

The Meadow Lark



A Monthly Publication by and for the Residents of The Meadows, a Family Condominium Community

At Centre Ridge Elementary

Annual Meeting on December 12

The Annual Meeting of the Council of Co-owners of The Meadows will be held on Tuesday, December 12 at 7:30 PM in the Multipurpose Room of the Centre Ridge Elementary School.

The election of new Board members to the Board of Directors will be held at this meeting. Four two-year terms on the Board are up for election this year. There will also be a presentation of information about what is going on in the community.

Centre Ridge Elementary is located at 14400 New Braddock Road, it is the school attended by elementary students from The Meadows. Please plan to attend this important meeting.

Decorating Contests

The Halloween Decorating Contest judges had a wonderful time viewing all of the fine decorations throughout the community. After careful consideration the decorations at the following addresses were chosen as the winners: 6163 Strasburg Drive, 6172 Strasburg Drive, 14417 Golden Oak Court and 14473 Cool Oak Lane.

There will be another decorating contest, the Holiday Decorating Contest. This contest will be judged on Saturday, December 23, 6-8 PM.



One of the Halloween winners

DECEMBER

Board of Directors Meeting: Because of the holiday season, the Board of Directors will not meet in December. The next meeting will be held on Thursday, January 18, 2018, 7:30 PM in the Clubhouse. Residents and Co-Owners are encouraged to attend. Agendas are posted online and at the Clubhouse on the Tuesday before the meeting. Minutes available upon request at The Meadows office and online at mymeadows.net.

Annual Meeting: Tuesday, December 12, 7:30 PM, Centre Ridge Elementary School

Holiday Decorating Contest: Saturday, December 23, 6-8 PM.

Christmas Tree Pickup: December 26-January 11.

Residents and Co-Owners are welcomed and encouraged to attend any committee meeting. Meetings are held in the Clubhouse.

Revised Holiday Trash/Recycling Schedule

- During the holidays, please follow this revised schedule:
- NO Trash/Recycling Pickup on Monday, December 25
- Regular Trash Pickup only on Thursday, December 28
- Recycling Pickup on Saturday, December 30 (Place recycling only out after 5 PM Friday, December 29)
- NO Trash/Recycling Pickup on Monday, January 1
- Regular Trash Pickup only on Thursday, January 4
- Regular Trash/Recycling Pickup on Monday, January 8

IMPORTANT NOTE ABOUT 2018 CONDO FEES

Please be advised there was a typo in the letter that accompanied the budget in the Annual Meeting mailer. The letter should have read that the 2018 fee for a TWO bedroom unit will be \$291 and the fee for a THREE bedroom unit will be \$328. We apologize for any confusion.

NEW PAYMENT COUPONS: You will receive new coupon books in the mail by early-December. If you do not have them by December 15, contact SFMC at (703) 392-6006. Please note that your payment will be due on the 1st of each month even if you have not received your coupon book.

President's Corner

Hello everyone! I hope you all had a great Thanksgiving Holiday! More importantly, I hope everyone was able to enjoy spending time with their family.

Speaking of giving thanks, I'd like to say a special "Thank You" to all the residents who chipped in and did what they could at giving back to our community. The year is coming to a close so I would like to personally thank all the residents and Board members who have donated their time and effort to our community. We've had trash cleanups, Meadows Day, holiday decorating, and simple neighbor-helping-neighbor situations. You all are the heart-beat of this community and when you all shine, this neighborhood shines! Thank you for all your efforts.

Happy Holidays, everyone! Take care!

~ Eric Sokolowski



Christmas Tree Pick-Up

According to Fairfax County regulations, Christmas trees must be recycled—they cannot be put out with your trash. For your convenience, a drop off area will be located next to the Clubhouse on Strasburg Drive, December 26– January 11.

All decorations, including tinsel and garlands, must be removed. If you use a carry plastic bag, this must also be removed.

Holiday Tip From Security

We are in the holiday season, and many people are receiving more packages at this time of year than is usual. Thieves are smart enough to know this, so please be on the lookout for those who take packages from people's front porches or steps. If you are expecting a package, be on the lookout for the mailman or delivery driver so you can receive the merchandise you ordered without someone else getting it first. Help your neighbors out as well, if they have a package sitting on their front porch take it in and give it to them once they are at home.

Meadows Website www.mymeadows.net

Board of Directors Motions

At the November 16 Meeting:

- Passed a motion to approve an Architectural Review Form for installing a privacy screen.
- Passed a motion to approve an Interior Alteration Request for remodeling of a kitchen.
- Passed a motion to approve \$100 for prizes for the Holiday Decorating Contest.
- Passed a motion to reaffirm two email votes which approved a waterproofing job and installation of a dryer vent.
- Passed a motion concerning a request for waiving of a Co-Owner's late fees.
- Passed a motion to accept the attorney's recommendation concerning action on a collection account.
- Passed a motion to approve evaluations for all staff members.

