

**Fountain Hills Community Association
Board of Directors Meeting
December 5, 2019**

The Board of Directors of Fountain Hills Community Association held a Board of Directors Meeting at the Upcounty Regional Services Center on Thursday, December 5, 2019 at 7:30 p.m.

Board Members Present:

Harry Matchett, President
Sherry Lee, Vice President
JoAnn Windsor, Treasurer
Frank Walsh, Secretary
Swee Teo, Director
Nicolm Mahabir, Director

Also Present:

Bryan Hahn, Community Manager

Board Members Absent:

Hari Donthi, Director

A. CALL TO ORDER

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

B. HOMEOWNERS FORUM

1. Frank Walsh mentioned the stop sign and street sign located at the corner of Rising Sun Lane and Club Plaza is on the ground. Management stated they are aware of the situation and Gardener's will be out to reinstall the sign pole.
2. Sherry Lee mentioned the Niagara sign is leaning and that Gardener's charges by the hour. Gardener's should straighten the Niagara sign while they are onsite.

C. MINUTES

November 7, 2019 Board of Directors Meeting Minutes

MOTION: (Harry Matchett/Sherry Lee) Approve the November 7, 2019 Board of Directors meeting minutes as edited by Frank Walsh and Harry Matchett.

VOTE: Motion Passed – 5 ayes/ 1 nay (Nicolm Mahabir)

D. OFFICERS REPORTS

President's Report

Harry Matchett requested for Management to review and follow up on the following financial questions:

Account 6021 Bad Debt has \$3,381.17 of expense recorded in September 2019. Mr. Matchett did not recall the Board approving any bad debt write off.

Account 6065 Insurance Claim Repair includes \$671.86 for the replacement of a mailbox that was hit by a truck. There is an insurance claim against the driver's insurance company and the Association should have received reimbursement by now.

In September, there was a payment to RSV Pools for \$5,046.84. The previous Board raised issues with the invoice and the prior community manager was suppose to follow up on the issues.

Account 6440 Swim Pool Water is significantly overbudget by \$8,132.99 through October 31st. Mr. Matchett wants to review the current year and prior year WSSC invoices.

The October disbursements include a payment to Comcast. Mr. Matchett said the internet and phone service were to be disconnected after Labor Day when the pool closed for the season.

In October, IKO made payments to the Internal Revenue Service and State of Maryland for all four of the quarterly estimated income tax payments. It was requested the income tax payments be made on a quarterly basis in the future.

There is a \$3,400.33 payment to WSSC in October. The payment description states Billing Error When Converting to New System. Balance Due for Time Period 6/18/19 – 7/26/19.

Enforcement Committee

Sherry Lee mentioned parking issues in the Harmony Woods area. She suggested the number of guest parking permits should be reduced from 3 to 2 per homeowner. Harry Matchett stated he does not believe the reduction of guest parking permits would alter the parking issues. The fundamental problem with guest parking on Harmony Woods is there are only 30 guest parking spaces to accommodate 60 homes. The same circumstances exist in Mr. Matchett's neighborhood of Lake Geneva Way and Mediterranean Drive. This section of the community has 1 permit per home and there are still guest parking issues. Mr. Matchett suggested the enforcement committee monitor and collect data on the guest parking in order to evaluate and determine if there is something further that can be done. It was mentioned a previous Board issued 3 parking permits to each homeowner in Harmony Woods and the reduction would be taking away a right that has been in place for about 15 years. Also, it was mentioned there have been very few complaints over the past few years regarding guest parking issues.

E. UNFINISHED BUSINESS

Management Follow Up on the Pool Fencing and Cupola Ceiling

Deck and Fence Connection inspected the fence and reported no issues with the fence. Management's visual inspection did not turn up any defects on the perimeter fencing of the pool. Harry Matchett stated numerous Board members have reported defects in workmanship from the initial installation of the fence. Deck and Fence Corporation did not begin the work as stated in their proposal and they were not onsite to take down the old fence until a few days before the pool was to open. Consequently, the pool failed the initial Montgomery County inspection. Upon reinspection on the Friday before the pool was to open, the Montgomery County inspector had to remain onsite while Deck and Fence Connection scrambled around to complete the installation of the fence. Sherry Lee and JoAnn Windsor confirmed this was their understanding from serving on the Board at that time. Sherry Lee mentioned she sent in several email complaints including pictures from when Deck and Fence Connection removed the old fence and for several nights there was no barrier around the pool preventing access as Deck and Fence Connection did not put up any type of temporary barrier or remove and replace the fence a section at a time. The pool was filled with water at the time. Management will follow up with Deck and Fence Connection.

Management reported S&K inspected the pool cupola roof as well as the interior drywall and saw no signs of current water damage. They reported that the damage appears to be old. Inspection of the cupola showed some water sitting up there but no penetration from the interior inspection. Harry Matchett stated he was at the pool house and there were visible signs of water coming from the exact same areas as prior to replacement of the cupola roof. JoAnn Windsor mentioned that she had noticed a new leak in the very same spot in the cupola ceiling on the day of our July 4 pool party and promptly reported it to Harry Matchett. This was after the area had been repaired and painted. Sherry Lee mentioned there could not be old drywall damage as after the cupola roof was replaced the drywall was repaired and the entire area was painted. Harry Matchett said there is definitely an active leak(s). Management stated they would need documentation such as pictures to go back to S&K. Mr. Matchett stated he would visit the pool house the next time it rains and provide management with pictures to be provided to S&K.

F. NEW BUSINESS

Goldklang 2020-2021 Engagement Letter

MOTION: (Sherry Lee/Harry Matchett) Accept Goldklang's proposal for the 2020 and 2021 audits.

VOTE: Motion Passed – Unanimous

G. ADJOURNMENT OF THE BOARD TO EXECUTIVE SESSION

MOTION: (Harry Matchett/Sherry Lee) Adjourn the Board of Directors Meeting to Executive Session at 8:49 p.m.

VOTE: Motion Passed – 3 ayes/2 nays (Frank Walsh, Nicolm Mahabir) /1 abstention (Swee Teo)

H. RESULTS OF THE EXECUTIVE SESSION

The Board discussed matters related to the G&G Towing lawsuit, collection of delinquent accounts and a late fee waiver request.

I. ADJOURNMENT OF EXECUTIVE SESSION

MOTION: (Harry Matchett/Sherry Lee) Adjourn the Executive Session at 9:29 p.m.

VOTE: Motion Passed – 5 ayes/1 abstention (Nicolm Mahabir)