

VI. TREASURER'S REPORT – Kent

A. Dues status

- a.** 2019 SHHA Dues in the amount of \$140 were Due February 1st.
- b.** Final notices were sent out with warning that accounts no paid in full by the end of June will be referred to the attorney for collection.
- c.** There are currently **28** homeowners who still have not yet paid there 2019 dues.
- d.** 25 of these accounts were sent to the attorney for collection.
- e.** 3 accounts listed incorrect homeowner name or address. These will be contacted separately to resolve the delinquency.
- f.** The process of laddering SHHA's CDs, which was begun by the previous Treasurer, Ed Rahme, is not complete. Kent will continue this as the CDs come due until they are all laddered so that one is expiring and available for funding on a regular basis.

B. Metropolis informed the Board that BOA sent statements indicating a negative balance

- a.** BOA accounts were closed on June 15th, 2018
- b.** This is the **SECOND** time they have sent us a "negative" balance invoice (due to fees they charged for low balance on a **CLOSED** account)
- c.** Kevin went to BOA, and found that **AFTER** the accounts closed, we were credited \$0.16 in interest, then three ~\$14 "fees" resulting in the "overage"
- d.** BOA says accounts **ARE** closed, and we are **NOT** responsible for any of the fees. Kevin went to BOA and obtained a statement that all accounts are now closed with 0 balance.

C. 2018 Audit

- a.** Received letter of intent from the auditor for signature, to authorize performance of 2018 financial audit.
- b.** It was unanimously voted to authorize the current auditor to perform the 2018 audit.

VII. COMMITTEE REPORTS

- A. ACC** – Jack Hanly
- B. WELCOMING** – Ashley Brid
- C. NEIGHBORHOOD WATCH** – *vacant*
- D. GROUNDS** – *vacant*
- E. WEBMASTER** – Kevin Martin
- F. BRADDOCK DISTRICT REPRESENTATIVE** – Tom Lombardi reported no meeting
- G. Yahoo Group** - Pete Seigman

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.** Because of the press of time this item was tabled until the end of the meeting.

- B. Architectural Guidelines Document**
 - a.** Prior meeting discussion that these aren't suited for adaptation into a Policy Resolution
 - b.** At the June meeting, Kent agreed to make a revision to the document – more along the lines of a FAQ
 - c.** Kent is still working on this project.

- C. Ray Antosh – Audit**
 - a.** Ray has been in contact with Metropolis
 - b.** The Board received a copy of the “questions” that Ray submitted
 - c.** Kevin has contacted Metropolis (who has contacted the auditor) about the questions.
 - d.** Metropolis has reached out to the auditor with Ray's concerns about lack of responses.

D. 9104 Lake Braddock Drive

- a. Non-compliant fence documented in resale packet.
- b. ARC request, which converts to a two-rail split rail fence. Top rail ~32" high; posts ~38" tall was approved in June.
- c. Homeowner agreed that modifications would be completed by July 31st
- d. Modifications to the fence (but not the gates) has been completed.
- e. Kevin will reach out to the homeowner and ask about the gates. This action was approved by the Board.

E. 5421 Mount Lookout Court

- a. BOD has received numerous complaints from neighbors that their property is being used as some type of "boarding house", and that there are frequent police and EMS responses to the property
- b. Kevin visited the County Central Records department and found that there have been 9 Fairfax County Police dispatches to the address between 3/1/2019 and 6/30/2019.
- c. We have received additional notices from homeowners of subsequent police presence.
- d. Recommend that we reach out to the owner with this information, ensure that they are aware of the situation, and ask that they address it.
- e. SHHA properties are for *residential use only*, and home businesses are not allowed.
- f. There was a general discussion on this matter with input from several homeowners. One suggestion was to ask the Zoning Board to investigate the situation. At the end of the discussion the Board informally agreed to have Kevin write a letter to the homeowner explaining the situation and that it is a violation of SHHA Covenants.

F. Resale Document Collection Procedures

- a. At the last meeting, Pete recommended that we draft a template letter to send out to new homeowners who do not pay for the package within 3 months of delivery, indicating that the amount will be added to their account, and may go to collections if not paid.
- b. Kent agreed to draft a letter template

IX. NEW BUSINESS

A. The Outdoor Man

- a.** Submitted invoices for payment:
 - i. \$1000 – Removal of uprooted tree behind 5616 Meridian Hill Place
- b.** Invoices were forwarded to Metropolis for payment

B. 5616 Meridian Hill

- a.** Contacted BOD about an uprooted tree on the common area that was leaning towards the shed on his property
- b.** BOD had TOM coordinate removal of the tree (wood left in place on the common grounds)

C. 9118 Lyon Park Court

- a.** Submitted a REVISED ARC Request for front walkway.
- b.** After demo of wood walkway, homeowner found significant rot to the wood structure, and several rodent entry holes to the home.
- c.** Revised request pours concrete base from driveway to front door and covers with the same flagstone previously approved for the sidewalk from the driveway to the (previously proposed) wooden walkway.
- d.** The Revised ARC was unanimously approved by the Board.

D. 9109 Blue Jug Landing

- a.** Submitted an ARC request to replace their EOL rear fence with a new, compliant fence
- b.** BOD requested specifics on material, picket style, width, and spacing.
- c.** Board will wait to receive the requested information before deciding.

