

## **SHHA BOARD OF DIRECTOR'S MEETING**

Braddock District Conference Room  
June 14<sup>th</sup>, 2018 - 7:30 pm

### **I. CALL TO ORDER**

Meeting was called to order at 7:30 by Kevin Martin, President.

Ed Rahme, Linda Wirth, Pete Seigman and Kent Ford were present.

### **II. APPROVAL OF MINUTES**

Minutes for the April and May 2018 meetings of the Board of Directors have been reviewed, approved, and posted to the SHHA web-site.

### **II. OPEN FORUM FOR HOMEOWNERS**

Homeowners present were Mr. Ray Antosh of 9079 Blue Jug Landing, and Mr. Mike Davis of 9015 Ft Craig Dr.

A. Mr. Antosh acknowledged receipt of the final copy of the audits and expressed his thanks. Mr. Antosh would also like a copy of the Reserve Study when it is available.

a. Kevin agreed to send him the Reserve Study.

B. Mr. Antosh asked about the note in last month's minutes of requesting a \$250 concession / credit from Metropolis Property Management.

a. Kevin Martin noted the request had been made for the failure to meet contractual obligations in a timely manner, but Metropolis has not yet responded.

### **IV. PROPERTY MANAGEMENT REPORT**

A. Metropolis report attached below

**V. TREASURER'S REPORT – Ed Rahme**

**A. Dues status**

- a. Dues are \$140 per unit
- b. 2<sup>nd</sup> notices (60 days past due) Invoices have gone out, indicating that failure to pay by June 1<sup>st</sup> (90 days past due) will result in the account being turned over to attorney for collection.
- c. 63 owners currently still owe 2018 dues.
- d. A motion was made and approved to turn the delinquent accounts over to Chadwick (lawyers) for collection (legal fees will be added to the homeowners outstanding debt).

**B. Change of Bank**

- a. BOD approved movement of accounts to SunTrust at the May meeting
- b. Ed Rahme and Kevin Martin plan to meet on Friday, June 15, to transfer the SHHA funds from BoA to Sun Trust.

**VI. COMMITTEE REPORTS**

**A. ACC** – Jack Hanly, Todd Karr, Kim Pedersen

**B. WELCOMING** – Ashley Brid. Information on a new neighbor was sent to the Welcoming Committee for action.

**C. NEIGHBORHOOD WATCH** – *vacant*

**D. GROUNDS** – *vacant*

**E. WEBMASTER** – Kevin Martin

**F. BRADDOCK DISTRICT REPRESENTATIVE** – *vacant*

**G. Yahoo Group** - Pete Seigman

## **VII. OLD BUSINESS**

**A. DPOR CERTIFICATE — 132593.** The DPOR Certificate has been received and is valid through May 31, 2019.

### **B. Stream restoration project**

- a.** Fairfax County “quiet hours” are 9:00 pm to 7:00 am
- b.** Letters were sent to each of the homeowners listed below, requesting their participation in the program to treat the invasive species on their property. Not all of the homeowners agreed. The contractor will work with those homeowners requesting assistance.  
  
9127 Home Guard Drive, 9128 Home Guard Drive, 9129 Home Guard Drive  
9103 Home Guard Drive, 9105 Home Guard Drive, 9107 Home Guard Drive  
9111 Home Guard Drive, 9113 Home Guard Drive
- c.** The County has stopped short of expected work. There was discussion on the best course of action to see the area along Flint Tavern completed as expected from the County briefs. Ed Rahme will work with the County to determine the scope of work required in the contract.
- d.** Some border areas to the Commons that were once maintained by The Outdoor Man (TOM) are now drainage areas with plantings of native grasses that should not be mowed. TOM has been notified of these areas.

