

- Message from the President
- Mews Calendar - Board & Other Meetings
- Click Here, Dude
- Board Minute Highlights

- Volunteers at Work
- Timely Tips/Items of Interest
- Contact Information
- Landscape Calendar of Events



Mews NEWS

*The Newsletter for
Fairlington Mews Residents
Volume 2007 Issue 1
January/February 2007*



Message from the President

Dear Mews Owners and Residents,

"It was the best of times, it was the worst of times."

The opening sentence of A Tale of Two Cities, by Charles Dickens, referring to the time of the French Revolution.

Then, so it is that a new year is now upon us! Just think of all the unforeseen opportunities for personal growth that lie before us - how marvelous!

So far at least, no Mews resident can claim to have heard the early morning sounds of our snow-clearing contractor's crews scrapping clean our porches and sidewalks! These unseemly temperatures certainly don't do much to dissuade anyone from the notion of global warming.

Your Board of Directors is back to work in tending to Mew's affairs and attempting to reestablish the defined guidelines which direct our community's functions. Having occupied the position as condo president for the past several months, I can confirm, quite emphatically, that it does "take a village" to run our Association! Here are a few ways in which each homeowner and/or resident can help:

1) Step outside and look your place over. Are there slate shingles that have become detached and have slid out-of-place? Are all of the shutters framing your outside windows in place, or are they loose or missing altogether? Are the gutters and downspouts in place? Are there obvious signs that the gutters are clogged with leaves? Whatever! Report these and other such problems to our community management team at Legum & Norman (Steve Navar, with a "cc" to his assistant, Kristie Yoder). They will make sure that your request is considered and accomplished. Please note that although Leslie Engleking has worked within the Mews for a number of years, he is not an employee of the Mews, and thus should not be considered an "agent" of the Mew's Con-

dominium Association. The statements of Mr. Engelking and his employees are their own opinions.

2) Let the management team know if the requested repair was not performed, or if accomplished with unsatisfactory results. (I'd like to know about that too!)

3) Be considerate of your neighbors, both those adjoining your residence as well as those a bit further away. Here are a few suggestions:

a) Keep your pet(s) on leash (note here that the term "pet" is generic, and includes critters such as and including dogs, cats, lizards, ferrets, and snakes), and don't let them relieve themselves on the plantings! Keep in mind that the high nitrogen content of urine kills or significantly impairs the well-being of vegetation, and that "spotted" front lawns are not attractive or appreciated!!

b) Check out your patio areas, and trim overgrown trees and bushes. Get the ivy and other climbing vines off the buildings. Weather "central" predicts a few weeks of change in the Jet Stream, providing the cooler temperatures we largely have lacked for most of this winter. This would be a good time to do some major pruning! Over the years, folks have planted trees which have long surpassed the mandated guidelines of our Association Rules. Nevertheless, these plantings are the homeowner's responsibility! Thus, if a once "cute" nursery "find" has become a towering presence, it is up to the unit owner to maintain the planting so that it is neither an eyesore nor a physical threat to other residents and the property of those neighbors. If you have questions about this, there is plenty of advice available on-line, as well as from the gardeners amongst us.

c) Put your trash out for collection **IN THE MORNING!** DO NOT set it out the night before! Dumping a cap-full of cheap ammonia into a trash bag before setting it out will make sure that "Jeffery's Trash Service" is able to remove the whole bagful, and that remnants of past feasts are not left on the sidewalk to greet you as you return home later in the day!

d) Except on "Large Trash Day", DO NOT set out trash items so large that our trash service will not remove them! Remember, Jeffrey's Trash Service won't remove build-

ing restoration refuse OR large items such as washing machines, dryers, hot water heaters, and couches! If you can't pick up the item by yourself - don't put it out for Jeffrey's - unless it is "Large Trash Day" (the first Saturday of the month). Doing so is likely going to cost you the unwelcome pain of an assessed \$50 charge.

