

**London Towne Homeowners Association
Board of Directors Meeting**

July 24, 2003

DRAFT

ATTENDANCE:

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

Craig Courtney, Sequoia Management
Elizabeth Scarangella, Recording Secretary

CALL TO ORDER:

The President called the meeting to order at 7:09 p.m.

RESIDENT INPUT:

Mr. and Mrs. Ditoto were present to discuss further their request for a variance to park their commercial van in their driveway.

Ms. McGuinness discussed the possibility of an additional lamppost on Haymarket Lane. The area is very dark due to missing lampposts and porch lights not being turned on. The Board discussed the possibility of assessing a penalty for residents who do not have their front area illuminated by either porch or post light.

Mr. Courtney will determine the procedure and get a bid for installing a new lamppost.

GUEST SPEAKER:

Officer Hulse spoke about the new police station (703/814-7000) covering the Chantilly and Centreville communities.

There will be a new formation of bike patrol. Lt. Wall will be in charge of the patrol.

There was discussion on "no trespassing" signs. The signage would allow the police to question individuals who congregate or loiter as to whether they lived in London Towne. It was suggested that the lighting be upgraded in the parks and "no alcoholic beverages" signage installed. The attorney will give guidance on the legality of the signs and Mr. Courtney will get bids.

A question was posed regarding a curfew and the Board was informed that there is not a curfew in Fairfax County.

MINUTES:

A motion was made to approve the minutes from the June 12 and June 26, 2003 Board meetings as written. The motion was seconded and approved unanimously.

MANAGEMENT REPORT:

Mr. Courtney presented an analysis of the Balance Sheet, Income Statement and General Ledger. There were no questions from the Board.

Mr. Courtney reported that there is approximately \$25,000 in operating expenses, which will be used for retaining walls.

OLD BUSINESS:

Insurance coverage, sidewalk repair and the installation of a fence between London Towne and the adjoining community were topic of discussion.

Bids were obtained for board on board (\$9000) and chain link (\$4500) without a top bar. The area where the fence would be installed needs to be surveyed. A motion was made to get a price for the survey (5,0,0).

Mr. Lannes will be meeting with Premier on July 26th to walk the neighborhood. The scope of Premier's removal of debris will be discussed. It will be mentioned that residents have made mention that Premier personnel have been seen looking into the windows of some residents.

The Rights and Responsibilities of Communities will be published in the Crier for the next three months and after it is reviewed by legal counsel it will be adopted by the Board as a resolution.

ARCHITECTURAL APPLICATIONS:

The following applications were presented to the Board.

Fisher (14729 Bentley Square) – satellite dish – need more information

Morgan (14824 Hatfield Square) – concrete replacement – approved

Aguirre (14842 Hancock Court) – swing set and storm door – approved

Blevins (14810 Palmerston Square) – color change – need more information

Craft (14830 Bodley Square) – tree removal – approved

Thompson (6260 Paddington Lane) – window replacement – approved with grids

Martin (14828 Hatfield Square) – storm door and fence repair – approved

Oehlschlager (14827 Palmerston Square) – rear yard landscaping – approved

The use of outdoor furniture, portable and permanent, was defined and the guidelines will be published in the Crier. The ACC Committee along with rewording the guidelines to be more understandable and clear is also setting forth penalty process for violation of the guidelines.

A motion was made to accept the guidelines for the maintenance of the front yards, seconded and approved (5,0,0).

PARKING COMMITTEE

Mr. Bunn, Legal Counsel, will be sending a letter outlining the process for adopting a new parking resolution adding reserved parking spaces. He strongly suggests that there be three town meetings held to discuss the matter. Counsel said that spaces should be set aside for the residents of Carnaby Courts, but that the resident would have to notify the Board to request a specific space.

An appeal will be made in the Crier for block representative to canvas the neighborhood for resident input regarding reserved parking.

The next Parking Committee meeting will be August 8, 2003.

NEW BUSINESS:

Charlie will be adding weekly inspections of the Community to his responsibilities. The Community will be divided into zones and management will develop a process for the inspections. Mr. Courtney will design a prototype for door hangers to be used to point out covenant violations. He will also present a revised hearing letter.

Mr. Mallon will write an article for the Crier concerning the capabilities of the website.

EXECUTIVE SESSION

A motion was made at 9:38 p.m. to recess open session and convene in Executive Session to discuss delinquent accounts and other policy issues. The motion was seconded and approved unanimously.

The Board reconvened in Open Session at 10:12 p.m.

The Board would like a letter sent to the owner of the house on Bodley Square discussing the conduct of their tenant.

Legal Counsel will be asked to draft a letter citing Fairfax County Ordinances regarding zoning. It will be sent to the owner of 14839 Haymarket Lane who is advertising three rooms for rent.

ADJOURNMENT:

A motion was made, seconded and approved unanimously to adjourn at 10:26 p.m.