

The Shadowword



Shadowwood Condominium Association: 11639 Stoneview Square: Reston, VA 20191: www.shadowwoodcondos.com

Single-Stream Recycling

As you may have noticed, Shadowwood recently switched to **single-stream recycling**. What this means is that you no longer need to individually separate your recyclable materials – all of them can be placed into the green recycling containers located at each of the four trash enclosures on the property.

Recycling is **mandatory** and **required** at Shadowwood by law and regulations. Do your part to abide by the law and preserve the environment for our and your children's world. The following must be recycled:

- All **glass** containers
- All **metal** food and beverage containers
- **Plastic bottles, milk and detergent jugs** with a neck (but not yogurt, cottage cheese and other similarly shaped containers)

Board and Management Updates – Paper Statements

Assessments for paper/printed/mailed statements. With the roll-out of the internet program for all 450 units complete, our management agent will, with the January 2010 statement, begin assessing a \$10 per month charge for printed and mailed statements. As you know the Association is required by law and covenant to assess those unit owners who cause the Association to bear certain charges. As the Association now provides numerous, free, methods for members to determine and pay their

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- **Office Paper** (but not food containers)
- **Cardboard** (folded or broken down into smaller sizes)
- **Phone books**
- **Junk mail** (be sure to shred any personal papers with identifying data on them)
- **Catalogues**
- **Newspapers**
- **Magazines**

Please remove and discard lids and caps in the regular trash and wash any food residues out of containers before placing them in the recycling containers. We recently doubled the number of recycling containers on the property, so there should be plenty of room for all of your recyclables. If you see full or overflowing containers, report them to management agent.

monthly assessments, there is no longer a need for unit owners to receive a monthly mailed assessment statement. Included with this month's statement is a **paperless statement waiver form**. To avoid the \$10 assessment, you must complete and return this form to the management agent on or before 15 January 2010. You may mail, email, or drop off your form in person to the on-site management office. In addition, we strongly encourage all unit owners to register for on-line account access. Do so here:

<https://advantage.cincweb.com/>

At this site, each unit owner must register for access. Once access is established, each unit owner will be able to:

- View account data with a history of transaction data from January 1, 2009
- Create and update work orders for common-element maintenance
- Pay assessments by credit card or electronic checks
- View archived copies of communications from the management agent to you.

Please register for account access, complete and return the paperless statement form now – while the thought is in your mind. **As a reminder each unit owner who does NOT submit a waiver form will continue to receive printed and mailed assessment statements and be subject to a \$10 charge per month.** Avoid the charge, get your statement faster, go green and help save the environment! Register and subscribe to paperless statements today!

Holiday Season Office hours. The on-site management office will be closed for the Christmas and New Year holidays as follows:

Closing at 4 PM on December 23, 2009
Opening at 9 AM on December 28, 2009

Closing at 4 PM on December 31, 2009
Opening at 9 AM on January 4, 2010

Please remember to recycle your holiday papers and boxes – do NOT place any trash on the ground at any time or you will be subject to administrative hearings and assessments. Dumpsters will be emptied regularly during the holiday season, but it is **never acceptable to place any trash on the ground for any reason!** Doing so is rude, illegal, inconsiderate of your neighbors and leads to increased condo fees and rents.

HVAC Upgrade Program. The first six units have been converted to highly efficient electric heat and the results have been much better than expected. One unit owner commented on how hot the air exiting the vents is; another commented that for the first time in 25 years, he has air flow to his small bedroom and another unit owner was delighted that he was able to turn his air conditioning on and cool his unit on a warm December day. **After 35 years, and at long last, fresh comfortable air in Shadowood!** Many thanks and congratulations to the Leadership and Management Teams for bringing this much needed improvement to our community!

Units will be converted as time and weather allow – with the conversions happening based on evolving and specific conditions in each building, weather and other factors. ***Do not call or email the management agent with questions about when your unit will be converted*** – we will not be able to respond to your requests.

As conversions continue, old, highly inefficient and wasteful gas boilers and related plumbing apparatus are being permanently disabled and recycled. The rooms in which the boilers are now located, never designed or configured to support heating apparatus, will be converted to storage rooms – rooms that unit owners will be able to use and which will generate revenue for the Association – funds that will be used to offset increasing condo fees and allow fallow resources to be put to productive and income-generating purposes.

Please be sure to contact your tax advisor about the \$1500 available tax credit for HVAC improvements. Details on the systems, including the compliance certificate you may need to file with your 2009 or 2010 tax returns can be found on the HVAC Upgrade page on shadowoodcondos.com. SCA has certified and attested that the efficiency standards of the new systems meet the requirements for the tax credit. Be sure not to miss your chance to take advantage of this opportunity – **the tax credit is available whether or not your unit has been actually installed and can be claimed immediately.**

Happy, Safe, and Relaxing Holidays to all!