

Lakeside Terrace

Con-Do-It

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Lakeside Terrace Condominium Association

December 2011

PRESIDENT'S MESSAGE

December is a time of celebration. For Muslims, December 5, Ashura, is a day of commemoration of the martyrdom of Imam Hussain, the grandson of the Prophet Muhammad. For Jews, Hanukkah is an eight day celebration of the rededication of the Second Temple in Jerusalem that starts December 21. Also, on December 21, the Winter Solstice is celebrated by Pagans as the birth of the new Solar Year. For Christians, December 25, Christmas, is a celebration of the birth of Jesus Christ. Or, among Eastern Orthodox, it is celebrated on January 6. Kwanzaa begins on December 26. It is a seven day observance of traditional African values. Whatever it is that you celebrate, please join your neighbors for end of the year camaraderie at the LTC Holiday Party on December 11.

The Board's final meeting of the year was gratifying for the number of co-owners who attended to see and hear the briefing by architect Thomas Reinecker for upgrading the community room. Currently this room is used only for movie nights and Board meetings. It was exciting to hear how it can be transformed into a more useful social venue. Community input is always welcome.

Greg Kaminski, President LTC.

OUR ANNUAL HOLIDAY PARTY Sunday Dec 11, 5pm to 8 pm

Have you marked your calendar?...Our annual Holiday party will be held this Sunday, December 11 in the community room and A Lobby area. It is a great time to meet more of your neighbors as well as to enjoy continued friendships with long time neighbors.

The association provides drinks, some turkey, ham, and salmon as well as rolls. Many of us have signed up to bring our favorite holiday treats. There is always loads of interesting food on the table. The Social Committee and its helpers have been actively planning food, decorations, and activities. There will also be a 50/50 raffle, so tuck in a bit of extra cash to join in.

This year we will have an extra treat. Jim Kelleher and his musical associates will be playing seasonal music.

We look forward to seeing you there. It is certain to be a lively and fun evening.

A HOLIDAY THANK YOU GIFT FOR OUR STAFF

The time of the year is coming to thank our staff for their dedication and hard work throughout the year. It has been a busy year with all the redecoration that we had had in progress, and the staff carries extra responsibilities with all our activities. Sometimes we know about the extraordinary tasks we ask of them, sometimes we don't.

Whatever it is, however, they make our homes a better and a cleaner place to live. As well as someone to turn to when we have some extra problems arise. Their cheerfulness and ready assistance really do make a difference.

We will be collecting through Dec 16. Please remember them generously and put a check (made out to LTC) or cash in an envelope marked "Staff Contribution". It can be taken to the office, or placed under the door of Zoe Huang (A234) in A building.

Thank you all for your generosity.

COMMUNITY ROOM PLAN

Thomas Reinecker, the architect for the Community Room, presented a proposed plan at the Board Meeting. The plan was well received by those in attendance.

The main concern for the Board and the community at this point is going to be the cost that will be required to bring the room up to code because we are required to install two bathrooms, one of them handicapped accessible by Maryland law. We will provide more information on the cost as it develops.

The proposed plans will be posted on the bulletin boards in the mail rooms for people to look at.

TRAFFIC DURING THE FIRE HYDRANT REPAIR

When the fire hydrant repair begins, and it is still expected to start within a month, the contractor will keep one lane open for cars so that the A garage and the tennis court parking will always be accessible.

Use of the front entrance canopy should not be affected. There will be two cuts made across the drive, one near the first entrance to the A Garage and the second near the end of A Building by the faulty fire hydrant.

WORK IN THE POND AREA

We are working with the Pond Committee on a couple of projects. The Pond Committee includes representatives from all the communities that border the pond. Together we share the responsibility to maintain the integrity of the dam and the water quality. The main project required is for preventative work to clear growth on the dam in order to remove some young trees that have taken hold in the brush on the dam.

A second project is to build a low deck to store the boat that is used to check the water quality. The deck will include a storage bin for the oars and life preservers for the boat. The committee is providing the materials for the deck and John Blanton will organize its construction.

The two projects will be in process over the next couple months.

Earlier this summer we cleared the edges of the pond that we control. Some of the bushes will selectively be allowed to regrow this next year to furnish cover for birds and wildlife.

DELINQUENT ASSESSMENT COLLECTIONS

At the December Board Meeting the Board voted to pursue a Policy Resolution on delinquent assessments for the Lakeside Terrace Condominium. It will involve a Lease Addendum agreement and an official condominium procedure for the collection of assessments. The intent is to enable the Association to collect the rent on a property, instead of the owner, when the owner has fallen behind on the condominium assessments.

This action has been under discussion for the last couple years, but the rising cost of delinquencies to our association has made it more prudent.