If you need to have such items removed, call the management company, and they will arrange a special pickup for you, which of course, you will have to pay for - \$50 - which is just the cost of having the choice of possessions.

4) Finally, if it snows, but the depth does not reach 2", we will not be plowing sidewalks or parking lots! If you get out there with a broom, most of the snowfall could be readily removed and the surfaces will not require a de-icing treatment. Helping each other in such matters goes a long way towards enhancing community quality and neighborly relations.

Wait! Did I hear a "gong"? What's that shepherd's crook doing about my neck? Alas, my time on the ol' soapbox has come to a conclusion.

However, before making my exit, I want to assure you that the ultimate goal of your Board of Directors is to assure that each resident is able to enjoy a full measure of their Mew's dominion. We of the Board are working hard towards achieving organized, peaceful harmony.

Fern Birtwistle
703-379-7354

MEWS CALENDAR

- **January 23 Board Meeting**
(7:00 PM @ 4830 31st Street South
Residents are encouraged to attend.)
- **February 3 – Large Item Pickup**
- **February 27 Board Meeting**
(7:00 PM @ 4830 31st Street South
Residents are encouraged to attend.)
- **March 3 – Large Item Pickup**
- **March 27 Board Meeting**
(7:00 PM @ 4830 31st Street South
Residents are encouraged to attend.)

Due to Community Center closing for renovations,
Board Meeting Locations will be announced.
Call Management Agent Steve Navar for locations.

Click Here, Dude! Fairlington Web Site Resources



- **Mews Handbook**
www.fairlington.org/mewshand.htm
- **Board Minutes/Newsletters**
www.fairlington.org/mewsindex.htm
- **Condominium Resources Site**
www.fairlington.org/condoresourcepage.htm
- **Emergency Preparedness Page**
www.fairlington.org/emergencypreparedness.htm



Board Minutes Highlights

October 24, 2006

(Board Minutes on Web Site

At www.fairlington.org/mewsindex.htm)

The meeting was called to order at 7:25 by President Fern Birtwistle with board members Julia Claypool and Tami Anderson in attendance. Residents/co-owners in attendance were Vail Mosier, Renee Powlette, Tonya Dodge, Dianne Ruddy, Carol Dabbs, Sharon Webster, and Rodger Bailey.

Tom Corbin recorded the minutes of the meeting. Tonya Dodge (Court 8) volunteered to fill the fifth board vacancy and was approved by a 3-0 vote. Minutes of the October board meeting were approved 4-0.

Homeowners' Forum

Several residents were present to "revisit" the flood damage resulting from the June rains. They spoke of removed shrubs causing grading problems, installation of gutters after the rains, clogged gutters before the rains, recurring drainage problems, and one resident was concerned about "defects in common elements" which had not been addressed by the board.

The board, in response, reported that legal counsel had not found the association liable for damage, and that all subsequent gutter work was "preventative" and not "remedial" in nature. The board also indicated that there was documentation (invoices) for regular routine gutter cleanings indicating the gutters had been cleaned to the "normal standard".

The board also directed residents to the 1994 Water Penetration Resolution which negated resident's claims to association

liability for damage. Homeowners requested a copy of legal counsel's response to the issue of flood damage.

The owner of 4670 A S. 36th Street presented a letter describing renovations. Because the renovations were "routine" and did not affect structural elements, the board decided that she did not need a variance to proceed with this work.

President's Report

In addition to the on-going flood damage concerns, Ms. Birtwistle commented on the continuing problem with dogs in the community: a dog attacking another dog in Ct. 15, residents who continue to let their dogs off of leashes, dogs damaging common property, dog feces, etc.

The board established November 18 as a date for a community "walk around" from 2:00 – 4:00PM. Ms. Birtwistle also directed management to follow up phone calls to residents with a written documentation of the contents of his call. An incident of a resident's harassing children and adults at the tot lot was also discussed.

