

SHHA BOARD OF DIRECTOR'S MEETING

Braddock District Meeting Hall
October 8th, 2014 - 7:30 pm

Kevin Martin	-	President	Pete Seigman	-	VP
Linda Wirth	-	Secretary	David Masterman	-	Treasurer
Ray Antosh	-	BDR			

I. CALL TO ORDER – Kevin called the meeting to order at 7:33

II. APPROVAL OF MINUTES

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

III. OPEN FORUM FOR HOMEOWNERS – Alden Smith asked the Board if we had any information about a proposal to widen Braddock Rd. at Kings Park Shopping Center. None of the Board members had any information, or had heard of the proposal.

IV. PROPERTY MANAGEMENT REPORT Dues status

A. 27 Homeowners currently owe for one or more years dues (as of August report)

- 10 are multi-year; Kevin working with Metropolis to get account break-outs for attorneys since any late fees must be subtracted as it is not legal to charge them.

B. Metropolis report attached and commented on at end of minutes.

V. TREASURER'S REPORT – David Masterman

- A. Account change** – Dave and Kevin have not been able to change the BOA accounts to SunTrust
- B. Dues increase** – Dave proposed a \$10 raise in the dues. Per our governing documents, the dues may only be raised by the Board in accordance with the CPI index, limiting a raise in dues to \$1.70. However, a larger increase may be voted on and approved by a 66% majority vote of homeowners voting – in person or by proxy – at a meeting called to vote on an increase, and properly announced at least 30 days in advance. The Board backed the \$10 proposed raise in dues. The Board will modify the annual meeting letter to include announcing a vote to raise the dues by \$10 to \$110 per year. There was a discussion about the need for raising the dues. Reasons for raising them include high costs of management companies (only by having the Board do all inspections, handling all ARC requests, etc. was the Board able to find a management company that SHHA could afford with its present income). Kevin mentioned that the signs at the community entrances may soon need work which would be very expensive. Recent changes to Virginia laws have made enforcement of Restrictive Covenants more difficult, often requiring the intervention of our legal counsel. Gradually raising the dues will give SHHA an opportunity to budget and plan for these issues.

VI. COMMITTEE REPORTS

A. ACC – Jack Hanley

Kevin has added Steve Wolf, an ACC member, to SHHA's ACC email account.

B. WELCOMING – Carol Cannava

C. NEIGHBORHOOD WATCH – *vacant*

D. GROUNDS – Glen Woods

E. WEBMASTER – Kevin Martin –Policy Resolution #4 has been posted.

F. BRADDOCK DISTRICT REPRESENTATIVE – Ray Antosh

G. Yahoo Group - Pete Seigman – No report

VII. OLD BUSINESS

A. Three long standing un-resolved violations:

9002 Fort Craig Drive – Kevin working to get estimates for re-roofing; he has homeowner recommendations for two companies to approach

9118 Blue Jug Landing – court date pending

8995 Parliament Drive

a. Working through the legal process with our attorneys

b. 8995 contacted us; says they are finalizing repairs. They want to schedule a final review with Kevin when completed

B. Audits

a. BOD approved auditor to do all 3 years outstanding for 1700 per year (2011, 2012, 2013)

b. Metropolis has notified the auditor that they are approved

c. Metropolis forwarded contract to Kevin for review and signature and he has signed and returned it after reviewing it with the Board.

C. SHHA Annual Dues

a. Consulting legal counsel to process remaining delinquencies. SHHA is working with Metropolis on this issue.

D. 2014 Annual Meeting

- a. Draft agenda was reviewed by the Board.
- b. Draft 2015 budget was reviewed, and the Board suggested minor updates.
 - i. The proposed \$10 increase in dues must be included in the proxy
 - ii. Dave will update the treasurer's letter with explanation
- c. Elections
 - i. Pete's term expires; he will run for re-election
 - ii. Kevin and David good until 2015
 - iii. Ed and Linda good until 2016
 - iv. Ray will lead nomination committee
- d. Final version of the agenda, as well as the proposed 2015 budget, needs to get to Metropolis for printing and distribution by October 15th. It must be sent to the homeowners by Nov. 4.

E. 9106 Blue Jug Landing

- a. Submitted a request on 8/16 for a two story addition to the rear of the house
- b. Forwarded to BOD / ACC for review
- c. The Board approved this request with 3 ayes and 1 abstention.

