

SHHA BOARD OF DIRECTOR'S MEETING

Braddock District Meeting Hall
July 14th, 2014 - 7:30 pm

Kevin Martin	-	President	Pete Seigman	-	VP
Ed Rahme	-	At-Large	Linda Wirth	-	Secretary
Ray Antosh	-	BDR			

I. CALL TO ORDER Kevin called the meeting to order at 7:30

II. APPROVAL OF MINUTES

Minutes for the June 2014 meeting of the Board of Directors have been electronically reviewed, approved, and are posted to the web site.

III. OPEN FORUM FOR HOMEOWNERS Homeowners attending: Artem Braginer, Rebecca W. Reid, James Davis, Vern Davis (brother of James), Steve Ginsberg (Contractor for J. Davis), Judi Davenport, Mirh-Nguyen

IV. PROPERTY MANAGEMENT REPORT

A. Audits

- a. Ben says he has found an auditor; \$2000 for 2011 audit quoted
- b. Requested info on a discount for additional years audits (2012, 2013)
- c. Auditor says he will do all 3 years outstanding for 1700 per year (2011, 2012, 2013)
- d. The Board voted unanimously to accept this auditor's proposal. Pete suggested asking for an estimate for when the work will be done. SHHA will not pay any fees until some of the work has been done.

B. Dues status

- a. Metropolis sent out second dues notices
- b. 51 Homeowners currently owe for one or more years dues

C. SHHA DOPOR Certificate

- a. Expired 5/14/2014
- b. Contacted Metropolis; paperwork for renewal and check have been submitted

D. Metropolis report attached below

V. **TREASURER'S REPORT** – David Masterman – Dave absent so no report

VI. **COMMITTEE REPORTS**

A. **ACC** – Jack Hanley is out of town on vacation

B. **WELCOMING** – Carol Cannava

C. **NEIGHBORHOOD WATCH** – *vacant*

D. **GROUNDS** – Glen Woods

The upended box at the corner of Rolling Road and Lake Braddock belongs to Verizon. Kevin will call Verizon and ask for its removal.

E. **WEBMASTER** – Kevin Martin

F. **BRADDOCK DISTRICT REPRESENTATIVE** – Ray Antosh

Last meeting awarded the Best of Braddock titles.

G. **Yahoo Group** - Pete Seigman

VII. OLD BUSINESS

A. Three long standing un-resolved violations:

9002 Fort Craig Drive

9118 Blue Jug Landing

8913 Lake Braddock Drive

- a. Working through the legal process with our attorneys

B. Policy Resolution For Fences

- a. Waiting for homeowners to create their petitions, and provide to BOD for review.
- b. Homeowners have until the September 2014 BOD meeting to collect enough proxies to change the fence rules, or BOD will resume enforcement of the existing covenants regarding fences, following proposed Policy Resolution #4
- c. If the Covenants cannot be changed, enactment of Policy Resolution #4 will *not* be a significant change in enforcement behavior. It merely documents what the BOD is already doing regarding fences, to get them back into compliance with the Restrictive Covenants. The goal is to set expectations, and ensure consistency and continuity of enforcement methods.
- d. Still waiting to hear from the group of homeowners who said at the January meeting that they would do another survey. The Board has queried them several times about their progress but no responses have been received.

C. SHHA Annual Dues

- a. Late fees will be assessed on July 15th 2014
- b. Delinquencies will be turned over to attorneys for collection, including attorneys' fees.

D. 8912 Lake Braddock Drive

- a. Contacted Metropolis regarding the status of the homes near her; would like to know who is inspecting her section.
- b. Kevin spoke with her. The Board is addressing her concerns via our regular violation process.

E. 9005 Home Guard Drive

- a.** Legal counsel advised SHHA that we must document such fences at time of resale, or we will lose our right / ability to bring the fence into compliance
- b.** Fence was documented as discrepant, and documents were accepted by new homeowner
- c.** SHHA was notified that the new homeowners received a credit from the sellers to replace the fence with a compliant fence. Per the resale documents, they have 30 days from closing to do so
- d.** Kevin will contact the homeowners to see what their intentions are. Pete suggested a follow-up email to create a paper trail.

