

SHHA BOARD OF DIRECTOR'S MEETING

Library Meeting Hall
February 18th, 2015 - 7:30 pm

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

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

II. APPROVAL OF MINUTES

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

DRAFT Minutes for the 2014 Annual Meeting of Members (December->January) are under BOD review, and then will be posted to the web site for homeowner review. These will be approved by the members at the 2015 meeting in December.

III. OPEN FORUM FOR HOMEOWNERS – Ray Antosh reported the return of a trailer parked in the driveway on Blue Jug Landing. Kevin will check it out and, if it is still there, start the violation procedure. Kevin explained the violation procedure to Ray.

IV. PROPERTY MANAGEMENT REPORT

A. Dues status

- a. 22 Homeowners currently owe for one or more years dues (as of 12/31/2014 report)
 - 7 are multi-year
 - Account break downs have been send to Chadwick for review and advice on path forward
 - E-mail traffic indicates that Chadwick is researching and beginning the collections process on these multi years.

B. Metropolis report (NONE)

V. TREASURER'S REPORT

- A. David and Kevin have started the process of opening new bank accounts at SunTrust. One hold-up is the need for the official paperwork for SHHA's EIN. Metro is looking through the storage boxes they received from HGA and the SunTrust manager is trying to work around this requirement. The bank accounts at BOA are still open but we have started the transition that was voted on.

VI. COMMITTEE REPORTS

- A. **ACC** – Jack Hanley – No report
- B. **WELCOMING** – Carol Cannava – No report
- C. **NEIGHBORHOOD WATCH** – *vacant*
- D. **GROUND**S – Glen Woods has moved and this position is now vacant. Kevin will send an email to homeowners asking for a volunteer.
- E. **WEBMASTER** – Kevin Martin
- F. **BRADDOCK DISTRICT REPRESENTATIVE** – Ray Antosh – No report.
- G. **Yahoo Group** - Pete Seigman – Pete will email the Yahoo Group asking for a Grounds Volunteer.

VII. OLD BUSINESS

- A. Long Term Un-Resolved Violation(s) Status:

5639 Flint Tavern Place

- granted an extension for multiple resale documented issues until 10/31
- requested a further extension until spring (BOD approved 3/1) to complete; progress is being made.

9008 Home Guard Drive

- Turned over to Chadwick for demand letter (sent; 3/31 deadline)

9005 Home Guard Drive

- Turned over to Chadwick for demand letter (sent; 3/31 deadline)

8925 Bald Hill Place

- Homeowners responded to Hearing result letter and said they will fix issues
- Asked to delay power washing until spring the Board approved a new deadline of April 1

B. Audits

- a. 2011 Audit in progress. 2012, 2013 will be done after completion.

C. Abandoned Verizon equipment at Rolling / Lake Braddock

- a. Multiple trouble tickets with Verizon opened / closed
- b. Equipment is still there as of 2/18
- c. Kevin has followed up multiple times. Tickets keep getting closed by Verizon without action.
- d. Residents have suggested contacting John Cook's office and / or legal for help
 - Residents have agreed to coordinate / schedule a meeting
 - Kevin has offered to attend the meeting with the residents if possible
 - Residents are trying to schedule a meeting; Kevin has asked to attend with them.

VIII. NEW BUSINESS

A. Appointment of SHHA officers for 2015

- a. All officers will retain their present positions:

Kevin Martin – President

Pete Seigman – VP

David Masterson – Treasurer

Linda Wirth – Secretary

Ed Rahme – At-Large

B. Hearings Scheduled

None.

C. SHHA Dues Invoices

- a. These have been mailed to all homeowners
- b. Dues are due 2/1 (per our governing documents), but letter indicates that they will not be considered late until 4/1 due to the continuance of our annual meeting to vote on the budget increase.

D. Updates to Policy Resolution #3 – SHHA Enforcement Procedures

- a. Kevin updated document to reflect new VA laws prohibiting fines
- b. Now reflects correct enforcement process and timeline, including turn-over to Chadwick for legal action if required
- c. Need motion / approval / signing to update
- d. Tabled until later in the meeting – Pete requested to read through the updates

E. Recommendation to update ARC request process as follows:

- a. Reference new acc e-mail for submission (vs. info)
- b. Add a step to send submitting homeowners an e-mail acknowledging receipt of a request, and stating that reviews may take up to 60 days to complete.
- c. Update language to clarify definition of 50% open in fence FAQ. The Board has interpreted this requirement (for picket fences) to mean an open space between the fence pickets that is equal to or greater than the width of the fence pickets.

F. SHHA Received, completed, and paid application fee for VA State Corporation Commission for 2015

G. Received a proposal for a 3 year extension for The Outdoorsman contract

- a. BOD reviewed and approved in executive session in January
- b. Contract has been signed and returned

- H.** Recent auto break-ins / vandalism / suspicious persons reported
 - a. SHHA BOD received several reports of auto break-ins / vandalisms and suspicious persons approaching homes in January.
 - b. In many cases, Fairfax County Police were notified and came out and took reports
 - c. SHHA BOD requests that homeowners continue to report these activities, and notify FCP

- I.** Received a November invoice from The Outdoorsman for \$510 for entrance Holiday Decorations
 - a. Sent to Metropolis for payment; PAID

- J.** Received a December invoice from The Outdoorsman for \$1420 for mowing, trimming, and edging, and additional entrance Holiday Decorations
 - a. Sent to Metropolis for payment; PAID

- K.** A homeowner on Parliament contacted SHHA about his concerns that many old growth trees on owner lots were being removed, and not replaced. He asked if SHHA could in any way encourage owners removing trees to re-plant. This is documented in the annual meeting minutes.

- L.** Received a homeowner complaint about 5621 Point Roundtop
 - a. Too many cars parking illegally / on the grass
 - b. Recommended they contact FCP

- M.** A homeowner notified us that the spot lights at the entrance at Rolling / Lake Braddock are out
 - a. Kevin has asked Metropolis to hire an electrician to troubleshoot and repair
 - b. The repair will depend on weather as to when it is done.

- N.** 9119 Lake Braddock Drive
 - a. Submitted an ARC request to remove an aging non-compliant fence and replace with a new compliant fence around her back yard and pool
 - b. Request was electronically reviewed and approved

O. 5612 Mount Burnside Way

- a. Submitted a request to install a new fence around his rear yard
- b. Request was electronically reviewed and approved

P. 9107 Blue Jug Landing

- a. Submitted a request to install a new fence around his rear yard
- b. Request was electronically reviewed and approved

Q. 5597 Blake House Court

- a. Informed BOD that she reported a streetlight out to Dominion Power.
- b. SHHA advised that they report this to Dominion.

R. Resale Packets

a. 5594 Marshall House Ct	Closed 7/26/2013	\$300 Due Added to dues invoice
b. 9106 Lake Braddock Dr	Delivered 8/1/2014	\$300 Due
c. 9121 Home Guard Dr	Delivered 1/17/2015	\$300 Due
d. 5638 Fort Corloran Dr	Delivered 1/26/2015	\$350 Due

S. Policy Resolution #3 Update

- a. Updated Policy Resolution #3 was unanimously approved with minor corrected spellings.

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:

March 19th
April 9th
May 14th
June 11th
July 9th
August 13th
September 10th
October 8th
November 12th
December 3rd

X. ADJOURNMENT – Meeting was adjourned at 8:01