



Westview Lakes

Summer 2010

From The Board of Directors

To All Westview Lakes Residents,

I hope everyone is doing well. I would like to talk about some of the issues plaguing our neighborhood:

Everyone that either owns or rents property should understand that it is their responsibility to maintain the upkeep of the home (or townhome) they are living in. I think it is unfair to the rest of the neighborhood that a person lets their property appearance go down, it is not good for the value of our homes as well as the neighborhood as a whole. Police your area! If you notice an area going down please contact us. If you see a person moving out and leaving trash around the house (or townhome) please contact us. We have to start cracking down on some of the inspection items that are being noticed. Please, take care of your area.

It's summer and the children are out playing. Drivers, slow down and be aware of the kids. Parents please talk to your child about the dangers of playing in the streets and moving out the way of cars. Also talk to the teenagers about the same, sometimes it seems like they have the most problems with this. We really don't need anyone being hurt on our streets, and again if you see something or have a problem, please call.

I know the smell of the waste site hits certain areas while not hitting others, if you smell this in your area call so we can call the dump and tell them to turn up the air deodorizers.

How does our grass look? What are some of the other things you feel the board should be working on? Please take the time the email me pwvlhoa@gmail.com and let me know what you think.

Let's make an effort to keep our neighborhood in a manner where people want to live here. If you have any questions or comments for me please feel free to call (757)303-2641.

Thank you.

Darren Spencer
President, Westview Lakes



***3rd Quarter
Assessments
are due
July 1, 2010.***

Current Board of Directors

President

Darren Spencer
Kincaid Lane
president@westviewlakes.org

Vice President

James Harvie
Dawn Lane
vicepresident@westviewlakes.org

Secretary / Treasurer

Richard Hill
Kincaid Lane
treasurer@westviewlakes.org

Director

Jason Sadler
Wild Duck Court
groundschair@westviewlakes.org

Board Meetings

Homeowners Forum 6:30 PM
Board Meeting 7:00 PM

2010

June 21st
July 19th
August 16th
September 20th
October 18th
November 15th
December 20th

Northampton Public Library
936 Big Bethel Road
Hampton, VA 23666

(757) 637-7270 for directions

Dates are subject to change, check the website for updates.

Annual Owners Meeting
September, 2010 (date TBD)

Remove Totters the Evening of Collection Day

People continue to leave totters and/or recycle totters out on the street after they have been emptied. These totters on the street make the neighborhood look bad.

Totters should not be taken to the street until the night before collection. Most weeks totters should not be placed on the street until Sunday night and returned Monday after collection takes place. If Monday is a holiday, totters should not be placed out until Tuesday night and removed by Wednesday. If you put your totter out by mistake on a Monday that is a holiday, you must pull it back Monday and put it back on Tuesday night. Totters should not be left on the street for a Wednesday holiday collection. This schedule for totter placement pertains to both the regular & recycle containers.

Placement of your totter on the street too early or leaving it after collection will generate a violation letter. The first notice is a warning. The second notice is sent certified and will require you to appear a due process hearing and will generate a \$10 charge to your account. If found in violation, you will be assessed a \$50 fine and another \$10 charge for a certified letter that is required to notify you of the Board's decision.

This is an easy violation to avoid. Do not place too early and pull your containers off the street and back behind or beside your home after collection. Totters that are pulled up and left in the driveway are also in violation.

If you have any questions concerning this policy, please call the Association Office (757) 637-7270 or feel free to attend an Owner's Forum at 6:30 PM prior to any Board of Directors Meeting (schedule on front page of this newsletter and on the website).

ARB Applications

Owners please be aware that before undertaking **ANY** exterior additions or modifications you **MUST** first complete an ARB Application that can be found on www.westviewlakes.org under "FORMS". You must receive approval from the Board of Directors or Architectural Review Committee **BEFORE** starting any projects. Any forms that are not filled out completely and submitted without all required documents, will be returned to the homeowner which will delay approval.