Treasurer's Report

Treasurer Julia Claypool reported that she had met with Finance Committee member Jayne Mayne to discuss the recent audit and reserves study documents.

The board voted 4 – 0 to continue with the current auditing services of Gold Klang.

Several financial concerns were raised:

- Management was to move accrued expenses of \$6,000 for electrical repairs to last fiscal year's expenditures.
- The water bill for the area encompassing Court 7 doubled in the last quarter.
- There is a need for more accurate recording of monthly expenditures.
- The association is over budget in water expenditures in the first quarter.

Committee Reports

Landscape Committee – The board approved 4 - 0 the proposal from Environmental Enhancements for fall planting presented by chair Lori Olivas. An additional expenditure of \$300 was approved for a replacement tree in Ct. 11.

Recreation Committee - There was no report.

Newsletter Committee – Tom Corbin indicated that requests for material for the November/ December newsletter had been sent out with Nov. 8 as the submission deadline.

Finance Committee – Other than the items presented in the Treasurer's Report, there was no report.

Other Business

- Leslie Engleking completed stoop repair in Ct. 10.
- Kelly Cummins completed masonry repairs to the steps between Courts 7 and 15.
- Handyman Giovanni will be paid an hourly wage to do touch up painting in the apartment buildings.
- The contract for time and materials for snow removal with Somerset Landscaping was approved 4-0.
- Mr. Navar discussed the roof replacement work for 2007 and reminded the board that it must prioritize which roofs are to be replaced.
- Mr. Navar indicated the need to repair several stoops in the community.
- Mr. Navar was directed to install poison labels on the rat trap boxes near the Interstate 95 fence.
- The satellite dish in court 12 which is attached to the structure will be removed within the week.



Volunteers At Work

Landscape Committee Lori Olivas, Chair

There has been little activity by the Landscape Committee during December and January. The Committee will resume its regular monthly meetings in February. During late February or early March, members will conduct a walk of the grounds to determine the spring/summer plantings and shrub rejuvenation needs.

Plant rejuvenation is an on-going project to reduce and control the overall size and density of the plants. At first the shrubs will look very sparse. Euonymus in particular will look bare but will begin to fill out within one season. Yews and hollies will be slower to rejuvenate.

Although it is still winter, we have already received a request for rejuvenation of some yews from one resident. If any resident would like us to consider new plantings, pruning, replacements, or trimming of existing shrubbery, you should submit your request in writing no later than February 15, 2006 to Lori Olivas.

Environmental Enhancements, Inc., completed the fall planting with the installation of some shrubs in Court 3 and pansies

in the common beds at the corners of S. Wakefield and 36th Streets and S. 34th and S. 36th Streets.

EE applied a post-emergent herbicide on the grounds in mid December to control the winter weeds that are currently present. According to EE, the current outbreak is due to the warm winter temperatures that the Northeast has experienced during the past few years.

This the second year of a three-year maintenance contract with EE. A calendar of grounds activities for the 2007 season appears with this newsletter.

The maintenance crew will begin spring clean up in March. Beds not marked with a reflector will be edged and mulched. Residents who wish to assume responsibility for maintaining front or side beds must agree to do the weeding, feeding, mulching, and pruning for all plants in the bed by signing a flower bed waiver of maintenance.

The waiver form must be completed annually and must be on file with the Committee. This form can be downloaded at www.fairlington.org/mewsindex.htm . Reflectors indicating that residents will perform their own maintenance, as noted above, must be prominently displayed in the beds. These are commonly available at a hardware store.

Residents are advised that prior to planting any tree or shrub or changing the landscape in any form, including installation of trellises, in the common areas around a residence requires a variance from the Mews Board of Directors, as noted in section 6.C of the Fairlington Mews Handbook. Please submit your request to the Landscape Committee.

If you are planning to enclose your flowerbeds with borders, please refer to Section 9.B.12 for specific requirements.

