

**SIGNAL HILL HOMES ASSOCIATION  
ANNUAL MEETING  
DRAFT**

Braddock District Meeting Hall  
December 5<sup>th</sup>, 2013  
7:30 pm

Kevin Martin	-	President	Ed Rahme	-	Treasurer
David Masterson	-	At-Large	Ben Colbert	-	Metro Management
Linda Wirth	-	Secretary			

**I. CALL TO ORDER** – Kevin Martin called the meeting to order at 7:32

- A. Welcome
- B. Introduction of Board of Directors – All Board members present introduced themselves
- C. Disclosure of proxies – Ben Colbert introduced himself and gave the proxy count.
  - a. The members present, plus the proxies numbered 128.
  - b. Since 124 is the number needed for a quorum, a quorum was declared.

**II. APPROVAL OF MINUTES (from 2012 Annual Meeting)**

One Edit to initial 2012 meeting minutes was made in March 2013. It changed wording on a statement from the Management Company at the meeting to clarify intent. This change was requested by a homeowner. The corrected version of the 2012 annual meeting minutes was distributed to the homeowners (and also available on the website) and it was unanimously approved.

**III. ELECTIONS**

- A. BOD status
  - a. Ed's and Linda's term expire this year.
  - b. Both have expressed interested in re-election.
- B. There was a call for nominations from the floor. None were made.
- C. Voting was done by secret ballot and Ed and Linda were both elected to new three year terms.

#### **IV. REVIEW BUDGET - FORECAST FOR 2013 - TREASURER, Ed Rahme**

Ed gave an overall assessment of 2013. The number of delinquencies is under 10%.

There was a down-tick in dues collection in 2013 because some homeowners did not recognize the envelope from Metropolis as being the SHHA dues letter. As a solution the Board had new envelopes printed with SHHA prominently displayed in the return address above Metropolis.

All of SHHA's contingency accounts are now laddered in four 1 year CDs that expire at different times of the year. SHHA currently has \$44,000.00 in CDs.

Several items in the proposed 2014 budget were discussed. Ed answered all questions about changes in the figures in various categories. A correction was made to Projected Late fee income for 2013.

Ed explained that SHHA now provides the HOA packet required for home sales and keeps the fees. In 2013 SHHA collected an additional \$4,850.00 of revenue from these fees, which alleviates the need to increase dues.

Ed explained that the proposed 2014 budget is an outline based on past and projected expenses and that the Board will only spend as much money as necessary to meet SHHA's obligations.

After Ed's talk the proposed 2014 budget was unanimously approved.

2014 assessments will remain fixed at \$100.

#### **V. RECAP OF 2013 – LOOKING AHEAD TO 2014 – President Kevin Martin**

During 2013, the SHHA Board of Directors:

Performed pre-sale inspections and created / provided resale documents

- Resulted ~\$4,850.00 in additional 2013 revenue

Worked with homeowners to resolve 173 Restrictive Covenant violations

- Board of Directors performs all inspections
- There are currently 65 outstanding violations identified / working to resolve.
- These include 4 "long term" violations which have been turned over to legal counsel for review and additional enforcement actions

Reviewed and approved 24 homeowner applications for architectural changes

Purchased 4 \$12,000 "Laddered CDs" to maximize interest on contingency funds  
(see Treasurer's Report above)

Worked with Fairfax County on a proposal for the County to restore stream beds running through SHHA Common Areas

- Will restore aesthetics, and reduce erosion
- BOD reviewed and approved County plan and access to Common Areas
- This work is planned to begin towards the end of 2014 or beginning of 2015.
- Ed mentioned that the County has easements over SHHA's Commons but is working with the community anyway

Streamlined Architectural Review process, and ACC involvement

- New e-mail distribution list for submission and review has been established and updated on the website
- Small updates to procedures to reference new e-mail distribution list

Monitored / posted information to website on county projects / proposals:

- Lake Braddock Monopole (AT&T)
- Fairfax County high-density housing construction study, i.e. zero bedroom apartments. Most of the homeowners present voiced opposition to this proposal.

Reviewed requests for traffic calming

- There have been several inquiries / discussions with homeowners throughout the year about what could be done to reduce traffic speeds on through streets (primarily Lake Braddock, and Parliament)
- Currently no plans by BOD or Fairfax County to initiate / install calming measures (which are often controversial). Kevin reiterated that SHHA does not have any jurisdiction over the streets

Addressed parking concerns

- Frequent questions about Community Parking District Status / Signs
  - o We ARE still a designated CPD
  - o Signs are responsibility of Fairfax County, who have chosen to only maintain signs as community entrances
- Frequent questions from homeowners about "overflow" parking in the community
  - o BOD directs homeowners to call Fairfax County Police non-emergency number if vehicles are parked illegally

Addressed concerns about pets / pet waste

- Fairfax County law requires that all pets be on leash, and that owners clean up after their pets
- Homeowners should contact Fairfax County police non-emergency number if they observe pets off leash or homeowners not cleaning up after their pets

Addressed concerns about foxes and wildlife

- Several homeowners asked the BOD about fox / rodent issues
- We would like to remind homeowners that feeding / making food available to (in the form of open trash) wildlife is a sure way to make certain it returns

Worked with a local Boy Scout to re-label the storm drains in the community

- Goal is to raise awareness about, and discourage dumping materials into the storm drains
- Initially first done 2 years ago.

