

# Leewood Times

## Leewood Homeowners Association

### Management

Sentry Management Inc.  
4401 Ford Ave., Ste. 1150  
Alexandria, VA 22302  
(800) 932-6636

### Community Manager

Birgit Burton  
bburton@sentrymgt.com  
(703) 642-3246 ext. 56507

### Our Board

Leona Taylor – President  
president@leewood.us

Nathan Parsons-Schwarz –  
Vice President  
vicepresident@leewood.us

Justin Edwards – Treasurer  
treasurer@leewood.us

Gideon Abebe – Secretary  
secretary@leewood.us

Khaleaph Luis – At Large  
atlarge@leewood.us

### Trash Contractor

American Disposal  
Services

www.americandisposal.com  
(866) 884-8700

## Board Update

The Board continues to work with Sentry on a number of projects – sidewalks, streets, trees; we are still awaiting vendor proposals from Sentry. We are aware of the various requests regarding maintenance or changes on these items and have been urging Sentry to complete the proposal solicitation processes.

The ARC has completed the first draft of the revised Standards manual, incorporating preliminary decisions of the Board on updates. Once the draft Standards are completed by the Committee, the Board will review the proposed changes, and the association attorney will also be asked to review the Standards. Target completion is the end of this year.

With all the rain, several complaints have been received regarding poor drainage –problems with grading of the common area as well as individual units causing damage to neighboring properties and the common area. The Association has contracted with an engineer to review the identified areas and assist the Association with determining corrective actions. A meeting to walk the property and discuss the issues and solutions has been scheduled for the first week of October.

The trash vendor American was invited to the September board meeting to discuss recent changes in their service and the resulting mess seen on our streets over the past few months on trash days. A manager from American will be shadowing the crew to monitor their performance. One change noted in the service is that the trash and recycle may not be picked up first thing in the morning as was the previous practice. Also trash is often picked up before the recycling. If the trash has been picked up but not the recycling, please do not put out additional trash in the afternoon as it will not be picked up by the vendor.

On fencing, the Board approved having the fence on Backlick Road power-washed and sealed. Sentry is coordinating the work. Also, many owners in Leewood received a county-required letter regarding storm drain work on Larrlyn Drive. Good news is that as part of the storm drain work, the fallen tree behind 7015-7029 Leestone Street (that has damaged our fence) was removed at no expense to Leewood. Now that the tree has been removed, we will proceed with repairing the fence.

## Assessments Due October 1

Assessments for the fourth quarter are due October 1. Assessment payments should be mailed to LHOA, PO Box 105302, Atlanta, GA 30348-5302. You should have a coupon book from Sentry with your account number.

## Options for Paying Assessments

With Sentry, there are various options for paying your assessment besides mailing in a check. You can go to [www.sentrymgt.com](http://www.sentrymgt.com) to set up your homeowner account and make online payments. You have the ability to set up automatic payments, pay by phone, or drop the payment off at the Sentry office. You may now pay via credit card as well. (Note that there may be fees associated with payment options other than check and delivery to the Sentry office.) Go to [www.sentrymgt.com](http://www.sentrymgt.com) for more information.

## Interest Charges for Late Assessments

Per the Association covenants, the Association can charge 6% interest on overdue assessments. The Association has not been charging this allowable interest except when accounts are turned over to the attorney for collection. The Board has approved instituting the 6% interest on all past due assessments. Once an account is 30 days past due, interest will be charged back to the due date. To give owners advance notice, **charging interest on past due assessments will begin January 1, 2019 effective for assessments due on or after January 1.**

## Resale Packets

Ownership of a Leewood townhome includes an automatic mandatory membership in Leewood Homeowners Association, and this membership makes any home sale subject to the Virginia Property Owner's Association Act. When a home in Leewood is sold, the seller is usually obligated to provide the purchaser with a disclosure packet. This packet will provide important information to the purchaser concerning assessments due on the home, ARC violations and informing the prospective buyer of the Association's governing documents, rules, and regulations

In the past, these disclosure packets were prepared by volunteers within Leewood. With the move to Sentry Management, the preparation and delivery of the packet along with the required ARC inspection is performed by Sentry Management. The disclosure packets and other document such as mortgage questionnaires can be ordered on the Order Closing Documents page at [www.sentrymgt.com](http://www.sentrymgt.com).

Fees for the disclosure packet and other closing documents vary based on the documents requested, delivery method chosen, and whether expedited service is requested. When the disclosure packets were prepared by volunteers within Leewood, fees were limited by law to the cost to produce the packet (\$25). However, management companies by law are allowed to charge higher fees than self-managed associations, so fees now range from \$225-\$275 for a resale packet. The fee includes not only the packet, but the required inspection of the home.

