

# Pinnacle Properties

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## MEMORANDUM

**TO:** Worthington Mews Residents  
**FROM:** Pinnacle Properties  
**DATE:** July 12, 2011  
**SUBJECT:** Annual Meeting Notice

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Notice is hereby given that the Worthington Mews Home Owners Association **Annual Meeting has been scheduled for Tuesday, July 26, 2011 at 6:30 p.m.** The meeting will be held at Northern District Police Station. The meeting will begin promptly at 6:30 p.m.

Included is a proxy for your use should you not be able to attend the meeting. For quorum purposes, we need at least 17 unit owners represented either in person or by proxy. You may name any other unit owner as your proxy but any unit owner may hold only one proxy other than his or her own. **Please return the proxy to Pinnacle Properties by 1:00 p.m. July 25, 2011** using the information above or give it to someone attending the meeting.

If you have any questions please contact us at the number below.

# Worthington Mews

## PARKING RULES AND REGULATIONS

### DUTY TO INFORM

As stated in the Covenants, page 10 of the Architectural Guidelines - parking is allowed in your garage only.

Residents are responsible for informing their guests of community parking regulations. Nonresident homeowners are responsible for ensuring that tenants are informed of the community parking rules.

### ENFORCEMENT

Enforceability - The rules are enforceable twenty-four (24) hours a day, seven (7) days a week.

## PARKING - RESTRICTIONS OF USE

No commercial vehicles with or without markings or logo's may be parked within the community at any time for other than a (bonafide service call) and must not impede traffic in my manner.

No boats, trailers, personal watercraft, campers, or other recreational type vehicle may be parked on any street, court, or outside lot within the community at any time except for temporary loading and unloading or reasonable cleaning not to exceed one (1) hour, and must not impede traffic in any manner.

Moving company vehicles will be allowed temporary parking between sunrise and sunset only for continuous loading of materials. Moving company vehicles may not block any fire-lane or mailbox at any time. Moving company vehicles shall not impede flow to access driveways or garages. If temporary blockage must occur then moving company vehicles must complete service as quickly as possible. Moving company vehicles will be required to immediately move if any emergency condition exists, which requires access to the obscured area.

No vehicle shall be parked or driven on any sidewalk, lot, or common area, other than for the needs of emergency vehicles or emergency repairs (e.g. plumbing contractor, public utility, or landscape contractor).

There shall be no parking whatsoever opposite or adjacent to the mailboxes, or on any corner within the community, or within fifteen (15) feet adjacent to any fire hydrant, nor on the lawns of the community, nor in any manner, which could impede the normal flow of traffic through the community. PLEASE NOTE: "NO PARKING AREAS" throughout the community shall be designated by yellow curbs or signs. Furthermore, vehicles shall

not be parked in a manner, which could interfere with the ability to encumber drivers attempting to effect safe entry and exit of their vehicles to and from the community Line straddling, tandem or double parking of vehicles shall not be allowed in the community.

**DARK STAR WAY PARKING – Visitor Parking Only.** Parking on this street is to assure direct access to stairways and sidewalks for our guests. No visitor vehicle may remain parked at any one location for more than FORTY-EIGHT (48) hours at a time. Any visitor vehicle needing more than forty-eight (48) hours of continuous parking must notify the management company with the tag number and vehicle make, model and color including the dates in which the vehicle is to be parked. Temporary parking permits can be obtained from the management agent.

**END OF COURT PARKING — Visitor Parking Only.** Parking at either end of courts is for guest parking only. No visitor vehicle may remain parked at any one location for more than FORTY-EIGHT (48) hours at a time unless authorized by the board of directors or management. Any visitor vehicle needing more than forty-eight (48) hours of continuous parking must notify the management company with the tag number and vehicle make, model and color including the dates in which the vehicle is to be parked and a temporary permit must be obtained by management.