COMPLETE MINUTES OF BOARD MEETINGS
AVAILABLE AT THE OFFICE

Turn the Water Off!

Everyone is reminded that all outside water spigots are required to be turned off by December 1st. In order to prevent pipes freezing and damage to your unit or those of your neighbors, please turn off both the front and rear faucets located in all lower units.

Security Totals

October 15 – November 14, 2017

Calls for service and/or situations involving or requiring security assistance, by street:

Avocado Court:	0
Cool Oak Lane:	0
Golden Oak Court/Road:	13
Rustling Leaves Lane:	2
Saguaro Place:	0
Saint Germain Drive:	3
Strasburg Drive:	4
Turin Lane:	2
Vehicles Ticketed:	83
Vehicles Towed:	10
Calls referred to FCPD/FCFD:	2

The Meadows



Fire Regulations

- Kerosene, or any fuel heaters, are forbidden by Meadows regulations.
- Residents should not store combustibles in furnace rooms. It is a serious fire hazard and is against County and Meadows regulations.
- Smoke detectors are required on *each level* of homes in The Meadows.
- Charcoal grills only are prohibited on The Meadows property.
- Residents should maintain a fire extinguisher in their units. It should be rated at least 2A:10BC.



Carbon Monoxide Detectors

The furnaces and most hot water heaters in The Meadows use gas. It is imperative that all homes have a working carbon monoxide detector. Carbon monoxide is a colorless and odorless gas which can cause death.



Keep the Lights On!

In order to promote safety in our neighborhood, everyone is reminded to leave your porch lights on, both front and rear.

Generally, criminals like to operate in the dark, so the more light that is present, the less likely they will be to strike in that area.

Although we are blessed to have street lights, they cannot provide full light everywhere. If all units keep their porch lights on, the level of light in the community will be much more of a crime deterrent.

Frozen Pipes = Big Trouble!

Our Management is trying to make sure that the utilities remain on and the thermostats are set to the proper temperature in all units to prevent pipes from freezing and breaking. This is done to prevent water damage to the affected home as well as the possibility of water damage to surrounding homes.

You can help by reporting vacant units to the office as soon as you notice them. Send reports to the office via email, fax or phone. Make sure that you include the address. Report any evidence of possible broken pipes or water coming from a unit immediately! See the back page for office and emergency after hour phone numbers.

Parking in The Meadows

A reminder: any vehicle parked on Meadows property must display a valid parking permit. The acceptable forms of a permit can be a Meadows parking sticker, a green Visitor hang tag, or a red Extended Visitor Hang tag. Residents may not use Visitor tags. For details on our parking rules and regulations, please contact The Meadows office, or refer to the *2017 Meadows Rules and Regulations, Section X: Rules Governing Motor Vehicles.*

Don't Feed the Critters!

Occasionally residents are putting out various food items to feed the birds, squirrels, etc. It should be noted that it is against Meadows rules to do this, in fact even dogs and cats must be fed inside your unit and no food for them left on the Common Elements.

In the past we have had a rodent problem in some areas of the community, which was either caused or made worse by having a food source available for the mice, and even worse, rats. The rat problem has been controlled, we have bait stations in several places within our development, but if food items are left out, the rats are more likely to feed on this rather than the bait which will control their population.

Our feathered and furry friends for the most part have food provided for them by nature, we do not need to feed them. And we certainly don't want to attract more rodents into our community. If you do see any rodents, please let the office know so action can be taken to eradicate them.

Utilities Must Remain On!

ALL Co-Owners are required to keep the utilities on in their units. The heat must be set at or above 65°F in all units, vacant or occupied. This temperature may seem a little high, but one must consider that the furnace room where the pipes originate is unheated and may be affected by the wind chill factor. Another thing to consider is if the water is turned off, it remains in the pipes and is subject to even quicker freezing. Every year, major damage to several units has occurred as the result of pipes freezing and breaking in this manner.

Any damage resulting from broken pipes, etc., caused by improper heat being maintained in a unit will be the responsibility of the Co-Owner. A minimum of 65 degrees Fahrenheit must be maintained during the winter months. – Rules and Regulations.

In addition, to this regulation, The Meadows Rules also includes a Utility Maintenance Requirement for all units. It states:

In the event that a Co-Owner does not keep electric and/or gas utilities connected as required, the Council of Co-Owners shall take any and all measures reasonably necessary to protect the common elements of the condominium which shall include but are not limited to the appropriation of funds to reconnect and maintain electric and gas utilities. All costs and changes incurred by the Council shall be assessed against the unit owner.

