

# Lake Manassas Connection

*Official Publication of the Lake Manassas Residential Owners Association*

Summer 2012

Volume 8, Issue 3



# Lake Manassas Connection

Official Publication of  
The Lake Manassas Residential Owners Association  
Volume 8, Issue 3

**Lake Manassas Resident Owners' Association**  
14900 Turtle Point Drive  
Gainesville, VA 20155

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## President's Report

We are into our Summer season and we hope everyone is enjoying life in our beautiful community. We have had a busy few months and I would like to bring you up to date on some highlights.

### Budget

- **NO ASSESSMENT INCREASES** for residents for Fiscal Year 2013 (7/1/12 to 6/30/13)
- **BUDGET SURPLUS** for FY 2012 ending on June 30, 2012 is projected to be over \$50,000
- **CASH AND INVESTMENTS** have grown from about \$800,000 to over \$1.2 Million over the past two years
- **CAPITAL RESERVES** essentially **FULLY FUNDED** starting FY 2013.
- A plan for capital expenditures in the coming year is forthcoming in July
- Pursuing delinquent accounts is netting positive income versus the cost of collections
- If the Lake Manassas rezoning proposal is approved, the community will receive up to \$550,000 for improvements that will include the pool area, a new back Amsterdam gate, irrigation and beautification projects, among others. Funds will also be directed to our operating and capital reserve budgets. With the additional money, we look forward to achieving a positive Owners Equity account balance for the first time in many years.

### Transition Activities

- The Declarant must relinquish control of our board no later than Dec 31, 2012. When the Declarant announces the date of departure, the current board will dissolve.
- A board election will occur within 30 days of Declarant departure to elect FIVE resident board members. Residents who are elected by the community to our LMROA board will formally represent all of our residents across a range of responsibilities and activities.
- Contact Don Minogue, nominating committee chair if you would like to run for the board
- Bob Hale continues as chair of the Transition Committee and is working with CMC and the Board to assure that all legal and operational considerations are handled properly

### Annual Meeting - 2012

- Our **LMROA ANNUAL MEETING** will be held on **September 27, 2012 at 7:00pm** at the Stone-wall Clubhouse. All residents should plan to come.
- There will be a regular Board Meeting on September 20, 2012 at 6:30 pm to handle routine board business.

### Operational Highlights

- Bids for street repairs, top coating and crack sealing have been solicited and work is expected to be completed by the Fall
- Irrigation projects are underway in a number of common areas, including Overlook Ridge, Bonnie Briar Circle and Spyglass Hill Circle.
- Verizon is in the community installing FIOS. They do have easement rights to do what they are doing without any permission required from LMROA. We do have a request in for them to bury their boxes versus having them above ground. More details on Verizon are available elsewhere in this newsletter.
- Issues regarding gate guard performance and operations are being addressed. Specific concerns have been about solicitors getting into the community and other visitors getting in inappropriately.
- Regular inspections are underway to assure compliance with our covenants. Primary areas of concern are lawn and yard maintenance, mailboxes, on street parking, and condition of house exteriors. In addition, CMC and the board are actively pursuing resolution of unbuilt lot maintenance and appearance issues. Compliance procedures include violation notices, hearings, fines and follow up legal action when necessary.

(Continued)



Errol Unikel, President



Ted Brewer, Secretary



Don Minogue, Treasurer



Ed Long, Director



Warren Watkins, Director

# President's Report (Cont)

- Our newsletter is proving to be quite successful. The costs of production are fully covered by advertising income. LMROA pays postage only. This newsletter is no longer produced by our management company, CMC. Your board president works closely with the communications committee chair, Anne Jeffery, on content and production with our publisher, MaryPat Imlah of *Imagery Print and Promotional Products*.
- Specific legal agreements predominantly dealing with liabilities and other operational matters involving the swim team and tennis programs have been executed.
- Liability insurance policies have recently been renewed for community.
- A new smart card pool pass system has been implemented which saves us expense money and gives us more useful information about pool usage and capacity
- Concerns about teens trespassing on resident's properties are being dealt with

## Committee Miscellaneous

- Thanks should go out from all residents to our committee chairs and members who donate their time and often work hard to help make our community run effectively. They are volunteers and deserve our appreciation.
- Our Modifications Committee and New Construction Committee have been merged into the Modifications and New Construction Committee (MCC) under the chairmanship of Peter Metrinko. Please see Peter's report in this

newsletter for important information about applications from residents for modifications to your home or property.