E. 5626 Herberts Crossing

- a.** Submitted an ARC request to install new deck on rear of home, above existing patio
- b.** The ARC contained detailed information on all aspects of the deck.
- c.** 3 Board members who had reviewed the ARC voted to approve, so request was approved. One Board member, who had not reviewed the ARC, abstained.

F. 5625 Signal Point Court

- a.** Submitted an ARC Request (retroactive) for new front doors in “oriental red”
- b.** No ARC request was submitted for the new doors / color before installation.
- c.** It’s VERY red.
- d.** After viewing a picture of the home with the red door, the request was denied, and the homeowners will be asked to change the door color back to its original color.
- e.** The denial led to a discussion with the homeowners about the justification for this denial. After several minutes of comments Kent cited the pertinent CCRS and explained the process.

G. 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.	5426 Flint Tavern Place	Delivered	8/6/2019	\$275	Due
j.	5409 Flint Tavern Place	Delivered	7/16/2019	\$325	PAID
k.	5620 Fort Corloran Drive	Delivered	7/16/2019	\$275	PAID

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

** Account is with Chadwick for collections

H. Greenway Portals Team

- a. The Team submitted numerous copies of their excellent report which were given to the Board and distributed to the homeowners present. Mike Davis and another team member outlined the reason for the report, the workings of the team, and their final conclusions. The report was professional, thorough, and fact-based. A map of the area under discussion is included in the report.
- b. Based on the evidence gathered by the Team they concluded that:
 - i. The access portals should remain as they are, grass strips.
 - ii. The curb lettering indicating the access portals should be redone.
 - iii. A copy of the report should be posted on SHHA's website.
 - iv. Homeowners whose properties are adjacent to the portals should be notified about them and given the opportunity to maintain them themselves or have SHHA assume that responsibility.
 - v. Information about the report should be included in the letter sent to the homeowners announcing the annual meeting.
- c. The Board agreed with, and will follow up on all these recommendations.

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:

12	September
10	October
7	November
5	December (Annual Meeting of Members)

XI. ADJOURNMENT – The meeting was adjourned at 8:58

XII. EXECUTIVE SESSION

None

XIII. SCHEDULED HEARINGS

A. 9099 Blue Jug Landing

- a.** Garage door needs repair (rot) and paint.
- b.** Repair that was made was not successful.
- c.** Kevin will reach out to homeowners, inform them that additional repair is needed, and then will re-inspect when completed.

B. 9118 Blue Jug Landing

- a.** Rear yard is not being maintained. Please remove all leaves, branches, etc. Yard must be regularly raked / mowed.
- b.** Construction debris / trash stored under rear deck. Please remove and properly dispose of the materials.
- c.** Junk vehicle stored in driveway (flat tires and unregistered).
- d.** Homeowner agreed to store the car in garage, promises to trim vines from the house, says he has already moved the trash and is mowing the back yard.
- e.** The Board unanimously agreed to give him 30 days to remediate all violations. Kevin will re-inspect on Sept. 11 or 12.

C. 5611 Light Infantry (Resale Package documented issues)

- a.** Existing fence is end-of life. Additionally, split rail fence is non-compliant due to height, and wire fencing installed. Remove existing fence and submit an Architectural Request form for review and approval prior to replacement.
 - i.** The homeowner and the renter agreed to fix the fence problem.
 - ii.** The Board unanimously agreed to give them 30 days to submit an ARC request for fixing the fence.
- b.** Front and rear yard areas are not maintained and overgrown. Lawn areas must be grass, and all leaves, branches etc. removed. Trees and shrubs must be trimmed to be uniform.
 - i.** New renter is working with new homeowner to remedy all conditions cited and have already done some improvements. It is a work in progress.
 - ii.** After discussing the situation with the homeowner and the renter Board unanimously agreed to defer additional lawn inspection until next spring.

D. 9111 Lyon Park Court

- a.** Front door painted a non-earth-tone color without prior ACC approval.
 - i. After an extended debate on earth tone colors and other doors in The Oaks the homeowner agreed to submit an ARC request with a new door color sample in 30 days.

**SIGNAL HILL HOMES ASSOCIATION
METREGISTER
AUGUST 2019**

Action Items

2019 ANNUAL DUES NOTICE — 120079

Metropolis forwarded the final notice of assessments. **Has the Board selected which accounts, if any, should be turned over to the attorney?**

Yes. The list of 25 homeowners was e-mailed to you from the most recent DQ list. Note that there were 3 ADDITIONAL homeowners listed that we believe need additional review / contact due to incorrect information.

2019 ANNUAL MEETING — 118386

The time for the 2019 Annual Meeting (Call for Candidates) is fast approaching! **When does the Board wish for the Call for Candidates to go out?**

At the September meeting SHHA will assign a nominating committee chair, if there is a volunteer. A call for candidates will also be posted on the website

TREE REMOVAL PROPOSAL - JL TREE SERVICE — 308259

Metropolis forwarded a proposal from the JL Tree Service for \$1,000 to remove an uprooted elf at 5516 Meridian Hill. **Was this approved?**

It was.

Information Items

BRADDOCK DISTRICT COUNCIL — 136210

Metropolis provided the Braddock District Council form and costs (\$50) to the Board. The Board approved it, and the form and check were mailed on July 11, 2019.

Thank you.

HOA DISCLOSURE PACKET REQUEST/SETTLEMENT STATEMENT/ - 5604 HERBERTS CROSSING DRIVE — 307421

The Board received the request for a resale package for 5604 Herberts Crossing Drive and the settlement sheet.

This was provided.
