



Woodwinds Newsletter

April 2007

MESSAGE FROM THE BOARD

There have been a lot of changes at Woodwinds in the last several months and even more changes are afoot! The makeup of the board has changed considerably -- two new board members were elected at the annual meeting in November, and there have been a total of four resignations and three appointments to the board since then. The position of Secretary is currently vacant.

In February, Riddell Property Management took over management of Woodwinds from TWC.

In the past month a number of committees have been reactivated, and they are getting lots of things underway. More committees will be established soon, with many opportunities for you to help improve the quality of living in Woodwinds.

This is a dynamic and exciting time for Woodwinds! Please look around your community and get involved in whatever ways you can, large or small -- a wave and friendly word to a neighbor, picking up a piece of trash, or volunteering for a committee or serving on the board.

Please help us save money! Paper and postage expenses add up -- if you would like to receive this newsletter electronically and have an email address to which we can send you this and other community information, please submit it to woodwindsnews@yahoo.com. This will be a limited access account for the Board members. If you're willing, please submit your name, address and phone number as well, so that the Board can compile a Community Directory. Please also let us know if we have your permission to release your information to other members of the community, upon request.

NEWS AND EVENTS

UNIT SURVEY

If you have not completed your unit survey, please do so and return it to Eric Orr by **April 30**. This survey is an important step in assessing the repairs and maintenance of Woodwinds' common elements and in evaluating whether recent repairs are effective in correcting known problems with roof and balcony leaks. Please return the survey even if you are not experiencing issues or problems in your unit. We will be striving for 100% responses and will be contacting you if we do not hear from you by the end of the survey. Eric has placed a box for these surveys on his front step (11615 Windbluff Court).

COMMUNITY YARD SALE

The Woodwinds Community Yard Sale will be held on **May 5, with a May 12 rain date**. Join your neighbors at locations on Ivystone Court between the hours of 8:00 a.m. and 1:00 p.m. to make some money off your spring-cleaning! Contact Ellen Bernard at 703-873-3178 for more information.

VEHICLE AND PET REGISTRATION

To support efforts to update Woodwinds' Rules and Regulations, the Board is asking residents to update vehicle and pet registrations. Please fill out the attached form to help us update the Community's records and ensure that Fairfax County, and Woodwinds Community, regulations are followed. These may be returned to any of the Board members, or to the box on Eric Orr's front step (11615 Windbluff Court). Please return these forms by **April 30**.

VOLUNTEERS NEEDED

BOARD MEMBER - SECRETARY

The Board is seeking a volunteer to serve as Secretary. Please contact one of the Board members if you're interested.

INVESTMENT HELP

The Woodwinds Council of Co-owners needs to ensure that our reserves are properly invested, balancing security and return on investment. If you have experience with investing or would like to help research investment options for our reserves, please contact Eric Orr, Treasurer.

MAINTENANCE COMMITTEE

Want to help keep Woodwinds in top condition? Have some time to contribute your time to a worthy cause? The board has identified a number of maintenance related tasks around the property that need to be completed. These tasks range from simple jobs like taking inventory to more complex ones like researching cutting-edge technology that could save us hundreds of dollars! All of them, when completed, will make Woodwinds a better community. Please contact a member of the board to find out how you can help.

COMMITTEE VOLUNTEERS

If you are interested in joining the Covenants, Communication, Landscaping or Parking Committees, please contact a member of the Board.

RESERVE STUDY AND UNIT SURVEY RESPONSE ANALYSIS - AD HOC COMMITTEE

The Board is seeking volunteers to serve on an Ad Hoc Committee to review the proposals for our new reserve study, and to review the responses to the Unit Surveys (see above). The proposals need to be reviewed, referenced checked, and an objective selection needs to be made before signing a contract for the study. In addition, the survey responses need to be incorporated into a plan for the Board to prioritize work to be done. Once the reserve study proposals are reviewed, the engineer's inspection of Woodwinds can begin. Please contact a member of the Board to volunteer.

COMMITTEE ACTIVITIES

COMMUNICATIONS COMMITTEE

This first newsletter of 2007 has been delivered to all residents and non-resident owners to ensure everyone receives it. Thereafter, the newsletter will be distributed via email to all owners who have provided their email address; it will be posted to the Woodwinds web site (see article below!) and it will be delivered to those who have provided no email address.