F. Abandoned Verizon equipment at Rolling / Lake Braddock

- a. Metropolis contacted and opened a trouble ticket with Verizon on 9/17
- b. Equipment is still there as of 10/7

G. Suspicious vehicle / homeless girl in neighborhood

- a. BOD received several e-mails, phone calls, and personal contacts regarding a young woman who appears to be living in her car in the neighborhood. Some reports indicate that she may be a friend / girlfriend of a resident on Lyon Park court.
- b. The car continues to move around the streets and culs de sacs of Lyon Park, Home Guard, and Fort Craig Drive
- c. The car is a small, red Chevrolet with Virginia plate number: WNT 1937
- d. Residents are encouraged to document suspicious activities, and contact the Fairfax County Police if they feel uncomfortable – especially if they observe laws being broken, or parking violations (too close to driveways or mailboxes)
- e. Any information – especially photographic evidence - of illegal activity should be e-mailed to the board at info@shha-burke.org

VIII. NEW BUSINESS

A. Hearings Scheduled

- a. 9125 Home Guard Drive
Commercial vehicle parked on street.
- b. 5439 Flint Tavern Place
Roof is badly damaged / stained
- c. 9107 Lyon Park court
Failure to maintain front and rear lawn areas.

B. The Outdoorsman

- a. Received September invoice for \$1770
- b. Submitted to Metropolis for payment
- c. Metropolis says check has been mailed

C. 5638 Fort Corloran Drive

- a. Neighbors contacted us about the property going into foreclosure
- b. Asked about non-compliant fence along property line, and other RC violations
- c. Kevin replied that we will work to resolve any / all violations as the property changes hands

D. Stream bed revitalization

- a. Sajan Pokharel of Fairfax county contacted us on 9/26 to inform us that the county is about to start work on the common area stream beds. Kevin will post this information on the website.

E. 5437 Flint Tavern Place

- a. Submitted an ARC request form to install new garage doors
- b. Request is under review
- c. The request was unanimously approved.

F. 5606 Mount Burnside Way

- a. Submitted an ARC request to modify non-compliant fence to bring into compliance with SHHA restrictive covenants
- b. Request was electronically reviewed and approved
- c. Homeowner was notified by e-mail of approval on 9/27

G. 9091 Blue Jug Landing – Ray Antosh mentioned that this property has not been lived in for several years. However a neighbor cuts the lawn and the property is not in disrepair.

H. 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. 9106 Lake Braddock Dr	Delivered 8/1/2014	\$300 Due
e. 5612 Mount Burnside Way	Delivered 9/1/2014	\$350 Due

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:

November 13th
December 4th (Annual Meeting of Members)

X. **ADJOURNMENT** – Meeting was adjourned at 8:06

XI. EXECUTIVE SESSION

A. None required

XII. HEARINGS

A. 1 homeowner present, 2 held in absence of homeowners

SIGNAL HILL HOMES ASSOCIATION
MONTHLY METREGISTER
October 2014

ACCOUNT CONCERN – 133735

ANNUAL MEETING – 118386

As the Annual Meeting is in December, the Call for Candidates should be issued in October. Metropolis was informed that only Pete's term was up and that the Board would discuss the nomination committee at the meeting.

Ray Antosh is chairing the committee.

BUDGET – 121901

The Board has requested information regarding the actual expenses. Metropolis forwarded the information to Mr. Masterson. If there are any questions, please let us know.

ACCOUNT SUMMARY ATTORNEY LINK – 131118

AUDIT – 118315

Metropolis was able to provide a proposal from Kishore. After discussion with the Board, Metropolis was able to secure a total cost of \$5,100 for three years of audit work (\$1,700). The engagement letter was forwarded to the Board for approval.

BOD approved the proposal, and a signed copy has been sent back to Metropolis. Please keep us apprised of the status of the 3 years of audits.

RESIDENT CONCERNS – 131627

VERIZON SERVICE – 135336

Metropolis was requested to call Verizon in order to remove the abandoned equipment behind the entrance sign at Lake Braddock and Rolling roads. While Metropolis did reach Verizon and finally was directed to the correct department, per the Board they have not yet removed the abandoned equipment. Metropolis will follow up with Verizon.

Keep us posted.