

# Leawood Colony Homeowners Association, Inc.

## 2017 Spring/Summer Issue

### BOARD OF DIRECTORS



Evelyn Simmons - President  
Doug Ta - Vice President  
Zewdita Kassa - At-Large  
Sandra Pongvacharak - Treasurer  
VACANT - Secretary

### BOARD MEETING

Homeowners Meetings are held at 3:00 PM every 3rd Thursday of each month.

LOCATION: MASC Austin Properties, Inc. 945 Eldridge Rd. Sugar Land, TX 77478



### Property Management

MASC Austin Properties, Inc.  
(O) 713-776-1771  
(F) 713-776-1777  
Abigail Castrejon, Manager  
acastrejon@mascapi.com  
Iris Navarrete, Maintenance  
Carrie Austin, Bookkeeping  
Haley McAnally, Collections

### IMPORTANT NUMBERS

Police Non-Emergency: 713-884-3131  
H- Town Towing: 713-692-3900  
City Information: 311

### **KEEP US IN THE LOOP CHANGE OF ADDRESS OR UPDATES**

Send them by mail: MASC Austin Properties, Inc. 945 Eldridge Road, Sugar Land, TX 77478  
Fax to: 713-776-1777  
Email to: [pmancuso@mascapi.com](mailto:pmancuso@mascapi.com)

## ANNUAL MEETING

## SAVE THE DATE

Reminder Annual Meeting will be Thursday, June 15, 2017 at 7:00 pm with a 6:30 pm sign-in. We hope all property owners can



attend. There will be two (2) three (3) year positions available. Your current Board of Director, Ms.

Sandra Pongvacharak, will be running for re-election. If you are interested in running, please submit your request in writing providing name, address, telephone number and email address per one of the following:  
Email – [acastrejon@mascapi.com](mailto:acastrejon@mascapi.com)  
Fax – 713-7776-1777

Mail – Leawood Colony HOA c/o MASC Austin Properties, Inc., 945 Eldridge Road, Sugar Land, TX 77478. Nominations will also be taken from the floor. Don't forget to return the proxy to our office in case an unforeseen circumstance prevents your attendance. It is imperative that all homeowners be represented at this meeting either in person or by proxy. Proxies should be mailed in time to reach our office no later than Wednesday, June 14, 2017. The meeting will be held at: MASC Austin Properties, Inc. 945 Eldridge Rd. Sugar Land, TX 77478.

### TRASH REMINDER

Trash pickup is scheduled every Tuesday and Friday. Heavy trash pickup is every Friday. Items cannot be **left in carport area for more than 24-HRS**. Please place the heavy trash items at the end of your carport for pickup. **Bulky items:** Please keep in mind that bulky items cannot be placed in the container and require special handling. The following items may not be placed in your waste:

**Appliances, batteries, chemical products, construction debris, electronics, flammables, fluorescent bulbs, hazardous waste, pesticides, medical waste/needles and tires.** If we find that you have placed these items in the waste bins a \$100- \$500 fine may be added to your account.

DO NOT PLACE TRASH BAGS ON GROUND. This can cause rodents.

**Reduce Odor:** To help reduce odor around your waste area, remember to tightly secure your trash before placing it in your container. This will help to reduce bacteria build up and odor caused by spilled garbage.



### Leawood Colony Web Page Information:

Homeowners: Check out your community webpage! Go to [www.mascapi.com](http://www.mascapi.com) then to "My Neighborhood", select "Leawood Colony". Items that are on the webpage:

- Online payments for monthly assessments
- Items you may not know about
- Important numbers and links
- Governing documents

## Rules & Regulations

Leawood Colony has established rules and regulations since 1969.

