

## SHHA BOARD OF DIRECTOR'S MEETING

Braddock District Conference Room  
June 13<sup>th</sup>, 2019 - 7:30 pm

Kevin Martin -	President	Pete Seigman	-	VP
Linda Wirth	Secretary	Tom Johnson	-	At-Large
Kent Ford	Treasurer			

I. **CALL TO ORDER** – Kevin called the meeting to order at 7:30.

### II. APPROVAL OF MINUTES

Minutes for April and May meetings of the Board of Directors have been reviewed and are posted to the SHHA web site.

### III. OPEN FORUM FOR HOMEOWNERS

Janette & Stanley Morgan, Dan Keim, Ray Antosh, Ed Naidamast, Tom Lombardi, Mike Davis, Chris Workman, Jim Workman.

1. Janette Morgan responded to a violation notice of a commercial vehicle parked in SHHA's Community Parking District. Presenting a well-researched, legal argument she demonstrated that the van in question was not in violation, but also offered a compromise – as a good neighbor. The van will have white magnetic strips affected every night to obscure the commercial signage and the ladders on top of the van will be stored in the garage. The Board was very appreciative of Mrs. Morgan's reasoned, logical approach and compromise. As Mrs. proved there was no violation a vote was not needed on this issue and her compromise was accepted by the Board.

2. Ray Antosh asked for a copy of the Metropolis contract. Kevin will send it to him. Although a phone call with the auditor was scheduled for May 29, Ray stated that it did not take place. Instead Ray emailed the auditor a list of questions which he says were never answered. Kevin check into this situation and find out why Ray's questions were not answered by the auditor. Ray also questioned an Action item in the Property Management Report. Kevin said that his point was noted and moved on.

### V. PROPERTY MANAGEMENT REPORT

A. Metropolis report at end of Minutes

## **VI. TREASURER'S REPORT**

### **A. Dues status**

- a. 2019 SHHA Dues in the amount of \$140 were Due February 1st.
- b. There are currently ~68 homeowners who have not yet paid there 2019 dues. These were considered 90 days late as of June 1<sup>st</sup>.
- c. Final notices were sent out with warning that accounts not paid in full by the end of June will be referred to attorney for collection.

### **B. Kent has agreed to become signatory on SunTrust accounts**

- a. Need to schedule visit with Kent / Kevin to bank

## **VII. COMMITTEE REPORTS**

**A. ACC** – Jack Hanly

**B. WELCOMING** – Ashley Brid

**C. NEIGHBORHOOD WATCH** – *vacant*

**D. GROUNDS** – vacant

**E. WEBMASTER** – Kevin Martin – no report

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

**G. Yahoo Group** - Pete Seigman – no report

## **VIII. OLD BUSINESS**

### **A. Common area entrance / access improvement study**

- a.** At the 2018 Annual Meeting of Members, Mike Davis agreed to compile a study of options, benefits, and costs associated with improvements to the SHHA Common Area access ways. The Board will review this report and make a decision on how to proceed once it has been completed.
- b.** Mike reports that the study group has expanded, and the 5 members are working on this project as time permits. The group has decided to do one final report which should be ready by the end of September.
- c.** Kevin thanked Mike for his work in heading up this project.

### **B. Architectural Guidelines Document**

- a.** Prior meeting discussion that these aren't suited for adaptation into a Policy Resolution
- b.** Board was to review so we can discuss what should be done with this document
- c.** Not all the Board had reviewed the document, but Kent said he would do an edit for the Board
- d.** This topic led to a discussion of the meaning of "earth tones" in the guidelines.

### **C. Ray Antosh – Audit**

- a.** Ray has been in contact with Metropolis
- b.** Metropolis has provided copies of information that he has requested, as a prerequisite to setting up a telecon with the Auditor and Metropolis
- c.** This telecon should be used to answer Ray's questions to the best of the auditors' / Metropolis' ability
- d.** Telcon was scheduled for 11:00am on 29 May.
- e.** This was discussed in the Open Forum; Kevin will follow up with Metropolis to see if minutes are available from the discussion.

#### **D. 9104 Lake Braddock Drive**

- a.** Non-compliant fence documented in resale packet.
- b.** Previous ARC requests submitted did not address all fencing on the property, or did not make the fence fully compliant, or were not aesthetically suitable for the community
- c.** Homeowner was sent final notice that if suitable ARC request not received by 6/13 meeting of the BOD, non-compliant fence would be turned over to attorney for resolution.
- d.** Homeowner submitted a new ARC request, which converts to a two-rail split rail fence. Top rail ~32" high; posts ~38" tall. Homeowner indicated that sections of the fence to the rear and left side of home belong to neighbors.
- e.** The Board unanimously approved this ARC with standard caveats, and:
  - i.** Any damaged / rotten rails and posts must be replaced during modification
  - ii.** If, in the future, any of the unmodified fencing is found to be on the subject property, they must be modified or removed as well.
- f.** The homeowner set July 7 as the target completion date for the modifications.

#### **E. Board Officers**

- a.** The Board discussed adjusting officer positions, given Tom Johnson's addition to the Board.
- b.** Tom Johnson decided he would like to be on the Board At Large for a year before considering the position of Treasurer.

#### **F. Inspection regions**

- a.** Kevin sent out the current inspection regions spreadsheet.
- b.** No one expressed interest in changing assigned regions.
- c.** Kent and Kevin will inspect the Blue Jug properties mentioned in IX. - C below.
- d.** Board members should inspect their areas before the next meeting.