Once the Lease Addendum and the Procedure for the collection of assessments has been reviewed by our lawyers, copies of the papers will be sent to owners for comments. The owners will have 30 days to respond with written comments. Owners should watch for the papers to arrive before the end of January.

WATER SAVINGS PROGRAM UPDATE

The Board has terminated our contract with WSI, the water saving program as of December 2. The Board has chosen to drop the WSI service because their contract cost \$32,000 a year, which averaged out to about \$177 per call. We believe that funding it ourselves will save us considerably and still provide the services that reduce the costly water loss from dripping faucets or toilet refillings.

To replace the service we are going to fund a similar service ourselves. Over the last month several choices were investigated, including hiring a plumber, a program supported by Legum & Norman, and a home services company. Some of the repairs, Fred will be able to do. When it is needed, we will bring in Unlimited Home Services which

supplies a similar service and seems reasonably priced, or alternatively call a plumber.

To schedule a call to handle routine faucet drips or leaks and toilet leaks or improper toilet shut offs, please phone Rob in the office. The Board will revisit the decision in a year, when we have had experience in handling the repairs.

HOLIDAY TRASH TALK

Lots of boxes will be arriving in our units this month. Do help us keep the trash areas under control.

- **Please flatten all boxes.** If they are larger than a shirt box, make the trip to the garage dumpster. Remember too, pizza boxes and other take-out containers are NOT recyclable. Small containers go in a garbage bag, and down the chute, the boxes go down to the dumpster.
- **Holiday wrapping is NOT recyclable.** Please fill a plastic bag and put it down the chute. That includes tissue paper and bows as well. If it is a big bag, please carry it to the dumpster.
- **If you have Styrofoam filler,** small amounts can go into a plastic bag and down the chute. Larger pieces, please take to the dumpster in the garage.
- **If you have a live Christmas tree,** please place it in a large plastic bag it and take it to the garage disposal area so that we don't have needles all over the hallway and elevators. Trees can be left beside the dumpsters for pickup.

NOTES FROM THE OFFICE Contact Information

Rob is continuing work on updating residential information. He is currently emphasizing contact information and keys.

Telephone: If you get a request from the office, please give him the telephone number you want for a contact. This is particularly important for owners who rent their units because it also serves as an emergency contact. Please give him your current phone number

even if you think he already has it. Sometimes numbers are changed and you forget to tell the office.

Emails: Rob is currently assembling an email address list. He would appreciate being inundated with emails with the following information: 1. your name, 2. Unit number, 3. Are you an Owner, Renter, or Owner of rental? 4. (one) email address per unit. Please send the email to LSTC@comcast.net This will save him a lot of leg-work. Thanks.

Keys: It is required for emergency situations that the office has copies of unit entry keys, both door and dead-bolt. Examples: Water breaks either above you or in your unit, need immediate attention. Firemen responding to a smoke alarm in your unit or if nearby may need to check your unit. Sometimes health issues require entrance before the arrival of emergency personnel. According to our rules, if keys are not on file, our association is absolved from any damage from a forced entry in such situations.

Rob would encourage you to occasionally borrow your keys and check the door yourself, and to remove any unnecessary keys. And of course, if you change your locks, please remember to bring the new keys to the office.

ITEMS FROM THE DECEMBER 6 BOARD MEETING

Financial Summary Legum & Norman has been undergoing an extensive change in their financial software management. It is a project they have been working on for almost 6 months now, and it is coming to an end. The Association has received an apology that our current financial information will be late this month, and not available to us until sometime in December. Please watch the bulletin boards. Our treasurer, Zoe Huang will post information when it is available.

Property Engineer: John Blanton reported

- We are waiting on the final clearance from WSSC on the positioning of the pipeline so that the work on the fire hydrant repair can begin. Work is still expected to begin late December or early January.

- Buswell and Bennett, the cleaning service that we have hired seems to be working out satisfactorily after some initial adjustments.
- High Sierra Pools has submitted a proposal for the replacement of damaged sand filters in the pool for next season. The cost is \$3,097.76
- Gates Contracting has completed the installation of the mailroom cabinets and the stainless steel rings that protect the countertop cut-outs.
- Dunigan Landscaping completed their work on the property. Included are new Skip Laurels planted in several places as well as a couple of young maple trees. Additionally the landscaper ground down 3 hemlock stumps between A and B garage entrances at no cost, and will sod that area shortly.
- John has asked Dunigan Landscaping for a price for plantings to go along the driveway entrance area by B building.
- The community room window installation has been completed by Windows Plus, Inc
- The generator preventative maintenance has been completed by Mona Electric
- New light fixtures have been ordered for the elevator lobbies and will be installed when they arrive.
- John Blanton negotiated a reduction in the monthly cost of our service contract with Otis Elevators to compensate for our complaints related to the upgrade of the elevators. The monthly cost will be \$2,200 instead of \$2,461.56
- The ValleyCrest Landscaping contract was renewed with no increase in price for the next 3 years, but at the same time including some extra tasks to keep the pond side and dam clear of unwanted growth.
- Brothers Paving is going to provide us an estimate on a handicap ramp from the A Building garage to the pool.

