

Carriage Lawn

at *Barkley*

May, 2003

President's Corner

By Bill Perrelli

First let me express how happy I am to be serving as the President of the Carriage Lawn at Barkley Homeowners Association. I want to take this opportunity to thank Kris Murthy for all of his hard work and many accomplishments while serving as President during the past year. There are several items that I like to briefly comment on:

Parking: As each of you are aware, signs have been placed at each **Visitors Parking Area** that clearly state that those spaces are for visitors and **not** homeowners.

Unfortunately, several of our homeowners have had their cars towed as a result of parking in those visitor designated areas. Since there are so few visitor slots in our community, please do not park your cars there since they will be towed.

Snow Removal: The board was very pleased with the services provided by AC&M Landscaping in keeping our community's roads plowed, salted and sanded during this very difficult winter. As we all know over 46 inches of snow fell this winter.

Community Recreation Area:

Several weeks ago, three young boys rang my door bell and presented me with copies of a petition, with some 15 to 18 signatures requesting that the volley ball court be converted to a basketball court. First, the association does not have funding to convert this space, the cost would be several thousand dollars, and second the area's current configuration is better suited to a community such as Carriage Lawn, @ Barkley.

Communicating with Carriage Lawn Residents

by Mike Ingraio, Association Secretary

When I first moved into my home in Carriage Lawn in May 2000, like everyone else, I slowly began to meet my neighbors. The conversations inevitably turned to issues surrounding the builder, the management company and the homeowners association. I would hear questions like, "How come

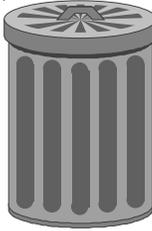
we can't...?" or "I wonder why they won't let us...?" or "Do you know who I am supposed to talk to about...?" Several of these questions had no apparent answers because some information had not been communicated to the residents.

Until about a year and a half ago, the Board of Directors (BOD) of the Carriage Lawn Homeowners Association (HOA) was comprised of builder representatives. This was not changed until a set percentage of the approximately

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Trash Collection Schedule

American Disposal is your trash collector. Trash is picked up every Tuesday and Friday, with recycling picked up on Friday. If you are a new homeowner and you need to set up trash service, you may contact American Disposal at (703) 368-0500. Make sure you specify your Association name, so you don't pay twice for the same service.



Carriage Lawn

People You Should Know

Board of Directors

Bill Perrelli - President
Bill.Perrelli@carriagelawn.org

Kris Murthy - Vice President
Kris.Murthy@carriagelawn.org

Sean Timm - Treasurer
Sean.Timm@carriagelawn.org

Mike Ingrao - Secretary
Mike.Ingrao@carriagelawn.org

Joe O'Brien - Director
Joe.OBrien@carriagelawn.org

Community Manager, CMC

Phone 631-7200 ext. 237, FAX 631-9786

Jan Ward



Board meetings are held the
second Wednesday of every month, 7:30 p.m.
at the Fairhill Elementary School

Direct Debit Is Here!!!!

Are you tired of worrying if your assessment payment made it on time? Are you looking for an easier way to make your payments? Well—look no further! CMC is pleased to offer direct debit services to the homeowners of Carriage Lawn! The payment is automatically deducted from your bank account on the third business day of the month. If you are interested in taking advantage of this service, please call the bookkeeping department at (703) 631-7200.

Please Clean Up After Your Pet

Owners of pets are reminded that it is their responsibility to clean up after their pets if the animals leave wastes on the Common Areas and private lots. There is a continuous and growing number of complaints, especially about dog feces. Those wastes destroy plant life (which is paid for by all owners), carry disease, and foul the persons and clothing of people who come in contact with it. Please pick up after your pet and remember Fairfax County does have a leash law punishable by a monetary fine if violated.



Pet disposal units are located throughout the neighborhood.

Communicate

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150 homes in the community were occupied. This group virtually did not communicate with the residents directly. The only information disseminated to the residents was the usual communications from Carriage Lawn's management company, Community Management Corporation (CMC).

CMC has done a good job of keeping the residents of Carriage Lawn informed on issues for which it has responsibility. However, not every problem or question in the community is CMC's responsibility. In fact, the Association By-Laws stipulate that most decisions directly affecting the residents of the community are to be made by the elected BOD of the HOA. During the first couple of years the community existed, the builder representative BOD had little incentive to deal with any issues that were not directly related to completing construction on time. So many problems and issues were not handled, nor was there much communication concerning why things were not being handled. This certainly led to a number of frustrated and angry residents in the Carriage Lawn community.

The current elected BOD of the Carriage Lawn HOA, to which I was just elected in January, has in my opinion, made several very sound business and practical quality of life decisions on behalf

of the residents of Carriage Lawn. The HOA's funds are conservatively invested in CDs. Last fall, we signed a contract with a snow removal company, which certainly turned out to be a stellar decision in February. Residents complained about the trash service, so the BOD recently signed a contract with new trash contractor, which began service April 1.