## IX. NEW BUSINESS

### A. Braddock District Counsel

- a. Metropolis received and forwarded renewal application for BDC
- b. Renewal is \$50 for up to 499 homes
- c. The Board discussed the value of membership, and whether or not we should continue as members.
- d. Tom Lombardi volunteered to be the new SHHA Braddock District representative, so renewal was approved for at least one more year.

### B. Ray Antosh CICB Complaint Form

- a. Ray submitted a complaint form for adjudication on May 6<sup>th</sup>
- b. The receipt of the form was acknowledged the same day
- c. The Complaint is:

*My complaint is why did it take longer than 60 days for the Dec 6, 2018 Annual Meeting minutes to be made available.*

*What was the reason for the delay?*

*Going forward who is going to be held responsible for making the minutes available within 60 days?*

- d. Mr. Antosh did not specify a specific resolution / decision that he seeks with the complaint.
- e. Mr. Antosh was informed in writing on May 27<sup>th</sup> that his complaint would be discussed at the June 13<sup>th</sup> meeting of the BOD; he agreed to this date.
- f. The Board said the Minutes are posted as soon as they are complete and reviewed.
- g. After further discussion of this issue Kevin asked Ray if the Board had adequately answered his question.
- h. Ray acknowledged that his question about the Minutes had been discussed and adequately answered. However, he is still “turning the matter over to the State”.

**C. Blue Jug Rentals**

- a. SHHA received a complaint via e-mail that two properties – 9109 and 9113 Blue Jug Landing are rentals, and are not being maintained:

*Both houses are in need of regular maintenance, lawn mowed, exterior house cleaning, backyards are absolute messes.*

- b. Homeowners bordering these properties were present and discussed how badly these properties were being maintained. They asked what the Board could do.
- c. The Board's policy for property violations was outlined.
- d. Kevin and Kent will inspect the properties this Friday and submit any needed violations.
- e. The homeowners present suggested that the back of the properties be inspected as well.

**D. 9089 Blue Jug Landing**

- a. E-mailed the Board about amending a previously approved ARC request (from March) for a new addition and walkways to include:

*replace the siding, shutters, and front door*

- b. Board asked homeowner to provide a new or updated ARC request form for review.
- c. The Board discussed the additional changes, and will consider electronic review / approval once an updated ARD form is received.

**E. 9112 Parliament Drive**

- a. Submitted an ARC request to replace rear deck with screened porch, new deck, and pergola
- b. After discussion of the submitted plans this request was unanimously approved.

**F. 5622 Fort Corloran Drive**

- a. Submitted an ARC request to replace roof with architectural shingles in Weathered Wood
- b. Color and style had already been approved and this request was unanimously approved.

**G. 9082 Blue Jug Landing**

- a. Install new fence, refinish deck, add arbor element above garage doors
- b. Fence and deck specified to be stained “chestnut brown”
- c. This request was unanimously approved.

**H. Resale Packets**

a. 9004 Home Guard Drive	Delivered	9/17/2017	\$325	Due **
b. 8918 Lake Braddock Drive	Delivered	1/28/2018	\$275	Due **
c. 5417 Mount Lookout Court	Delivered	6/03/2018	\$275	Due
d. 9006 Lake Braddock Drive	Delivered	7/27/2018	\$275	Due
e. 9119 Lake Braddock Drive	Delivered	1/23/2019	\$275	Due
f. 9120 Home Guard Drive	Delivered	1/31/2019	\$275	Due
g. 9005 Lake Braddock Drive	Delivered	2/26/2019	\$275	Due
h. 9016 Lake Braddock Drive	Delivered	3/02/2019	\$275	Due
i. 5604 Mount Burnside Way	Requested	6/6/2019		

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

\*\* Account is with Chadwick for collections

The list will be turned over for collection at the July meeting.

**X. 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:

11	July
8	August
12	September
10	October
7	November
5	December (Annual Meeting of Members)

**XI. ADJOURNMENT – The Meeting was adjourned at 8:40.**

**XII. EXECUTIVE SESSION**

None

**XIII. SCHEDULED HEARINGS**

None



**SIGNAL HILL HOMES ASSOCIATION**  
**METREGISTER**  
**JUNE 2019**

**Action Items**

---

**2018 ANNUAL MEETING — 118386**

The reconvened 2018 Annual Meeting was held in March. Kevin M. and Kevin D. were elected to the Board. Unfortunately, Kevin D chose to resign. **Who did the Board appoint as the replacement?**

*Tom Johnson was appointed to fill Kevin Dougherty's term.*

---

**BRADDOCK DISTRICT COUNCIL — 136210**

Metropolis provided the Braddock District Council form and costs (\$50) to the Board. **Was this approved?**

*We will let you know after tonight's meeting.*

---

**FENCE REPLACEMENT REQUEST — 305193**

Metropolis received and forwarded the ACC form for 9013 Parliament's fence. **Did the Board approve the same?**

*We received it and approved it at the May meeting of the BOD.*

---

**RESERVE CONTRIBUTION — 136151**

**Does the Board wish to move any funds to the Contingency/Reserve account from the discussions at the June 2019 meeting?**

*We will let you know when / if / how much to move.*

---

**Information Items**

---

**2019 ANNUAL DUES NOTICE — 120079**

Per the Board's request, Metropolis has drafted the final notice for the 2019 dues for the Board's approval.

*Hopefully you fully confirmed the names, addresses, and amounts due. Can you confirm when these went out?*

---