



President's Message

The 2017 Annual Meeting is history and AKW's 43rd Board of Directors has been elected. The last twelve months were busy but we come out of them with important improvements that we all see everyday—like landscaping, paving, and a refreshed fitness facility, and others that we don't think much about but that are important—like our updated by-laws and tighter internal controls.

Up next is budget formulation for 2018. I hope you will all follow this effort and learn more about where condo fees go and how our collective dollars are spent. AKW is moving toward its 45th—and later its 50th!—birthday. These milestones call for important and large maintenance projects and our 2018 budget must plan for them. Nobody likes to pay condo fees but they're a necessary evil and it's important for us all to understand where ours are going.

Coming up in the next twelve months we are looking at a likely replacement of our cooling tower, which is original to the building's construction. Also up is a lobby redecoration project that was deferred from this year because the Association's bandwidth was consumed by other projects. Both of these will net the residents of AKW a more pleasant environment and will help support resale values. At the October meeting we will be discussing parking on the property, including our current Visitor Parking guidelines and will discuss the parking topic more broadly. Please look for announcements and opportunities to give your feedback.

Board Meeting Highlights

The AKW Annual Meeting was called to order, all necessary requirements met for conducting the Annual Meeting validated, and candidates for available Board positions introduced to attendees. No nominations were made from the floor, and with voting not completed, the Annual Meeting was recessed. The September Board Meeting was called to order for normal monthly business.

Quade Whitmire reported that the Board has discussed changing parking regulation to allow direct lease of parking spaces to residents. While in discussions only at this time, more information will be shared at the October Board meeting. Also raised was the possibility of converting the tennis court to additional parking. A thorough investigation of this concept would require a formal engineering assessment for approximately \$2500, in addition to the considerable effort of a change in the Master Deed and By-Laws.



No decision has been made, but Owners were urged to consider the idea, and others to put forward to the Board. More discussion will take place in the near future.

Budget & Finance - Sharon Grant. The Association’s delinquency rate is 2.96%, or approximately \$60,900. Three delinquent Owner accounts comprise 82% of the total 19 delinquent accounts. A Budget Formulation meeting earlier in September reviewed operating costs and considerations for next year’s budget. New reserve account estimates will be combined with the budget recommendations to formulate the 2018 budget, to be presented at the October Board meeting. Monthly financials reported:

Total Cash and Investments	\$1,436,400
Year-to-date Income	\$1,237,647
Year-to-date Expenses	<u>\$1,237,972</u>
Year to date Net Income	\$ 96,730

A draft audit by **Daly, Hamad & Associates** for end of 2015 and 2016 noted no significant finding. A review of payments made commented on duplicate payments made to SeeView Security (\$5,876.80) and National Antenna (\$1,328.45), both of which have been resolved. The Board voted to consent to the AKW representation letter of the audit.

Building & Grounds - Kay Wilmoth. The A garage expansion joint project has been completed; repairs continue on the B deck. Outstanding repairs in the A garage were noted by Owner **John Lane** (1804); these areas have been noted and solutions under consideration.

Densel continues almost daily work on the chiller which is now operating at 50% capacity. “Dirty water,” resulting from chemical erosion of the interior lining, impacts the ability of the water to flow as intended. An “air/dirt” separator is to be installed shortly and is intended to resolve the situation.

Safety & Security - Wendy Shelley. Updated and redrafted Post Orders for the security guards are with security company, USSA. A revised Contract will soon be available for review and approval.

Communications - Quade Whitmire. A recent poll of all Residents asks for delivery preferences for notices, action items, etc. Residents may choose between e-mail delivery via BuildingLink or door delivery. Water shutoffs for Tiers will continue to be door-delivered, along with the monthly **Knolls News**. Off-site Owners will later be asked their preference for delivery. This approach results in real savings on supplies, copy costs and postage.

Fitness Center - Bill Munson. The announcement that the new gym equipment will occur on Thursday, October 5 was met with resounding applause. Items for disposal have been identified and Residents will be offered an opportunity to purchase equipment considered obsolete. The equipment supplier will hold orientation and demonstration sessions; dates to be announced. Upgraded power will be installed to support the treadmills and, later, televisions. The Committee will continue to actively review equipment needs and encourages suggestions and recommendations. Renovations to the bathrooms will be completed as the budget permits. A quote for installation of cameras in the gym areas – for resident security and protection of our investment – is expected in October.

By-Laws - Becky Martin. The first draft of by-laws amendments addressing Maintenance and Enforcement has been reviewed by the Committee in separate sessions. Also to be addressed is formalizing the change to co-ed gym facilities.