While there have been many other sound decisions by this BOD, most have gone unnoticed by the residents because there has not been a consistent line of communication from the BOD to the residents. Some sporadic attempts to communicate were made by the BOD, but most eventually fell through the cracks. At our most recent BOD meeting on March 19, we decided to implement several communication avenues, and made a firm commitment to make communication of our decisions a top priority. The following is a list the methods through which we will communicate with you, the residents, in the future:

1) **Quarterly Newsletter.** Last year the BOD attempted to get a quarterly newsletter off the ground. A resident volunteered to do the layout for no fee. The BOD made the decision to try this method in order to save the residents the money it would take to do the newsletter layout through a professional. While the attempt to save funds was laudable, when volunteers are involved with many community projects, it is difficult to hold individuals to

deadlines. As a result, a couple of newsletters eventually were produced and sent to the residents at sporadic intervals.

In its annual budget, the BOD has the funds set aside to produce and mail a quarterly newsletter to the residents of Carriage Lawn. At the March 19 meeting, we made the decision to spend the funds to have the newsletter professionally produced from this point going forward. This will help us stick to a consistent timeline for production of this critical communication tool.

If you are interested in writing something for future newsletters, please contact me, Mike Ingrao, at 703/849-8886 or email me at mikei@ttd.org.

2) **Association Website.** Many residents do not realize that Carriage Lawn HOA has its own website, www.carriagelawn.org. All important Carriage Lawn HOA documents – Association By-Laws, Architectural Guidelines, the monthly HOA balance sheets and the minutes to each BOD meeting – are posted on the website. Hopefully, in the future the schedule and agenda for future BOD meetings will be posted prior to the meetings so residents can see ahead of time what the BOD will be discussing and deciding at its meetings. This will give residents the opportunity to plan to attend the BOD meetings,

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Communicate

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which are open. In future newsletters, there will be a prominent display of the name of the website name to remind residents of its existence. This newsletter will be the primary communication tool employed by the BOD, but the website will remain the best single source of information concerning the Carriage Lawn HOA.

Residents wishing to have items posted on the website should contact the Carriage Lawn webmaster and BOD Treasurer Sean Timm at seantimm@carriagelawn.org.

3) **Bulletin Board.** A community bulletin board has been installed at the front entrance to the subdivision near the community exercise area off of Saxon Flowers Drive. BOD meeting agendas and minutes, as well as notices of other Carriage Lawn events, such as family picnics and coordinated community yard sales, will be appropriately posted. Residents who do not have computer access to the internet in their homes should keep an eye on this board.

4) **BOD Meetings.** The Carriage Lawn BOD meets on the second Wednesday evening of every other month in the library of Fairhill Elementary School. The meetings usually start at 7:30 p.m. At our last meeting, we decided that their will be an open forum

for residents to address the BOD, both at the beginning and at the end of the meeting. The first forum will be for residents to address the BOD on issues which are on the agenda and may be voted on at that meeting. The second forum near the end of the meeting will be part of the new business portion of the agenda to allow residents the opportunity to bring up new issues with the BOD. We strongly encourage residents to attend these meetings and be heard if they have in issue which they feel should be addressed.

The remaining BOD meetings for 2003 are currently scheduled for the following Wednesdays: May 14; June 11; September 10; and November 12.

In summary, your elected Carriage Lawn BOD has made a serious re-commitment to communicate regularly with the residents of the community. The quarterly newsletter and the website are the two primary tools which we will use. However, communication is a two-way process. We can't know what the residents are thinking about any particular issue unless we hear from you. An old adage which I try to live by is, "If you are not part of the solution, then you are part of the problem." Hopefully, our Carriage Lawn residents will be an integral part of the solutions to make our community a safer, cleaner and more comfortable place to live.

Carriage Lawn Community Picnic

Community Picnic on Saturday, May 3rd at 4pm. Please join us at our picnic site next to the playground. Bring food that can be shared and join your neighbors.



Know A Good Contractor

If you know a good contractor/vendor you'd like to share with your neighbors, to CMC, Attention: Jan Ward.

Please be aware that the Board is neither recommending nor endorsing the product(s) of service providers shared by residents.

Continue to show patriotism...

Fly the flag, wear red, white and blue. Things that we associate with freedom give us strength!





Treasurer's Report



By Sean Timm, Treasurer

As of February 25, 2003 the Carriage Lawn at Barkley HOA had \$19,396.51 in our operating funds and \$30,488.62 in investment funds for a total operating and investment funds of \$49,885.13. The investment funds are held in three one year certificates of deposit. Two of the certificates of deposit will mature on May 14, 2003 and will be reinvested as one six month and one twelve month certificate of deposit.

Landscaping Service



The Board of Directors has contracted with AC & M to provide landscaping service for our community. AC & M will mow and edge the front yards (and side yards where applicable) at no additional cost to the homeowners. Mowing is scheduled to be done every 7-10 days.

CMC....

Saving you money when you move.