COVENANTS COMMITTEE

The Covenants Committee has developed updated Rules and Regulations, and enforcement guidelines for the Board's review. This update is included in this newsletter package for your review and comment. The intent of these rules is to maintain and improve the safety, appearance and value of the community, and make it as attractive and pleasant a place to live as possible. Please take a look at the revised Rules and Regulations and return any comments you have via email to the Board (woodwindsboard@yahoo.com) by **April 30**, or if you prefer, you may also write in your comments and suggestions and leave them in the box on Eric Orr's front step (11615 Windbluff Court).

LANDSCAPING COMMITTEE

The Landscaping Committee is working hard on preparations for Flower Day. Committee members are reviewing the current grounds maintenance contract with Blade Runners, and are looking into alternative grounds maintenance companies so that the Committee can make recommendations regarding the contract and other companies to the Board. Committee members also planned to walk the property on **Thursday, April 19** to draw up comprehensive list of issues and concerns. Contact Suzanne Wolfe for more details.

PARKING COMMITTEE

The Parking Committee is developing updated Parking Regulations, and enforcement guidelines for the Board's review. Like the updated Rules and Regulations, these updated Parking Regulations will be distributed to the community for review and comment.

BOARD MEETING SCHEDULE

May 15th 7:00 - 9:00p

June 12th 6:30 - 9:00p

July - December TBD

(These Board meetings are held at the Reston branch of the Fairfax County Public Library)

JOIN THE WOODWINDS BLOG

WOODWINDS YAHOO GROUP AND WEBSITE

The Woodwinds community has established a Yahoo Group to facilitate email exchange among residents in a public forum. To join the group, go to Yahoo.com (<http://www.yahoo.com>), click on Groups, and search for "Woodwinds." This is a great place to voice your opinions and concerns and also see what other residents and owners have to say about important issues.

The Board has also created a website for dissemination of important information about the Woodwinds community. Most of the governing documents are available in electronic format. Other items online include Board meeting minutes, financial data (budget, reserve study), and maps & floor plans. Check it out at <http://www.bluemarblewebs.com/ww/>.

REMINDERS

TRASH REGULATIONS

Pick-up is Monday and Thursday mornings (recyclables Thursday mornings only). Trash may be set out no earlier than 8 pm the night before and no later than 8 am on morning of pickup (to ensure it is picked up).

SPEED LIMIT RULES

Remember the speed limit through Woodwinds is 15 mph.

LANDSCAPING CHANGES

Please remember, changes to the landscape of the community must be cleared through the property owner, whether it's Woodwinds Association or the Reston Association. In some cases, with the Reston Association, the change would require the involvement of the Design Review Board.

WOODWINDS BOARD

President	Patrick Shagena 11646 Ivystone Ct	703-785-7222 patsverizon@yahoo.com
Vice President	Sharon Brooker 11618 Ivystone Ct #101	571-277-3608 sharon.brooker@ed.gov
Treasurer	Eric Orr 11615 Windbluff Ct	703-715-1172 eric_va8@yahoo.com
Secretary	(vacant)	
At large	Teri Jaeger 2102 Green Watch Way #300	703-620-2856 tjwoodwinds@att.net

Any email addressed to WoodwindsBoard@yahoo.com is distributed to all Board members.

Personal information provided in the Woodwinds newsletter, such as email addresses and phone numbers, are intended for the use of residents, for Woodwinds Association activities only, and are not to be distributed outside of the community or used for any other purpose.

WOODWINDS PROPERTY MANAGER

Riddell Management Services (Frank Miller)
329 Sugarland Run Dr
Sterling VA 20164

Ph 703-406-2833

In case of after hours emergencies, please call the number listed above. In case of fire or medical emergency, always dial 911 immediately.

For mailing payments:

Riddell Management Services
PO Box 650874
Sterling VA 20165

COMMITTEES

Thanks to all our volunteers!

		Phone
<u>Covenants</u>	Chris Brockway (chair) Suzanne Wolfe D'Orsay Ripple Judith Amstutz Beverly Bugos	703-860-372
<u>Communications</u>	Marty Breslow (chair) Cat Crozier Beulah McLemore	703-758-0915
<u>Landscaping</u>	Suzanne Wolfe (co-chair) Judith Amstutz (co-chair) Anna Kan Sylvia Brookover Beverly Bugos Lila Lewis Jennifer Peden D'Orsay Ripple Katalin Vaughn Beulah McLemore Eloise Williams	703-615-2054 703-264-0454
<u>Parking</u>	Jim Murch (chair) Beverly Bugos Suzanne Wolfe	703-477-7968

**WOODWINDS RULES & REGULATIONS
(PROPOSED)
Incorporated in the Woodwinds By-Laws
Article VI, Section 6**

NOTE: These rules and regulations have been recommended to the Board by the Covenants Committee and do not include parking regulations, which are being reviewed separately by the Parking Committee.

