



SUMMER 2005

Dear Millwood Estates Homeowners/Residents,

The Architectural Review Committee recently completed their Spring inspection. They found the community to be generally in very good shape and the members want to thank the residents for their overall compliance with the CC&R's and the Community Living Guidelines. Most of the violations found were relatively minor, but there were several items that we all need to look at. Our homes are now between 14 and 18 years old, and maintenance will have to be performed in many areas in order to keep our standards at the highest levels and retain our reputation as the best place in West Springfield to live.

REPLACE/REPAIR WINDOW SCREENS

All homeowners are reminded that all screens must be up or all screens must be completely off of the home to comply with the rules of the Association. The ARC noted that over 67% of our 81 homes had missing, broken or otherwise faulty screens. This is far too many, and we all need to take a hard look at our own properties. Screen material can be obtained from any hardware store. Handymen are constantly advertising their services if you don't want to do the repairs yourself. Individual letters to homeowners resulting from this inspection are only going out to the most egregious cases, but the data will be kept for comparison for the next inspection in the fall. If no action has been taken to repair or replace the damaged screens, then a letter to the individual homeowner will be forthcoming.

REGULAR MAINTENANCE REPAIRS

Many of our homes have wood rot in one or more places on window boxes, doorframes and porches. Caulking and fresh paint helps prevent wood rot, but will not keep it from advancing once present. Homeowners are reminded that rotten wood should be replaced rather than puttied or caulked over. While wood putty or caulk may seem to be an acceptable approach when "repairing" damaged wood, it tends to not adhere properly or flake off after only a short time, and does not solve the basic problem. In fact, it may exacerbate the rot already present. The ARC noted that at least 10% of our homes are in need of repair from wood rot or loose/unsecured rake boards/fascia/soffits, etc., and need to be painted (don't forget to paint rake boards). Please be sure to use the correct color (refer to Policy Memorandum 04-03); if you are not sure of any house paint colors, please contact the ARC or Tershia Knight at (703) 569-5797, extension 122.

PRUNING TREES & TRIMMING VINES

Over the course of the last two months, the HOA contracted with J&L Tree Service to remove four hazardous trees in the common area and to prune major limbs from common area trees away from our homes. We also contracted with Valley Crest to prune trees in other common areas to a height of 15 feet to clear obstructions to sidewalks, street signs and lights. Nonetheless, there are a few trees that belong to homeowners that should be pruned or trimmed to allow unhindered access while walking on our sidewalks.

Vines have a bad habit of compromising the integrity of the surface they adhere to and can cause considerable damage, translating to expensive repairs. Trimming vines from fences, siding and brick is recommended to preserve the integrity of our fences, siding and brick and to preserve the overall beauty of the community.

CLEANING SIDING & CEMENT STEPS

As our community ages, some homes have begun to show dirt, tree pollen and smoke residue. Other common problems include mold and/or mildew, particularly on the front steps, sidewalks and driveways. Members are encouraged to clean these areas to enhance the beauty of their homes and to preserve their value.

DECKS AND FENCES

The ARC noted about a half dozen cases where fence repair was required, but it is time for all of us to take a look at our fences. After 14 to 18 years of wear, many fences need shoring up, repair of horizontal and vertical slats, gate repairs or out and out replacement of the entire fence. Only rough cut cedar may be used for replacement of fences and gates. Replacement fences and gates must follow the same style as the original installations. Refer any questions to the ARC or Cardinal Management. To protect and enhance the deck's appearance, only approved CLEAR sealer should be used.

PAINTING OF FIRE LANES AND PARKING SPACES

The BoD has signed a contract for repainting the fire lanes and restriping and marking all parking spaces ("reserved", "guest" and "open") within the community. The BoD requests the understanding and cooperation of all residents while the painting takes place. Exact dates will be published as soon as final scheduling is negotiated. More information will be forthcoming, but the intent is to have the painting, completed by the end of Summer.

OTHER NOTES

Playground Issues – The BoD is looking into whether or not we will be allowed to "refresh" the gravel on the playground or if we will be required to convert to a softer base material such as wood chips. If so, this will entail considerable expense and effort as we will also want to regrade the area to allow for better drainage, to keep it dry and free from pests. As such, we have elected to obtain the required information and then determine whether or not this effort should be deferred until next year.

Landscaping Issues -- The Board is still working with our Management Company to review the master “Five Year Plan” for landscaping issues within the community that was provided by Valley Crest, and determine whether the plan presented late last year makes sense. The Board still needs to establish a formal Landscaping Committee. **If there are any members who wish to serve our community on a Landscaping Committee, the Board of Directors will eagerly accept your help.**

The above information is intended to be helpful and also to ensure the integrity of our neighborhood. We are all committed to keeping the community in excellent shape for our personal satisfaction as well as continuing high property values. Please refer to the architectural guidelines prior to any work commencing of your town home. Any doubts should be resolved with the ARC via Cardinal Management.

Homeowner questions, issues, concerns and correspondence to the Millwood Homeowners’ Association should be addressed to our Management Company. Contact information is provided below:

Cardinal Management Group, Inc.
5900 Prince James Drive
Springfield, Va. 22152
Attn: Tershia Knight – Association Manager

Tershia can also be contacted at (voice) 703-569-5797, extension 122; (facsimile) 703-866-3156 or via e-mail t.knight@cmgmt.com.



HAVE A SAFE AND

FUN SUMMER!