Failure to receive approval before starting exterior additions or modifications will result in a \$50 fine for each project started without an approved application. Projects without approval can be required to be removed at the Owner's expense.

Remember ARB applications must be received 7 days prior to the monthly Board meeting. Requests are reviewed when received by our Association Manager, and if complete, will be placed in the Board packets that are prepared for the monthly meeting. The weekend before the Board meeting these packets are given to members of the Board to review and visit the property if there are any questions concerning the application. The applications are then formally reviewed by the Board of Directors at the monthly Board meeting which is the 3rd Monday of every month. You should receive a Board of Director's ruling within 3 days of the Board Meeting.

Routine or Standard applications can usually be handled between Board meetings. If you need to determine if your requested change falls under this category, please call (757) 637-7270.

Sherwin-Williams Paint Discount

A webpage has been developed by Sherwin Williams to allow Westview Lakes Owners and Residents to sign up and print their Neighborhood Preferred Customer Card. Enter the web address www.sherwin-williams.com/npc/westviewlakeshoa to access the web page. You can also access this web page from www.westviewlakes.org, then choose the AROUND THE NEIGHBORHOOD button and locate the list of suggested paint colors.

What the NPC program means is you will be given a 20% savings on retail purchases on all regular priced merchandise and a 5% savings on all sale priced merchandise. Discounts can be used when purchasing paint, stain, wallpaper and tools.

Remember an ARB request is required **BEFORE** any painting or other exterior modification is undertaken. Approval of a routine ARB request can be handled between Board meetings by the ARB Committee so there is no delay in your project.

If you do not have access to a computer, contact the Association Office for a pre-printed discount card. If you have any questions about ARB requests and requirements, please call (757) 637-7270.

Rental Property Reminder

Owners that rent their property must notify the Association Office in compliance with the Governing Documents. The FORMS link at www.westviewlakes.org will provide you with the Contact Information form to be completed as required by the Association. This form should then be attached to a copy of the lease along with a document signed by the tenant that states they are aware they will be residing in a homeowner's association and have been provided with a copy of the Governing Documents of the Association including the Rules & Regulations .

Residents living in rental properties should contact the Association Office at (757) 637-7270 providing your name and property address so we may personally address newsletters. These records must be kept current as required by our Governing Documents.

Please comply with this request at your earliest convenience. A new Lease, Contact Information Form and Resident Awareness form must be provided each time you get a new tenant. Remember, you are responsible for activities within your rental property so keep your tenants informed of the rules & regulations to prevent additional fees and fines assessed to you.

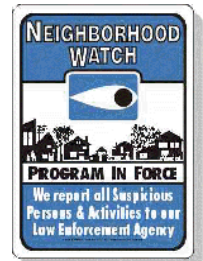
CALL THE ASSOCIATION OFFICE WITH QUESTIONS (757) 637-7270

Check out *YOUR* Community Website!

Find out the latest information in the neighborhood.
Do you need information regarding an ARB
Application? Do you want to pay your Assessments
online? Do you need a copy of the Rules & Regulations?

Well..... Check out www.westviewlakes.org

Keeping our
neighborhood
free of
Suspicious
Persons &
Activities
benefits
everyone
involved. Report these
activities to Hampton Police
Department,
757-727-6111 or 911



For Sale By Owner

As an Owner in a Homeowner's Association you have a LEGAL OBLIGATION to purchase a Resale Package (Section 55-512 of the VPOA and Section 55-79.97 of the VCA). The Resale/Disclosure Package contains copies of the Westview Lakes Governing Documents; important financial information about the Association and a statement regarding the condition of the property.

When an Association Lot or Unit is sold by the Owner without a Resale Package, the Management Company and the Association office are not informed of whom the new Owner is, and the Assessment dues become delinquent possibly causing a referral to our attorney for collections. The new Owner is often not aware an Association exists, nor does he know the rules and regulations and architectural guidelines that govern the Association.

