

Fountain Hills Community Association

Board of Directors Meeting

October 2, 2025

The Board of Directors of Fountain Hills Community Association held a Virtual Board of Directors Meeting on Thursday, October 2, 2025 at 7:30 p.m.

Board Members Present:

Jeff Chai, President
Jeff Green, Treasurer
Carlos Mata, Director
Grant Izmirlian, Secretary (departed 9:10 p.m.)
Susan Onuoha, Director
Joseph Van Riper, Director
Frank Walsh, Vice President

Management Present:

Laura Etchison, Community Association Manager

I. CALL TO ORDER

The Board of Directors Meeting was called to order by Jeff Chai at 7:31 p.m. with a quorum of seven Directors present. An Executive Session had been held at 6:30 p.m. to conduct two violation hearings.

II. REVIEW & APPROVAL OF PREVIOUS MEETING MINUTES

September 4, 2025 Board of Directors Meeting Minutes – Frank Walsh proposed two amendments and typographical corrections to the draft minutes. **Jeff Chai motioned to approve the minutes as amended. Grant Izmirlian seconded the motion which carried seven to zero with no abstentions.**

September 4, 2025 Executive Session Meeting Minutes

Jeff Chai made a motion to approve the minutes as presented. Joseph Van Riper seconded the motion, which was approved seven to zero with no abstentions.

III. OFFICER REPORTS

No reports were presented.

IV. COMMITTEE REPORTS

Architectural Committee: With no complete applications for review, the meeting was cancelled.

Landscape Committee: No meeting was held but the Committee completed the tree inspection with Kevin Elliott Tree Service.

Enforcement Committee: Nine tows occurred: two for unauthorized parking, one for use of a handicapped space, three for fire lane parking, one for a fake permit and two for parking in someone else's assigned space.

Pool Committee: No meeting was held, but there will be agenda items discussed regarding the pool. Frank Walsh had forwarded pool house photos immediately prior to the meeting which remain in the punch list for completion. Management will review the photos against the punch list and perform a site visit with available Directors.

V. OLD BUSINESS

A. Harmony Woods Tot Lot Equipment Proposals

Bohler Engineering presented three structures at costs ranging from \$29,545 to \$44,510 to \$49,080; a forty percent installation fee would be added to the equipment cost. The Directors evaluated the offerings, noting that swings were not shown on any of the play sets and the proportion for the placement was not documented. Frank Walsh recommended obtaining competitive bids from Playworld Systems or Playground Specialists. Jeff Green observed the prices will increase five percent in January 2026. A proposed design will be required to continue progress with Montgomery County permits. **Jeff Chai made a motion to have Bohler proceed with an initial engineering design for the mid-sized equipment, Play Sense 1027 Design ID play set at a cost not to exceed \$5,000. Joseph Van Riper seconded the motion, which was approved six to zero with one abstention (Walsh).**

B. Pool Landscaping Proposals

The Landscape Committee had chosen not to review the design proposals from JB Kline and FSC due to the cost of the tree maintenance proposal exceeding budget. The proposals were tabled for spring 2026 consideration.

C. Woodline Path Proposals

Management had confirmed JB Kline's price of \$1,625 to clear overgrowth included both paths; FSC offered the work for \$1,300. Frank Walsh asked whether FSC was a new company; Laura Etchison stated this firm offered a broad range of services and had been in business several decades. **Jeff Chai presented a motion to award the task to FSC for \$1,300; Jeff Green seconded the motion which carried seven to zero with no abstentions.** Frank Walsh suggested bids be obtained to mulch the paths to slow erosion; Joseph Van Riper observed dirt washing out on the bridge has stopped. Joseph Van Riper inquired whether the Directors had considered his idea to name the paths. The Board considered the idea and agreed, along with signage. **Joseph Van Riper motioned to name the path terminating on Fountain Hills Drive "Walnut Drop Run" and the path terminating on Lake Placid Lane "Sprawling Vine Path." Carlos Mata seconded the motion which passed seven to zero with no abstentions.** Carlos Mata will provide designs for the signs which he will provide to the Association at no cost.

D. Liberty Mill Hedge Proposals

To structurally prune this hedge, reducing the height by three feet, JB Kline offered a price of \$1,735 and Kevin Elliott Tree Service a price of \$1,600. Complete removal was discussed briefly but discarded. **Joseph Van Riper made a motion to engage Kevin Elliott Tree Service to perform the pruning at a cost of \$1,600. Jeff Green seconded the motion which was approved seven to zero with no abstentions.**

