

# HUNTERS SQUARE AT CEDAR CREST COMMONS NEWSLETTER

NOVEMBER 2022

## Please be sure to visit the Hunters Square Website!

The Hunters Square enables you to access your newsletters, Resident Handbook, Board meeting minutes as well as news and happenings in our neighborhood. Please be sure to visit at [www.hunterssquarehoa.com](http://www.hunterssquarehoa.com)

### Board of Directors

Suzanne Allen	President
Vacant	Vice-President
Nancy Creel	Secretary
Tamaria Raleigh	Treasurer
Romina Peinado Wagner	Member at large

## Message from the Board

This year, the Board has been challenged to cover all the normal, routine expenses as well as unexpected, vital maintenance tasks required to keep our homes safe and comfortable.

The Board assures preventative maintenance and inspections are performed regularly to keep repair and replacement costs down, such as sewer line inspections, dryer vent cleanings, gutter cleaning, dumpster pad cleaning, and tree removal. Tree work is continuous as well as water issues from improperly maintained condensation lines, toilets, showers and water heaters. Management makes regular visits to the property to assure that trash issues are resolved and that the community is in good order.

In 2022, our community experienced an extensive raccoon intrusion on Caspian Way which involved removal of the raccoons and their young, clean-up of attic spaces, disinfecting attic areas, replacement of insulation in attics, replacement/repairs to electric wiring and repairs to chimneys and roofing to prevent further invasion. Inspection of the remaining buildings indicated a need for additional repairs, some minor and some more important, to prevent any further animal intrusions. After this major expense on Caspian Way, the Board had no option other than to relegate further repairs to the 2023 Budget year when the Association would have the funds to complete that preventative work.

This year the Association completed the four balcony replacements on Building 1, installed Stop signs at the four entrances to the community per the City's request, and re-mulched the tot lot on Niki Place. The Board also contracted with another law firm to pursue delinquent accounts more aggressively.

The Board's goals for 2023 are to perform the remaining, required repairs on the remaining six buildings to prevent any future animal intrusions, replace mulch at the picnic areas on Caspian Way and Niki Place, continue tree remediation, and dumpster pad cleaning as well as regular maintenance repairs.

While we strive to keep our assessments reasonable, due to unexpected and required maintenance issues as well as increased costs for regular maintenance, it will be necessary to increase assessments for 2023.

## COMMUNITY POLICE/SECURITY

Greetings Everyone,

Please remember to lock & secure your personal belongings including your motor vehicles. As we move into colder weather seasons there is traditionally always an uptick in larcenies from motor vehicles. Hunter's Square like many neighborhoods sees foot and vehicular traffic 24 hours a day, 7 days per week. In addition, please keep a watchful eye out for unauthorized person(s) loitering or trespassing within your building. Homeless individuals during colder nights will seek out any opportunities to get out of the weather for a few hours. Please feel free to contact me if you have any questions or concerns.

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## PARKING PASSES

New parking passes will be issued in December and January, so please make arrangements with Burke Community Management Group, 10428 Business Center Court, Manassas, Virginia 20110, telephone number 703-361-9014 to obtain your new pass before January 31, 2023. Management will be sending letters to advise you of the new passes and how to obtain them. You will have until January 31, 2023, to display the new pass on your vehicle. Beginning February 1, 2023, towing enforcement will begin.

Please remember that you need to properly display a valid parking permit on the bottom left front of your windshield or display the visitor hang tag on your rear-view mirror in the windshield. With the placement of vehicle inspection stickers in the lower left-hand corner of the windshield, you can display your parking permit above that or in the lower right-hand corner of your windshield. Towing begins at 10 p.m. nightly and continues until 6 a.m. each morning. If you have or plan to have visitors after 10 p.m. you need to have them display a visitors parking pass in their vehicle to prevent their auto from being towed.

In the event that your vehicle is towed, you must contact the tow company directly at the telephone number listed on the signs entering the community. The tow fee is the responsibility of the vehicle owner and not the homeowner's association. The homeowners association does not receive any of the funds collected from the tow company. All tow fees go directly to the tow company.