Additionally, there may be outstanding violations and/or charges assessed against the Lot or Unit that are absorbed by the new Owner. The new Owner will have to purchase the Resale Package that should have been purchased by the seller.

If you are a new Owner and this has happened to you, please contact the closing/settlement agent or your real estate agent for assistance in getting a copy of your settlement (also called HUD-1) statement and provide a copy to the Association Office.

Maintain Your Yard Safely

Properly maintaining your yard helps your home and our community look good. Just make sure that safety is a priority when undertaking your landscaping efforts:

- ◆ Clear sticks and debris before you mow. Random debris kicked up by a lawn mower can seriously injure you and those around you. Also, mowing debris shortens the life of your mower and dulls the blade.
- ◆ Replace the cord on your weed trimmer. Your trimming will be safer if you have strong trimmer cords. Always wear eye protection when using a trimmer.
- ◆ Maintain your lawnmower in top working condition. If you find yourself mowing the same areas again and again, it's time to inspect your lawnmower. Keep a maintenance checklist of important components like air filters, blades & oil.
- ◆ Keep plants and shrubs about five feet from foundation walls, and keep trees at least six to 20 feet away, depending on their size. Plant roots that are too close to the foundation not only cause damage to the structure, but may also attract bugs and mold into your home since they tend to hold moisture.

Flooding: How to Protect Your Family & Finances

In many areas, flooding is the most common and costly natural disaster—and it can happen here. Just one inch of water in your home or office can cost thousands of dollars in cleanup and replacement costs, including drywall, baseboards, floor coverings and furniture. You may think you're covered, but many homeowners' insurance policies do not cover flooding.

Here are several reasons to talk to an insurance agent now about flood insurance.

- ⇒ There is usually a 30-day waiting period before coverage begins.
- ⇒ Coverage is relatively inexpensive.
- ⇒ Renters can buy flood insurance for personal belongings or business inventory.
- ⇒ Basement coverage includes cleanup expense and repair or replacement of items such as furnaces, water heaters, washers, dryers, air conditioners, freezers and pumps.
- ⇒ You do not have to repay flood insurance benefits as you do with disaster-related assistance loans.
- ⇒ You can receive payments for flood-related losses even if no disaster was declared.

Learn more about flood insurance at www.floodsmart.gov.

There are things you can do to prepare your home and family now for flash floods:

Make a family emergency plan. Emergency preparedness is everyone's responsibility. Write down your plan. Decide ahead of time where you will go if you have to leave and where family members will meet up. Identify an out-of-town emergency contact.

• **Get supplies for an emergency kit.** Start with three days' water and three days' packaged and canned food. Add a battery-powered radio and extra batteries. Store in waterproof containers with wheels or that you can lift so you can take them with you. For details about preparing an emergency kit, visit www.ready.gov/america/beinformed/floods.html

• **Stay informed about what could happen.** During storm season, listen to local media for up-to-date reports on weather watches and warnings. Keep a battery-powered portable radio—with a NOAA weather band—handy in case the power goes out. Choose one.

Learn more about preparedness at www.ready.gov/america/beinformed/floods.html.

The Care and Feeding of Your Garbage Disposal

The powerful roar of your disposal's motor may convince you it can take on any garbage you throw its way, but it's important to remember that your disposal is not a trash can. Garbage disposals are designed to grind small bits of biodegradable food waste to help prevent clogged drains. Proper use and maintenance will not only extend the life of your appliance, but will also spare you unnecessary and costly service calls.

Do:

- Small amounts of skinless, boneless, pit-less and non-fibrous foods are safe to grind.

Don't:

- Shells, skins, husks, rinds and other hard or fibrous materials should not be put in the disposal (e.g., clam shells, oyster shells, corn husks, fruit pits, banana peels, avocado skins and bones).
- Large amounts of starchy foods (e.g. noodles and rice) should not be put in the disposal. Although they are easily ground, they expand in water and can clog drains.

Always:

- Run *cold* water when operating the disposal. Keep the water running for at least 30 seconds after you turn off the unit.

