



The London Towne Crier

The London Towne Community Newsletter

December 2006

London Towne Homeowners Association

Approved Board of Directors Meeting Minutes

September 28, 2006 Meeting

Attendance: Robin Peralta, President; Bill Sheldon, Vice President; Sally Saucedo, Treasurer; Michele McCormack, Secretary; Linda Evans, Director; Samantha Winterstine, Sequoia Management; Morgan Riffe, Recording Secretary.

Call to Order: The President called the meeting to order at 7:01 pm.

Architectural Hearings: The Board conducted architectural hearings.

Resident Forum: The Board reviewed two letters from homeowners. • The residents revealed concerns about towing throughout in the community. • Mrs. Winterstine will try sending more notices out to the homeowners to remind them of the towing dates that will occur in the community.

Architectural Applications: The following applications were presented to the Board: 14821 Hatfield Square – New Windows – Approved • 14827 Hancock Court – New Windows, Color change, Wrap wood trim – Approved • 14749 Ealing Court – Deck – Pending on lack of information • 14831 Bodley Square – New front door, Fence – Approved • 14861 Lambeth Square – New front door, Front stoop replacement – Approved • 14821 Haymarket Lane – Fence – Approved • 14836 Hoxton Square – New storm door – Approved • 14804 Hatfield Square – New front door – Approved • 6290 Paddington Lane – New windows – Approved

New Business: The Board discussed the process of vacating Regents Park Road back to London Towne with Julie Dime from Delegate Tim Hugo's Office. She will gather more information concerning this matter and will hope to meet again with the Board to continue to resolve these matters.

Executive Session: The Board recessed in Open Session

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Fifth Annual Holiday Decorating Contest

It's that time of the year again; time to show off your home and front yard with lots of holiday spirit and cheer.

Once again we will be voting for the best decorated house in London Towne.

Awards will be given for best use of lights, best decorations and best theme. This year, as a show of spirit, there will also be a special plaque awarded for best-dressed Court.

Good luck to everyone! Come on and show your Holiday cheer and Community spirit!

Judging begins at 8:00 pm on Wednesday, December 13th.

London Towne Wishes You a Wonderful Holiday Season!



THE LONDON TOWNE CRIER

SEQUOIA MANAGEMENT COMPANY, INC.

13998 Parkeast Circle
Chantilly, VA 20151
Samantha Winterstine, Community Manager
E-mail: swinterstine@sequoiamanagement.com
Day Telephone: 703-803-9641
Emergency Telephone: 703-968-6705
FAX: 703-968-0936

LONDON TOWNE BOARD OF DIRECTORS

Robin Peralta, President
William Sheldon, Vice President
Sally Saucedo, Treasurer
Michele McCormack, Secretary
Up for Appointment, Director at Large
London Towne's Board of Directors meets on the 4th Thursday of each month at 7:00 pm. Meetings are held at London Towne Elementary School during the school year and at Sequoia Management during the off-season or inclement weather.

COMMITTEE CHAIRS

Architectural Committee
Please contact Sequoia Management
Landscape Committee
Michele McCormack, Chair
Block Captains
Patricia Jackson, Chair

PDS (RECYCLING & SANITATION)

Call 703-560-8866 to schedule large item pick-up
Pick-Up Days: Tuesday & Friday
Recycling Day: Friday ONLY

BATTLEFIELD TOWING: 703-378-0059

NON-EMERGENCY POLICE & FIRE: 703-691-2131

ANIMAL WARDEN: 703-830-3310

MALFUNCTIONING STREETLIGHTS

NOVEC: 703-335-0500

STATE ROAD MAINTENANCE

VDOT: 703-383-8368

Advertisers Wanted

Any local firm or professional individual seeking a well-read outlet at reasonable prices, please contact Samantha Winterstine at Sequoia Management:

703-803-9641

swinterstine@sequoiamanagement.com

The London Towne Crier is published monthly for the benefit and interest of the residents of London Towne. Contributions of articles, letters, news items, photographs, drawings, and community advertisements are welcome.

The deadline for submission is the 10th of each month.

Written material **MUST** include name, address, and phone number.

The views expressed in the *Crier* are those of the contributor and do not necessarily reflect the views of the Board of Directors or the Editor.

The *Crier* encourages advertising for London Towne residents who have services to offer, items for sale, items needed, or lost pet notices. There is no charge for this service. Advertisements will run for one month. Each advertisement must be submitted monthly if a reprint is requested.