- The former Ad Hoc committee chairs, Rowland Bowers and Marc Schlather, were named to head a board chartered New Development Committee to focus on proposed developments within Lake Manassas
- We do need more volunteers for our committees. Please see the various committee reports elsewhere in this newsletter and contact the chairperson if you would like to consider joining the team.

## Rezoning Application & Town Home Development

- A Residential Rezoning and town home development has been proposed by the Lake Manassas developer – LMLLC
- Resident Board Members voted at special board meeting on May 21, 2012 to support the rezoning proposal. Since June 2011, there have been three town hall meetings, a discussion at our September 2011 Annual Meeting, email announcements, announcements on our website, items in our newsletters, and board discussions.
- An Ad Hoc Committee of residents living adjacent to the proposed development offered strong support for the proposal along with approximately 200 residents who signed a petition to support the rezoning.
- The Lake Manassas Rezoning proposal was approved by the Prince William County Planning Commission on June 6, 2012
- Final approval is required by the Board of County Supervisors on July 17, 2012
- If approved, the project will contribute up to a total of \$550,000. LMROA will receive \$270,000 "up front" and another \$280,000 as the development is fully built out (70 units x \$4000)



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# Management Report

**Michelle Wingo**  
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**POOL REGISTRATION:** Last Spring, a new pool entry gate and electronic key card entry system was installed. All residents who wish to use the pool must register using the pool registration form which can be printed off from our web site at [www.lakemanassasroa.com](http://www.lakemanassasroa.com). Please bring your completed pool registration form with you to the office when you register. One electronic entry key card will be issued to each home and is required to enter through the pool gate. If you arrive at the pool without your card and another family member with your card is not present, please see the community manager, Michelle Wingo, who is onsite Monday through Friday from 9 a.m. to 5 p.m. If you require additional cards, the cost is \$50 per card. Note that for delinquent accounts, new pool passes will not be issued.

**SWIM TEAM:** Please note that there will be no open swim until 1:00 p.m. on the day of a home meet. The schedule for the remainder of the 2012 swim season is as follows:

7/14 Veterans Park (Away)

7/21 Stonewall (Away)

7/28 Purple Divisional at Southbridge

**COVENANTS INSPECTIONS AND SUGGESTIONS:** Just a reminder that ongoing regular inspections are performed to ensure that all properties in the community are in compliance with our LMROA Covenants. Inspections are performed by our management company, CMC. We will be putting more information about property inspections in our newsletters and on the website. Check our LMROA Community Handbook, which was distributed to all residents, for useful information covering Design Guidelines, Use Restrictions, Property Maintenance Standards and Enforcement Procedures. Please be sure to correct any violations that may exist on your property. You can find the LMROA Community Handbook PDF by logging into website, then click on **Our Community > For New Members** and will see the Community Handbook link. You can also log in, click on **Amenities and Services > Architectural Review** and then **Modifications/ Application/Fee Chart** PDF for more specific information. Following are just a sample of a few important inspection items that need to be continuously maintained:

- Mailboxes. Please look at your mailbox and if repairs are needed, complete them as soon as possible. If you need help with your repairs or need to replace your mailbox, you may wish to contact Main Street Mailboxes at 703.753.5521. Please inform them that you are a Lake Manassas resident. There is a newer model made of brushed aluminum. If you need a new mailbox, also consider purchasing the aluminum style post to reduce maintenance. The older model with a wooden post may require more frequent repairs. When repairing this model please use the approved colors. Approved box colors are PMS green 330, or hunter green and the post color is Duron Latex Oyster White. Many homeowners have added flower beds at the mailbox base to prevent damage caused by weed whackers. Please feel free to call the on-site management office with any questions at 703.753.7745.
- Yards and Lawns. Lawn maintenance items such as weed/crab grass control, dead trees and shrubs and edging and replenishing the mulch in your beds need to be continued through the Summer and Fall.
- Home exteriors. Please look at your home and inspect for peeling and blistering paint and rotten wood, staining and green algae. Please power wash and repaint all affected surfaces.
- Play equipment. Outdoor play equipment must be approved by the Modifications and Construction Committee. Please obtain your approval before making any purchases.

Remember, maintaining your property on a regular basis not only ensures that the standards of the community are preserved, but eliminates the need for violation notices, hearings and possible fines.

**OBEY TRAFFIC LAWS and LOOK OUT for Lake Manassas:** The LMROA Board is contemplating inviting the Prince William County Police Department to make random visits within Lake Manassas. They will take appropriate action to address speeding, running stop signs, trespassing and vandalism. Please obey the laws of the road. Motorists are reminded that passing a school bus is prohibited when it is stopped to load or unload passengers, unless a physical barrier or unpaved median separates the traffic going in either direction. We also ask that all residents report any suspicious activity to either the police or the management office depending on the time and nature of said activity. Let's all be on the lookout and keep Lake Manassas safe.

(CONTINUED)

# Management Report (continued)

**ROAD REPAIRS:** There are a number of pavement repairs scheduled for the Eastern Peninsula this Summer. We will notify homeowners via email of dates of these road improvements as soon as the final contracts have been signed.

**LEASING A PROPERTY IN LAKE MANASSAS:** All leases must be of at least 12 months in duration and a copy of the lease must be submitted to the management office prior to tenant moving in. Without a copy of the lease, your tenants will not be issued vehicle decals, transponders or pool passes. We suggest you provide your tenants with a copy of the LMROA Community Handbook since they will be subject to the same residential requirements as all homeowners. LMROA will contact you as the homeowner for any reconciliation, as needed.

**TRASH REMOVAL:** Our trash removal service is provided by American Disposal. Trash is collected weekly on Mondays and Thursdays and with recycling on Mondays. A special pick up service is available but must be scheduled in advance. Please call American Disposal 703.368.0500 for details and scheduling.

**Reminder:** Please be sure not to set your trash out any sooner than the evening before collection and the trash cans and containers must be stored out of sight prior to sunrise the day after collection. This includes trash left by a landscaping company. When trash is put out a day or two before pick-up, the overall effect of this is that it presents an unsightly appearance in our lovely neighborhood. On windy days, trash is easily blown down the street making the street and the community a mess. Be a good neighbor and tie it down and please be sure to cover all trash.

**COURTEOUS NEIGHBORS:**

- Please do not walk on private property which includes residents' lawns and the golf course. Please keep children and animals off the golf course as this is a safety concern. Golfers retrieving golf balls are allowed to walk in the resident's yards that back up on the golf course.
- During the early morning and late evening hours, please try to reduce the length of time of your dog's barking. Always have your dogs leashed and do not let your cats roam the community...and always be sure to clean up after your pet wherever you are in the community, including grassy areas. Please be considerate of your neighbors.
- On Street Parking: Although on street parking is not permitted in Lake Manassas, we do understand there are occasions when temporary parking on the street may be necessary, for example, children's birthday parties and holiday dinners. Please contact the Management office to ensure the on site manager is aware prior to your event.

**Thank you in advance for the consideration of your neighbors.**

**Reminder to Register Guests:** In order to expedite guests and vendors through our two manned gates, residents may notify the gate house of all visitors and vendors coming to Lake Manassas prior to arrival. This can be done by utilizing the daily list maintained at each gate house or our Standing Visitor List system that allows you to put frequent visitors on a standing list kept in both gate houses. Thank you for your cooperation.