- Any common sidewalks, driveways, entrances and passageways shall not be obstructed or used by any unit owner/occupant for any other purpose than access to and from the units.
- Each unit owner is responsible for keeping and maintaining all interior items that can be seen from the outside of his unit. Windows, doors, air conditioning system, electrical system, water lines and other fixtures located on the exterior of the unit.
- No owner/occupant shall install wiring for electrical or telephone installation or for any other purpose, nor shall any television or radio antenna, machines, or air conditioning units be installed on the exterior of the property.
- No owners/occupants shall play any musical instruments, or operate a phonograph or radio in any unit, motor vehicle, or on the property between the hours of **11:00 PM-9:00 AM.**
- Nothing shall be stored in or upon the common areas.
- No structure or temporary trailer, tent, shack, garage or other (shed), boats, trailers, mobile homes or large trucks over one ton are permitted on the property.

*The enforcement of these Rules and Regulations shall be by ASSESSMENT, at the discretion of the Board of Directors, up to \$100.00 per offence and or reimbursement for any assessment for a violation even if the unit is under lease.*



## DEED RESTRICTIONS

We would like to say “THANK YOU” for keeping your community areas clean and well maintained. This is a requirement of the deed restrictions in order to keep the property clean, safe and the market values up. A few reminders:

1. Replace any damaged/broken windows or blinds/screens.
2. Keep the front area and or carport area free of any miscellaneous items.
3. Do not leave trash outside in the common area or walkway.

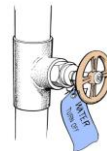


LEASH PETS  
AND  
OBEY SCOOP LAW

To avoid a violation letter and a possible fine, please adhere to the regulations above. We all love and enjoy our pets! But along with the enjoyment of having a pet comes responsibility. This includes not only feeding, bathing, flea and tick control and exercising them, but also picking up the feces after they relieve themselves when they are walked on the premises. Your neighbor does not want to see, smell or step in your pet’s feces. There is a leash law in the state of Texas. Any pets outside of the home in the common area need to be on a leash. No pet may be chained, leashed or otherwise kept on any balcony. Unit owners/occupants: you are responsible for any property damage, injury, odor, disturbance, etc. caused by your pets or your guest’s pets. As a pet owner, please pick-up after your pets while walking them. We need to keep the property clean and healthy for everyone.

## WATER METER REMINDER

The utility bill is due on the 10<sup>th</sup> day of the month, or a \$5.00 late charge may be assessed by the Association. If a utility bill is not paid by the tenth day of the month following issuance and proper notice has been given by the Association, the Association shall additionally have the right to terminate and cancel any and all utility services to the unit that have outstanding delinquent utility charges due and owed the Association. A \$100.00 reconnection fee may be charged to the owner if service is disconnected for



non-payment of utility bills plus the bill back to have a contactor remove your service and install them back.

## Water Conservation Tips and Tricks



- Promptly repair any leaks in and around your taps. (One leak can waste several thousand liters of water per year.)
- Use an aerator and/or a water flow-reducer attachment on your tap to reduce your water usage.
- When hand-washing dishes, never run water continuously. Wash dishes in a partially filled sink and then rinse them using the spray attachment on your tap.
- When brushing your teeth, turn the water off while you are actually brushing. Use short bursts of water for cleaning your brush. (This saves about 80% of the water normally used.)
- When washing or shaving, partially fill the sink and use that water rather than running the tap continuously. (This saves about 60% of the water normally used.) Use short bursts of water to clean razors.

## Homeowners Insurance

PLEASE NOTE CHANGE: Effective

January 1, 2011 you have 60 days to provide proof of insurance for your unit after expiration

date or be subject to a **\$100.00 monthly fine. No waiver for fines** will be given after 60 days from expiration date. Per Article VI, Section 12 of the Declaration of Covenants, Conditions and Restrictions of Leawood Colony HOA, owners must supply proof of adequate coverage against loss or damage by fire, flood or other hazards in an amount sufficient to cover the full replacement cost of any repair or reconstruction work in the event of damage or destruction from any hazard. Also, it is the responsibility of the owners to provide homeowner’s liability insurance on their unit(s). PLEASE NOTE: FLOOD INSURANCE IS NOT MANDATORY BUT IT’S HIGHLY RECOMMENDED FOR YOUR PROTECTION.