Community Management Corporation (CMC) and the nationwide family of management companies known as AssociaSM have teamed up with Atlas Van Lines to provide the following benefits to residents who are moving into or out of the communities we manage:

- Free recycled cartons
- Personal moving coordinator
- One overnight free on truck storage
- On interstate moves, free full value protection up to \$75,000
- Expedited resolution of any claim

**To receive a free quote on your next move,
visit our web site: www.cmc-management.com
or call us: (703) 631-7200**

Change your Clock, Change Your Battery

You changed your clock to daylight savings time on April 6. Did you remember to change the batteries in your smoke alarms? Over the years, smoke alarms have become a standard feature in nearly every home. In Fairfax County, it is illegal to be without them. Like other household appliances, sometimes we take their care and maintenance for granted. In fact, little attention is paid to a smoke alarm until tragedy strikes. Proper care of a smoke alarm includes monthly testing and cleaning as well as changing the battery.

Important Phone Numbers

AC & M Landscape	800-598-1799
American Disposal	703-368-0500
Animal Control Bureau	703-792-6465
Community Management Corp. (CMC)	703-631-7200
Toll Free	800-262-3090
Dominion VA Power-Emergency	888-667-3000
Employment Opportunities/Job Line	703-792-4636x332
Fairfax County Police (Non-Emergency)	703-691-2131
Fairfax County Water Authority	703-698-5613
Fairfax High School	703-219-2200
Fairfax Hospital	703-698-1110
Fairfax Post Office	800-275-8777
Fairhill Elementary School	703-208-8100
Fair Oaks Hospital	703-391-3600
Fair Oaks Mall	703-359-8300
George Mason University	703-993-8350
Henry's Towing Service	703-464-5599
Linton Hall Private School	703-368-3157
Luther Jackson Intermediate School	703-204-8100
Miss Utility	800-257-7777
Nissan pavilion at Stone Ridge	703-754-6400
Northern VA Comm. College	703-257-6600
Potomac Mills Mall	800-VA-Mills
Ridesharing Program	703-730-6664
Social Services	703-792-4300
Splash Down Water Park	703-361-4451
Strayer College	703-330-8400
Tourism Services	703-792-7060
VDOT	888-383-8368
Verizon	703-954-2222
Voter Registration	703-792-6470
Washington Gas	703-750-1400



Child Supervision Guidelines

The following represent minimally acceptable standards for leaving children unsupervised. These guidelines have been developed by social work professionals in collaboration with the community and are only applicable if the children have no emotional, medical or behavioral problems that might affect judgment. Children should be comfortable being alone and must have safety plans worked out with the parents or caretakers which include how to access a parent or other responsible adult at all times. This should include knowing the parent's or caretaker's whereabouts and having a telephone number where a parent can be reached. Children should also know what to do in case of an emergency and know knowledge of emergency telephone numbers.



7 Years and Under:

Should never be left alone.

8 to 10 Years:

Should not be left alone for more than one and a half hours and never after dark.

11 to 12 Years:

May be left alone for up to three hours but not late at night or in circumstances requiring inappropriate responsibility.

13 to 15 Years:

May be left unsupervised but not overnight.

16 to 17 Years:

May be left unsupervised (in some cases, for up to two consecutive overnight periods).

Remember, these are guidelines only. There may be situations even within these guidelines when it is not safe to leave a child unsupervised. Parents are ultimately responsible for making the decisions about their children's safety.



Friendly Neighbors Remember To....

- ◆ Pick up after your pet and keep your pet on a leash
- ◆ Keep your dog from barking and creating disturbances for your neighbors
 - ◆ Tightly secure your trash so that it doesn't blow everywhere
- ◆ Remember to keep your music at a level that can't be heard by others
 - ◆ Drive safely and slowly throughout the neighborhood

Correspondence with Managing Agent

Homeowners frequently send letter or notes to CMC containing questions, comments or requests concerning the operation of Carriage Lawn at Barkley. Sometimes, the correspondence is addressed to the Association's Board of Directors in care of CMC. In either case, the correspondence should be mailed to CMC's corporate offices at the following address:

Carriage Lawn @ Barkley
c/o Community Management Corporation
12701 Fair Lakes Circle, Suite 400
P. O. Box 10821
Chantilly, Virginia 20153-0821
Attention: Jan Ward

Letters and notes that are enclosed with the monthly assessment payments may be misdirected and may not be received by CMC. The address for the assessment payments, which is pre-printed on the address labels in the payment coupon books, is the address of a bank lock box in Baltimore, Maryland. The bank's personnel deposit the assessment checks. There is no provision for them to handle correspondence. If the bank's employees find letters or notes enclosed with the payments, they will forward them to CMC. There is no assurance however, that, as they process the thousand of assessment payments, the banks' personnel will find a letter and forward it properly. The only address that should be used for corresponding with the Association is the one printed above.

Carriage Lawn
c/o Community Management Corporation
P. O. Box 10821
12701 Fair Lakes Circle, Suite 400
Chantilly, Virginia 20153-0821

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