NOTE: In some cases, these rules and regulations have been reworded for clarity; they have also been reorganized under logical headings for ease of use and may not appear in the same order as the original document.

Italicized entries represent proposed additions; strikethrough text represents proposed deletions.

These Rules and Regulations shall apply to all Woodwinds co-owners, tenants, guests, invitees, and/or others, including children and other family members thereof. Co-owners are responsible for the actions of their children, guests, servants, employees, or any other person occupying or visiting their Apartment, Patio Home, or Townhouse.

Each co-owner shall be responsible for providing a copy of these Rules and Regulations to any tenant of his or her Apartment, Patio Home, or Townhouse.

Any consent or approval given under these Rules and Regulations by the Board of Directors shall be revocable, upon reasonable notice, at any time if facts presented for consideration change.

These Rules and Regulations may be added to, modified, or repealed at any time by the Board of Directors.

CONDUCT

Noises which will disturb or annoy occupants of any of the Apartments, Patio Homes, or Townhouses will not be permitted, nor will any actions which may interfere with the rights, comfort, or convenience of others. (Section 108, Chapter 5)

Complaints shall be made in writing to the Management Agent. In the event that the Board of Directors is functioning as Management Agent, then such complaints shall be sent to the President of the Board of Directors.

Any damage to the buildings, parking areas, recreational facilities, equipment, or other limited common or common areas caused by any co-owner, his/her tenant, guests, children, employees, or pets shall be repaired at the expense of that co-owner.

No employee or contractor of the Council shall be given work orders by anyone other than the Managing Agent, the President, or designee of the Board of Directors, nor will any employee or contractor be sent on any private business at any time.

EXTERIOR APPEARANCE

No exterior of any Apartment, Patio Home, or Townhouse shall be painted, decorated, or changed in any manner; no exterior shades or awnings, exterior light fixtures, window guards, ventilators, fans, air conditioning devices, storm doors, or plastic storm guards shall be used on or about the buildings; no radio or television aerial shall be attached to or hung from the exterior of the buildings; no storage sheds or dog houses or other construction alteration may be made in connection with the Apartments, Patio Homes, or Townhouses or any limited common or common elements, to include without limitation the exterior surfaces of windows, doors, trim and frames, the exterior and interior glass surfaces of window panes, balconies, and patios – except such as may have been approved by the Board of Directors, in writing, and, when applicable, have been approved by Reston Association in writing to the Board of Directors.

No article shall be hung from the doors or windows of the Apartments, Patio Homes, or Townhouses.

Balconies and patios shall be kept clean and free of obstructions and may not be used for storage purposes. Planters, plant containers, and other objects on balconies may not protrude or extend beyond the inside limits of balconies.

No bicycles, motorcycles, scooters, baby carriages, other vehicles, toys, or other personal articles shall be allowed to stand in hallways, entranceways, stairwells, sidewalks, or paths.

Clotheslines are prohibited on balconies or patios or elsewhere outside of the exteriors of Apartments, Patio Homes, or Townhouses.

The Council assumes no responsibility for loss or damage to articles in or on the patios or balconies. Liability for injury resulting from violations of this rule rests with the unit owner violating the rule.

No signs, notices, or advertisements shall be inscribed or exposed on the outside of any building nor shall anything be projected out of any window without approval of the Board of Directors, in writing, except that one "For Sale" or "For Rent" sign may be displayed in one window of an Apartment, Patio Home, or Townhouse until such time as a contract has been executed for sale or lease.

Owners of Apartments, Patio Homes, or Townhouses shall maintain their windows in good condition. Windows whose seals are broken (identified by condensation or "fogged" appearance) shall be replaced by owners of these units at the owners' expense within ninety (90) days of written notice from the Board of Directors.

The greens, walkways, and entranceways in front of the Apartments, Patio Homes, and Townhouses shall not be obstructed or used for any purpose other than entry into or exit from the Apartments, Patio Homes, or Townhouses.

Planting of trees, shrubs, and flowers requires prior permission from the Board of Directors and coordination with the Landscaping Committee.

INTERIOR APPEARANCE

All drapes or other window coverings shall be lined white or if unlined be white, off-white, or neutral. The use of off-white or neutral color sheets or other temporary window covering shall be limited to two months.

No articles shall be set on exterior window sills nor on balcony ledges without prior approval for setting out such articles is given in writing by the Board of Directors. Liability for injury resulting from violations of this rule rests with the unit owner violating the rule.

