

SHHA BOARD OF DIRECTOR'S MEETING

Braddock District Conference Room
September 13th, 2018 - 7:30 pm

I. CALL TO ORDER

Meeting was called to order by Kevin Martin at 7:30. Ed Rahme was absent.
Homeowners present: Mr. Ray Antosh, Mr. Louis Golomb, and Mr. Henry Fleming.

II. APPROVAL OF MINUTES

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

III. OPEN FORUM FOR HOMEOWNERS

A. Mr. Golomb asked the Board if there was any recourse to have Fairfax County remove the bamboo from his property and the common area adjacent as agreed earlier. As part of the stream renovation project Fairfax County was willing to remove invasive species from homeowners' property. Fairfax County had opted not to take action on Mr. Golomb's property as his neighbor had declined and the county felt it was a waste of time and resources to fight the bamboo on Mr. Golomb's property when it would return from the neighbor's property. The Board explained they had no influence on Fairfax County's decision.

IV. PROPERTY MANAGEMENT REPORT

Metropolis report attached below

V. TREASURER'S REPORT – Ed Rahme. Mr. Rahme sent his report via e-mail.

- A. Dues status
- B. Dues are \$140 per unit
- C. Metropolis sent FINAL notices that remaining accounts will be sent to Chadwick for collection on 9/1/2018.
- D. Final list has been provided to the Board for final review before sending to Chadwick. The Board deleted some names based on payment received. The list will be sent to Chadwick for collection.
- E. Recommend adding additional Board member(s) as signatories on new SunTrust accounts. Kent Ford agreed to be added as a signatory.

VI. COMMITTEE REPORTS.

Nothing to report from any of the committees.

- A.** ACC – Jack Hanly
- B.** WELCOMING – Ashley Brid
- 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.** Stream restoration project – Recent information from Ed following the walk-through
 - 1.** The project is almost done, and the work was accomplished per the contract, so there isn't anything that was supposed to be done that wasn't.
 - 2.** The recent heavy rains may have slowed work a bit, but it provided proof positive that the drainage is working as intended.
 - 3.** Some additional plantings of native species will be accomplished in the Fall.
 - 4.** Some homeowners are draining their downspouts, via underground piping, to the Common Areas (which should not be done). The Project Team terminated these pipes at the boundary of the Common Area. If the draining causes any subsequent damage to the area of the Project, the Team recommends the Board work with the County to determine corrective actions to be conducted at the homeowner's expense.
 - 5.** SHHA Members should not place any material (leaves, grass clippings, leaves, etc.) in the Common Areas nor mow areas outside their property limits to avoid potentially damaging the areas of the Project and the new plantings.
 - 6.** The Board may remove some logs left on the Common Areas from previously fallen trees on advice of the Project Team and the Project Team will remove any logs as a result of the Restoration Project.
 - 7.** Some logs will be left in the Project Area to provide a guide to the water that results when the Flood Plain is activated (after heavy rain for example). These logs are fixed to the ground. Another benefit of these logs is that will provide a natural habitat for small animals that live there.

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. Mr. Antosh questions RE: Landscaping fees in 2015 Audit

1. Received a partial accounting in a spreadsheet, but did not fully account for total (\$41962 listed) and missing some invoice numbers / explanations of charges
2. The Board requested that it be completed.

D. 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. Need to discuss rule about parking in driveway (tabled last meeting) and determine path forward.

E. 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.
3. Awaiting final confirmation that (and when) credit was applied.

F. Damaged Entry Sign

1. The SHHA Woodedge entry sign (Rolling and Parliament) was damaged by an automobile accident
2. Estimates were submitted to USAA for review:
 - a. \$5800 for repair and repointing of the brick wall
 - b. \$850 for clean-up, replacement plants, and removal, storage and replanting during repairs
3. Check for \$5000 (rate negotiated by USAA with contractor) received on September 11.
4. Awaiting payment of the \$850
5. The Board voted to begin masonry work as soon as possible. Kevin will notify the contractors.

G. Damage at Signal Hill entry sign

1. Damage to the entry sign at Rolling and Lake Braddock Dr was limited to plants and a Verizon junction box.
2. The Verizon junction box has been repaired.
3. The Board agreed to get a quote on replacing the damaged plant.

VIII. NEW BUSINESS

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

1. \$1430 for August mowing, trimming, and edging

B. Annual Meeting Prep (12/6)

1. Elections

- a. A call was made for a volunteer to serve as Nomination Committee chair. There were no volunteers from the Board or from homeowners present.
- b. A “call for candidates” will be posted on the SHHA website and social media.
- c. Kevin Martin’s term expires this year (last elected in December 2015); he is interested in re-election.

2. Budget

- a. Ed Rahme will make the first draft of the budget.

