

LANDEN NEWS

LANDEN COMMUNITY SERVICES ASSOCIATION

President's Message to Landen Residents



Dear Landen Residents,

It is hard to believe that the Summer is over, the kids are back to school and the Fall season is upon us. In just a few weeks our community will start to be covered with leaves and fall décor will decorate many homes.

As the summer comes to an end, there are many projects that have been completed and/or are ongoing in the Landen community. Several will be highlighted in this newsletter. I would like to touch on a couple of the most exciting.

One of the projects recently completed was the Pocket Park on Simpson's Trace near the Lake. The Building and Grounds committee recently finished this 2-year project. Many residents suggested a nice place along this section of property to sit and enjoy the lake. Today the project is complete and many residents who live outside the boundaries of the lake have an enjoyable place to sit and look over

the lake. You are encouraged to stop by and enjoy this setting and view.

In looking to the future and the need to address the erosion issues along Simpson Creek and sediment flowing into the lake, we held an Erosion Education Session with the Deerfield Regional Storm Water Board and the Warren County Soil and Water Conservation District. This was an informative session, which shared information and generated excitement about exploring potential solutions.

The Social Committee, a newly formed committee, held a community wide event this August. The event, held near the lake gazebo, attracted residents from all over Landen. It was a good time to meet and socialize with neighbors from across the lake. A magician and musician entertained young and old while the 'glow in the dark' toys identified the many kids sprinting across the grass.

The Association is working hard to communicate to the residents of Landen. Remember to visit our website www.landencsa.com for current information and to receive e-blasts, which provide up to date emergency infor-

mation, community updates and news.

As a homeowner of Landen, I encourage you to attend our monthly Board meetings held the fourth Tuesday at 6:30 p.m. of every month except December. These meetings are open to the public and will keep you updated of the work your Board is doing. In December there is a Fiscal Meeting open to the public. Look for more details on the date and time later this year.

Please look for more details of our many projects in the committee reports located inside this newsletter and on our website.

We are excited about another Fall in Landen. It's a great time of year to enjoy the lake and many trails.

Have a great Fall!

Towne Properties will be closed on the following dates:

November 26 & 27
Thanksgiving Holiday

December 24 & 25
Christmas Holiday

Should you experience an emergency, you may call our 24-hour emergency line:

513-489-4059

Fall 2009

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Officers & Trustees

Julie Farmer—CarriageGate, President

Kevin Downey—Landen Cove Vice, President

William Klum—Strawberry Hill, Treasurer

Nadine Heithaus—South Cove, Secretary

Board Members

Bill Coffey—Sailboat Pointe

Steven Groome—The Pointe

Lynn Hand—The Islands

Mike Quinn—Pond Woods

Gary Algie—Hunters Pointe

Murry Feldstein—Woodfield

Lee Hamilton—Montgomery Hills

The Invasion into Landen

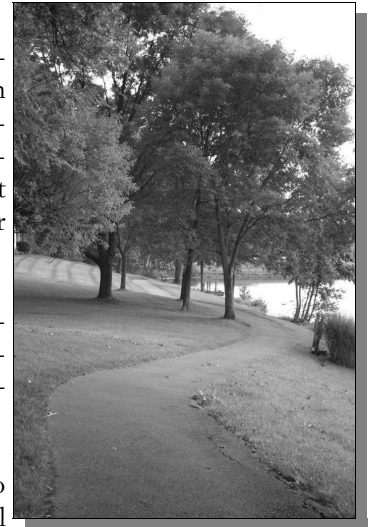
The non-native invasive Amur Honeysuckle has become the dominant shrub in many forests in southwestern Ohio and in some other locations in the eastern United States. It grows like a bush and greens up earlier in the spring allowing for it to out-compete other native plants. Japanese Honeysuckle is an evergreen vine that can grow to over 80 feet. It invades habitats along forest floors, canopies, roadsides and wetlands. With the vigorous growth, it shades out other vegetation and creates dense mats in wooded areas and in trees.

Throughout Landen we are struggling with the invasion of the Amur species of honeysuckle. These upright shrubs can grow 6-15 feet in height and have dark green, egg-shaped leaves. The tubular flowers are white with berries ranging from red to orange, occasionally yellow, and are eaten and dispersed by birds.