You can help by reporting vacant units to the office as soon as you notice them. Send reports to the office via email, fax or phone. Make sure that you include the address. Report any evidence of possible broken pipes or water coming from a unit immediately!

Ice & Snow and Our Trash Service

In the interest of safety, drivers will make a judgement call as to whether they can make it up and down our streets in inclement weather. If your vehicle skids five feet in the snow, a large trash truck will slide at least thirty feet. The rule of thumb on snow/ice days should be to put your trash out. If the trucks can't get there that day, they will not

return for it until the next scheduled pickup day. (If your trash is not picked up, remove it until the next scheduled pickup.)



Council of Co-Owners
The Meadows
6100 Strasburg Drive
Centreville, VA 20121

The Meadow Lark is published each month exclusively for the benefit of the residents and owners of The Meadows. It is the official publication of the Council of Co-Owners and is under the purview of the Board of Directors. News items, personal ads, and such are welcomed and should be placed in the large mailbox in front of the Clubhouse, emailed to meadowsoffice@verizon.net or faxed to 703-815-0755. The deadline is the 20th of each month. Personal ads must be 25 words or less, on 8½x11-inch paper. Include your name, Meadows address, and telephone number. They must be renewed each month. The Meadows does not endorse any advertisers.

EDITORS: Bill Liedtke and Joan Orvis

Meadows Office
Monday–Friday, 8:30 AM – 4:30 PM
Phone: 703-830-4464
Fax: 703-815-0755
E-Mail: meadowsoffice@verizon.net
Website: mymeadows.net

24-Hour EMERGENCY ONLY
Service First: 1-888-980-8958

Security
703-628-9481

Towing
Battlefield Towing: 703-378-0059

AAA/Republic Services
703-818-8222
Call for special pick up, Thursdays only

Remodeling?

Any desired changes to the exterior or interior of your unit must be submitted on an ARF or Request for Interior Alteration form to the Board of Directors for approval PRIOR to the change being done.

A/C UNITS

If you replace your air conditioning unit, you may install it inside your utility room or submit an ARF for proposed exterior installation.

Satellite Dishes in The Meadows



Safety Reminders

■ Keep Your Porch Lights On!

In order to promote safety in our neighborhood, everyone is reminded to keep your porch lights on, both front and rear. Generally, criminals like to operate in the dark, so the more light that is present, the less likely they will be to strike in that area.

■ Regular Furnace Maintenance

It is critical to ensure safe and efficient operation of your furnace regardless of the age of the unit. Many heating and air conditioning companies offer discounted specials this time of year.

■ Carbon Monoxide Detectors

The furnaces and most hot water heaters in The Meadows use gas. It is imperative that all homes have a working carbon monoxide detector. Carbon monoxide is a colorless and odorless gas which can cause death.

Important Safety Issue!

It has been noticed that the insulation covering the electric wiring and gas lines running from the meters into the utility closet at some units have deteriorated, which could eventually result in exposed wiring. Exposed electrical wiring may cause injury, so please check the wiring behind your unit as soon as possible.

These sections of wiring and gas lines belong to the Co-Owner and it is the Co-Owner's responsibility to maintain them; however, we have been made aware that the utility companies may perform this work at no cost. You can reach Washington Gas at (703) 750-1000 and NOVEC at (703) 335-0500.

Please take a moment to inspect your wiring and gas line and contact the utility company or a certified electrician to make necessary repairs as soon as possible.

Reminder for Pet Owners

The Meadows Rules and Regulations state that all pet feces must be bagged and removed from the Common Elements immediately. In addition, please be reminded that the Fairfax County Leash Law is in effect at The Meadows. This law requires dogs to be on a leash at all times when outside. For the health and safety of our residents, please immediately remove dog feces and keep dogs leashed at all times when on the Common Elements. It is important to remember that violations of these policies could result in the assessment of penalties in the amount of \$50 per occurrence.

In addition, please do not leave the baggies you use to scoop up your dog's waste anywhere on the Common Elements. These baggies should be placed in the proper pet waste stations that we have located throughout the community or should be taken to your unit for proper disposal.