Never:

- Use *hot* water when operating the disposal.
- Put non-food materials through the disposal. This includes all types of glass, plastic and metals (e.g., bottle caps, aluminum foil and plastic wrap).
- Put harsh chemicals in the disposal or down the drain.

Sometimes:

- Occasionally grinding bits of citrus peel helps clean and freshen the disposal.
- Grinding a little ice once a month helps scrape away deposits and remove odors.
- Running small amounts of egg shells or coffee grounds through the disposal is sometimes suggested to sharpen the blades; however some sources warn against the practice. Consult your user's manual for recommendations specific to your model.

Solicitors

If you experience solicitors coming to your home, rather than turning them away instantly, talk to them to get information about the company they represent. Ask for a flyer or a business card, then once you have contact information, let the person at the door know that the Association has a "No Soliciting" policy and they should leave the property or just politely tell them you aren't interested. Contact the Police on the non-emergency number 727-6111 to report the incident and ask that they send a cruiser to investigate.

Email the contact information you obtained from the solicitor to manager@westviewlakes.org or call (757) 637-7270. A letter will be sent to the company informing them of the policy, City regulations requiring licenses for door-to-door sales and repercussions if they solicit in the neighborhood again. Working together as a community will get the word out that Westview Lakes does not tolerate soliciting.

Disclaimer... Proceeds from Corporate Sponsored advertisements pay part of the publication cost of our newsletter and we encourage you to support these advertisers. Westview Lakes Homeowner's Association does not assume liability for the ad contents. It is the consumer's responsibility to investigate the validity of the advertisement.

Community Inspections Have Begun...Are You Ready?



Property inspections are underway with notifications of violations and repairs required sent to the Owners to take action. Over the years, property inspections have been performed, but follow through to completion has been lax. This will NOT be the situation that occurs this year.



Many of the homes within the Association have fallen to disrepair, based on inspections on Dawn Lane and North Lake Loop. Of course, these streets are also the oldest in the development which would make sense why we have seen more repairs required.



Management is looking at the following items: Paint, wood repairs, items requiring power washing, fence repairs, roof stains, missing siding, landscaping condition. This is only an example list of the major violations that will be noted. Be pro-active and perform maintenance before your property is inspected.



Homeowners are encouraged to inspect their properties in order to locate possible non-compliance issues and repair them as soon as possible. Please refer to your documents for a complete listing of Westview Lakes Architectural Guidelines.



With the changes in the Governing Documents earlier this year, the notification process has changed. You will get a letter of notification. If you do not let the Association Office know that repairs have been completed or that you require additional time to complete repairs, a certified letter will be sent after the deadline date in your letter. This certified letter will add \$10 to your account and will require your presence at the next Board of Directors meeting for a Due Process Hearing.



Depending on the violation, you can be fined \$50 per occurrence or \$10 per day for up to 90 days (until the work is complete). Usually the latter fine pertains to inspection violations.



A decision to fine a person will be made whether or not you appear at the Hearing. A certified letter (another \$10 charge) will be sent informing you of the decision of the Board of Directors.



Inspections will continue throughout the next month or so. If you get a letter, take it seriously. If you have questions about what is being requested or disagree with any repair in your letter, please call the Association Manager and further explanation will be given or a re-inspection can be scheduled.



PLEASE TAKE TIME TO DO ROUTINE MAINTENANCE ON YOUR HOME....YOU SHOULD NOT NEED TO RECEIVE A LETTER BEFORE TAKING ACTION.



Your home is an investment and requires upkeep.



Also bear in mind that certain repairs will such as paint and roof repairs will require an ARB form to be filled out and approved by the Board. This form can be printed from the FORMS tab on our website, www.westviewlakes.org. Complete the form and mail, fax or call the Office to make arrangements for pickup or delivery for expedited approval.