F. 9158 Fort Fisher Ct

- a.** Homeowner overpaid \$900
- b.** Homeowner confirmed refund check was finally received

G. John Cook "Speeding Resolution"

- a.** Received an e-mail from District Supervisor asking for support by adopting a "Speeding Resolution"
- b.** Per discussion in June, information and the proposed resolution, as well as a statement that we will discuss this with residents at the Annual Meeting, have been posted to the Bulletins / Info section of the SHHA web site along with a request for comments.

H. Homeowner contacted the board about their rear neighbor (house on Light Infantry)

- a.** Complained that the neighbor was housing "a lynx" in a chain link enclosure in their rear yard
- b.** Per discussions in June, a violation letter was sent to the residents, and homeowner regarding the un-allowed chain link fencing

I. 5445 Mount Corcoran Place

- a.** Received a complaint regarding the subject property that there is "a huge collection of lawn debris in the backyard and along the split rail fence that backs to the corner of my backyard."
- b.** Kevin inspected the property, and sent a First Notice of Violation letter
- c.** Kevin informed the complainant that the enforcement process has begun

J. 5621 Point Roundtop

- a. Owner requested information on how to request a change to garage doors
- b. Ed R provided a response
- c. Request for new doors was received on June 4th via Metropolis
- d. Request is under review

VIII. NEW BUSINESS

A. Hearings Scheduled

9003 Fort Craig Drive – Multiple issues:

Mailbox needs to be re-posted

Trash cans are being stored beside garage. They must be stored out of view from the street.

Driveway is badly cracked, and sinking around drain / at front corner.

Violations were first documented in resale documents provided to homeowner in October 2013.

Originally Hearings were scheduled for the July meeting but since the July meeting date was changed two homeowners could not attend. Their Hearings will be held after the August meeting. The owner of this property could attend the new meeting date and his Hearing is scheduled for tonight

B. Michael Fields contact re: BSA

- a. Homeowner contacted BOD asking if we had any “type of rehab, beautification project that could be down for our neighborhood sometime between now and early next fall” as an Eagle Scout project. The Board discussed various options mostly involving clean-up of debris on Rolling Road. Judi Davenport suggested that the Scouts tour the area and see if they have any ideas of their own for a project, which the board could review and approve.

C. 9124 Home Guard Drive

- a. Submitted a request to replace an aged roof with new shingles, add a ridge vent, and add direct through roof venting for fans on the rear side of the house roof.
- b. Request included a full description of changes, estimate, and link to materials to be used
- c. The homeowner attended the meeting with color samples and pictures. After reviewing them the Board voted unanimously to approve.

D. 8917 Bald Hill Place

- a. Submitted a request for a new deck which was reviewed and approved in June
- b. Submitted a modified proposal requesting an additional 2 foot extension to the originally approved design
- c. After reviewing the modified proposal the Board unanimously approved

E. 5596 Blake House Court

- a. Homeowners submitted an ARC request for substantial changes including doors, windows, siding, patio, etc.
- b. Asked Jack to work with homeowner to provide additional information on models, colors, materials, etc.
- c. Homeowner present and said that new windows would be duplicates of present windows, and requested a quick review, as the current windows are leaking. Since there will not be a change in appearance, Board approval is not needed.

F. 8914 Lake Braddock Drive

- a. Submitted an incomplete (pages and info) request for a shed
- b. Kevin replied, requesting the rest of the form, and supporting information

G. Resale Packets

a. 5617 Fort Corloran	Closed 6/26	\$350 Due Added to dues invoice
b. 8927 Bald Hill Pl	Closed 7/1/2013	\$350 Due Added to dues invoice
c. 5594 Marshall House Ct	Closed 7/26/2013	\$300 Due Added to dues invoice
d. 9103 Blue Jug Landing	Closed 6/6/2014	\$300 Due
e. 9109 Lake Braddock Drive	Closing 6/20/2014	\$300 PAID
f. 9008 Home Guard Drive		\$300 PAID
g. 9117 Blue Jug Landing	Delivered 6/17	\$300 PAID

IX. DATES FOR UPCOMING MEETINGS

All meetings are held in the Braddock District Conference Room at Kings Park Library with a 7:30pm start time, unless otherwise noted below:

August	14 th
September	11 th
October	9 th
November	13 th
December	4 th

X. ADJOURNMENT Meeting was adjourned at 8:11 PM

SIGNAL HILL HOMES ASSOCIATION
MONTHLY METREGISTER
July 2014

ACC REQUEST FORM – 133381

Metropolis received and forwarded the ACC form from Ms. Lucy Jennings of Legacy Management regarding a new garage at 5621 Point Roundtop Court. **Please advise if the Board has approved the ACC request, or has questions for the homeowner.**

Request is currently under review. Board members are requested to review this request, which is available on line, and vote.