## MARK YOUR CALENDAR

<i>Board Meeting</i>	<i>No Meeting in December 2022</i>
<i>Board Meeting</i>	<i>January 2023 Annual Meeting – To Be Announced</i>
<i>Board Meeting</i>	<i>February 21, 2023</i>
<i>Board Meeting</i>	<i>March 21, 2023</i>
<i>Board Meeting</i>	<i>April 18, 2023</i>
<i>Board Meeting</i>	<i>May 16, 2023</i>
<i>Board Meeting</i>	<i>June 20, 2023</i>

**Schedules are subject to change. Please contact Burke Community Management Group at 703-361-9014 to confirm date, time and location or check on our community website.**

*In its efforts to keep residents and owners up-to-date on community business, the Board encourages unit owners to attend the monthly meetings and participate in the 30-minute Open Forum to share concerns and issues. Speakers will be given an appropriate amount of time to address any items and the Board will consider all issues before making a decision. To be included on the agenda for Open Forum, please contact Management. After Open Forum, all guests are kindly asked to just observe so that the Board can complete the business on the agenda.*

## SEASONAL MAINTENANCE OF YOUR HOME

With the coming fall and winter seasons approaching, it is now time to take a few moments to review things that may need attention or servicing in your home.

With the temperatures turning cold, it is important that you have your HVAC system inspected and serviced before you need your heat. This will alert you to any potential problems that can be resolved before you have to sit in a cold house. It is recommended to have the system inspected twice each year to assure that it will cool properly in the summer months and heat properly in the winter months. Remember to change the filter every three months for better air quality.

It is also a good idea to have a reputable plumber inspect and service your water heater. Your water heater should be drained regularly to remove sediment from the bottom that may clog your water lines and reduce its efficiency. This will help to prevent water leaks.

It is important that you regularly inspect and maintain the condensation line from the HVAC/AC system as well as water lines for refrigerators, dishwashers and washers. Toilets should be maintained properly to prevent wasting water. If you have consistent running water in your toilet, sometimes a simple repair is to replace the flapper valve. Consult a plumber if you are not sure. Regularly inspect your showers and tubs for potential water leaks. Get to know your neighbors who live below you. They may be the first to notice if your unit is leaking water. It's uncomfortable to meet your downstairs neighbor for the first time when you have leaked water on their unit and caused untold damage. It is important that we all keep our units in good repair as the water costs to the Association are our highest monthly expense. This steadily rising expense has to be covered in our budget which causes increases in the monthly HOA fee.

If your unit has a fireplace, it is important to have it inspected before you use it this season. The community has had an ongoing problem with animals invading our buildings. You will want to be sure that your chimney is clear and safe. You must have the chimney inspected and provide a certificate to the Management office. Please be sure to dispose of fireplace ashes properly, in a metal container AFTER the ashes are cold. Also, don't forget to change the batteries in your smoke detector(s).

Your consideration for the safety and health of our neighborhood is appreciated. If we all work together, we can keep our community beautiful as well as keep our costs down.

## HUNTERS SQUARE ANNUAL HOLIDAY DOOR & WREATH CONTEST

The Holiday Contest is back! Participants should have your decorations up no later than December 16, 2022. Then take a picture of your entry and email, no later than December 18, 2022, to Joyce Mullins at Burke Community Management. Joyce can be reached at [joyce@burkecmg.com](mailto:joyce@burkecmg.com).

Judging will be done the week of December 19, 2022. The winner in each category will receive A \$75.00 gift card and the runner-up will receive a \$25.00 gift card.

Join in the fun and show your holiday spirit!



## TRASH AND RECYCLING

If you have any questions about the Manassas City's trash and recycling program, please call 703-257-8252 and you can check on Facebook, Comcast channel 28, or Verizon channel 38.

The 2023 City of Manassas Household Hazardous Waste, Electronic Waste and Shredding schedule is as follows:

March 4, 2023	April 1, 2023	May 6, 2023 & Shredding	June 10, 2023
July 1, 2023	August 5, 2023 & Shredding	September 2, 2023	October 7, 2023
November 4, 2023 & Shredding			

What can you shred? There is a three (3) box maximum for personal shredding and no commercial shredding is allowed. Items with name, address, phone number, account number & social security number can be shredded. Prohibited items include business documents, binders, plastic document covers, paper clips, metal binder clips, rubber bands, magazines, newspapers, phone books, catalogs, map books, books, film, photography, x-rays, credit cards, batteries or electronics. Do not put prohibited items in boxes for shredding. This may cause a fire in the truck or contaminate the paper in the truck.

***Just a reminder - please do not place trash in or move the recyclable bins from the enclosures. These bins are only for recyclable items and are not to be removed from the enclosures where they are stored. Please make sure that your trash that cannot be recycled is deposited into the dumpster and not on the surrounding walkway/concrete or door that accesses that dumpster. Thanks!!***

If you have large items that can still be useable, please consider donating to a local charity rather than sending to the local landfill. Many of the local charities will pick up if you contact them to set up a time and many are close to our neighborhood, such as Habitat for Humanity ReStore, Salvation Army, Goodwill, GreenDrop.

In addition, many local retailers will take any old electronics for recycling such as old cell phones, computers, ink and toner cartridges, televisions and tablets, such as Lowe's, Home Depot, Best Buy, Staples.