

Fountain Hills Community Association
Board of Directors Meeting
July 19, 2018

The Board of Directors of Fountain Hills Community Association held a Board of Directors Meeting at the Upcounty Regional Services Center on Thursday, July 19, 2018 at 7:30 p.m.

Board Members Present:

Harry Matchett, President
Sherry Lee, Vice President
JoAnn Windsor, Treasurer
Frank Walsh, Secretary (Arr. at 7:40 p.m.)
Chris Summers, Director

Also Present:

Jose Ponton, Community Manager
Ruth Ann Allen, Recording Secretary

Board Member Absent:

Nikole Aguilera, Director

Homeowners Present:

Robert Love, 18723 Autumn Mist Drive
Kristen Weaver, 18744 Harmony Woods Lane
Megan Dunton, 18744 Harmony Woods Lane
Barbara Peressini, 18931 Fountain Hills Drive
Nikki Miller, 18725 Harmony Woods Lane
Theresa Williams, 18727 Harmony Woods Lane
Siu Poon and James Caddell, 19020 Noble Oak Drive

Guest:

Stacey Teig, Program Supervisor for Cornerstone Montgomery

A. CALL TO ORDER

The July Board of Directors Meeting was called to order by Harry Matchett at 7:30 p.m.

B. HOMEOWNER FORUM

1. Robert Love, 18723 Autumn Mist Drive, noted that the entrance monuments are in need of repair and that sidewalks in the community are heaving and have become trip hazards. Mr. Love inquired about the past due debts. Harry Matchett stated that there is now a separate operating account to monitor the effectiveness of the collection attorneys. All delinquent collections are deposited into this account and all collection costs are paid from this account. This provides a good indication of the success of collecting past due accounts. Mr. Matchett noted that there is approximately \$19,000 in the account at the end of May. Mr. Love noted that this information should be shared with homeowners.

2. Nikki Miller, 18725 Harmony Woods Lane, noted that the parking in the Association's area of Harmony Woods Lane has become an issue and requested that letters be sent to residents in that area to remind them of the parking rules. Ms. Miller noted that people park in the visitor spots for long term, there are vehicles with no tags, and the numbers on the parking spaces are worn and need to be repainted.

Sherry Lee, Board member, noted that the Association has been actively towing in that area. It was noted that the 30-day parking limit may be too long and that three (3) parking permits per household may be too many. Ms. Lee noted that the towing will continue, and the issue of parking limits and permits will be revisited.

3. Theresa Williams, 18727 Harmony Woods Lane, noted that the parking on Harmony Woods Lane has become ridiculous. There are many townhouses that have 5 to 6 cars per homes, commercial vehicles are parking in the area, and there are cars with no current tags. Ms. Williams also noted that the parking spaces also need to be repainted as they have faded.

4. Megan Dutton, 18744 Harmony Woods Lane, noted that she did not realize that pool passes were to be saved from year to year and has always filled out a pool application for a new pass with no fee. This year she was told there was a \$50.00 replacement fee for the pool pass. Ms. Dutton requested a waiver of the pool pass fee in June which the Board denied. Ms. Dutton noted that the pool rules are poorly worded in regard to pool passes.

Frank Walsh noted that notices were sent to residents, and it was placed on the website that pool passes were to be kept every year.

5. Barbara Peressini, 18931 Fountain Hills Drive, inquired if there was a master list of emails for homeowners in the community so emails could be sent to every homeowner and suggested that the Board should pursue acquiring emails for all homeowners.

Ms. Peressini noted that some of the sidewalks in the area of the single-family homes were repaired by the County.

Ms. Peressini noted that the siding of a single-family home has algae growing on it and is an eyesore.

6. Frank Walsh inquired if there was proper notification to homeowners regarding notification of the change in Board Meeting date. Mr. Walsh requested that Management check when the date for the Board meeting was placed on the website.

7. JoAnn Windsor noted that the County has been removing the dying Ash Trees in Germantown and that there is a string of tree along Liberty Mill Road that need to be removed. Ms. Windsor requested that Management check with the County on when the trees will be removed.