All interested residents are encouraged to attend our meetings to offer suggestions, raise concerns, and participate in the planning of grounds activities. Meetings are generally held on the second Monday of each month at 7 pm. Until renovations of the Fairlington Community are completed, meetings will be held at 4830 S. 31st Street. Contact Lori Olivas at 703-379-4927 to confirm the date and place.

Recreation Committee Report

Questions may be referred to the Committee which will refer issues to the board of directors as necessary. - **Ann Timmons & Joanne Herman, Recreation Committee Co-Chairs**



Timely Tips

From Steve Navar
Management Agent
Representative

The following information was received from managing agent Steve Navar:

1. Mews Board of Directors meetings will be held January 23, February 27, and March 27, 2006 beginning at 7:00 PM at 4830 S. 31st Street, Suite A.
2. Gate latch repairs will be made in the spring. Some gates will be removed and replaced with new ones. Report any needed gate, latch, or fence repairs to management. (snavar@legumnorman.com with a copy to kyoder@legumnorman.com)
3. Sealing of the parking lots and minor repairs to the pavement will be completed in the spring – dates to be announced. Dave Fyfee, engineer, will oversee the project. Instructions about car removal, etc. will be given to residents in advance of this work. Contact Steve Navar if you have questions.
4. Year 3 of the Sewer Relining Project by JED Mechanical will begin in the spring. Again, residents of those courts where this work will be performed will be notified in advance. Contact Steve Navar if you have questions.
5. Management is soliciting bids for roof replacements in the 2007 roof replacement cycle. A contract for this work will be presented to the board soon.
6. Maintenance Requests should be sent to Manager Steve Navar (snavar@legumnorman.com) with a copy to his assistant Kristie Yoder (kyoder@legumnorman.com). Phone contact: Mr. Navar (703) 848 - 4316; Ms. Yoder (703) 848 - 4332. Legum and Norman Main Number: (703) 848 - 4369. Emergency Contact (703) 600 – 6000.
7. If work requests are not completed within a reasonable length of time or to your satisfaction, please notify management and contact a board member (contact information is located on the last page of this newsletter).

ITEMS OF INTEREST

Residential Energy Efficiency Can Earn Tax Credits

Residents who made energy-conscious purchases during 2006 may enjoy tax benefits when you file tax returns. The law pro-

vides a 10 percent credit for qualified energy efficiency improvements you make to your primary residence between December 31, 2005 and January 1, 2008.

The following items are eligible:

- Insulation systems that reduce heat loss or gain.
- Exterior windows.
- Exterior doors that meet applicable Energy Star requirements.
- \$50.00 for each advanced main air circulation fan.
- \$300.00 for each qualified energy efficient property.

For more information on tax credits and qualifying purchases, visit the Internal Revenue Service Web site at www.irs.gov.

Stopping the “free” *Examiner* Newspaper

The Mews association has made repeated attempts to stop the distribution of the “free” newspaper “The Examiner”. More than likely you are receiving this freebie without requesting it.

To stop the paper’s delivery contact Mr. Don Allen at dallen@dcexaminer.com or by phone at 703-738-0758. If this does not stop the delivery, contact Mr. Kurt Louis, Acting bureau Chief, Solid Waste Bureau (Arlington County) at 703-228-7953 or KLouis@arlingtonva.us.

Please pick up and properly dispose of the “extra” copies that litter the sidewalks and common areas of the Mews.

Inappropriate Large Trash Items Incur Additional Association Costs

The first Saturday of each month is the ONLY designated time to put out large items as described in the Mews Handbook.

Some Mews residents, however, persist in putting out such items on dates other than the first Saturday. These items include furniture, construction debris, bathroom fixtures, unbagged garden debris, tree limbs, appliances, etc.

When the trash service does not pick up such items on its daily schedule, management must contract with another provider to remove the items, incurring additional costs not initially budgeted in the regular trash budget category.

Mews rules allow the Board of Directors to assess a monetary penalty on individuals who do not follow the trash pick up regulations.