REFUSE AND RECYCLING

All refuse shall be deposited with care in plastic bags fastened securely at the top or in other secure and weatherproof containers.

Trash pick-up days are Monday and Thursday; recyclable items pick-up is every Thursday.

Trash and recyclable items may be placed outside not earlier than 8:00 pm on the day prior to pick-up and not later than 8:00 am on the morning of pick-up.

Trash and recyclable items must be in securely fastened plastic bags.

Recyclable cans (aluminum and metal), plastics #1 and #2, and glass bottles and jars do not need to be separated.

Corrugated cardboard boxes are not considered recyclable by AAA and will be removed during the trash pick-up.

Newspapers, magazines, and glossy inserts should be tied with twine or placed in paper bags.

PETS

The maintenance, keeping, boarding, and/or raising of animals, livestock, poultry, or reptiles of any kind, regardless of number, shall be and is prohibited within any Apartment, Patio Home or Townhouse or upon the limited common or common elements, except that the keeping of small, orderly domestic pets, (e.g., dogs, cats, or caged birds) is permitted subject to Fairfax County Code (Section 41.1) and these Rules and Regulations adopted by the Board of Directors.

Provisions of this section are enforceable by animal control officers and may be enforced by the police department.

Animals may not be kept or maintained for any commercial purposes or for breeding.

All pets should be registered with Woodwinds Association. Registration includes providing proof of licensing (dogs only) and inoculation against rabies (dogs and cats).

All dogs and cats over four months of age must be vaccinated against rabies and owners must be able to provide proof or certificate of vaccination upon request (Section 41.1-2-1).

Unrestricted dogs are prohibited; all dogs must be carried or be on a leash while on Woodwinds common property (Section 41.1-2-4).

All dogs over four months of age must be licensed and must wear a license tag on their collars while on Woodwinds property. Cats are not required to be licensed (Section 41.1-2-2).

Please do not allow dogs to make excessive noise. Animals must not frequently and habitually make loud and objectionable noises or be kept in such a manner as to cause unsanitary conditions (41.1-2-6). Any such pet causing or creating a nuisance or unreasonable disturbance or noise must be permanently removed from the property upon ten days written notice from the Board of Directors.

Please do not allow dogs to defecate or urinate on the lawns and shrubs or make excessive noise. The owner or custodian of any dog shall be responsible for the removal of excreta deposited by such dog on the property of another, including public places (41.1-2-6).

Any unit owner who keeps or maintains any pet upon any portion of the Property, or whose tenant does so, shall be deemed to have indemnified and agreed to hold the Council of Co-owners, unit owners, their guests, and their invitees free and harmless from any loss, claim, or liability of any kind or character whatever arising by reason of keeping or maintaining such pet within the Condominium

TELEPHONE INSTALLATION

~~Access to the telephone closets must be coordinated with the management company. notify the office 24 hours in advance of the telephone company's visit. You are responsible for picking up the key; a \$25 deposit is required.~~

PENALTIES FOR VIOLATIONS

All first violations will result in one (1) warning. Second violations for the same offense will result in a \$50.00 assessment. Repeated violations for the same offense will be escalated to the entire board immediately for resolution. ("Repeated" will be defined as three violations for the same offense within a one-year period).

**WOODWINDS COUNCIL OF CO-OWNERS
VEHICLE REGISTRATION**

Refer to the Woodwinds By-Laws for details regarding vehicles.

Name: _____

Address: _____

Total vehicles at this address: _____

Vehicle 1

Make: _____ Model: _____

Tag No: _____ State: _____

Year: _____ Color: _____

Vehicle 2

Make: _____ Model: _____

Tag No: _____ State: _____

Year: _____ Color: _____

Vehicle 3

Make: _____ Model: _____

Tag No: _____ State: _____

Year: _____ Color: _____

(Please list additional vehicles on reverse)

**WOODWINDS COUNCIL OF CO-OWNERS
PET REGISTRATION**

Refer to the Woodwinds By-Laws for details regarding pets.

Name: _____

Address: _____

Total pets at this address: _____

Pet 1

Description: _____ Breed: _____

Can you

a) provide proof of inoculation against rabies? Yes No

b) provide proof of registration (dogs only)? Yes No

Pet 2

Description: _____ Breed: _____

Can you

a) provide proof of inoculation against rabies? Yes No

b) provide proof of registration (dogs only)? Yes No

Pet 3

Description: _____ Breed: _____

Can you

a) provide proof of inoculation against rabies? Yes No

b) provide proof of registration (dogs only)? Yes No

(Please list additional pets on reverse)