Ms. Windsor also inquired about the status of the sidewalk repairs in the community. It was noted that the County has done some repairs to the County-owned sidewalks, but there are still places in the single-family homes where the sidewalks need to be repaired. Management will check on the status of the repairs and requested that Board members send Management specific areas of concern.

8. Chris Summers noted that he had mentioned in May that the fountain in the in the area of the single-family homes had not been working for two (2) years and had offered to pay for repairs for the fountain with his own money. Mr. Summers noted that patching repairs were done to the fountain without Board approval, and he observed that the electrical panel was also being worked on two (2) weeks later without Board approval. Mr. Summers noted that he did not remember approving any work to the electrical panel. Mr. Summers noted that temporary repairs do not resolve the fountain problems. The Board requested that Management check on the status of the fountains and find out who authorized repairs to the fountains and electrical panel.

Mr. Summers also noted that there is considerable erosion by his home that are not being addressed.

Mr. Summers noted that there is a vacancy on the Board and inquired why it wasn't being filled.

C. CORNERSTONE MONTGOMERY

Stacey Teig, Program Supervisor for Cornerstone Montgomery, was present to check in with the Board. Ms. Teig noted that she had no issues to bring forward.

D. COMMITTEE REPORTS

1. Architectural Review Committee

The Architectural Review Committee met on June 20, 2018 and approved installation of a railing to the front steps of 13251 Autumn Mist Circle.

2. Social Committee

Siu Poon reported that the July 4th pool party was a great success. The Committee spent \$109.19 on the event.

The next event will be the Labor Day Pool Party on September 1, 2018. The next meeting of the Social Committee will be posted on the website.

E. INTRODUCTION OF NEW COMMUNITY MANAGER

Jose Ponton was introduced as the new Community Manager for Fountain Hills Community Association. Mr. Ponton grew up in Montgomery County and went to the University of Maryland. He has been the community manager of communities in Maryland, Virginia, the Carolinas and Florida. He joined IKO Management Services one (1) month ago and oversees eight communities, including seven (7) HOAs and one (1) condominium.

Mr. Ponton stated that he has been visiting the property and meeting with contractors. He is goal and task oriented. Mr. Ponton will mostly have contact with the Board President but will keep the transparency of the Board open.

F. BOARD MEMBER COMMENTS TO MR. PONTON

1. Harry Matchett noted several items that have not been resolved:
 - a. Over the past couple of months, there have been numerous resident complaints have been received over exposed Comcast and Verizon cables on the property. Julie Hoffman was

- working to address the issues with the utility companies. Management will double check on this matter.
- b. There are a significant number of outstanding financial question dating back to November.
 - c. At the April Board Meeting, there were questions regarding the income tax filing which have not been answered.
 - d. There have been payments for repairs to the area above the pool nearest Rising Sun Lane. This area was damaged by a vehicle, and there is a claim against the vehicle's insurance carrier for the HOA to receive reimbursement. The reimbursement is not seen in the financials. Also, the restoration of the damaged turf in this area has not taken place.
 - e. The monument sign at the intersection of at Great Seneca Highway and Fountain Club Drive was damaged by a vehicle. There is a claim against the vehicle's insurance carrier for the HOA to receive reimbursement for the necessary repairs.
2. Sherry Lee noted that a lamp post on Rushing Water Way needs to be replaced.