**AVATAR LANE PARKING – Open to both visitor and resident parking.** Vehicles may remain parked on Avatar Lane for no more than 14 days without authorization from the Manager. Vehicles left for more than 14 days run the risk of being towed. Vehicles prohibited in Visitor spaces within Worthington Mews and noted in this document are also prohibited on Avatar Lane (i.e.: boats, trailers and marked / unmarked commercial vehicles).

No visiting or resident vehicle is to be parked on, or in front of, any driveway other than for temporary loading or unloading of passengers or items.

No visiting or resident vehicle may be parked on the street behind any home; other than loading or unloading or for washing of vehicle.

#### **DISABLED, ABANDONED AND UNREGISTERED VEHICLES**

No vehicle, which is inoperative, does not display current registration tags, is disabled, or abandoned shall not be permitted to park or be parked within the community.

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#### **SNOW POLICY**

During severe weather conditions, no guest(s) shall be permitted to park within the community. Due to the nature of these conditions, parking spaces are at an absolute premium and guest spaces would most likely be used as storage for the accumulation of snow being removed.

"Severe weather conditions" shall be defined as any set of weather conditions, which causes enough snow or ice to accumulate so as to necessitate the activation of the services of the Associations snow-pushing contractor.

ANY VEHICLE FOUND IN VIOLATION OF THESE PROVISIONS, FOR WHATSOEVER REASON MAY BE TOWED BY THE BOARD OF DIRECTORS WITHOUT EXCEPTION AND WITHOUT NOTICE TO THE OWNERS, WHO ASSUME ALL RISK AND EXPENSE OF SUCH TOWING.

**HANDICAPPED PARKING**

Handicapped parking shall be arranged by the Board of Directors on a case by case basis. Residents who are in need of designated handicapped parking space should contact the Community's Management Agent.

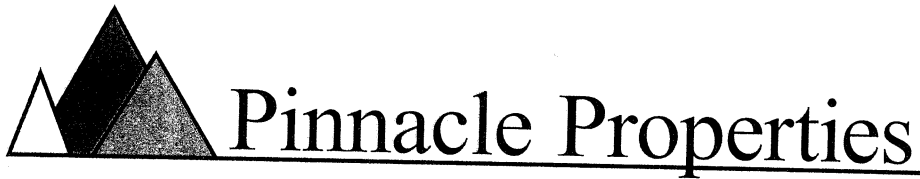
**TOWING**

The vehicles will be towed to:

North County Towing 3306 Mountain Road  
Pasadena, MD 21122

(410) 255-4494

These revised Parking Policy Rules become effective on September 1, 2011.



**MEMORANDUM**

**TO:** Worthington Mews Owners/Tenants

**FROM:** Pinnacle Properties

**DATE:** June 29, 2011

**SUBJECT:** Dumpster at Tot Lot

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Anne Arundel County will be placing a dumpster for your use located at the Tot Lot on July 29, 2011 by 8:30 a.m. and will be picking it up on July 30, 2011 by 1:30 p.m. Please look through your stuff for any belongings that you wish to dispose of. This is a great way to clean out the clutter for free and have it recycled.

Please feel free to contact us at 410-760-4203 if you have questions and we thank you in advance for your cooperation.

Pinnacle Properties

# Worthington Mews

## 2012 Budget

**2012**

Association Fees	\$ 123,648.00
Interest Income	\$ 1,000.00
Late Charges	\$ 2,000.00
Misc. Income	\$ 6,000.00
Special Assessment	
<b>TOTAL INCOME</b>	<b>\$ 132,648.00</b>
Electric	\$ 12,000.00
Open Space Dues	\$ 27,821.00
Exterminating	\$ 500.00
Audit Expense	\$ 1,250.00
Landscaping Contract	\$ 22,000.00
Landscaping Expense	\$ 10,000.00
Snow Removal	\$ 10,000.00
Copies & Postage	\$ 3,000.00
Bad Debt Expense	\$ 2,500.00
Repairs and Maintenance	\$ 8,000.00
Bank Charges	\$ 100.00
Legal Fees	\$ 1,500.00
Management Fees	\$ 16,556.00
Taxes	\$ 500.00
Insurance Expense	\$ 1,800.00
Miscellaneous Expense	\$ 500.00
Reserve Allocation	\$ 14,621.00
<b>TOTAL EXPENSES</b>	<b>\$ 132,648.00</b>