New Residents and Mews Handbook

Co-owners should have copies of the “master deed”, the Mews Handbook (March 1999), and copies of all board resolutions (which affect all residents) adopted since the publication of the handbook.

The Mews Handbook and most resolutions may be found on the Mews website. Contact managing agent, Steve Navar, if you need copies of any of these materials.

Insurance and You!

(The following information is summarized from “Housing Counsel” by Benny Cass in “The Washington Post, 2 December 2006, page F8)

Are you aware of the ways that condominiums differ from other kinds of homes?

A “unit”, for example, describes your space or where you live. You own it, you pay real estate tax on it, and you may obtain a mortgage loan using your unit as security. To determine what is your “unit”, you have to read a legal document called the “declaration” which includes a legal description of the property. You receive this document when you plan to purchase a condominium unit and receive a copy at settlement.

A second document, known as the condominium plat and plans, is a pictorial description of the property that is recorded in the land records office in your jurisdiction.

“**Limited Common Elements**” refers to the space outside your unit that is not accessible to everyone living in the condominium property, and is reserved for the use of the unit owners. Your patio is a “limited common elements” and as such is “governed” by the rules for patio use and upkeep as defined in the Handbook.

“**General Common Elements**” refers to those portions of the property used by co-owners in general, e.g., the grounds, pool, recreational facilities, common stair areas, etc.

Every condominium association must have a master insurance policy which will spell out the minimum insurance coverage, deductible, etc. The master policy does not provide for all-inclusive coverage.

Here is where an insurance policy known as an “HO-6” comes into play. This is a separate policy that will cover your personal losses. It should also supplement what the master policy does not cover, such as theft, vandalism, and personal liability coverage.

You should carefully review the terms and conditions of your master policy. Talk with your insurance agent to see what kind of supplemental coverage you may need by way of the HO-6 policy. Contact your managing agent or board member if you need help in understanding the master insurance policy.

Renters should acquire a “renters’ insurance policy” to cover any personal losses.

Winterize Now!

In spite of the recent spring-like weather, we know that we will experience winter weather – sometime.

- If you are away from your residence for any length of time, leave your heat at 50 degrees and open the cabinets below your kitchen sink and bathroom vanities.
- Have someone check your unit daily when absent.
- Turn off your exterior faucets from the inside and leave the outside spigot on open.
- Keep space heaters clear of furniture and clutter, and avoid connecting them with an extension cord.
- Adjacent to your electric meter is a small breaker box. Be sure to keep the door closed and secured at all times to prevent the entry of rain and snow.

AND please remember not to pull your car bumper over the grassy strip or sidewalk when it snows. Keeping the car bumper away from this area allows for proper snow removal and also prevents damage to your bumper!

Increased Crime Reported

Neighboring Fairlington Commons Association reports in their January, 2007 newsletter an increase in auto theft and vehicle break-ins on Fairlington Commons property. Arlington County police have promised increase presence to deter such activities.

Please be vigilant of suspicious activities and report such activities immediately to Arlington County Police.

The following tips will help to keep your vehicle safe:

1. Lock your car.
2. Install a theft-detering steering wheel bar.
3. Do not leave valuables or packages in sight within your vehicle.
4. Assume nothing; it is better for someone with a legitimate purpose to explain their activity to police than to provide an opportunity for thieves.
5. Car theft and break in are 24 – hour crimes and are not limited to night time.

Communication and the Mews Community

Mews residents may access important association information on the Website www.fairlington.org/mewsindex.htm. This site is maintained by Mews resident Ronald Patterson, and it contains board minutes, important Mews resolutions, newsletters, pertinent forms, and an on-line copy of the Mews Handbook (March 1999).

If you do not have “hard” copies of this information, you may access on line most information regarding rules, regulations, resolutions, and other documents which explain Mews community living. There is really no excuse for Mews residents being “in the dark” regarding association policy.