This is an official publication of the London Towne Homeowners Association. Publication in this newsletter of announcements, resolutions, rules and regulations duly adopted by the Board of Directors serves as official notice to the membership and residents of the adoption and implementation of these enactments for the purpose of enforcement.

The London Towne Homeowners Association does not endorse, guarantee, or warrant the nature, quality, or attributes of any products or services advertised in this newsletter.

Calendar of Events

DECEMBER

14 Thursday: HOA Meeting, 7:00 pm, London Towne Elementary Library



Crier Advertising Rates

Business Card	\$25.00
1/4 Page	\$45.00
1/2 Page	\$75.00
Full Page	\$125.00

10% discount for 6-month prepaid ad. 15% discount for 1-year prepaid ad.

Personal classified ads for residents are free.

Business classified ads for residents are \$10.00 with a 3-line maximum.



Approved Board Meeting Minutes, continued from page 1

and convened in Executive Session to discuss hearing information as well as delinquent accounts at 8:08 PM. • The Board reconvened in Open Session at 8:29 PM. • Mrs. Peralta made a motion to review the hearing information, Mrs. McCormack seconded, and all were in favor. • Mrs. Peralta made a motion to accept the Rules Violation Charges as discussed in Executive Session, Mrs. McCormack seconded, and all were in favor.

Adjournment: Mrs. Peralta made a motion, Mrs. Saucedo seconded, and all were in favor to adjourn at 9:08 PM.

October 5, 2006 Meeting

Attendance: Robin Peralta, President; Bill Sheldon, Vice President; Sally Saucedo, Treasurer; Michele McCormack, Secretary; Linda Evans, Director; Samantha Winterstine, Sequoia Management; Morgan Riffe, Recording Secretary

Call To Order: The President called the meeting to order at 6:57 PM.

Architectural Hearings: The Board conducted Architectural Hearings.

Resident Forum: The Board reviewed a letter from homeowner. Mrs. Winterstine will contact the homeowner to discuss further information.

Architectural Applications: There were no Architectural Applications to review.

Minutes: The Board reviewed the August 24, 2006 Board of Directors meeting minutes. A motion was made by Mrs. Peralta to accept the minutes from August 24, 2006 as written, Mrs. Saucedo seconded and all were in favor.

Management Report: Mrs. Winterstine, read over the management report. Included was the Pipeline Expansion Project information, Michael Frye Letter to VDOT, Premier Turf and Landscaping Monthly report, and the monthly McBees. •

The Board reviewed and discussed the Premier Turf and Landscaping Proposal for aeration and overseeding in the community. The Board decided due to budget constraints that they could not have this work done this year. • The Board reviewed and discussed the R.E. Martin proposal for tree removal. • Mrs. Peralta made a motion to accept the proposal from R.E. Martin to remove the tree, Ms. McCormack seconded, and all were in favor. • The Board reviewed the Operational Calendar.

New Business: Mrs. Winterstine read over the 2007 Proposed Budget, and will correct any changes needed to review at next meeting. • The Board reviewed the PSE Proposal. Mrs. Winterstine will contact PSE Company to gather more information.

Executive Session: The Board recessed in Open Session and convened in Executive Session to discuss delinquent accounts and conduct Architectural Hearings, at 8:20 PM. • The Board reconvened in Open Session at 9:01 PM. • Mrs. Peralta made a motion to accept the Rules Violation Charges as discussed in Executive Session, Mrs. Saucedo seconded, and all were in favor.

Adjournment: Mrs. Peralta made a motion, and all were in favor to adjourn at 9:02 PM.



Raise in Association Dues

In order to keep up with rising fuel, utility and trash costs, the Board vote to raise Association dues by \$1.58 per month, beginning January 2007. We appreciate your understanding in this matter.

LONDON TOWNE HOMEOWNERS ASSOCIATION 2007 BUDGET



2006 BUDGET
@ \$52.25/MONTH

2006 PROJECTED
ACTUALS

2007 BUDGET
@ \$53.83/MONTH**

REVENUE

RESIDENTIAL ASSESSMENTS	416,955	416,955	430,209
MISCELLANEOUS INCOME	6,000	3,833	4,000
INTEREST	15,000	15,933	15,000
LATE CHARGES	<u>10,000</u>	<u>10,530</u>	<u>10,000</u>
TOTAL REVENUE	447,955	447,251	459,209