G. OFFICER REPORTS

1. Harry Matchett reported that the latest Montgomery County pool inspection took place on June 27th. There were a couple of loose tiles that were re-adhered while the inspector was onsite. There have been no other issues with the pool this summer.
Mr. Matchett did not completely review the May 2018 financials; however, he did notice the following:
 - a. Monies in the Revere Money Market account were to be transferred into the Morgan Stanley Reserve Account.
 - b. Account 6021, Bad Debt Expense: there is \$1,761.86 in the May financials. Mr. Matchett does not recall the Board writing off any homeowner accounts.
 - c. Account 6060, Insurance – General: the monthly amount was up 25% in May. Mr. Matchett does not recall a recent insurance policy renewal and requested that Management check on the increase.
 - d. Account 6070 – Legal – General: Mr. Matchett doesn't remember the Association incurring any legal costs this year.
 - e. When IKO upgraded their software package the Reserve and Expense revenues were consolidated; however, they should be separated out for the General Fund, Townhouse Supplemental Fund and the Village Supplemental Fund, respectively.
 - f. The new IKO accounting software package appears to have excluded certain financial reports. The Statement of Revenues and Expenses is the consolidated statement. The Board also needs a Statement of Revenues and Expenses for each of the general, townhome supplemental and village supplemental. These reports for May will need to be distributed to the Board.
2. Shery Lee reported that Harmony Woods Tot Lot is in really bad shape. The trash can is broken, and kids hold parties there. Harry Matchett noted that the trespass order had been filed with the police. Management noted that signage would need to be installed to follow through with the trespass order.

Frank Walsh also noted that the gate to the access road to the tot lot belongs to the County and is need of repair.

3. Frank Walsh noted that the approval of the June Board Meeting minutes was not on the agenda for July 19th, but it was on the agenda for July 5th. Harry Matchett noted that the Board voted to reschedule the July 5th meeting and the Board was provided with the agenda and related material for the July 19th meeting. The June meeting minutes will be addressed at the August Board Meeting. Chris Summers noted that it was not prudent to skip approving minutes.

H. MANAGEMENT REPORT

1. Homeowner Maintenance Issue

Correspondence was received by Management from the homeowners at 19001 Noble Oak Drive and 19003 Noble Oak Drive stating that the area between the fences between their homes is not being maintained. It was noted that the approval for installation of the fence at 19003 Noble Oak Drive was approved with the condition that the fence be placed within the property line, not on the property line. The Board noted that the property between the fences belongs to the homeowners and thus should be maintained by the homeowners and not by the Association.

MOTION: (Sherry Lee/Harry Matchett) Send a letter to the homeowners of 19001 Noble Oak Drive and 19003 Noble Oak Drive informing them that they are to maintain their property up to the property line on the other side of the fences going forward.

Vote: Motion Passed – 4 ayes/0 nays/1 abstention (Walsh)

2. Handicap Parking Space Request

A request was received from 18727 Harmony Woods Lane for installation of a handicap space. The homeowner has provided Sherry Lee with the approved handicap tag and proof of residency; however, Ms. Lee inadvertently left the documents at her home. Ms. Lee will email copies of the document to the Board after the meeting. It was noted that the townhome has a driveway and a garage. Frank Walsh suggested that Legal Counsel be asked for an opinion on the request for the handicap parking space before approving the request as this is a gray area issue. If the Association installs the handicap space it would be available to anyone with a handicap tag. If the homeowner pays for the handicap parking space the space would be for her own use.

MOTION: (Frank Walsh/Chris Summer) Ask Legal Counsel for opinion on the request for handicap parking space for 18727 Harmony Woods Lane.

Amend: (Frank Walsh/Chris Summers) Postpone action on the homeowner and ask Legal Counsel for an opinion.

Vote: Motion Passed - (3 ayes/0 nays/2 abstentions (Matchett/Lee)

I. ADJOURNMENT OF BOARD MEETING TO EXECUTIVE SESSION

MOTION: (Harry Matchett/sherry Lee) Adjourn the Board of Directors Meeting into Executive Session at 9:25 p.m.

Vote: Motion Passed – Unanimous

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J. RESULTS OF THE EXECUTIVE SESSION

The Board took action on a request for a waiver of a \$50.00 pool pass replacement fee.

K. ADJOURNMENT OF EXECUTIVE SESSION

MOTION: (Harry Matchett/Sherry Lee) Adjourn the Executive Session at 9:30 p.m.

Vote: Motion Passed - Unanimous