

# London Towne Homeowners Association Board of Directors Meeting

January 22, 2004

## ATTENDANCE:

Robin Peralta, President  
Joe Climo, Vice President  
Mike Mallon, Secretary  
Sally Saucedo, Treasurer  
Mike Lannes, Director

Approved

Craig Courtney, Sequoia Management  
Elizabeth Scarangella, Recording Secretary

## ABSENT

## CALL TO ORDER:

The President called the meeting to order at 7:04 p.m.

## RESIDENT INPUT:

A resident inquired about the process to get people to pay their assessment and/or bring their properties into compliance with the governing documents. Mr. Courtney explained the legal process for covenant violations and how the parking policy will aid the community in obtaining assessments. Non-judicial foreclosure was a legal procedure available to the Board to compel habitual and long-term delinquents into paying their assessment.

A resident asked that the Board do what they could to eliminate commercial and recreational vehicles from the public streets so the overflow from the community will have a place to park. Ms. Peralta explained the petition process for establishing an exclusive residential community and therefore removing commercial and recreational vehicles from the public streets. The resident volunteered to assist with the process.

A resident congratulated the Board on the policies they are implementing, but questioned the architectural violations throughout the community. It was mentioned that the architectural violation inspection for the spring would begin shortly. She requested that the form residents need to complete to have their driveways repaved be published in the Crier again. The Community repaving will be done in the spring.

A resident sought the assistance of the Board to have his neighbor trim an overgrown bush impinging on his rear yard. The Board asked for the address of the neighbor. He also would like a neighbor with an unlicensed vehicle in his driveway to be cited.

A resident from Leicester Square without a driveway would like his assigned spot moved closer to his home. Ms. Peralta suggested he speak with his neighbors to see if there can be a switch in the positioning of the spaces.

A resident wrote to request that her space be moved closer to her house. Ms. Peralta indicated that the spot was in front of her house. Ms. Saucedo will go by the house to see if there is any need for change or flexibility in movement.

## **MINUTES:**

A motion was made to approve the minutes from the December 17, 2003 meeting as written, seconded and approved (5,0,0).

## **COMMITTEE REPORTS:**

### **ACC Committee:**

No report.

### **Parking Committee:**

No written report.

At the meeting earlier this month discussion ensued regarding the continued pass distribution.

The Board addressed the policy of mailing the passes by certified mail as a means of distributing the remaining passes.

## **MANAGEMENT REPORT:**

Mr. Courtney presented an analysis of the Balance Sheet, Income Statement and General Ledger. Mr. Courtney cautioned the Board about staying within the budget. The Board reviewed the information and the Board did not have any questions.

## **ARCHITECTURAL APPLICATIONS:**

The following applications were presented to the Board.

**Fernandez** (14883 Lambeth Square) windows and storm door disapproved. Shed and fence approved.

**Garcia** (14883 Lambeth Square) satellite dish approved. HD antenna disapproved because it conflicts with governing documents.

**Nahidian** (6034 Regents Park Road) addition to home disapproved, more detail is required.

**Petrak** (14824 Hoxton Square) windows approved with 8X8 grids.

**McCormack** (14803 Hatfield Square) resubmission of front door change (solid door) and storm door approved.

**Yi** (6058 Wycoff Square) addition approved.

**Parker** (14842 Leicester Court) satellite dish approved.

**Bowers** (14842 Haymarket Lane) replacement of gas lamppost with electric lamppost with carriage style fixture containing a dusk to dawn light sensor approved.

## **OLD BUSINESS:**

Board dinner has been postponed until the spring.

Mr. Courtney assured the Board that the spring Architectural violations inspections would begin next week. Inspections of painting problems and other related maintenance issues would be addressed, as the weather would permit compliance.

The policy for the parking of motorcycles within the community was discussed. Ms. Peralta said she would have the verbiage covering all eventualities at the next Board meeting. There would be further discussion, if necessary, and then voted on as an amendment to Parking Resolution Number 8.

Bulletin Board is still a project to be undertaken. The cost of approximately \$1500 will have to be budgeted.

## **NEW BUSINESS:**

New contract with Dominion Towing was presented listing the new towing offenses. The times for towing will be 6 p.m. to 6 a.m. Towing of commercial vehicle was discussed. It was suggested that Parking Resolutions Numbers 6 and 8 be combined and the verbiage covering motorcycles be added. Mr. Courtney will ask legal counsel to undertake this task.

**EXECUTIVE SESSION:**

The Board recessed in Open Session and convened in Executive Session to discuss pending and proposed litigation as well as delinquent accounts at 8:57 p.m.

The Board reconvened in Open Session at 9:14 p.m.

Mr. Courtney will ask legal counsel to draft a collection policy to address assessments, late fees, loss of parking privileges and legal action.

The Board agreed to proceed with non-judicial foreclosure on the home of a chronic delinquent.

Ms. Peralta asked Mr. Courtney to consult with legal counsel to determine if the community can assess the tenants as well as the landlords.

**ADJOURNMENT:**

A motion was made, seconded and approved unanimously to adjourn at 9:20 p.m.