

SHHA BOARD OF DIRECTOR'S MEETING

Braddock District Conference Room

August 9th, 2018 - 7:30 pm

I. CALL TO ORDER

Meeting was called to order by Kevin Martin at 7:30. Ed Rahme was absent.

II. APPROVAL OF MINUTES

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

III. OPEN FORUM FOR HOMEOWNERS

Homeowners present: Jacqueline Morra, Ray Antosh, Ed Naidamaer, Stuart Bender, Ingrid and Joseph Marrone, Gissell Jimenez.

- A. Jacqueline Morra brought forward a request for new windows, and was concerned with the requirement for brown or earth tone colors for houses in "The Oaks" as required in the SHHA Procedures for Review and Approval of Homeowner Requests For Improvements / Modifications / Additions to Their Property (http://www.shha-burke.org/Governing_Documents/SHHA%20Procedures%20for%20Review%20and%20Approval%20of%20Requests%20v4.pdf)

1. The discussion was tabled pending review of the ARC and procedures.

IV. PROPERTY MANAGEMENT REPORT

- A. Metropolis report attached below.
- B. The request for additional information on the 2015 Landscaping Fees did not provide sufficient detail. Kevin has requested additional specifics from the auditors.

V. TREASURER'S REPORT – Ed Rahme

A. Dues status

1. Dues are \$140 per unit
2. 48 owners currently still owe 2018 dues.
3. Metropolis sent FINAL notices that remaining accounts will be sent to Chadwick for collection on 9/1/2018.

B. Change of Bank

1. All funds have been moved to SunTrust
2. 1st CD was purchased 7/13 (\$7000)
3. A second CD will be purchased in August.

VI. COMMITTEE REPORTS

A. ACC – Jack Hanly, nothing to report.

B. WELCOMING – Ashley Brid

C. NEIGHBORHOOD WATCH – vacant

D. GROUNDS – vacant

E. WEBMASTER – Kevin Martin, nothing to report.

F. BRADDOCK DISTRICT REPRESENTATIVE – vacant

G. Yahoo Group - Pete Seigman, nothing to report.

VII. OLD BUSINESS

A. Stream restoration project

1. 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.
2. The County has stopped short of expected work. There was discussion on the best course of action to ensure the area along Fort Craig Dr. is completed as expected from the County briefs. Ed Rahme will work with the County to determine the scope of work required in the contract.
3. The county informed us that there are homes draining gutters to the common area; requested us to take a look.
 - i. Ed agreed to meet them and walk the project on 8/16 or 17

B. 9100 Parliament Drive

1. 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
2. Action is tabled until the stream restoration project is complete. At that time, we will review possible actions, associated cost vs. budget, and make a decision.

C. 8908 Lake Braddock Drive

1. Second Notice of violation 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.
2. It was noted that the restrictive covenants also prohibit the parking of commercial vehicles on any lot or any portion of the common areas; Article VI, Restrictive Covenant, Section 11.
3. A hearing will be scheduled for the September meeting.

D. SHHA Request for Credit from Metropolis

1. SHHA requested a \$250 credit for failure to meet requirements to deliver monthly documentation
2. Kevin discussed the matter with the President of Metropolis on 7/13; she agreed to issue the requested credit, and invited us to contact her any time we have a perceived issue with our services.

E. Damaged Entry Sign

1. The SHHA Woodedge entry sign (Rolling and Parliament) was damaged by an automobile accident
2. Kevin contact Fairfax County Police and was able to get insurance information for the responsible party
3. Kevin spoke to USAA (insurer), and will provide photos and estimate from TOM for repairs

F. Damage Near Entry Sign

1. An auto accident at the SHHA Rolling / Lake Braddock entrance knocked a Verizon box from its pedestal and damaged some plantings
2. The Pedestal was reported to Verizon and promptly fixed
3. Requested a quote from TOM to replace the plantings

VIII. NEW BUSINESS

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

1. \$1650 for tree removals behind 9006 Grovers Theater Court
2. \$1250 for tree removals behind 9025 Fort Craig Drive

B. 9025 Fort Craig Drive

1. Contacted SHHA about large trees on the common area that are in danger of falling onto their property
2. Requested TOM to investigate and remove

C. 9114 Blue Jug Landing

1. Contacted SHHA about rear neighbor's trees growing over their property and deck
2. SHHA requested that they reach out to the neighbors directly to resolve.