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# Special Announcements

## Lake Manassas Health and Rehabilitation Center

Lake Manassas LLC, the developer of Lake Manassas, has entered into a contract with The Medical Facilities of America (MFA) for seven acres on Baltusrol Blvd. MFA plans to build a 120 room skilled nursing and rehabilitation center. Half of this facility will be dedicated to short-term rehabilitation for recovery from traumatic injuries and knee, shoulder or hip surgeries. The remainder will be used for long-term nursing care. The one story building will have one and two bedroom units with private baths.

This use as a rehabilitation and nursing facility is within the parameters of the current zoning for the property and as such will not require any zoning changes. MFA is required to submit their architectural and landscape plans to the New Construction Committee of the Lake Manassas Non-Residential Association for their approval. A town meeting with Lake Manassas residents will take place this fall once conceptual plans are finalized.

For more information about MFA and the services they intend to offer, visit [www.lifeworksrehab.com/](http://www.lifeworksrehab.com/).

## New Deadline for Modification Applications

During the last several months we have been receiving modification applications dropped off the day of our meeting, and on some occasions right before the meeting. When we get a late application, it makes scheduling inspections of the property beforehand problematic, and even impossible. It also makes it difficult for the members to properly analyze the application. For these reasons the Board has adopted a new rule: **Modification applications must be filed at least 4 business days before a scheduled meeting** in order to ensure the committee has time to examine them and schedule any needed property inspections. Currently, meetings are scheduled for the second Monday of the month. That means that **completed applications must be at CMC management the Wednesday before that second Monday**. You can find the Modifications/Application/Fee Chart PDF by going to [www.lakemanassas.roa.com](http://www.lakemanassas.roa.com), clicking on Amenities and Services > Architectural Review.

## Upon Arrival, Vendors are Notified that Solicitation within Lake Manassas is Prohibited

On June 15, 2012, each vendor began receiving a letter at the gate notifying them that soliciting in Lake Manassas is prohibited. The letter also advised them that if any vendor is found in violation of this policy, they will be barred from conducting any contracted work in the community.

## Noise Ordinance Times

The Prince William County noise ordinance is Monday through Friday from 10 p.m. until 6 a.m. and on weekends and holidays the ordinance is 10 p.m. until 9 a.m. If you were to contact the police regarding what you consider to be an inappropriate time for unusually loud noises, they will come out and investigate. But first, speak to your neighbors to explain that the noise is disturbing to you and ask if they would consider doing the work at another time of day.

## Verizon

According to information on the Prince William County Government (PWC) web site regarding utilities, "...In June 2006, the County entered into a Cable Franchise Agreement with Verizon South, Inc."

Here are excerpts from the PWC web site in regard to easements, rights-of-way and Dispute Resolution.

**Easements and Rights-of-Way:** "Cable Television companies are for-profit businesses that use public rights-of-way for a private purpose, in this case providing cable television, phone service and high-speed Internet services to consumers. Municipalities, like PWC Government, pay for building and maintaining the public rights-of-way. Utility easements on private property allow cable television providers like Comcast and Verizon, as well as other utility companies, to lay cable or fiber, or make any necessary repairs. All utilities routinely use these easements to replace, repair and upgrade their cables and fiber. Utility easements are shown on the plat that you received when you purchased your home."

**Dispute Resolution:** "Disputes between homeowners and utility companies about easements are a private property issue and are between the homeowner and the utility company. If you believe a utility company is operating outside of their easement, it is best to contact the customer service office of the utility company, or speak to a supervisor who is doing the work on your property. The cable television companies are allowed to put their equipment in the utility easement. In most cases, each property owner has a utility easement on their property. If the box is outside the easement, the homeowner can request that the cable company move the equipment within the easement."