Open Forum. Owner **John Lane** questioned the engineer report of the recent balcony inspections. Titan provided alternate vendors to make Owner Responsibility repairs, however **Lars Pearson** (1603) noted that calls to the alternate vendors garnered no responses. Titan is responding to questions of balcony repairs.

Quade remarked that the Association’s responsibility is limited to working with vendors to accommodate scheduling, parking and elevator accessibility.

With notice that voting for the Annual Meeting had concluded, **Quade** called for the recess of the September Board meeting and the Annual Meeting was reconvened. The tally of votes and the subsequent Organizational Meeting resulted in the new AKW Board:

Quade Whitmire	President
Becky Martin (3 years)	Vice President
Wendy Shelley (1 year)	Secretary
Sharon Grant	Treasurer
Kay Wilmoth	Building & Grounds
Bill Munson (3 year)	Fitness Center
Pat Quinn (3 years)	Landscaping

Committee assignments are shown on the last page. With all business concluded, the Annual Meeting was recessed.

The September Board meeting reconvened and the Board voted to approve:

- \$5,056 to Densel to replace the cooling tower fan motor
- \$832 to Environmental Enhancements for work and plant replacement near the canopy
- \$2,200 to Katchmark Roofing to furnish and install foam insulation around 18th floor ducts
- \$4,094.82 to SeeView Security to install cameras in the pet-walk area
- \$2,280.07 to SeeView Security to increase security camera video storage capacity
- A snow removal proposal from VGS Design & Build for winter 2017-2018

In Executive Session, the Board voted to accelerate the monthly assessments for two delinquent accounts, an action designed to motivate Owners to quickly resolve outstanding amounts. Foreclosure efforts continue on one account and two accounts remain in successful repayment plans.

Reaching out is easier

The Board works hard to make itself more accessible to you. Part of that is being available to all Residents via email, and we’ve made it



easier to remember those addresses. You can now write to any Board Member by using their first name followed by @akwcondo.com. We hope you’ll find this an easy way to communicate.

Follow-up on Budget Review meeting

On September 12th our **Treasurer, Sharon Grant**, held a session to help Residents learn about creating next year’s Budget, based on past financials. As a matter of fact, looking at numbers from 2016 AND 2017 brought home the fact that what each of us does during the year has a huge effect on the next Budget. For instance, even though only about half of our Units have the new windows and/or the new HVACs, savings on Utilities has shown marked improvement. The overage in “repair expenses” proves how costly it is when maintenance is deferred (especially for original equipment) – and we have replacement of the cooling tower to be done in 2018. Especially for those of us on a fixed income, increase in any condo fees for 2018 would be dismaying. The many folks who took advantage of this review had questions answered and came to better understand the process.

Based on this meeting and further review of Reserves, the Budget will be voted on at the October 24th Board Meeting (*remember, it’s a week early this year!*). We very much appreciate the comments and suggestions from our Residents, and encourage more Co-Owners to become involved. A follow-up Budget review meeting is scheduled for September 17.

And this one is from FALL 2010 sounds familiar!!

Budget for it! (quote)

As everyone is no doubt aware, 2010 was a challenging year for AKW in terms of our budget and financing. Record snowfalls started the year with snow removal costs that were well above anything encountered before by the building, and a series of unexpected mechanical failures pushed funds for engineering and repair well in excess of our plans.

For 2011, energy prices are likely to remain at their current levels or increase even higher; investments in CDs, mutual funds, and bonds will continue to produce minimal gains; resident delinquencies are likely to remain significantly above their normal levels. To combat this confluence of budget pressures, the Board is recommending a 5.6% increase in condominium fees for the 2011 budget.

As residents ourselves, we know that higher condominium fees can hurt, especially for those of us on fixed incomes. The Board is therefore cutting expenses wherever possible, including the review of existing service contracts to ensure we are getting the absolute best value for our money, and reviewing scheduled maintenance and repair projects to make sure our collective funds are wisely spent. This being said, there is very little 'fat' in our budget, as can be seen by a review of the budgets provided at the end of October. Our best chance to review expenses at this point is to limit energy expenses, defer discretionary spending where possible, and to keep our delinquency rate low. Barring further disasters, our 2011 Budget should aim us back to solid fiscal ground. **(unquote)**



Getting you involved ...

We are always looking for residents to participate in committee meetings.