The Landen Building and Grounds Committee has worked diligently and will continue to eradicate this vigorous growing plant. It is filling up our woods and taking over natural species in our area. The best control method is to cut and treat stumps with systemic herbicide. Sprouts from cut stems may be treated with a foliar application of systemic herbicide. Young shrubs are easy to pull or dig up. Persistence is the key.

The Building and Grounds Committee has setup several dates to go out and cut down and remove the honeysuckle from the common areas in Landen. This is a volunteer effort and they are looking for other homeowners interested in working with them to save our woods. If you are interested in donating some time to this cause, please contact the management office at heathers@tp1.com or by calling 605-7732. Please provide us with your name and number and it will be forwarded to the Committee.

The Building and Grounds Committee is also willing to help residents identify this species on your own property. Should you need help, please notify the management office. For more information on this subject, please visit the Ohio Department of Natural Resources using this link: <http://www.dnr.state.oh.us/tabid/2007/Default.aspx#bushhoneysuckle>



Building and Grounds Committee

By Lynn Hand

Fall is the time of year that a good part of the Buildings & Grounds projects get underway. Before the snow flies, five cul-de-sacs will have new landscaping and several neighborhood entrances will also receive much needed attention. The covered bridge will also receive a badly needed new shake roof as well as a thorough washing and staining. The Landen logo that has hung on this bridge for over thirty years has been restored by a talented Landen resident who is also an artist, and will be reinstalled over the one doorway of the

bridge. Many of you have been enjoying the Pocket Park now that both benches are there and the path has been completed. Plantings will go in this November. Between now and next Spring, the nautical roping, that originally ran through the wooden bollards along Simpson Trace, will be restored. While we have had many, many requests to put this roping back up, we have also had requests to do so with periodic openings and we will honor this request. The BG hopes you enjoy all the improvements as well as the holidays....which will be upon us before we know it!



Greetings from Island Recreation Association...

By: Tom Lindy, IRA member and Bridie Kelly, IRA Board

Island Recreation Association just launched a **web-site**. The website is a place that IRA residents can turn to for information about their association. It is also a way for neighbors to form social groups and celebrate people news. Visit www.islandrecreationassociation.com

Fall has begun, and many of you continue to enjoy boating, walking, jogging and/or biking around our great lake in Deerfield Twp! It is a pleasure to share with our Landen CSA neighbors and friends some of the activities we have enjoyed within the Island Recreation community. Members, neighboring association committees and our own social committee have enjoyed the facilities this year.

Our Social Committee has been busy with Derby Day, Halloween, Easter, Holiday/Christmas, and wine tasting/TGIF parties - including a community pool side party this year. Over a dozen social events have been scheduled by the Committee for 2009! See below for **more events**:

Note To ALL Landen Residents – The **Holiday Bazaar** on November 22 is open to **All Landen Residents**. Come and enjoy our facility!

October 13, 2009, IRA Board Meeting

7:00 p.m. - Open to all members

October 30, 2009, *Adult Halloween Party*

8:00 p.m. - 12:00 p.m.

October 31, 2009, *Kids Halloween Party*

1:00 p.m. - 3:00 p.m.

November 10, 2009, IRA Board Meeting

7:00 p.m. - Open to all members

November 20, 2009, *Decoration of the Clubhouse*

7:00 p.m. - 11:00 p.m.

November 22, 2009, *Holiday Bazaar*

1:00 p.m. - 5:00 p.m.

December 5, 2009, *Pictures with Santa*

1:00 p.m. - 3:00 p.m.

December 5, 2009, *Holiday Party*

7:00 p.m. - 11:00 p.m.

For more information regarding these events, check out our website.

The true crown jewel of Island Recreation Clubhouse is what has become an annual event, an awesome 4th of July fireworks display set off from a raft on the lake, all provided through the generosity of an IRA member!

The facilities are well used and enjoyed by the Island Recreation members. Our area promotes a fun atmosphere for the community. This great atmosphere helps make Landen one of the best places to live!!!

Design Review Board

The Design Review Board (DRB) has now reduced its meeting frequency to ONE per month. The DRB meets every 3rd Tuesday of each month.

Please submit your application to the Design Review Board (DRB) as early as possible so the application can get through the process in a timely manner and not delay your project.

The DRB is in the final stages of the review and updating of the DRB Handbook. Many changes have been included in this new and improved Handbook; The NEW DRB Handbook should be available to all members on the Web by December 2009.

Please remember when submitting a DRB Application to:

- Provide as much information as you can. More information is better (i.e. photos, scaled plans, explanations, property plots., etc..)
- There is \$50 application fee, which will be returned if the application is submitted before work begins.