The website www.fairlington.org/ contains information about the other six Fairlington associations in addition to other useful condo living links. Browsing these sites may give you some ideas, projects, or plans which can be brought to the Mews community with your help.

Another source of information is the **MewsNEWS** which is published every two months and contains the most recent news from the Board of Directors and Management, and other items of general interest to the association. Every attempt possible is made to secure information from committees, management, and the board, but many times these attempts are futile with little or no information received.

Other newsletter features are summarized from Arlington County information, the media, and neighboring associations’ newsletters (with permission). Before publication, all copy is sent to the president of the Board of Directors and the manager for approval.

Communication is important in order that the association runs smoothly. Residents need to be aware of the dates of board and committee meetings and the items discussed, recommended, and approved at these meetings. Residents have the legal right to attend any board and committee meeting. Currently only a few Mews residents volunteer their time to help in community efforts. It is important that all owners and resi-

dents not only be aware of association business but also to take an active role in the community.

Perhaps your New Year's Resolution can be to volunteer to help out in some way within the community. Attend a board meeting. Volunteer your time to help with a committee. Follow rules and regulations, and report infractions.

Don't assume that "someone else will take care of a problem". Get involved! All co-owners share responsibility for an efficiently run community.

It's a Good Idea...

- To know the location of the main water shut off valve for your unit
- To know the location of the electrical circuit panel for your unit
- To turn off outside faucets before freezing weather and to leave the outside valve open
- To remove outside hoses from faucets before freezing weather
- To replace your heating/ AC air intake filter regularly
- To clean your clothes dryer duct and lint screen regularly

The Personal Side

In the large scale devastation to entire towns and the significant impact to the environment, it is easy to overlook the suffering (and triumphs) of individual survivors.

Mews Board Member and EPA employee Seth Low shared the story of his mother, an 84-year-old resident of Slidell, Louisiana—one of the towns hardest hit by Katrina. She lost almost everything but was grateful for the hot meals provided every day by the Red Cross.



She found her American flag among her belongings, and Seth reports that she flew it "as a symbol of her faith in America and the American people who came to help her in her time of need." (Article Excerpted from EPA Newsletter – *Cleanup News* – December 2005)

Seth Low works in EPA's Federal Facilities Restoration and Reuse Office. His Mother recently passed away.

MewsNEWS

This newsletter is published bimonthly by the Fairlington Mews Bard of Directors for owners and residents in Fairlington Mews. Suggested articles, comments, or items of interest from residents are always welcome. Please send to: tormrcor@aol.com

Editors: Tom Corbin/Ron Patterson, 4624 S. 34th Street, Phone: (703) 931-0687

Subscribe to the MewsNEWS - send us your email address at mewsnewsletter@aol.com - newsletter in Word or PDF format sent as attachment to email

Fairlington Web Site: www.fairlington.org/mewsindex.htm **Webmaster:** Ron Patterson, **Phone:** (703) 931-0687



Meeting Calendar

Board of Directors Board Meetings are scheduled for February 27, March 27 2007 @ 7:00 pm.
Contact Board Members or Management Agent (Steve Navar at 703 848-4316) for meeting locations.

	<u>Liaison</u>	<u>Address</u>	<u>Phone</u>
Board of Directors			
President	Fern Birtwistle	4678B S. 36th Street	(703) 379-7354
Vice President	Seth Low	4644 S. 34th Street	(703) 379-0155
2nd Vice President	Tonya Dodge	4666 B-2 S. 34th Street	(703) 671-7530
Treasurer	Julie Claypool	4669 A S. 36th St	(703) 931-9161
Secretary	Tami Anderson	4625 B S. 36th St.	(703) 820-5665

Committee Chairs

Landscape	Lori Olivas	4666 S. 36th Street	(703) 379-4927
Recreation	Ann Timmons	4638 S. 34th Street	(703) 820-9589
	Joanne Herman	4603 S. 36th Street	(703) 931-5867
Newsletter	Tom Corbin/Ron Patterson	4624 S. 34th Street	(703) 931-0687
Carriage Lamps	Janice & Larry Peters	4605 S. 36th Street	(703) 578-4992