Committees address the

affairs affecting the safety and wellbeing of everyone in our Community, ensuring the continuing stable financial position of our corporation, as well as maintaining the integrity of our infrastructure. Needless to say, committees are an essential part of managing our Community. Each committee identifies a need/problem, discusses possible solutions/actions, and presents recommendations to the Board for discussion and decision. If you are interested in being involved --- *just come on down to a committee meeting (usually listed on the last page) and tell us you're here!*



The turn of the calendar brings us cooler weather and this beautiful creation by KC Snyder.

VOLUNTEER
PARTNERSHIP
GET INVOLVED
MAKE A DIFFERENCE
CHANGE THE FUTURE
EXPERIENCE
STEP UP
BE HEARD

Do any of these words ring a bell?

These were some of the words contained in the large graphic on the first page of our September *Knolls News*. The biggest thought from that graphic for the month was for you to VOTE at the Annual Meeting for the new Directors for the Board.

But the words to the left are some of those that might have been (and probably were!) overlooked. They're some of the more important words we can focus on for the next year, as we continue to work hard to maintain the excellence of our building which means that we're maintaining the excellence of our Community and Association. It takes more than just those seven who serve on our Board of Directors. It takes the whole

Community; we need a partnership with you!

In the earlier article about "Getting You Involved," we asked that you become involved with a committee — we made the Budget & Finance, Building & Grounds, and Safety & Security committees a "SUPER COMMITTEE" so that there would be only ONE evening to commit to. If you are regularly working out, joining the Fitness Committee would certainly be helpful — and it meets only as necessary. Even "Knolls Knitters" has a place on a Sunday afternoon for those who are 'crafty' and want only a time for a bit of creativity and easy conversation that avoids trying to solve the world's problems! How about volunteering for the Landscape Committee? It doesn't meet often, is involved in making our "curb appeal" more appealing, and does a great service at the end-of-year Holidays; a really *fun* committee! Any of these ways help us to get to know each other — connecting — giving all a greater sense of 'community.'

What we *really need* is for folks to come and listen to the topics to be covered, comment on and offer suggestions for any improvement in what's discussed. Make a difference! If we don't know what you're thinking (be heard), and certainly can't know your experiences and skills, our whole Community misses out. ***Come and make a difference, step up and be part of the leadership we all need, and possibly change the future of our Association and Community!***

Welcome to new and old Residents

AKW has a BYOB Happy Hour every Thursday evening, 6:30-8:30, in the Bar area off the Community Room. Contribute munchies or small bites if you are able. Pizza is traditionally ordered on the last Thursday of the month and attendees are asked to cover the cost. ***Your neighbors look forward to meeting you; come on down and let's get acquainted!***



Those pesky condo fees, or, How our Association spends OUR money! (with continuing credits to Terri Hansen)



Each month at bill-paying time we take out our checkbooks and pay a multitude of bills: mortgage; car payment; credit cards, etc. One of the least understood (and possibly the least favored) that we pay is the monthly assessment – “condo fees.”

Every year the Board approves a Budget for the upcoming fiscal year. The Budget lists all the anticipated expenditure categories for our Association, including the master insurance policy; utilities; common area maintenance costs; administration (staff, CMC, postage and copier). A good portion is set aside every month to go into Reserves. Our reserve fund pays for the repair and/or replacement of the capital assets owned by the Association. An adequately funded Reserves reduces the chance that a (dreaded) special assessment would have to be passed to pay for repair or replacement of those assets.

Each month in *Knolls News* we list income, expenses, total investments, and information about delinquencies that affect overall financial health.

When you write out that monthly check, remember it covers *many* items necessary to ensure our Association maintains reserves and enhances our property values.

..... And more about why Reserves are necessary ... \$\$\$\$\$\$\$

Equipment and major components (like the roof) must be replaced from time to time, regardless of whether we planned for the expense. Your Board prefers to plan and set the funds aside on a current and continuing basis. Reserve funds aren't an *extra* expense; they just spread out expenses more evenly.

Reserve funds provide for major repairs and replacements that we know will be necessary at some point in time. Although a roof may be replaced when it's 25 years old, every owner who lives under it should share its replacement costs. Having been through replacing the roof, repairing the garages and decks, the inconvenience of the repaving effort just a month ago, etc., it's a relief to have had the funds to do these restorations and not have to contribute to a massive special assessment for these items (and more).

Reserve funds enhance resale values. Lenders and real estate agents are aware of the ramifications for new buyers if the reserves are inadequate. Most states require associations to disclose the amounts in their reserve funds to prospective buyers (in the “condo documents”).