Management Report: Lisa Kelly from Legum & Norman reported:

- Our contract with WSI was terminated at the Board's request on December 2, 2011.
- The audit with Deleon & Stang for the FY2010-11 has begun.
- Because of complications in L&N's conversion to C3 accounting, the October

financial statements are not yet available. The Board pointed out that we have not had reliable monthly financial reports for 6 months which we find very unsatisfactory.

- Ms Kelly raised the issue that we may want to consider shortening our policy to start action against delinquent accounts from 90 days to 60 days. The Board felt that would be a positive move, and will add that change to our proposed procedure for collections.
- Significant progress has been made on getting the signature cards on our bank accounts converted to the new officers. Zoe Huang has been single-mindedly focused to get the cards changed over, and expressed frustration that after six months the process is not yet complete.

Decorating Committee:

- The area rugs for the lobbies have been selected and a sample was available to see at the Board Meeting. They have been designed to pick up the colors in the furniture and for the pattern to blend in with the pattern of the new hallway carpets. The Board voted to approve the purchase of the 6 special-design rugs for the lobbies, for \$23,597. They should arrive in 6 to 8 weeks.
- The selection of art for the elevator lobbies is proceeding, but it has been a slower process than intended.

Old /New Business

- A Special Board Meeting was held November 17 to work with a representative from Property Diagnostics on revising some of the problems with the Reserve Study. A longer article will come out concerning where we stand on our reserve fund, when we have more information on projects in process: in particular the fire hydrant project and the community room project.
- The Board voted to pursue a Policy Resolution on delinquent collections. See the article above for more details.
- On the recommendation of treasurer Zoe Huang, the Board voted to move \$200,000 of our Reserve Funds into 2 CD's at the Pentagon Federal Credit Union that will

earn 2.25% interest (\$100K, 5-Year CD) and 2.75% interest (\$100K, 7-Year CD). This will yield \$5000 in additional income per year. It is a federally secured investment and we can exit with a penalty by paying back one-year interest if necessary. This is a huge improvement over the current 0% interest on the funds we are moving.

Open Forum: The Open Forum was shortened this month to accommodate the architect for the community room planning to make a presentation.

HOUSEKEEPING

Food Spillage: We seem to have had a number of incidents recently that involve food spillage in various places. Please do have all food and beverages covered when carrying them through the lobbies and hallways. Spots and spills on the carpets get trampled and can become eyesores. If you do have a spill let the office know so that it can be promptly cleaned up.

A SPECIAL 65th ANNIVERSARY

Phil and Lil Altman in B building, recently celebrated their 65th Wedding Anniversary. Their children, several grandchildren and one great grandson all flew in for a weekend to celebrate with them.

A very special celebration! Best wishes on behalf of us all. *Happy Anniversary!*

MOVIE NIGHT SCHEDULE

Community Room Bldg A
7:30 pm 2nd and 4th Wednesdays

Date	Movie	Rated	Year	Type
Dec 14	Of Gods and Men	R	2010	French Drama
Dec 28	It happened one night	NR	1934	Romantic Comedy
Jan 11	A Perfect World	R	1993	Crime Drama
Jan 25	The General	NR	1926	Silent Comedy

The Movie Club welcomes your input. Please send your suggestions and comments to Len Blank at lbblank@gmail.com or call him at 202-257-1928.

MARY CONNORS

It is with great regret that we report the passing of Mary Connors, B Building, on December 5. We extend our condolences to her family and those who knew her. Watch the bulletin boards for a notice regarding services.

UNITS FOR RENT OR FOR SALE

In order to make information available to interested people, a bulletin board is posted by the office for owners to list a contact number for units available for rent or for sale.

THE NEXT BOARD MEETING

The next Board Meeting will be held Jan 24 in the Community Room, A building at 7:30. **The Open Forum will be held in B Lobby at 7:00 pm in January** Residents are encouraged to ask questions or raise concerns at the Open Forum. Both the Open Forum and the Board Meeting may be recorded.

WEBSITE INFORMATION

The Con-Do-It and the approved Minutes of the Board meetings are posted on the LTC website each month. We also have a courtesy serve list for non-resident owners who would like to have Con-Do-Its emailed to them. Please make requests to the office.