

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

**March 25, 2004**

**ATTENDANCE:**

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

**APPROVED**

Craig Courtney, Sequoia Management  
Elizabeth Scarangella, Recording Secretary

**ABSENT**

Mike Lannes, Director

**CALL TO ORDER:**

The President called the meeting to order at 7:00 p.m.

**RESIDENT INPUT:**

A resident expressed concern that poison ivy was growing in the areas where trees were cut down. Mr. Courtney said he would look into the matter.

One resident wanted to see if something could be done to regarding the vacant home on Maidstone Court. A suggestion was made to form a social action committee to help residents in need. An article will be placed in the Crier.

Another resident would like mention made in the Crier for the need to have address numerals complete and visible.

A resident discussed the watershed projects in Fairfax County and the need for volunteers. He had information regarding the impact on trash getting into the water supply. Mention was made of the clean up day in April. Mr. Courtney suggested the resident be the contact for residents who would like to participate. Mike Lannes said he would be the Board Liaison. Information will be published in the Crier.

Two letters were reviewed and Ms. Saucedo will go by the homes to get more information before a decision can be reached.

A letter regarding plastic chairs was reviewed and the Board said the resident must abide by the architectural guidelines.

The Board decided not to refund the money charged a resident for towing because the parking pass was not on the review mirror or in view.

Residents who have asked for additional time to make repairs will be told how the inspection process is conducted.

### **MINUTES:**

A motion was made to approve the minutes from the November 19, 2003 meeting as amended, seconded and approved (4,0,0).

### **COMMITTEE REPORTS:**

#### **ACC Committee:**

No written report.

#### **Parking Committee:**

No written report.

### **MANAGEMENT REPORT:**

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

Mr. Courtney mentioned that street sweeping will be done in the Community in the next several weeks. The bid was reviewed and the Board made a motion to accept the proposal seconded and approved (4,0,0).

The audit was reviewed and a motion was made to accept the 2003 audit, seconded and approved (4,0,0).

### **OLD BUSINESS:**

### **ARCHITECTURAL APPLICATIONS:**

The following applications were presented to the Board.

Salah (14811 Smethwick Place) – new door (disapproved)

Smith (6134 Gothwaite Drive) -- shed (approved)

Garay (14722 Bentley Square) – satellite dish (approved)

Wills (14808 Palmerston Square) – front doors (approved with restrictions)  
windows (approved)

Dang (14745 Ealing Court) – satellite dish (disapproved, reposition in rear)

Byergo (14847 Leicester Court) – sliding glass door and windows (approved)  
front door (disapproved)

Bevan (14815 Palmerston Square) – front door (approved)

Delatorre (6014 Wealdstone Court) – windows (approved)

Vrooman (14817 Maidstone Court) – roof, sliding door, shutters, windows (approved)

Campos (6001 Wealdstone Court) – addition (disapproved)

Blackburn (14827 Maidstone Court) – front light and stone path (approved)

Rarick (14813 Haymarket Lane) – storm door (approved with restrictions)

Lavalee (14700 Wycombe Street) – brick patio (approved)  
fence approved with restrictions)

Elassel (14726 Wycombe Street) – vinyl siding (approved)

**NEW BUSINESS:**

Ms. Saucedo reported that a resident on Paddington Lane raked all of their leaves into the common area. The Board wants a letter written requesting that they remove the leaves.

Due Process, Collection and new Parking (combination of Parking Resolutions 6 and 8) Policy Resolutions were reviewed. A motion was made to approve for member distribution the Resolutions, seconded and approved (4,0,0). The Resolutions will be posted on the website and a letter will be sent to the owners informing them of the posting and letting them know that they can request a hard copy.

The revised Architectural Guidelines were reviewed and changes noted. A motion was made to approve for member distribution the Architectural Guidelines, seconded and approved (4,0,0). The Guidelines will be posted on the website and a letter will be sent to the owners informing them of the posting and letting them know that they can request a hard copy.

Mr. Courtney will write a letter to Supervisor Frey indicating that London Towne would like to start the process to make the Community a Restricted Parking District.

Ms. Peralta would like to have the stop sign on Regents Park Road and Wycombe Street moved closer to Wycombe Street. Mr. Courtney will initiate the change.

**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 9:28 p.m.

The Board reconvened in Open Session at 9:30 p.m. A payment plan was accepted provided the regular monthly payment was in addition to the amount proposed.

**ADJOURNMENT:**

A motion was made, seconded and approved unanimously to adjourn at 9:34: p.m.