Reserve funds meet legal, fiduciary, and professional requirements. A replacement fund may be required by: (1) any secondary mortgage market in which the association participates (e.g., Fannie Mae, Freddie Mac, FHA, VA), (2) state statutes, regulations, or court decisions, (3) the community's governing documents (Master Deed & By-Laws)



The American Institute of Certified Public Accountants (AICPA) requires the community or association to disclose its reserve funds in its financial documents (e.g., Annual Report).



Hints, Advice & Friendly Reminders

Do you have a smoke alarm? You are strongly urged to get one. The ceiling sensor in your unit is a *horn*, not an alarm or smoke detector. It sounds only when someone pulls the alarm switch in the hallways. Our security system calls the fire department, *but the alarm continues until the fire department turns it off!*

If you get a new washing machine, AKW provides heavy-duty hoses to handle the water pressure. Arrange with the Office to schedule this safety amenity for your machine installation.

Batteries can be thrown in the trash, except for the small button batteries. More information about this and all kinds of City rules, regulations, hints and directives can be found at www.alexandriava.gov.

See Something, Say Something doesn't apply to just Safety & Security. We can't fix it if we don't know it's "broke." Comments, questions, problems should be put in writing (it's easy to forget when it's spoken!) to the Office or email at office@akwcondo.com. Alternatively, use BuildingLink to communicate common area issues or concerns.

Don't do it without signing in!



YOU: -- Park in the "R" spaces at the canopy, for 30 minutes *maximum*
Park in Visitor spot, M-F, 7am to 6pm ***only***, excluding holidays
MUST SIGN IN at the lobby desk
You **MAY** get a violation alert ***one-time-only*** just before a tow is called

VISITORS: -- Overnight parking permitted 10 days per calendar month
MUST SIGN IN at the lobby desk
Overnight parkers have until noon the following day to check out OR re-sign for the next day
M-F, Residents may request hang-tags for a visitor to park for up to a *maximum* of 42 days annually (signing in is not required)

OCTOBER - WATER SHUT-OFF					
Mon	Tue	Wed	Thu	Fri	
	2	3	4	5	6
	Tier 1	Tier 2	Tier 3		
	9	10	11	12	13
	Tier 4	Tier 5	Tier 6		
	16	17	18	19	20
	Tier 7	Tier 8	Tier 9		
	23	24	25	26	27
	Tier 10	Tier 11	Tier 12		
	30	31			

It's the Resident's responsibility to ensure that the Office has your correct license tag and phone (how you will be identified and notified).

The Haunted Elevator may have seen its last ghost



Look forward to seeing those adorable kids on Halloween? Well, this fun tradition may be coming to an end. Claudine Sangare and family started this successful community-building event at AKW and have hosted the Haunted Elevator for the past six years. She has appreciated the many thanks received from neighbors, the thrill of watching children bond over this national annual tradition, and meeting neighbors too easy to miss in our daily comings and goings. It's time, however, for Claudine and her family to step away and hopes to enlist another family to continue this effort. Claudine describes her approach:

- ◆ “Ghosties” are created from white napkins and black yarn and left, along with flyers in the lobby, usually 3-4 weeks prior to 10/31.
- ◆ Interested neighbors take a “ghostie” and display on their door (participation is strictly voluntary)
- ◆ Elevator decoration begins on 10/31 at 5pm and children meet in the lobby at 6pm (duration is usually ~ 2 hours).

The group travels floor-to-floor and participating neighbors answer their doors once for a group of AKW kids in costume. The largest group was about 8 children. Claudine is happy to assist a new volunteer in getting started.

Our community of AKW children continues to grow and we hope someone will come forward to continue this **ONCE-A-YEAR** volunteer opportunity. Reach out to Kim Lee at kim@akwcondo.com if you can help.

It's up to you to take care of this stuff

Electronics & hazardous waste: (paints, solvents, old TV and computer) – take to the City of Alexandria facility on Colvin Ave on Monday or Saturday. Further Info from the City operator at 703-838-4000. Go east on Duke to a right on Sweeley St. (next to CVS), right onto Colvin; up a few blocks on the left. Easy to find; easy to drop off.

Since we use a *private hauler* for our trash, we must use a **private hauler for METAL collection**. This would include appliances that for some reason haven't been taken by those who delivered your new ones. **TrashAway** does this, *for a fee*. Get the number from the Office and make your own arrangements and payment. BTW, all of this stuff has to go to Lorton.