# Pinnacle Properties

Dear Owner:

The Board of Directors of Worthington Mews Homeowner Association has approved providing notices of Membership and Board Meetings, as well as proxies and ballots to Members/Owners via email. The Maryland Condominium Act, MD. ANN. CODE, REAL PROP. ART.§11B-113.1 requires written authorization from the Owner before doing so.

Emailing minimizes expenses for the Association and the unit owners and allows us to reach you in a timely manner. Below is a form to be completed by you as an owner and authorizing the Association to send you meeting notices, proxies and ballots as well as other membership meeting information to the email address indicated by you **instead of through the regular mail.**

\*\*\*\*\*PLEASE COMPLETE THIS FOR BEO\*\*\*\*\*

## EMAIL AUTHORIZATION FORM

\_\_\_\_\_ Date

I/we \_\_\_\_\_ (Name) are the owners of

\_\_\_\_\_ (Address) hereby authorize the

Worthington Mews Homeowner Association to provide all meeting notices, ballots and proxies, as well as any other information to me/us electronically at the following email address:

\_\_\_\_\_. I/we will update the Council if this

Email address changes.

Print name of Owner(s): \_\_\_\_\_

Signature of Owner(s): \_\_\_\_\_

**Return completed form to the address below or by fax.**

# PROXY

The undersigned, being the owner(s) of the premises and property interests appurtenant to the address listed below in Worthington Mews Homeowners Association. ("the owner"), hereby constitute(s) and appoint(s):

\_\_\_\_\_ or, if the preceding line is left blank, Direct the Board of Directors for the Homeowners Association (i.e., a majority of the directors shall appear at the meeting described below), attorney(s)-in-fact, for and in the name of the undersigned, to vote at the meeting of the Council of Unit Owners of Worthington Mews Homeowners Association to be held on Tuesday, July 26, 2011, and on such other day and at such other place as this meeting may be held, by adjournment or otherwise, with all the powers the undersigned would possess if personally present.

The undersigned expressly reserve(s) the right, upon demand or by appearance at said meeting, to revoke the agency and proxy powers granted herein. This proxy shall automatically expire 180 days from the date hereof (as indicated below).

This proxy may only be used for purposes of meeting quorum requirements and to vote for matters of business before the Council of Unit Owners of Worthington Mews Homeowners Association, other than the election of officers and members of the Board of Directors.

Unless otherwise directed by designation below, the holder of this proxy shall be entitled to exercise it as he or she, in his or her sole discretion shall choose.

AS WITNESS the signature(s) and seal(s) of the undersigned.

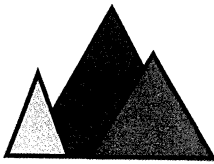
\_\_\_\_\_(SEAL)  
Owner

Address at Worthington Mews:

\_\_\_\_\_(SEAL)  
Owner

Dated: \_\_\_\_\_, 2011





# Pinnacle Properties

July 12, 2011

RE: Board of Directors Call for Nominees

Dear Homeowner:

Worthington Mews Homeowner Association is now in the process of preparing for the Annual Membership Meeting at which time the election of the Board of Directors will be held. In preparation for this meeting we are now accepting nominations for the Board of Directors. There are two (2) positions up for election. If you would like to run, you may nominate yourself or you may nominate another owner(s), after obtaining their permission. Please return the nomination form to Pinnacle Properties on or before July 25, 2011.

Thank you for your cooperation.

Pinnacle Properties



## Nomination Form

I, \_\_\_\_\_, owner of \_\_\_\_\_

hereby nominate \_\_\_\_\_,

as a candidate for the upcoming election of the Board of Directors.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date