The DRB has also developed a Fine System that has been approved by the Landen CSA Board of Trustees. Upon first notice that you are in violation of an Association policy, you will receive a letter describing the offense and a timeline in which to correct it. If the violation is not corrected you will

receive a second notice giving the resident 10-days to correct and a \$50 fine will be imposed. After that a recommendation will go before the Design Review Board to issue a certificate of default through the attorney. (Each one will be looked at on a case-by-case basis.) Upon the issue of a certificate of default the resident will be charged \$100 plus attorney fees.

If you should have any questions concerning the DRB, feel free to email Jasmin Taylor at jasmintaylor@tp1.com or call the office at 605-7732. Thank you for helping keep Landen a great place to call home and a beautiful place to live.

Respectfully Submitted - William Klum Chair

Commonly Asked Questions:

DO I BELONG TO MORE THAN ONE HOMEOWNERS ASSOCIATION: Most likely you do. The Landen Master Association is made up of 28 separate communities. Some of these communities have homeowner associations embedded under the master association. The individual communities also have recreation facilities which are separate from the Master Association. These recreation facilities are managed separately and have separate fees. If you are not sure if you have multiple associations that you belong to, please contact the office at 605-7732.

CAN I MAKE AN EXTERIOR CHANGE WITHOUT PERMISSION: Any exterior change that results in a change in appearance to the exterior of your property must be approved through the Landen CSA Design Review Board (DRB). Please reference the enclosed Resident Handbook for additional information regarding the purpose of the DRB and the communities standards.

WHAT IS A VIOLATION: If an owner of a residence in Landen does not comply with the community standards, a violation letter will be mailed to that owner to request correction. We understand that most violations are simply a failure to understand the policies. Please be sure to read your resident handbook so you are familiar with the standards.

AM I REQUIRED TO MAINTAIN MY LAWN TO A CERTAIN STANDARD: The maximum height for grass is five inches. Lawns must be neatly manicured, weeded and edged. Please reference your resident handbook for more details.

HOW DO I REPORT A VIOLATION: You may report a violation by calling the management office at 605-7732, submitting a request through our website at www.landencsa.com or by emailing heathers@tp1.com.

WILL I RECEIVE COMMUNICATION FROM THE LANDEN CSA MASTER ASSOCIATION: The Master Association has monthly Board meetings held on the fourth Tuesday of every month at 6:30 p.m. Please visit our website for locations as they change from month-to-month. The Association also sends out a quarterly newsletters with updates of the business being conducted within the community.



WHAT IS EBLAST: Our community uses an E-blast system to send out community information including alerts, updates, community events, etc. If you are interested in receiving this information, please access our website and register as an owner in Landen.

WHEN IS MY ASSOCIATION FEE DUE: The Landen CSA Master Association has a one time annual fee each year. Your coupon for this fee is mailed in March of the year in which it is due. You are responsible to contact the Association should you not receive your coupon. Failure to pay the Association fee will result in the Management following the collection policy, which could include late fees, legal fees, lien processing up to and including foreclosure.

CAN I STORE MY GARBAGE CANS OUTSIDE: You may store your garbage cans outside as long as they are kept out of site.

Communications Committee

The Communications Committee has been working hard over the last quarter to improve the capabilities of the web-site and its functionality. You may find now that you have to register to access information on the community. However by doing so, this allows you as a resident to have access to more information than was originally available. There are discussion forums and other relative information you can utilize. Check out the site at www.LandenCSA.com.

Social Committee

The Social Committee hosted its first event on August 21st. It was held in the common area by the Gazebo off of Socialville Foster Road. Residents brought picnic dinners, children played and had their faces painted. There was music entertainment and residents overlooked the lake as the sun set. They had a great turn out. Look for more events to participate in. The Committee has agreed to take on a Christmas light decoration contest and is planning additional events for the 2010 year.



Policy, Procedure and Education Committee

The PPE Committee and our professional management team at Towne Properties has developed and delivered the Reserve Component Status Survey and Report covering:

1. A physical survey of over 100 Landen CSA assets
2. Differences: 2003 Reserve Component Study vs. 2009 Reserve Component Status Survey
3. Photo catalog and info data sheet of each asset
4. Maintenance Summary of each asset
5. Repair and Replacement Summary of each asset
6. Reserve Component Funding Redistribution Summary

The use of this reserve planning document will greatly help Landen CSA in maintaining a balance of good fiscal planning while protecting, maintaining and enhancing our valuable assets.