VI. NEW BUSINESS

A. Tree Removal and Pruning Proposal

Management had compiled the homeowner complaints and reports which were inspected by the Landscape Committee and Kevin Elliott Tree Service to develop a proposal to perform removals and maintenance at a cost of \$26,275. The budget has \$18,400 left; the bulk of the work is needed in the townhome neighborhoods so funding could be divided between the general and townhome

contingency fund. Two owners, Susan Onuoha and Randy Hemmig, requested their respective areas on Harmony Woods Lane and Fountain Hills Drive be addressed as well. The Fountain Hills Drive trees were noted by the landscaper as not a hazard; management will schedule an on site meeting with the owner and arborist to revisit the condition during the coming week. The Directors considered developing a five year plan of cyclical maintenance, executing all the proposed work this season, increasing the future tree maintenance budget allocation and potential liability if the project is not completed in full. Management suggested unrestricted equity may fund the shortfall from the budget. Joseph Van Riper recommended a tree maintenance contingency fund be initiated. **Jeff Green presented a motion to approve Kevin Elliott Tree Service to perform tree removal and maintenance at a cost not to exceed \$29,000, funded with the \$18,400 remaining budget and the balance from unrestricted equity. Grant Izmirlian seconded the motion which was approved seven to zero with no abstentions.**

B. Rising Sun Lane Drainage Proposal

An owner had presented a video displaying excessive runoff on the rear of the Rising Sun Lane townhomes at the August meeting. FSC has inspected the area and provided a proposal to install soil and a small retaining wall to divert the runoff. **Jeff Chai presented a motion to approve the work by FSC for \$2,500. Joseph Van Riper seconded the motion which passed seven to zero with no abstentions.**

C. Landscaping and Snow Removal Renewal Proposals

1. Landscaping Renewal

JB Kline's proposals for the general and townhomes represented an increase of \$10,000, with \$6,000 of the increase resulting from the gas powered leaf blower ban. Laura Etchison added the woodline clean up as a regular maintenance task. When queried, the Landscape Committee expressed no concerns except the leaf blower cost and redrawing the landscape map. Frank Walsh presented deficiencies he observed during the 2025 season: lawns were cut too short, and a storm water pond was not addressed (management noted the pond is not in the contract specifications). Frank Walsh noted the provider was not picking up trash and Jeff Chai noted the provider was not removing twigs and small branches during visits. The aeration and overseeding work does not appear to have been performed yet. Laura Etchison will address these items with JB Kline; Jeff Chai requested photos be presented with invoices to confirm tasks are being completed. **Jeff Chai motioned to accept JB Kline's proposals for the 2026 and 2027 season with prices to remain at \$172,452 each year for the common area services and \$23,916 each year for the townhome services. Joseph Van Riper seconded the motion, which was approved seven to zero with no abstentions.**

2. Snow Removal

JB Kline did not raise the snow removal rates for the 2024-2025 season. The Directors emphasized the need for mechanized versus hand labor removal and controlling costs. The current trigger level is two inches. Laura Etchison observed snow removal has multiple variables, temperature, ice compared to snow and direction. She will strategize with the provider before and during the snow event to manage the process and expenses. **Jeff Green made a motion to award JB Kline the snow removal contract for the season. Joseph Van Riper seconded the motion, which was approved seven to zero with no abstentions.** A late October snow map walk will be scheduled with the contractor.

D. Pool White Coat Proposal

The Directors had not delivered a unanimous email vote, and RSV Pools has not presented a comparative bid. With cooler weather approaching, if the Board would approve the Georgetown Aquatics proposals, the pools could be stripped during fall and plastered during the spring of 2026. The beach pool proposal included coping stones, but Jeff Green noted these had been replaced a few years ago. The base cost is \$65,250 for stripping and plastering; replacing the waterline tile and grouting raise the price to \$75,575. The wading pool cost would be \$62,900. Other considerations included whether to replace the logo tile removed during pool renovation a few years ago, and whether to remove or retain the lights. Management can obtain pricing for the logo tile inlay and lights during the winter. **Joseph Van Riper made a motion to accept Georgetown Aquatics' proposals for the beach pool at a cost of \$75,575, funded from the reserves. Jeff Green seconded the motion which carried seven to zero with no abstentions.**

D. Annual Meeting

Marcy Grove explained the new State of Maryland HOA Act requirement that all ballots may only be handled and tallied by third parties; management and the Board are prohibited from receiving or tallying any ballots. Management has individual forms offering this service as well as electronic online options; costs range from \$500 or more for an Association of this size. **Joseph Van Riper presented a motion to engage an electronic service as a price not to exceed \$1,000. Jeff Chai seconded the motion which was approved seven to zero with no abstentions.**

VII. HOMEOWNER FORUM

Carlos Mata reported residents of 13436 Fountain Club Drive smoking different substances and littering in the area of the pool entrance. He requested management contact the landlord to address this behavior. Jeff Chai noted the substances may be illegal drugs and recommended police be called. Management had recently contacted the Fifth District police regarding another incident, and the responding officer would like to speak with the community regarding the reported issue. Management was directed to contact the officer to schedule a meeting with the Directors. Debbie Awwad asked about rental regulations within the community; management was directed to provide the relevant covenants by email. Frank Walsh reminded Laura Etchison to have the fountains turned off by October 31. Laura Etchison noted she has again contacted Fountain Craft regarding a price to paint the basins.

VIII. ADJOURNMENT

At 10:13 p.m. Jeff Chai made a motion to adjourn the Board of Directors Meeting. Jeff Green seconded the motion, and all were in favor.

Respectfully Submitted,

Marcy Grove