ADMINISTRATIVE EXPENSES

MISCELLANEOUS ADMINISTRATIVE	2,000	1,903	2,000
POSTAGE	7,000	6,925	7,500
MANAGEMENT FEES	54,609	54,609	56,248
LEGAL FEES	20,000	30,591	25,000
LEGAL FEE REIMBURSEMENTS	-11,000	-6,081	-7,500
AUDIT FEES & TAX REPRESENTATION PREP	2,600	2,550	2,600
BOARD EXPENSES/ANNUAL MEETING	500	0	250
LICENSES/REGISTRATIONS	200	75	75
COMMUNICATIONS/NEWSLETTER	15,000	16,719	16,000
RECREATION PROGRAM	4,000	5,528	5,000
STORAGE UNIT			1,250
RESERVE STUDY	0	0	0
BAD DEBTS	<u>75</u>	<u>515</u>	<u>250</u>
TOTAL ADMINISTRATIVE EXPENSES	94,984	113,334	108,673

UTILITIES

GAS	2,700	2,529	2,700
ELECTRICITY	<u>300</u>	<u>235</u>	<u>300</u>
TOTAL UTILITIES	3,000	2,764	3,000

OPERATING & MAINTENANCE EXPENSES

TRASH REMOVAL	110,000	135,357	140,000
LANDSCAPING CONTRACT	76,739	74,504	76,739
TREE REMOVAL/OTHER LANDSCAPING	21,000	35,000	15,000
SNOW REMOVAL/SPRING SWEEPING	18,000	7,500	12,000
CONTRACT MAINTENANCE			20,430
COMMON AREA MAINTENANCE	<u>23,000</u>	<u>26,949</u>	<u>4,000</u>
TOTAL OPERATING & MAINTENANCE	248,739	279,310	268,169

TAXES & INSURANCE

PROPERTY & LIABILITY INSURANCE	<u>6,000</u>	<u>6,000</u>	<u>6,000</u>
TOTAL TAXES & INSURANCE	6,000	6,000	6,000

TOTAL EXPENSES	352,723	401,408	385,842
NET INCOME	95,232	45,843	73,367

RESERVES

REPLACEMENT RESERVE	67,000	67,000	65,867
RE-INVESTED INTEREST	7,000	10,000	7,500
OPERATING/CONTINGENCY RESERVE	<u>16,207</u>	<u>0</u>	<u>0</u>
TOTAL RESERVES	90,207	77,000	73,367

SURPLUS/(DEFICIT) FUNDS	5,025	-31,157	0
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**MAXIMUM ALLOWABLE ASSESSMENT INCREASED TO \$53.83/MONTH (3.0%)

Happy Holidays!



- Candy Cane
- Chanukah
- Christmas
- Cookies
- Decorate
- Dreidel
- Family
- Feliz Navidad
- Festival
- Gift
- Holly
- Ivy
- Kwanzaa
- Lights
- Menorah
- Mistletoe
- Ornaments
- Poinsettia
- Santa
- Seven Principles
- Snow
- Star
- Stockings
- Toys
- Tradition
- Tree

G F E L I Z N A V I D A D M P
 I S T P G J T M L U F S V I O
 F F A M I L Y E O E E G T S I N
 T Q R N Q Y D D X O S N R T N
 Z V O R T I P R E H T I A L S
 C S C F E A A N A K I K D E E
 H A E R D T E K N T V C I T T
 R O D I S S U E B L A O T O T
 I S L T K N I U R R L T I E I
 S T C L A O S Y O T W S O D A
 T H J H Y H O R N A M E N T S
 M G C A N D Y C A N E M F B K
 A I W O N S A Y M E N O R A H
 S E V E N P R I N C I P L E S



Holiday Recipe for Kids!

Sugar Cone Spruce Trees

8 sugar ice cream cones
 1 can (16 oz.) vanilla frosting, divided
 1/2 c. confectioners sugar
 green gel food coloring
 assorted candy decorations (M&Ms, red hots, gummi bears, sprinkles, etc.)
 Use a serrated knife to carefully score and cut ice cream cones to desired heights. In a small bowl, combine 1/4 c. frosting and confectioners sugar; tint green. Set remaining frosting aside. Cut a hole in the corner of a plastic bag. Fill bag with green frosting. Squeeze frosting onto cones in rows (vertical or horizontal). You can also just spread icing onto cones with a plastic knife. Decorate with candies.



Decorations
 Scarf
 Vacation

Word Jumble!