Important info Board



DEADLINES



If you receive correspondence from the Association Office which gives you a deadline to pay your Assessments or complete maintenance on your home after an inspection or to correct a violation....**MAKE SURE TO ADHERE TO THAT DATE.** If circumstances prevent you from completing the item(s) listed in your letter, contact the Association Office to see if an extension is available.

Failure to complete the item(s) by the date given will force Management to continue with the next steps in the process and usually that increases costs to the Owner. CALL the Association Office BEFORE your deadline expires if you cannot fulfill the requirements in your notification letter.

Owners in Townhomes

If you own a townhome, please be aware that maintenance may from time to time involve your neighbors home as well as your own.

If you are scheduling work that involves an adjoining unit, you will need to coordinate with and get permission from your neighbor. If you need the assistance in contacting Owners that are not living in their units or have other difficulties in coordinating the repairs, please contact the Association Manager for assistance.

“Light’s Out?”

Please notify your Association Manager if you have a light near your unit which does not work.

Do **NOT** assume your neighbor has reported the outage!!!!

No Fishing, Swimming, or Boating

With the impending warm weather Owners and Residents are reminded of the above rule. Signs are posted around the lakes prohibiting these activities. This includes Owners, Residents, and Non-Residents.

Suspicious Activity

If you see something happening that doesn't seem right or you know should not go on in the neighborhood, please call the police. Don't assume someone else will call.
727-6111 or 911



If you have anything you would like published in the next edition of the newsletter, please email Robin at manager@westviewlakes.org.

Important Information for Landlords

If you are an owner who leases your unit, we'd like to make the leasing experience successful and positive for everyone by informing you of your responsibilities. This will help preserve your property value specifically and maintain the association's property value in general.

Your tenants may not be familiar with common-interest community living. Please take a few minutes to explain to them that living in a community association is very different from living in a rental apartment community. Specifically, your tenants, like all residents, are subject to the rules and regulations of the association, and it's up to you to educate them and see that they comply. The association will assist you in this area, but the responsibility lies with you. We recommend you provide your tenants with written copies of all policies and rules and advise them on the proper use of the association's facilities. You can obtain copies of these and other useful documents from the manager.

The Association requires that you have a written lease agreement with your tenant. As a lessor (landlord) of a home in a community association, **the lease you use must require tenants to comply with the association's governing documents.** In the event your tenant fails to comply with these documents, including the bylaws, or its rules and regulations, a representative of the association will first contact your tenants in an attempt to remedy the problem. The association will send you a copy of any notice sent to your tenant. You **MUST** furnish a copy of the signed lease and a completed Contact Information Form (found on the FORMS tab on the Association's website) as soon as a new tenant moves in. Failure to do so causes the violation process be implemented.

If the tenant does not correct the violation, the association will contact you and expect you to remedy the violation using the recourse available to you through your lease agreement. If you are unable to correct the violation, the association may pursue appropriate legal action against the tenant, and possibly against you.

The association asks that you provide the manager with the names and contact information of your tenants. The association will add your tenants to its mailing list, and they will receive the newsletter, invitations to participate on committees, notices of social activities and general association-related information. This information will also be used in case of emergency.

Follow these simple steps and you, the tenants and the association will all have a positive community association living experience:

- Provide your tenants with copies of association rules.
- Educate tenants about the need to follow association rules, and see that they comply.
- Advise tenants on the proper use of association facilities.
- Use a written lease agreement.
- Make sure your lease requires tenants to comply with all association governing documents.
- Provide the association with contact information for your tenants.

Renters: If you don't have a copy of the Association Rules & Regulations or you'd like more information about the association, please contact a Board member or the Manager.

IF YOUR HOME IS GREEN...

IT'S TIME TO CLEAN!



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& PAINTING

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IMMANUEL BAPTISTCHURCH

69 Saunders Road

Newport News, Va 23601

(757) 596-2525

Immanuelbaptchurch.org

Or

SUMMER 2010

From the Pastor...