APPROVED OPERATING BUDGET (January 1, 2018 - December 31, 2018)

2BR Fee = \$291 / 3BR Fee = \$328

	Adopted 2017	Projected 2017	Approved 2018
INCOME			
Assessment Income	\$2,251,292	\$2,248,056	\$2,317,046
Late Fee Income	9,000	11,050	10,000
Interest Income	3,361	5,385	5,450
Owner Interest Income	5,200	163	0
Owner Admin. Fees Income	70	50	0
Miscellaneous Owner Income	1,000	50	0
ARC Violation Income	2,500	4,000	3,500
Miscellaneous Income	6,000	8,200	8,000
TOTAL INCOME	\$2,278,423	\$2,276,954	\$2,343,996
EXPENSES			
UTILITIES			
Electricity	\$32,106	\$27,000	\$30,000
Telephone	6,000	5,008	6,000
Gas - Clubhouse	1,900	2,200	2,500
Water & Sewer	475,000	498,134	506,000
Total Utilities	\$515,006	\$532,342	\$544,500
GENERAL & ADMINISTRATIVE			
Education & Training	\$1,325	\$1,405	\$1,500
Newsletter	3,400	3,200	3,300
Office Equipment & Repairs	500	1,000	500
Office Supplies	4,000	3,950	3,900
Lease Exp.- Office Equipment	4,000	4,100	4,100
Uncollectible Charges	5,000	(11,360)	5,000
Legal - General	7,000	10,000	8,500
Legal - Collections	20,000	24,118	25,000
Legal Fee Reimbursements	(6,000)	(7,220)	(6,000)
Legal Fees Other	0	1,000	1,000
Uniforms	1,000	5,000	5,000
Insurance Loss/Deductible	10,000	2,300	2,500
Social & Rec	2,450	3,400	3,500
Postage & Mail	3,500	1,600	1,600
Printing & Reproduction	1,500	268,526	267,333
Roof Replacement Financing Payback	268,526	720	720
Website	610	4,000	4,500
Miscellaneous Expense	6,000	\$315,739	\$331,953
Total General & Administrative	\$332,811	\$365,126	\$310,335
MAINTENANCE & REPAIRS			
General Maintenance & Repairs	\$3,000	\$11,500	\$9,000
Plumbing Repairs	9,000	9,555	9,000
Painting - Supplies	250	250	250
Exterminator Services	8,000	7,874	8,000
General Maintenance Supplies	7,000	8,000	8,000
Welding	1,000	908	1,000
Antenna Repairs	3,000	2,700	3,000
Gutter Repairs & Cleaning	8,500	7,800	8,000

	Adopted 2017	Projected 2017	Approved 2018
Vehicle Expense	1,000	650	700
Vehicle Depreciation	5,400	5,400	5,400
Pool Repairs, Supplies, Maint	5,000	4,000	5,400
Playground Repairs	1,380	1,000	500
Landscaping Improvements	2,500	2,400	2,500
Tree Planting	5,000	5,000	5,000
Tree Maintenance	20,000	22,000	25,000
Total Maintenance & Repairs	\$80,030	\$89,037	\$90,750
CONTRACT SERVICES			
Pool Contract	\$54,600	\$52,730	\$66,350
Management Contract	92,953	92,953	92,953
Auditor	6,200	6,200	6,300
Architect & Engineering Services	5,800	5,800	4,800
Insurance Master Policy	182,500	182,250	182,000
Painting - Exterior	75,000	75,000	72,600
Grounds Maintenance Contract	87,024	87,024	89,988
Security Contract	174,895	174,895	176,900
Snow Removal	30,000	9,631	25,000
Trash Removal	79,496	79,370	79,428
Pet Waste	5,200	5,780	0
Total Contract Services	\$793,668	\$771,633	\$796,319
PAYROLL			
FICA Payroll Taxes	\$19,306	\$17,404	\$20,400
Unemployment Taxes	278	262	270
Group Health Insurance	35,500	35,525	37,633
Life Insurance	3,378	2,876	3,200
Pension Contribution	10,095	10,400	10,712
Staff payroll	252,369	244,088	268,026
Total Payroll	\$320,925	\$310,555	\$340,241
TAXES & LICENSES			
Income Taxes	\$1,000	\$1,000	\$1,000
Personal Property Tax	860	810	770
Licenses, Fees & Permits	255	175	250
Total Taxes & Licenses	\$2,115	\$1,985	\$2,020
TOTAL OPERATING EXPENSES	\$2,044,554	\$2,021,291	\$2,105,783
RESERVE EXPENDITURES			
Expected Reserve Expenditures	\$99,985	\$48,539	\$200,000
Total Reserve Expenditures	\$99,985	\$48,539	\$200,000
RESERVES CONTRIBUTIONS			
Replacement Reserve	\$225,132	\$225,132	\$232,695
Reserve Interest	\$8,737	\$8,737	\$5,518
Operating Reserve	\$0	\$0	\$0
Transfer from Reserves	(99,985)	(48,539)	(200,000)
Sub-total	\$133,884	\$185,330	\$38,213
TOTAL EXPENSES	\$2,278,423	\$2,255,160	\$2,343,996
SURPLUS / (DEFICIT)	\$0	\$21,793	\$0