For more information, go to the PWC web site at [www.pwcgov.org/business/utilities/Pages/Prince-William-Cable-Television-Franchises.aspx](http://www.pwcgov.org/business/utilities/Pages/Prince-William-Cable-Television-Franchises.aspx).

Verizon FIOS may be available as early as the end of July on the Eastern Peninsula. Representatives from Verizon have assured us that Verizon will reimburse Lake Manassas homeowners for damages. To resolve damage issues, please contact Verizon's contractor, S&N Contracting at 1.800.757.6842.

## OBEY TRAFFIC LAWS and LOOK OUT for Lake Manassas:

The LMROA Board is contemplating inviting the Prince William County Police Department to make random visits within Lake Manassas. They will take appropriate action to address speeding, running stop signs, trespassing and vandalism. Please obey the laws of the road. Motorists are reminded that passing a school bus is prohibited when it is stopped to load or unload passengers, unless a physical barrier or unpaved median separates the traffic going in either direction. We also ask that all residents report any suspicious activity to either the police or the management office depending on the time and nature of said activity.

# Community Information

## Who to Call in an Emergency!!!

Other than 911 calls when someone is in imminent danger, you can call CMC's emergency number 703.631.7200 for emergencies such as potential damage from a tree that is about to fall within Lake Manassas. For other serious matters that require attention, such as an abandoned broken down car in the road, call the on-site management office at 703.753.7745 Monday through Friday from 9:00 a.m. to 5:00 p.m.

## You Can Post a Help Wanted Ads for Free

If you need help with lawn/garden care, babysitting services, pet sitting or refinishing furniture, etc., you can place a Help Wanted ad on our web site [www.lakemanassas.com](http://www.lakemanassas.com) under the links Buy and Sell > Classified Advertisements. Then In the box called Item Name, write Help Needed and in the Description Box explain the type of help needed. Or, if you can provide these and other services for a fee you can place a free ad following the same procedure. Be sure to first login on the website.

## Where to Get Visitor Passes

Residents can get visitor passes for their guests from the guard at the gate. A visitor pass will allow your guest to enter the community for a specified period of time. The visitor pass must be displayed on the dashboard of your guest's car at all times

## How To Get Disposal Equipment Repairs

If your current American Disposal equipment is in need of repair due to normal wear and tear, you can call American Disposal at 703.368.0500 and speak to one of their customer service representatives.

## What You Can Do With Some of Your Skills

The following Committees are seeking volunteers. If you are interested in serving on any committee, please contact Michelle Wingo at [mwingo@cmc-management.com](mailto:mwingo@cmc-management.com) for a Committee Interest Form and Non-Disclosure Document.

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- Safety and Visitors Access
- Modifications and Construction
- New Development




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**Jim Short, Chair**  
[jwshort@comcast.net](mailto:jwshort@comcast.net)

**COMMITTEE ROSTER**

- Mike Hegeman
- John Coyle
- Romesh Deora

# Budget & Finance Report

Since the last newsletter, Mike Hegeman and I have continued to review the Monthly Financial Reports to ensure the funds that are being spent are reasonable and in line with the budgets that were established for this fiscal year. The Monthly Financial Reports are available on the community website (for those that have registered) at [community.associawebsites.com/sites/LakeManassasResidentialOA/Pages/Financial Documents.aspx](http://community.associawebsites.com/sites/LakeManassasResidentialOA/Pages/Financial Documents.aspx).

**A few items of note:**

- We are watching the recovery of delinquent accounts versus the legal expenses we are incurring to recover those funds. Our trend is that the recoveries are exceeding the expenses by what we believe to be a fair margin. Additional in-depth analysis is underway in this area.
- As you may be aware, our fiscal year (FY) runs from July to June so we are nearing the end of FY12. We are currently projecting an under-run of the FY12 budget with most of the savings coming from the new trash removal contract as well as the snow removal account (due to the very mild winter).
- Review of the current draft of the FY13 budget is also underway.