Wood, drywall, sinks, porcelain, ceramics (all used in construction) goes to 625 Burnside Road. This is NOT a City collection point and they WILL ask for proof of residency in the City (*this is where you are, in the “West End”*). 703-823-5009. There will be a small fee to use cuz this isn't a City affiliate. Come to think of it, your contractor should be taking this stuff with him!

NEIGHBORHOOD NEWS

The *Washington Business Journal* reported on September 25 that Landmark Mall may be temporarily used as a homeless shelter while mall owner, Howard Hughes Corp., reconsiders plans for development. The company and Alexandria's Carpenter's Shelter are in discussions to let the shelter operate for about two years in a section of the former Macy's store. The shelter's existing home is planned for redevelopment and providing space in the former department store will allow the shelter to continue operations during the 2-year construction timeline. Similarly, demolition of the existing mall is at least several years away.

The existing Macy's infrastructure allows Carpenter's Shelter to save roughly \$250,000 to accommodate multiple bathrooms, increased sewage loads and electrical upgrades. A retrofit in the former department store should be much less. The facility would involve 60 beds year-round plus 30 more in the winter.

The Alexandria City Council approved the zoning ordinance amendment on September 16, paving the way to allow shelters in the city's commercial zones.

The 2013 Landmark redevelopment plan included an open-air town center with 400 apartments, restaurants, shops and a 10-screen movie theater between the Sears and Macy's. When Macy's sold its site to Howard Hughes Corp. in 2016, a modified plan to redevelop the entire Mall area became a possibility. The company is in negotiations with Sears. If successful, the complete Mall development planning process would begin in the first half of 2018. So as not to delay future plans, the Shelter would be required to move no later than January 2020.

NEED A NOTARY?

Sharon Grant is a Virginia Notary and happy to offer services to AKW residents by appointment at no charge. Email sharon@akwcondo.com.



SAFETY TIPS FOR YOU ...

Enter the **Police Non-Emergency number (703-746-4444)** in the "Contacts" on your cell phone. (Then you don't have to remember it when a stressful situation arises!) If you have speed-dial on your land line phone, enter that so you push only one button to be connected!

If you've entered the number for **A-1 Towing (703-971-2600)** in your Contacts, you won't have to come back to the building before calling for relief of the "someone's in my space" situation. (You still DO have to stay to identify yourself. *Remember:* the guard can't tow from your private space!!)

*If you ever feel unsafe at night coming home from the parking areas, do call the **Guard (571-565-5591)** and ask for an escort. Put THAT number in your Contacts, too!*

Nothing's as constant as Change

Fay Menacher

No sooner do we get everyone on the same schedule, but there's a change! "**Knolls Knitters**" has become "**Knolls Kneedlers**" because we want to welcome all who do needle work to our group (i.e., crochet, sewing, needlepoint, quilting). And to make the change more complete, the group will be meeting **ONLY** on the first Sunday of every month! Well, at least it's still at 2:00pm!!

We have a steady group of six, but would love to double that. So, mark your calendars and come join in!

*First Meeting of the **Knolls Kneedlers** will be Sunday, October 1st at 2pm.*

IMPORTANT DATES IN OCTOBER

- ◆ **Knolls Kneedlers** **Sun, 10/1, 2 PM**
- ◆ **Super Committee, Budget Review** **Tue, 10/17**
- ◆ **Board of Directors** **Tue, 10/24**
(one week early this month)

Also note:

Board Meeting - Tue, December 19

Unless indicated otherwise, meetings begin at 7:00 PM in the Community Room

The "Board Book" (containing what's on the agenda) is available in the Office for Residents' perusal on the Friday before the Board meeting.

IMPORTANT PHONE NUMBERS

Guard Mobile	571-565-5591
AKW Office	703-751-7541
Email: office@akwcondo.com	
AKW Fax	703-751-2136
A-1 Towing	703-971-2600
CMC Emergency	301-446-2635
Police non-emergency	703-746-4444
Police emergency	911

Board of Directors

Quade Whitmire, President (Historian, Communications)	quade@akwcondo.com
Becky Martin, Vice President (By-Laws, Pool)	becky@akwcondo.com
Wendy Shelley, Secretary	wendy@akwcondo.com
Sharon Grant, Treasurer (Budget & Finance)	sharon@akwcondo.com
Kay Wilmoth (Building & Grounds)	kay@akwcondo.com
Bill Munson (Fitness Facilities)	bill@akwcondo.com
Pat Quinn (Landscaping)	pat@akwcondo.com

See the Knolls News in color at www.akwcondo.com