D. 9019 and 9021 Fort Craig Drive

1. Homeowners contacted SHHA about replacement of windows / sliders
2. SHHA replied that ARC forms will be required, and we only approve dark brown windows and sliders for The Oaks neighborhood based on the Procedures for Review and Approval of Homeowner Requests For Improvements / Modifications / Additions to Their Property, as noted above.
3. The owner will submit a request for review by the Board.

E. 8914 Bald Hill Place

1. Submitted an ARC request for an addition above the garage.
2. The request was approved by voice vote with one abstention with the caveat that siding and roof match the existing colors.

F. 5411 Flint Tavern Place

1. Submitted an ARC request for a new (replacement) fence
2. Request did not include enough detail on fence style and materials
3. More information was requested

G. 5444 Flint Tavern Place

1. Inquired about re-submitting a previously denied ARC request for new roofing materials, now that they have finalized decision
2. Homeowners were present at the meeting and provided a revised ARC with samples to review.
3. The request was approved by vote.

H. 9122 Lake Braddock Drive

1. Submitted an ARC request to replace old shingles with new
2. Color (Pewter) similar to the original
3. Request was electronically reviewed and approved.

I. 8902 Lake Braddock Drive

1. Submitted an ARC request to replace old shingles with new
2. Color (Hickory) is similar to original
3. Request was electronically reviewed and approved.

J. 9113 Parliament Drive

1. Replace 4 skylights and 2 doors on rear sunroom
2. Request was electronically reviewed and approved.

K. 9127 Lake Braddock Dr.

1. Homeowner presented an ARC for replacement of aging roof that had been damaged in recent storms.
2. After review of the sample shingles the ARC was approved by vote.

L. 9102 Home Guard Dr.

1. Submitted a request for the installation of a standby generator for the property. The initial request was denied based on the location of the generator.
2. The homeowner submitted a revised request with a different location. The request was approved by vote.

M. Resale Packets

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|-------------------------------|-----------|-----------|-------|--------|
| 1. 9004 Grovers Theater Court | Delivered | 9/16/2016 | \$275 | Due ** |
| 2. 9085 Blue Jug Landing | Delivered | 5/10/2017 | \$275 | Due ** |
| 3. 5407 Flint Tavern Place | Delivered | 8/28/2017 | \$275 | Due ** |
| 4. 9004 Home Guard Drive | Delivered | 9/17/2017 | \$325 | Due ** |
| 5. 8918 Lake Braddock Drive | Delivered | 1/28/2018 | \$275 | Due ** |
| 6. 5628 Fort Corloran Drive | Delivered | 5/25/2018 | \$275 | Due |
| 7. 5417 Mount Lookout Court | Delivered | 6/03/2018 | \$275 | Due |

* 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:

September 13
October 11
November 8
December 6

X. ADJOURNMENT

With no further business the meeting was adjourned at 8:15 pm.

XI. EXECUTIVE SESSION

None.

XII. SCHEDULED HEARINGS

None.

SIGNAL HILL HOMES ASSOCIATION
METREGISTER
AUGUST 2018

Action Items

ROOF REPAIR — 297110

Metropolis received an inquiry from the homeowner of 8902 Lake Braddock Drive regarding their ACC approval. **Did the Board have a chance to review it?**

It was reviewed and approved (new roof).

TREE CONCERN - 9006 GT — 294645

Metropolis forwarded the concern from 9006 Grovers Theater about a tree which fell into their yard. Mr. Rahme forwarded the email to the landscaper to review. **Was this corrected?**

Yes; invoice sent to you for payment of \$1650 on 7/17/2018.

Information Items

2018 ANNUAL DUES NOTICE — 120079

Metropolis issued the final warning notice to the homeowners who have outstanding balances, giving them until September 1st to pay their assessment.

OK.

AUDIT (2014 - 2016) — 143024

The 2013 audit by Turner and Leins was completed and forwarded to the Board. Frank Hajek and Associates provided a proposal for 2014 - 2016, and the Board approved the same. The signed engagement letters have been signed. Metropolis provided the requested information to the auditor on August 16. The 2014 - 2016 draft audits and taxes were presented to the Board. They were approved, and Metropolis informed the auditor of the same. Metropolis forwarded the final versions to the Board.

Metropolis has received the list of questions from Mr. Antosh and provided the answers to the Board.

We still do not have the break-out of the 2015 Landscaping fees (~\$52000)