We are also pleased to report that two additional committee members – John Coyle and Romesh Deora – have volunteered for this committee!

The next Budget & Finance Committee meeting will be on Thursday, July 19 at 7:00 p.m. at the on-site management office. Feel free stop by to hear firsthand what we are doing and to share your thoughts/input.

*Jim*

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# Communications Report



Anne Jeffery, Chair  
[annejeffery27@hotmail.com](mailto:annejeffery27@hotmail.com)

## COMMITTEE ROSTER

Norma Jo Greenlee  
Todd Harman  
Kristin Knodt  
George Layne

We are doing our best to keep all residents informed about important news and events in the community. In the past, we mailed paper notices to all Lake Manassas homes at a significant expense. In an effort to reduce these printing and postage costs, we began posting announcements on the Lake Manassas Residential Owners Association (LMROA) web site and by collecting email addresses. First, we went door-to-door in the neighborhood collecting email addresses. We announced in the Lake Manassas newsletter that we would hold a drawing from a pool of email addresses. After the drawing, we notified the winner by email and published the information in the newsletter. We continued to request email addresses in the newsletter, on-line, at meetings and in community-related administrative functions, such as requests for Lake Manassas decals, transponders and swimming pool passes. We also posted notices on the bulletin board at both entrances. So far, our email list has grown to 552 email addresses representing approximately 400 out of the 544 residences in Lake Manassas.

If you are not receiving emails, you need to register your name and email address on the Lake Manassas web site in order to be included in the Lake Manassas Email Distribution Listing. If we could, we would register for you but we cannot because of a legal technicality - only you can accept the terms and conditions of the web site. So, please sign on and do so today. Our current email system will only allow one person per household to register. However, you will receive email if you are listed as an alternate email address for your residence. Your email address will not be shared with persons or organizations outside of Lake Manassas. Please get connected by adding your name and email address to the list of residents at [www.lakemanassasroa.com](http://www.lakemanassasroa.com).

If you are uncomfortable with giving out your email address, please create a separate email address for us to use only for Lake Manassas information. Kristin Knodt at [kristink096@gmail.com](mailto:kristink096@gmail.com) will be glad to assist you.

Here are specific step-by-step instructions on how to register and add your email address on the Lake Manassas web site.

- Go to [www.lakemanassasroa.com](http://www.lakemanassasroa.com) Look at right hand side and find the **Get Connected** box in light green.
- Click on **Sign up for new account**.
- You will need your account ID number to enter on the next screen. (You can find this number on your dues pay stub book or call the Michelle Wingo, at 703.753.7745.)

### Click on the box next to "I agree to the Terms of Use and Privacy Policy"

- Click **Next** and create your login ID and password.
- You will be asked to enter an email address
- Log in to website
- On the left side Menu find **Documents** and underneath click on words **Phone Book**
- On the right side Menu find word **Preferences** and underneath click on **My Preferences**. Here you can make changes to your account and decide what email information you want to receive.

When you log on, review the Announcements on line to get the latest community information. When you scroll through the Announcements, you will find information about our Pool, the Swim Team and Tennis Schedules, etc. Further down on the main page, under the Clubs & Activities, click on the word 'here' to view your neighborhood groups and activities. If you would like to start another group or add additional activities, please contact Kristin Knodt at [kristink096@gmail.com](mailto:kristink096@gmail.com).

### To All of our Generous Residents...

We know there is nothing more valuable than your time and that there is no one who is more talented than you. And, you know there are many interesting Lake Manassas committees, at least one of which surely falls within your skill set. So, once again we are requesting that you consider sharing some of your time and skills with your fellow residents and volunteer your assistance. Who knows what could happen. You may be the person who provides the solution to a long-running issue and become the centerfold, or at least get your photo on the Resident Spotlight page in our next issue.

In addition to our committees, there are other projects that you could easily manage. Here are several projects suggested by residents for your consideration:

(CONTINUED)