## ARC (Architectural Review Committee) Inspections

Sentry Management conducted approximately 50 ARC inspections this summer to verify that homes comply with the Leewood Design and Maintenance Standards. The inspection results were then reviewed by the Board prior to issuance of any violation letters. The review was done not only to see how Sentry performed on the inspections but to assist the Board in revising the Standards manual and coordinating with other Board work.

To coordinate with other Board projects:

- Violations for leaning or broken sidewalks are not currently being cited; the Board is planning to contract with a vendor for common area sidewalk repairs, and the vendor is to offer their service to owners for individual sidewalk repairs.
- Violations for downspout extensions are not currently being cited pending the consultation work with the engineer on drainage issues.
- The Board also chose not to currently cite a few other violations where the Board is expecting to update the Standards.

That a violation letter was not issued does not waive the Association's right to cite the violation in the future. Letters to the 50 owners with violations were sent out in mid-September. Sentry will be performing the additional 150 inspections over the next few months. If you receive a letter and have any questions, please refer to the Standards, contact Sentry Management, or e-mail the Committee at [arc@leewood.us](mailto:arc@leewood.us).

As a reminder, repairs returning your home to the original builder condition are generally not subject to ARC approval. However, repairs or improvements that change the appearance must be approved by the ARC. Remember to review the Standards (available at [www.Leewood.us / Architectural](http://www.Leewood.us/Architectural)) when contemplating any exterior work on your house or yard. **Do not rely on or copy what your neighbor has done; your neighbor may not be in compliance.** When in doubt, review the Standards and call or e-mail Sentry Management for clarification.

If you are making a change or any update to the exterior of your house or yard, you should complete an Application for Exterior Home Improvement Approval or Application for Exterior Color Approval (also available on the website under ARC Forms). Submit the form(s) to [arc@leewood.us](mailto:arc@leewood.us).

## No More Plastic Bags in Your Recycling Bin

Important reminders from our trash contractor:

**Plastic bags should never be placed in your Recycling bin!** Any material within a plastic bag is automatically labeled contaminated and will not be recycled (#plasticbagproblems). Help do your part by keeping your recycling Empty, Clean, Dry, and Loose.

The following items are recycling-friendly:

- Rigid containers (for example, plastic bottles)
- Cans (soda cans)
- Cardboard (Amazon boxes)
- Paper (scrap papers)

The following items are **NOT** recycling-friendly and should be put in trash receptacles, NOT in recycling bins:

- Plastic bags and flexible packaging (grocery bags, bubble wrap)
- Diapers (Huggies, Luvs)
- Food and organic waste (bones, leftover food in containers)
- Phones and electronic waste (iPhones, laptop)
- Clothing (raincoat, plastic boot)

### Mosquito Prevention

With the record amounts of rain we have had this year, do your part to control mosquitoes around your home and yard:

- **Eliminate standing water:** Mosquitoes can breed in a container as small as a bottle-cap. Empty out flower pot fountains and containers with standing water. Fill in or level your back yard to avoid pools of standing water.
- **Treat standing water:** Larvicides can help to control mosquito breeding sites. Mosquito dunks and pellets or other products can be purchased at many local stores or online.
- **Spray your yard:** Used carefully and according to label instructions, an insecticide can help eliminate mosquitoes.

### House Number Plaques

Over time, the Leewood house number plaques have seen a lot of exposure to the elements. A template for the plaques is available on the website for replacing a deteriorated plaque. As a service, a Leewood volunteer is offering his services to make a customized plaque for any owner that is interested.

- For \$30, you will get a new plaque made from oak, painted in exterior white, with new house numbers in black attached.
- For \$20, you will get a new plaque made from oak, painted in exterior white, with your old house numbers repainted black and reattached.
- For \$10, you can get an unpainted plaque with no letters (for those whose plaque is other than white or those who want brass numbers).

This offer is valid through the end of 2018. If you want a replacement plaque, you can drop off the form below along with your payment at 5268 Leestone Court. Cash or checks payable to David Taylor will be accepted.

|   |                                |  |
|---|--------------------------------|--|
|  | <b>House Plaque Order Form</b> |  |
|   | Name: _____                    | _____  |
| House Address: _____  | _____                          | _____  |
| Phone Number: _____   | _____                          | _____  |
| _____   | \$30.00                        | Plaque -painted white with new black numbers           |
| _____   | \$20.00                        | Plaque -painted white with old numbers repainted black |
| _____   | \$10.00                        | Plaque -unpainted                                      |