Court Representatives

1. 3600-3616 S. Wakefield	Tom Roberts	3616 S. Wakefield Street	(703) 820-1992
2. 4606-4630 S. 36th	Ben Marglin	4608 S. 36th Street	(703) 671-7281
3. 4632-4636 S. 36th	Shannon Blair	4632B S. 36th Street	(703) 931-5538
4. 4638-4654 S. 36th	Myrta & Ricardo Alonzo	4646B S. 36th Street	(703) 824-0631
5. 4656-4674 S. 36th	Renee Powlette	4670B 36th Street	(703) 671-2774
6. 4676-4698 S. 36th	Fern Birtwistle	4678B S. 36th Street	(703) 379-7354
7. 4667-4671 S. 36th	Gordon Whyte	4667A S. 36th Street	(703) 578-4564
8. 4664-4686 S. 34th	Gretchen Martin	680 S. 34th Street	(703) 933-1368
9. 4624-4658 S. 34th	David Biette	4639 S. 34th Street	(703) 820-9589
10. 4600-4618 S. 34th	Frances Kerns	4602 S. 34th Street	(703) 671-0921
11. 3408-3458 S. Wakefield	Amy Blauman	3450 S. Wakefield Street	(703) 671-6671
12. 3500-3544 S. Wakefield	Victoria Lipnik	3512 S. Wakefield Street	(703) 379-7160
13. 4601-4611 S. 36th	Joanne Herman	4603B S. 36th Street	(703) 931-5867
14. 4615-4637 S. 36th	Craig Wagner	4631 S. 36th Street	(703) 931-7549
15. 4641-4665 S. 36th	Gordon Avery	4655 S. 36th Street	(703) 820-3134

Additional Important Numbers

Sewer Back-up	Dwyer Plumbing	(703) 922-8220
Trash Collection	Jeffrey's Trash	(703) 591-9550
Large Articles of Trash	Put out at CURBSIDE on the 1st Saturday of the month or call Jeffrey's Trash for pick-up at your expense	(703) 591-9550
Management Agent	Legum & Norman 4401 Ford Avenue, Suite 1200, Alexandria, VA 22302 Steve Navar snavar@legumnorman.com	(703) 600-6000 (703) 848-4316
	Swimming Pool	(703) 379-POOL

Maintenance Work Orders Kristie Yoder, Assistant kyoder@legumnorman.com (703) 848-4332
Preferred Method to Track Work Orders: email kyoder@legumnorman.com

24 Hour Maintenance Call-In

Legum & Norman (703) 848-4369

EMERGENCY NUMBER (703) 600-6000

**CALENDAR OF EVENTS
FAIRLINGTON MEWS - 2007**

	Jan	Feb	March	April	May	June	July	August	September	October	November	December
Mowing				1ST							10TH	
Edging				1ST							10TH	
Aeration								15TH	15TH	15TH		
Overseeding								15TH	15TH			
Turf Fert./Weed Control					15TH	30TH				1ST	10TH	1ST-20TH
Crevice Control				1ST							30TH	
Liming-Optional											1ST-30TH	
Weed Control Beds				1ST							30TH	
Mulching-Spring(All)- Fall(Touchup)				1ST	15TH				1ST	15TH		
Bed/Tree edging				20TH	1ST							
Tree Pruning	1ST	20TH										
Shrub Pruning												
Tree/Shrub Insecticide Application			1ST	31ST								
Tree/Shrub Fertilization Application		1ST		15TH								
Insect Inspection												
Leaf Removal												
Spring Clean Up				1ST-31ST								

Notes: 1st leaf removal will be completed between October 20th - November 5th. 2nd removal will be 3 weeks after first removal before Thanksgiving - 3rd removal between December 15th and the 20th before Christmas.