contained the pool discussion items.

V. OLD BUSINESS

A. Pool House Renovation Punch List

Management provided the final punch list developed during the July 9 visit to Hann & Hann; completion is anticipated by August 9. Frank Walsh stated he had not yet shared his punch list items which should be added; Laura Etchison transcribed the list. He also identified a changed door specification between the original and revised executed contract; Laura Etchison will request a discount for the less expensive door. Jeff Green reported the two wall mounted water fountains were not as ordered, there should be one with a drinking fountain and bottle filler. Laura Etchison will follow up with Peddicord Plumbing.

B. Harmony Woods Tot Lot

There was no update from Bohler Engineering.

VI. NEW BUSINESS

A. Pool Operations Overview

Jeff Chai and Laura Etchison made un-announced visits to the pool and observed significant issues with the lifeguard staff performance and attention. Two meetings were held with Winkler Pool Management, first to report the issues and later to assess any change after further unscheduled oversight visits. Significant improvement in guard performance was noted. Winkler presented a list of maintenance items and furniture needs including a guard chair with tilting umbrella to the Association which will be addressed for the 2025 season. As the Directors recalled ordering tilting umbrellas, the invoice and the umbrellas should be checked. Clay Vaughan requested that as the white coating is necessary, the fountain logo be re-installed with non-skid tiles during this process; he will provide a photo to management. Laura Etchison reported the flagstone steps and railing have been repaired.

B. Fountain Timer Proposal

Fountain Craft has not yet provided the proposal for a pump timer. It is unclear whether a timer was installed by Water Works during replacement of the fountains.

C. Fountain Lighting

PSE had sent an email detailing the lighting changes during their replacement installation and stating the additional lights will be installed during winterization. Frank Walsh observed the lights had not been working until recently. The Directors questioned whether the new fixtures were of upgraded or lesser quality and whether the lumens would provide enhanced brightness. The current

brightness is insufficient. Clay Vaughan asked why the lights may only operate while water is flowing. The Board resolved the lights would be installed and should be on all year. Laura Etchison will request the specification sheets for the fixtures for Board review prior to the final task being undertaken. Noting the fountain leak, Frank Walsh inquired whether the contractors knew the location of the water shut off valve.

D. Trash Contract & Services

J and J Trash Service Inc, is preparing a proposal for collection services. The current 65-gallon trash cans are too small for most addresses' needs. The Board may consider terminating the current service and paying the early termination penalty.

E Landscaping and Snow Removal Contracts

Discussion was tabled until proposals are received. Laura Etchison affirmed she would closely monitor Level Green's leaf removal process this fall.

F. Management Contract Renewal

A renewal contract for DH Bader Management services was presented, retroactive to the 2025 fiscal year. Laura Etchison offered the Directors the option to discuss this contract off line. Frank Walsh inquired what changes had been made. Laura Etchison identified the increase in management spending authority from \$2,000 to \$3,000, an annual 3 to 5% fee increase and a new indemnification clause. Frank Walsh noted the absence of Board approval of a change in assigned managers. He requested this clause be added to the contract as well as Board approval of management fee increases. He requested review of the contract by legal counsel along with the IKO Community Management original contract; all the Directors agreed. Laura Etchison will share the requested changes with Executive Vice-President Linda Wildman then send both contracts to Nagle and Zaller for advisement.

G. Legal Opinion

Management continues to await the written attorney opinion of downspouts as an easement.

VII. HOMEOWNER FORUM

Jeff Green reported the walk bridges in the nature area have been repaired over time but using plywood decking as opposed to the appropriate 2"x12" planks. He recommended having the bridges properly re-surfaced. Jeff Chai directed Laura Etchison to obtain proposals for the next meeting; she recommended including a non-slip sealant in the proposals.

Frank Walsh inquired the status of the two new mailboxes. Laura Etchison stated the contractor awaits delivery of the second mailbox and that the keys for the first box were delivered some weeks ago. She will follow up with the contractor. Clay Vaughan noted a survey of all mailboxes had been requested as well.

Frank Walsh noted the WSSC had cleared roadside overgrowth and recommended the Association have Level Green continue to maintain the newly cleared area. Clay Vaughan will inspect the area to advise the Directors.

Richard Morris requested the Association send a letter to Montgomery County to replace the original and aging Village Townhome street signs. He reported street side trees which have not been pruned by Montgomery County for years as well as stumps left on Liberty Mill from ash tree removals. Clay Vaughan noted the County had an existing service request for stump removal. Laura

Etchison will review the land records to confirm County responsibility for the street trees and was directed to follow up with the County.

IX. ADJOURNMENT

At 9:30 p.m. Jeff Chai made a motion to adjourn the Board of Directors Meeting and enter Executive Session. Frank Walsh seconded the motion and all were in favor.

X.EXECUTIVE SESSION

The Board of Directors considered an address with a long history of violations.

Frank Walsh made a motion to adjourn the Executive Session at 9:34 p.m. Frank Walsh seconded the motion and all five Directors assented.

Respectfully Submitted,

Marcy Grove