SEFNIRD
 SANNOWN
 OSINPHPS
 OSFRYT
 DEEMCBRE
 IFYLMA
 FTGIS
 TNSIMET
 SDACTIONIEOR
 RSFAC
 TACNVOIA



December
 Family
 Gifts
 Mittens

Friends
 Snowman
 Shopping
 Frosty



Landscaping on Smethwick

Many thanks to Premier Turf and Landscaping for the beautiful job they did landscaping the corner common areas on Smethwick. Residents may not be aware, but Premier actually did this job at no cost to London Towne.

With the new landscaping in place, residents on Smethwick are reminded to place their trash in front of their homes for trash pick-up and not on the common areas. In addition, as a reminder to all residents, trash removal is on Tuesday's and Friday's. Trash should be placed at the curb no earlier than 5:00 p.m. the night before designated trash pick up days.

FCPS Inclement Weather Notification



Fairfax County Public School parents can access important information from



the school system during inclement weather. When the decision is made that schools will be closed all day or will open two hours late, the announcement will be made by 5:30 am. Schedule changes will be available:

- * By visiting the FCPS Internet home page, <http://www.fcps.edu>
- * By tuning in to cable Channel 21
- * By calling the public hot line, 800-839-FCPS
- * By e-mail through the Keep in Touch e-mail notification service
- * Announcements will also be available from local radio and television stations.

FCPS has several schedules set up to deal with inclement weather; these are put into effect when conditions threaten the safety of children who are walking or riding school buses to schools. These schedules are: (1) Keep schools closed. (2) Open two hours late. (3) Close two hours early (announcement will be made by 10:30 am).

New

Realty Direct Ad

Need Info Quick?

Visit our website at www.lthoa.com
or email the Board at lthoa@lthoa.com

Did you know that each month's *London Towne Crier* appears on the website about a week before the printed version arrives in your mailbox?



Check it out!

Dog Owners:

Please remember to pick up after your pets when taking them for walks.



Leaving pet droppings is not only unsanitary, but also against Fairfax County regulations. Please be a scooper, not a pooper.

Capital Petsitters Business Card
Pick up from October issue

Lynn Rowland

Helping Families Realize Their Dreams!

- Call Lynn for a *Free Market Analysis* of Your Home
- State-of-the-Art Computerized Marketing Plan Plus Extensive Advertising
- Lifetime Top Producer and Rated Top 1% in Home Sales Nationwide
- Over 18 Years helping London Towne Buyers and Sellers with all Their Real Estate Needs



LYNN ROWLAND

CRS, GRI

Associate Broker

(703) 772-4919

YOUR NEIGHBORHOOD EXPERT!

SOLD SOLD SOLD



14703 Cardigan Square
\$368,900



14852 Haymarket Lane
\$379,900



14831 Bodley Square
\$379,900

Call Lynn! Your Home Can Be Next!!!

**Weichert
Realtors**



The London Towne Crier

London Towne Homeowner's Association
 c/o Sequoia Management Company, Inc.
 13998 Parkeast Circle
 Chantilly, VA 20151-2283

PRESORTED
 FIRST CLASS MAIL
 U.S. Postage
PAID
 Centreville, VA
 20120
 Permit #6403



DIRECT DEBIT

Sequoia Management Company has begun Direct Debit for monthly homeowner's assessments. If you are interested in automatic debit, please fill out the information below and fax your request to Samantha Winterstine at 703-968-0936.

London Towne Homeowners Association Authorization Agreement for Direct Payments (ACH Debits)

PLEASE PRINT ALL INFORMATION

Instead of completing this form, you may include a voided check and sign and date the form

I (We) hereby authorize London Towne Homeowners Association, hereinafter called "ASSOCIATION", to initiate debit entries to my (our) { } Checking or { } Savings account (select one) indicated below at the depository financial institution named below, hereinafter called "DEPOSITORY", and to debit the same to such account.

DEPOSITORY NAME: _____ BRANCH: _____

CITY: _____ STATE: _____ ZIP CODE: _____

ROUTING NUMBER: _____ BANK ACCOUNT NUMBER: _____

(located on the bottom of your check)

This authorization is to remain in full force and effect until ASSOCIATION has received written notification from me (us) of its termination in such time and in such manner as to afford ASSOCIATION and DEPOSITORY a reasonable opportunity to act on it.

NAME(S): _____ LONDON TOWNE ACCOUNT NUMBER: _____

ADDRESS: _____

DATE: _____ SIGNED: _____ SIGNED: _____