ACC REQUEST FORM – 133630

Metropolis received a call from Mr. Rudloff of 5603 Mount Burnside Way regarding window replacement. Metropolis informed Mr. Rudloff to contact the Board, and provided the email information. **Has the Board received communication from Mr. Rudloff?**

We have not heard from Mr. Rudloff

ACCOUNT CONCERN – 133735

Metropolis forwarded an email to the Board regarding the new owner of 5594 Marshall House Court regarding the resale package fee. **Has the Board had the time to see if the money was sent to the PO Box?**

Our records do NOT show payment received yet. Money has not been sent to the PO Box.

ACCOUNT SUMMARY ATTORNEY LINK – 131118

Legal issue – working with Chadwick

AUDIT – 118315

Per the Board's request, Metropolis solicited a proposal from Bourne and Painter to perform the 2011 audit and taxes. Mr. Bourne quoted a price of \$1,500 with a note that the cost will decrease if the Board utilizes the firm for 2012. At the March 2013 meeting the decision was withheld until the Treasurer's input was received. The Board gave word that they had accepted the proposal, and we have informed the auditor. The financial information has been forwarded to Mr. Bourne. We have provided the additional documents received from the Treasurer, and have provided answers to the auditors' questions. After many inquiries, Metropolis still has not received the 2011 audit. Metropolis informed the Board that the auditor had not been paid. Metropolis was able to provide a proposal from Kishore. **Please advise if the Board has any questions regarding the proposal.**

The BOD approved using the new auditor for 2011, 2012, 2013 at \$1700 per year quoted (see above).

VIOLATION CONCERN – 133778

Metropolis received a concern from Ngoc Tran of 5605 Meridian Hill Place about the violation letter regarding mowing. **Does the Board have an update regarding the violation status so we may report to the homeowner?**

Our inspections on 4/24/14 and 6/8/14 found the lawn un-mowed and high. Linda checked and the lawn has been mowed. Will handle through the spot violation process moving forward.

LETTER OF COMPLAINT – 133830

Metropolis received a call from the owner of 5443 Flint Tavern Place stating that the letter she received about the exposed pop-up drain should have gone to her neighbor at 5441 Flint Tavern Place. **Has the Board had time to review this concern?**

We were not previously aware of the concern, but will re-issue the letter to the correct property. Letter has been sent.

VIOLATION LETTER – 133628

Metropolis received a call from Mr. Torres of 8905 Lake Braddock Drive regarding his violation letter. **Please advise if the Board has been able to respond to Mr. Torres's concerns.**

We were not previously aware of the concern. What was his concern / question? We have not been contacted.

DPOR CERTIFICATE – 132593

Metropolis has forwarded the paperwork and check for the DPOR renewal for the Association. We are awaiting the certificate from DPOR and will provide the same upon receipt.

Keep us apprised. Perhaps a follow up with them is in order.

LATE NOTICES – 124006

Legal matter – Working with Chadwick

REFUND OVERPAYMENT – 132147

Per Board discussion, Metropolis will be sending a refund check of \$900 to 9158 Fort Fisher Court due to their overpayment. While Metropolis did mail two checks to the confirmed address, the homeowner states they have not received it and Metropolis notes it was not cashed. To ensure receipt, the third check was sent certified. The homeowner has confirmed receipt of the check.

Great!

RESALE PACKAGE – 133530

Metropolis forwarded a request for a status update regarding the resale package from 9117 Blue Jug Landing. The Board has responded stating that they had responded. Metropolis will continue to monitor this action for HUD.

The package was delivered 6/17/2014

SETTLEMENT SHEET – 133468

Metropolis received the settlement sheet and the resale package payment of \$250 for 5426 Flint Tavern Place.

Thank you for the information.