The PPE has also introduced the Landen CSA Board Calendar outlining upcoming tasks to better prepare for meetings and ultimately making better informed decisions of the Board. We are also working towards more of "Total Quality Management" style of meeting format.. This format would include a Facilitator to keep us moving forward but keep our current open format with the membership.

Near future tasks, include a PPE portal within our Landen CSA website that contains policies, procedures and educational materials for Board and Committee Members. An example of information included in this portal will be:

1. Organizational Charts
2. Roberts Rules and CCR/By Law Requirements,
3. Policies, Procedures, and Resolutions
4. Roles and Responsibilities – Officers, Board Members, & Committees

Also in 2009, the PPE will introduce the need for a Landen Strategic Plan. Strategic planning is the cornerstone of every common-interest community. Without strategic planning, the community will never know where it is going; much less know if it ever got there. Strategic planning is more than ensuring that our community will remain financially sound and be able to maintain its reserves, it's how we will get there. It is a systematic planning process involving a number of steps that identify the current status of the association including mission, vision, for the future, operation values, needs (strengths, weaknesses, opportunities, and threats), goals, prioritized actions and strategies, action plans, and monitoring plans.

Treasurer Report by William Klum

I recently was appointed by the board to serve as your Treasurer through April 2010. I appreciate the opportunity to give back to this community. I am a forward thinking fiscal conservative but recognize the reality and need for good fiscal planning while protecting, maintaining and enhancing our assets.

As Treasurer, I will be the Board's and YOUR financial voice. I will provide good sound financial data, so the best decisions can be made by the Board of Trustees. We have established a standard financial agenda that includes: Balance Sheet, Cash flow Statement, Replacement Reserve Summary Report and an Aged Receivables report..

In November, the board will receive a complete budget package covering the following topics: Proposed Operating Budget with comparison to Actual, Operating Budget Plans, Proposed (Reserve) Repair & Replacement Budget with comparison to Actual, Reserve Component Summary, 10 Year Performa and Contract and Proposal Data Listing

This package will be used to help determine the 2010 operating budget and the short term (3 to 5 years) repair and replacement budget to be voted on at the Fiscal Meeting Scheduled for December 2009 at the Strawberry Hill Recreation Club House.



Election Committee

The Committee Chairman of the Landen CSA Election Committee is looking for residents within the Landen community that are interested in serving on this committee, in preparation for the 2010 Election.

Responsibilities will include various meetings to discuss and review procedures and policies. Those serving on the committee will have an active role in helping to prepare for the election and assist at the Annual Meeting on April 27, 2010.

Most of the work on this committee will occur between January and April, with the possibility of an occasional meeting later in the year. If you are interested in serving the community in this capacity, please contact the management office at 605-7732 or email heathers@tp1.com for more information.



Street Cleaning

Does the curb in front of your house look like this picture? Many around Landen do. As a resident of Landen, please take the time to clean up the streets that abut your property. This debris clogs our culverts, storm

drains and some of it eventually ends up in the Landen Lake. Your assistance in keeping our streets free and clear of debris and trash is appreciated!

Deerfield Township will be in the community throughout the month of November picking up leaves. PLEASE DO NOT BLOW YOUR LEAVES INTO THE STREET! The township will not be clearing/cleaning the streets as they do not sweep the streets. The Association does not budget for leaf removal from the streets because the streets belong to the Township.

In order to maintain the leaves being removed for your community, it is essential the residents take a proactive approach to removing them from your property and curbs. The leaves need to be placed into garbage bags or yard bags and placed along the street for pick-up. If you have any questions regarding leaf pick-up, you may contact Deerfield Township at 513-701-6958.

New Property Assistant



Jasmin Taylor is the new Property Assistant for the Landen Community Services Association. She will work directly with the Association Manager, Heather Simpson.

Jasmin will be attending all CSA and DRB Meetings, maintaining homeowners files, tracking violation notices and recording official meetings. She is also responsible for the annual CSA billing, payment posting and accounting functions.



Landen CSA Board Meetings

Board meetings for the Master Association, Landen CSA, are held on the fourth Tuesday of every month at 6:30 pm. Residents are encouraged to attend.

October 27th 6:30 p.m. @ Strawberry Hill Rec.
November 24th 6:30 p.m. @ Strawberry Hill Rec.



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