Allow me to take a moment to introduce you to our Church. Immanuel Baptist is a place where you can find people who love the Lord and care about others. We are a people who seek to meet the needs of those in our community and provide opportunities for you to deepen your relationship with God. We have a variety of ministries for every age. We are would love for you to join us in worship and Bible study.

This is going to be an action packed fun filled summer so please join us for the Vacation Bible School, "Egypt, and Joseph's Journey from Prison to Palace," the Peninsula Baptist Association Sports Camp, and Sports World. Look for detail on line at immanuelbaptchurch.org. or call (757)596-2525.

Pastor Tom

Our worship hour includes a blend of traditional hymns and contemporary praise music combined with solid Bible-based preaching. In addition to worship services, we have a variety of small groups and Sunday School classes where you can learn to apply God's word to your life. Opportunities for group and personal ministry abound at Immanuel. Our youth group goes into the mission field every year. with *World Changers*, different teams have assisted with disaster relief efforts, and we regularly partner with other churches in a local area homeless ministry.



Meetings & Services-Sunday

Sunday School	9:30 AM
Morning Worship	11:00 AM
Youth Bible Study	6:00 PM

Wednesday Activities

Prayer, & Bible Study	6:30 PM
Youth Group	6:30 PM
Mission Friends & RA's	

Sunday School Classes Offered:

Nursery - Babies to Pre-K
Kindergarten
1st & 2nd Grade
3rd & 4th Grade
5th & 6th Grade
Younger Youth
Older Youth
College / Career
Young Couples
Mid-Career Adults
Church Membership, Class 101
Ladies Class
Men's Class
Adult Class (2)

Adult Discipleship

We have many opportunities for you to join a small discipleship group. Get to know others with whom you share common interest and study God's word. College and Careers, New Church Membership, Men and Women's Small Groups available. Please call the church office for more information.

M.O.P.S.

MOPs is a nondenominational Christian organization dedicated to nurturing all Moms from their child's conception through the pre-school years. Together we grow as mothers and encourage each other while balancing the expectations thrust upon us. While you are making new friends at MOPS, your children will be making their own friends in the MOPPETS program. For more information visit our website at www.immanuelbaptchurch.org, click on ministries then on MOPs or call 596-2525 for more information.

MOPS meets the 2nd and 4th Thursday or each month at 5:30 PM.

Youth Group

Our purpose as a youth group is to grow in our relationship with God and to share the life changing message of Jesus Christ with others.

Our group is 7th -12th grades. We meet on Sunday nights and Wednesday nights for Bible Study, games, and fellowship. There are many activities planned for this summer so come by and check us out!

Waste Management of Virginia takes great pride in being a good neighbor keeping citizens safe and our communities clean.

As the operators of the Bethel Landfill, we are proud to provide exemplary waste disposal and recycling services to our customers in the Westview Lakes community.



*From everyday collection to environmental protection,
Think Green®, Think Waste Management.*

Bethel Sanitary Landfill • 100 North Park Lane • Hampton, VA 23666
Phone: (757) 766-3033, ext. 12 • www.wm.com

Westview Lakes Homeowners Association

c/o Advanced Association Management Group, LLC
PO Box 12141
Newport News, VA 23612

*This Newsletter is the official publication of Westview Lakes Homeowners Association
and is an official form of notification for Association matters.*

MANAGEMENT INFORMATION

Advanced Association Management Group
PO Box 12141
Newport News, VA 23612

(757) 637-7270 Tel
(757) 251-7039 Fax

Robin Stortz
Association Manager
manager@westviewlakes.org
website: www.westviewlakes.org

Signs and Advertisements

According to the Rules & Regulations of Westview Lakes, advertisement signs, contractor or otherwise, are prohibited in Owner yards. Any signs currently residing in a homeowner lawn will be removed without notification.

Disclosure Packages

If you are selling your home, contact Management to obtain a Disclosure (Resale) Package. The cost for a resale package is \$250.00 for standard delivery within 14 days, (\$300.00 for requested rush orders within 5 business days).

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