### **C. 9100 Parliament Drive**

- a.** Sent a complaint regarding the “poor condition” of the common area behind his property due to recent fallen trees, and debris left on the common area from prior fallen trees.
- b.** At the March meeting, the Board agreed to first reach out to the Fairfax County coordinator for the Stream Bed project to see what if anything they plan to do in that area.
- c.** The county responded that the area is a “natural wetland area” outside of their scope of work, and that the recommended course of action would be to plant native, bog species in the area to absorb excess water.
- d.** At the May 2018 meeting of the BOD, The Board discussed several options to address the area. Action was tabled until the stream restoration project is complete. At that time, the Board will review possible actions, associated cost vs. budget, and make a decision.

**D. 8908 Lake Braddock Drive**

- a. A Second Notice of violation was sent regarding the parking of a commercial vehicle on the community streets, which is not allowed per SHHA Restrictive covenant, or by Fairfax County, because SHHA is classified as a Community Parking District.
- b. The Board also contacted the company number on the side of the truck; they said they would look into the matter, but no response / change to date
- c. If no response the homeowner will be requested to attend a hearing.

**E. Delegate Eileen Filler-Corn**

- a. E-mailed the Board asking if we are interested in having her attend an upcoming meeting to  
“address your HOA; answer questions, hear about your concerns and provide an update from our recently adjourned General Assembly session at your convenience.”
- b. Kevin contacted the Delegate, and asked if she could accommodate coming to our Annual Meeting in December, which has much greater attendance.
- c. The Delegate responded that she could do that, and will work with us later in the year to schedule.
- d. Any homeowners with specific questions / comments should notify the Board in advance so that the Delegate can review and prepare a response

**F. 9102 Home Guard Drive**

- a. Submitted an ARC request to install new planting beds and “stones to control water flow on the property.”
- b. BOD requested a plat of the property showing the size and location of the “stones to control water flow.”
- c. Homeowner resubmitted with a supporting sketch.
- d. The request was approved by the Board.

**G. 9102 Home Guard Drive**

- a. Submitted an ARC request to replace a flagstone patio with “stamped concrete or something else.”
- b. BOD requested a plat of the property showing the size and location of the patio, and the specific material and color to be used.
- c. Homeowner resubmitted with a supporting sketch and information on material.
- d. The request was approved by the Board.

#### **H. 9102 Home Guard Drive**

- a.** Submitted an ARC request to install new standby generator with shrubs and trees to hide it.
- b.** BOD requested a plat of the property showing the location of the proposed generator, size and type of the generator, and location of screening.
- c.** Homeowner resubmitted with a supporting sketch.
- d.** The Board denied the application as submitted and will ask the homeowner to resubmit the request with the generator in a different, less prominent location on the property.

#### **I. 5609 Meridian Hill Place**

- a.** Submitted an ARC request to paint their shutters “Night Sky Gray” and their front door “Calypso Blue”
- b.** Request was electronically Reviewed and approved

### **VIII. NEW BUSINESS**

#### **A. The Outdoor Man submitted the following invoices, which were sent to Metropolis for payment:**

- a.** \$2800 – JL Tree Service – Removal of dead tree behind 9024 Fort Craig Drive
- b.** \$1790 for May mowing, fertilizing, and clean-up
- c.** Invoices have been sent to Metropolis for payment

#### **B. Audits**

- a.** SHHA received the FINAL versions of the 2013 – 2016 Audits
  - i.** Copies were forwarded to Ray Antosh per his previous requests
- b.** Audit for 2017 is in work, and should represent the recently completed “Reserve Study”

#### **C. 9107 Lyon Park Court**

- a.** Received a complaint that the property (once again) is not being maintained (overgrowth, leaves, uncut lawn), and a possibly coyote living under their deck
- b.** Inspection was done, and – as this is a repeat offence of a “spot violation” – under the terms of our previous hearing with them, a Hearing Notice was sent
- c.** BOD directed complainant to contact Fairfax County Animal Control about the suspected coyote

**D. 5410 Point Longstreet Way**

- a. Submitted an ARC request to replace an existing EOL fence with a new fence
- b. Request is for a compliant fence, and acknowledges SHHA Covenant requirements.
- c. The Board approved the request electronically.

**E. 9112 Parliament Drive**

- a. Submitted an ARC request to paint the front door Essex Green.
- b. The motion was made to approve the request and the Board voted to approve.