Designed and printed envelopes with SHHA logo and name, and Metropolis' return address

- Response to numerous homeowner complaints that they didn't recognize mailings from Metropolis as being associated with SHHA, and treated them as junk mail.

### **Looking ahead:**

The community is privileged to have dedicated and active BOD members who will, in 2014:

Work with homeowners and legal team to resolve existing / long standing violations

Continue to emphasize resolution of ARC violations and approval of homeowner improvements

- Single biggest impact to maintaining property values

Follow collections procedures used over the past two years

- Very effective
- Involve legal team on multi-year delinquencies to protect the association's interests

Continue to look for ways to improve communications and response time with homeowners

Foster more open / frequent interaction with homeowners

- E-mail, NextDoor, etc. and establish Facebook for SHHA

## **VI. Fences – Kevin gave the following recap of the reason for the fence petition and the petition results**

### **A. Background / History (what and why of the petition)**

- a. Current rules seemed to be in conflict with many incoming homeowner requests
- b. Lots of “what about them” feedback from homeowners in response to denied requests
- c. Attempting to change the rules was the consensus option for the BOD
- d. BOD started planning / introduced the petition in 2012
  - i. Involved BOD, Management company, and legal counsel
- e. No approvals of fences that are not 100% compliant since issue identified
- f. BOD agreed to temporarily suspend enforcement actions against existing non-compliant fences until results of petitions to change the rules were determined

### **B. Status of Petition to Change Fence Rules**

- a. The petition was included with 2012 Annual Meeting announcement
- b. A door-to-door campaign to solicit additional responses from homeowners was conducted
- c. There was a great deal of support from those who responded (~77% of respondents in favor)
  - i. 276 YES votes (77% of respondents, 56% of all homeowners), 84 NO votes, and 1 abstain
- d. Unfortunately, the percentage of those who responded that support the change does not matter – BOD could not achieve enough response to get the required 370 “yes” votes
- e. BOD also uncovered an issue with the on file versions of the Restrictive Covenants – they did not reflect an update filed with the county in the 1980’s
  - i. This issue may have made collected petitions invalid – if challenged, even if the required number of “yes” responses had been received

### **C. Plan forward**

- a. Kevin read the proposed Policy Statement for dealing with the fence situation

### **D. Discussion (including homeowner feedback / responses)**

- a. This topic generated considerable homeowner discussion. Two homeowners spoke against changing the fence CCRs as they want the community to maintain an open look. Several homeowners spoke in favor of it and asked about changing the CCRs. Kevin explained that 75% of homeowners must agree to any change in the CCRs. He then explained the process for changing the CCRs.
- b. Two homeowners who recently erected fences in violation of the CCRs asked why they couldn’t be considered “pre-existing” by the proposal.
- c. The discussions on this topic continued for some time without resolution so the Board voted 3 to 2 to table the vote on the Policy Resolution, and seek additional counsel from our lawyers before proceeding.

**IV. OPEN FORUM FOR HOMEOWNERS**

In response to a question, Kevin explained the procedure for dealing with CCR violations.

Another homeowner asked about fences in the community that are backed with wire – technically not “wood fences”. Kevin said the Board would investigation in their usual inspections.

Ray mentioned a specific violation on Lake Braddock. Linda will check on it.

Ray Antosh why asked only one sign is posted to advertise SHHA meetings. Kevin explained that there aren’t any volunteers who are willing to maintain and post the signs. Additional signs are available to any resident who is willing to update, post them at the entrances, and store them between meetings.

Ray also asked about Fairfax County regulations on swimming pools as they override SHHA’s CCRs. Kevin replied that County and State laws always trump CCRs; this specific condition is actually called out in the CCRs:

*The above mentioned maximum height of 42 inches for a rear yard fence may be increased for those Lots on which a swimming pool is constructed and maintained on the rear of the Lot to the minimum height of the fence required by the appropriate authorities of Fairfax County, Virginia, to be erected around a swimming pool.*

**V. COMMITTEE CHAIRS / OPENINGS**

ACC Chair	Jack Hanly
WELCOMING	Carol Cannava
NEIGHBORHOOD WATCH	<b>VACANT</b>
GROUND	Glen Woods
WEBMASTER	Kevin Martin
BRADDOCK DISTRICT REPRESENTATIVE	Ray Antosh
Yahoo Group	Pete Seigman

**VIII. DATES FOR UPCOMING MEETINGS:**

2014 Dates – meetings are at 7:30 PM in the Braddock District Conference room, unless otherwise noted.

January	16 <sup>th</sup>	Small meeting room in Kings Park Library, 7:00pm start
February	13 <sup>th</sup>	
March	13 <sup>th</sup>	
April	17 <sup>th</sup>	Small meeting room in Kings Park Library, 7:00pm start
May	8 <sup>th</sup>	
June	12 <sup>th</sup>	
July	10 <sup>th</sup>	
August	14 <sup>th</sup>	
September	11 <sup>th</sup>	
October	9 <sup>th</sup>	
November	13 <sup>th</sup>	
December	4 <sup>th</sup>	

**IX. ADJOURNMENT**