3. Topics for meeting announcement mailing?

- a. Board members will accumulate inputs / topics for October meeting.
- b. Needs to go out by 10/31/2018

C. Window Colors in The Oaks

1. The Board discussed what clarification or changes we want to entertain, and how those will be documented. The current requirements are in the “Procedures for Review and Approval of Homeowner Requests For Improvements / Modifications / Additions to Their Property”
2. Kevin Martin volunteered to rewrite the procedure as a Policy Resolution for consistency and the Board will review the requirements.

D. AirBnB

1. It was noted Fairfax County does allow Homeowners Associations to implement more restrictive covenants.
2. The Board agreed to have discussion at the Annual Meeting as to establishing a Policy Resolution regarding the recent County guidance for short term rentals.

E. 5425 Mount Lookout Court

1. Sent a complaint that the adjoining HOA common area is once again not being maintained.
2. The Board will reach out to Beth Felson via e-mail.

F. 9107 Home Guard Drive

1. Cc'd the Board on communication to Fairfax County regarding a complaint about the new "wetlands" formed behind his home from the stream project and associated mosquitos
2. County rep responded:
 - a. "Currently we have no plantings in the area as a result the area holds water in these wetlands. These wetlands do get a lot of plantings and eventually these plants will absorb water. These wetlands are created to recharge the ground water system which never happened before with incised stream. The wetlands eventually creates its own ecosystem and no mosquitoes can survive there."

G. 5631 Mount Burnside Way

1. Submitted an ARC request for a new garage door
2. Board requested more information on style of the door

H. 9180 Lake Braddock Drive

1. Submitted an ARC request for a gazebo on the rear deck of their home
2. The gazebo is already in place; homeowner is asking for retroactive approval.
3. The Board voted to allow the gazebo as it exists, so long as it is not in violation of any county requirements, and the homeowner agrees to request approval in advance of any future external modifications.

I. 5408 Mount Greenwich Court

1. Submitted an ARC request for new vinyl siding in Juniper Ridge (light green) color.
2. Kent Ford to take pictures and forward to Board for review.

J. 9110 Parliament Drive

1. Submitted an ARC request to install a basketball hoop
2. Request was tiny photos of form and not readable.
3. Homeowner to resubmitted.
4. Fairfax County requires setbacks for basketball hoops:
 - i. When located in a front yard, basketball standards shall not be located closer than fifteen feet to a front lot line or twelve feet to a side lot line, and shall not be used between the hours of 8 p.m. and 8 a.m.
 - ii. Per: <https://www.fairfaxcounty.gov/planning-zoning/zoning/residential-setback-requirements>
5. The Board voted to approve the request.

K. 9116 Home Guard Drive

1. Submitted an ARC request to install an electric vehicle charger on their garage side wall near the driveway.
2. The Board reviewed pictures and plans and approved the request. Kevin Martin abstained from the vote.

L. 5485 Signal House Court

1. Submitted an ARC request to replace damaged roof with architectural shingles in "Driftwood" color
2. Request was electronically reviewed and approved.

M. 5609 Light Infantry Drive

1. Submitted ARC request to install new concrete driveway
2. Request was electronically reviewed and approved

N. 9106 Lyon Park Court

1. Submitted an ARC request for a new roof, architectural shingles, Burnt Sienna
2. Request was electronically reviewed and approved

O. 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 | Paid | | | |
| 7. | 5417 Mount Lookout Court | Delivered | 6/03/2018 | \$275 | Due |
| 8. | 9082 Blue Jug Landing | Requested | | | |

* 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:

October 11
November 8
December 6

X. ADJOURNMENT. Meeting was adjourned at 8:24 p.m.

XI. EXECUTIVE SESSION

None.

XII. SCHEDULED HEARINGS

None.

SIGNAL HILL HOMES ASSOCIATION
METREGISTER
SEPTEMBER 2018

Action Items

2018 ANNUAL DUES NOTICE — 120079

Metropolis issued the final warning notice to the homeowners who have outstanding balances, giving them until September 1 to pay their assessment. We have included a current Delinquency Report for the Board to review. Please advise which accounts, if any, the Board wishes to turnover to legal counsel for collections.

I have compiled a list and sent it to the rest of the Board for final review. We will e-mail it to you once we all agree it is correct.

2018 ANNUAL MEETING — 118386

As the Board is aware, the Annual Meeting will be coming up in December. When does the Board wish to issue the Call for Candidates notice?

We will ask at the meeting if there is anyone interested in being the Election Committee Chair. We will also put the call out on the SHHA Website and social media.

DRAFT 2019 BUDGET — 121901

Does the Board wish to have a teleconference regarding the 2019 draft budget?

Please address this directly with the treasurer, Ed Rahme.

Information Items

AUDIT (2017) — 143024

The 2017 audit was approved, and is in process.

Thank you.

FORECLOSURE TAKEOVER - 5611 LID — 299401

Metropolis received notice that Deutsche Bank has acquired the title to 5611 Light Infantry Drive.

Thank you. Please ensure that Chadwick has been notified as well. I see that there was a balance due on the account. Is there any action required on our part?