**F. 5600 Light Infantry Drive**

- a. Submitted an ARC request for a new garage door colored "Evergreen"
- b. The specified green door color does not go well with the (different colored) existing green siding.
- c. Request was electronically reviewed and denied

**G. 9105 Home Guard Drive**

- a. Submitted an ARC request to replace EOL cedar shake roof with new (brown) Architectural Shingles (sample provided)
- b. Request was electronically reviewed and approved

**H. 9015 Fort Craig Drive**

- a. Mike Davis, homeowner submitted an ARC for the installation of a garden shed.
- b. The shed will be located in the rear yard, behind the home.
- c. After discussion on location the Board approved the request.

**I. Resale Packets**

<b>a.</b>	9004 Grovers Theater Court	Delivered	9/16/2016	\$275	Due **
<b>b.</b>	9085 Blue Jug Landing	Delivered	5/10/2017	\$275	Due **
<b>c.</b>	5407 Flint Tavern Place	Delivered	8/28/2017	\$275	Due **
<b>d.</b>	9004 Home Guard Drive	Delivered	9/17/2017	\$325	Due **
<b>e.</b>	8918 Lake Braddock Drive	Delivered	1/28/2018	\$275	Due *
<b>f.</b>	5628 Fort Corloran Drive	Delivered	5/25/2018	\$275	Due
<b>g.</b>	5417 Mount Lookout Court	Delivered	6/03/2018	\$275	Due
<b>h.</b>	9002 Lake Braddock Drive	Delivered	6/03/2018	\$275	PAID

\* Amount due has been added as an assessment to the owner's account

\*\* Account is with Chadwick for collections

**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:

July 12  
August 9  
September 13  
October 11  
November 8  
December 6

**X. ADJOURNMENT.** The meeting was adjourned at 8:19.

**XI. EXECUTIVE SESSION**

**A.** None.

## **XII. SCHEDULED HEARINGS**

### **A. 9107 Lyon Park Court**

- a. Numerous neighbor complaints, confirmed by SHHA Board of Directors, that side and rear lawn areas are not being maintained. ALL areas of the property must be regularly maintained in order to preserve property values, and avoid being a nuisance to neighbors. Overgrowth of the property is NOT allowed.

### **B. 9121 Home Guard drive**

- a. Front door painted red without Architectural Request. Red is not an approved color for The Oaks in SHHA.

**SIGNAL HILL HOMES ASSOCIATION**  
**METREGISTER**  
**JUNE 2018**

**Action Items**

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**2018 ANNUAL DUES NOTICE — 120079**

**Does the Board wish to issue a third notice for the assessment to delinquent homeowners, or turn them over to collections?**

*Board voted and approved turning over remaining delinquent accounts to Chadwick to begin the collections process.*

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**ACC REQUEST - ROOF — 291724**

Metropolis received a request from Ms. Marrone of 5444 Flint Tavern to change the color of her roof. Metropolis provided the ACC information. Mr. Martin stated he would follow up with the homeowner on May 5th. **Have they responded?**

*Their request was denied, as they informed us that they had not selected final colors.*

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**ROOF ACC REQUEST - 8907 LBD — 290187**

Metropolis received a request for an ACC form for 8907 Lake Braddock Drive for new roof shingles and forwarded to the ACC Committee. **Has he provided the form to the Board?**

*No. We never received a request from them.*

**Information Items**

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**DPOR CERTIFICATE — 132593**

Metropolis received the signed DPOR form, and submitted it to the State. As it appears that the DPOR certificate was not received, Metropolis forwarded a second copy to the State. We await the certificate.

*It looks like the new form was processed, as our date on the web-site is now good through 5/31/2019.*

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**TREE DEBRIS CONCERN — 290655**

Metropolis forwarded an email to the Board regarding a concern from Mr. Lim of 5634 Fort Corloran about debris being stacked up behind his home. Mr. Rahme responded with the information that the land belonged to Norfolk Southern. Metropolis informed the homeowner of the same.

*Thank you for letting them know.*

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