



President's Message

As we head into April, I'd call your attention to two important projects taking shape at AKW, both of which have been discussed for months but they are both soon growing from concept into reality. First, the Board has made progress on the project to renovate the lobby and office. It has awarded the contract and is working on the scope of the project. Please have a look at the more in-depth piece about the Ground Floor Project in this edition of Knolls News. In addition to the Ground Floor Project, something important to be aware of is the replacement of the cooling tower, which will include some disruption to residents; we expect to have a project schedule available in the coming weeks. A survey of preferences for delivery of the monthly Knolls News is underway; if you haven't provided feedback, please respond to the survey provided via email and door delivery. And, finally, it's time to congratulate and thank three Association employees on their years of service to our community, all of whom reach year milestones in April: José Castillo—original hire date April 24th, 1985, Luis—original hire date April 23rd, 2003, and Davon—original hire date April 10th of last year. Thank you for your hard work!

Board Meeting Highlights

Reported Financials

	<u>January 2018</u>	<u>February 2018</u>
Total Cash and Investment	1,547,713	1,586,132
Year-to-Date Income	\$161,639	\$321,457
Year-to-Date Expenses	\$143,212	\$291,861
Year-to-Date Income	\$18,426	\$29,596
Delinquencies \$	\$54,482	\$58,712
Delinquencies %	2.95%	3.19%
YTD Reserve Expenditures	0	0

Board actions follow:

- Accepted a Freestate Electrical proposal to replace elevator fuses for \$6,860
- Accepted the proposal of Place, LLC for design and management services for the ground floor project for \$23,400
- Accepted the building master insurance policy renewal with Weaver Brothers through April 2019 for \$56,758
- Expanded the available In-Unit Service Program to include the replacement of fill valves, flaps and toilet handles

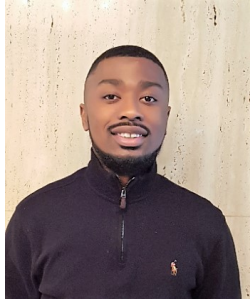


HELLO
APRIL



We all celebrated this St. Patrick's Day beauty from KC Snyder !

- Welcomed Sam Blair as the new Assistant Office Manager



Ground Floor Project Update

We're now several months into discussion about the Ground Floor Project, which will see our lobby and office renovated; the project may include other aspects of the Common Elements, depending upon the budget and cost of the core project. You may recall that, at its February meeting, the Board voted to narrow the number of vendors under consideration from four to two. At its March meeting, the Board voted to award the contract to **Place, LLC** under the guidance of Juanita Crabb and Alex Meza. The next phase of the project will be for Place, LLC to begin its information-gathering effort, which will include communication with residents about changes and updates they would most like to see, and with employees to help make the office redesign one that is conducive to an efficient and pleasant working environment. Looking longer term, before any work begins, the Board expects to reach out to residents to have them weigh-in on the preferred option among two or three design concepts. Stay tuned for updates and for opportunities to comment on aspects of the project.



Future Board Meeting Dates

April 24	September 25
May 22	October 23
June 26	November 27
July 24	December 18
August 28	

Car Washing Reminders

B&G Chair Kay Wilmoth reminds us that there are only two spots for this purpose: C-40 and C-41, the first two spaces on the right, under the tennis court. Residents may wash their cars during the months when the hose is hooked up and available – usually April thru October. Wash from 8am to 8pm; Visitor Parking from 8pm to 8am (and anything more than this may mean a tow!). There is also other Visitor parking in that garage; remind your guests to sign in at the log book in the lobby. Guests (*and residents*) who don't sign the register are at risk of being towed – and some of us already know how expensive *and* inconvenient it is!!

Who do you recommend?

At one time or another each of us had had the opportunity to use vendors for jobs like painting, electrical, plumbing, wall papering, etc. If you have some favorites, please let us know! Email office@akwcondo.com and it will be entered into that Services area on the Residents' page in our website, so all of us can have this resource. Of course, the Association can't endorse these folks, but it's easier than trying to pick someone from the Yellow Pages!

GOOD NEWS for you—AND FREE!

If you get a new washing machine, AKW provides *free* heavy-duty hoses to handle the water pressure. Check with the Office.

This is part of the In-Unit Service Program, so take advantage!!





Knolls Kneedlers Knews

Fay Menacher

The Knolls Kneedlers meet in the Party Room at 2 p.m. on the first Sunday of every month.

Do we knit? YES! ***Do we chat?*** YES! ***Do we bring chocolate treats to our meetings?*** YES! (And as long as we are working on a project we can eat the chocolate!!) ***Will we teach you to knit?*** YES! ***Are all needle crafts welcome?*** YES! Crochet, needlepoint, crewel embroidery — whatever you enjoy creating, we welcome you to join the Knolls Kneedlers.

We continue to knit baby hats for St. Jude's, Shriner's, and INOVA Alexandria Hospitals. At least 70 hats and one blanket have been recently donated. We have knitted one smaller version of the blanket for the Red Cross (see November, 2017 Knolls News for a picture of the larger blanket) and another will be finished soon. We knit blankets for shelter animals (Hugs for Homeless Animals, the "Snuggles" Project). We are knitting small individual squares (7"x 9") in a mixture of pastel yarns in a variety of easy stitch patterns. Once we have completed 49 squares, we will donate them to "Warm Up America," a 501(c)3 charity that distributes afghans and Friendship Shawls to shelters, hospitals, and other agencies.

Come join us! We look forward to seeing you soon!

Financial Spring Cleaning Tips

(Abridged, but many thanks to Terri Hansen)

- Review your credit report. By law you're entitled to order one a year from the three credit bureaus, at no cost from www.annualcreditreport.com. Anything inaccurate? Be in touch with the 'store' and the credit bureau to make corrections.
- Organize and/or shred old financial documents. Sort through bank and pay statements, bills and other financial records and keep only those absolutely necessary, keeping anything related to the IRS for 6 years. Don't just toss in the trash; information on these documents will leave you open to identity theft!
- Record your financial passwords and store records in a safe place. Make sure you're not using the same passwords and log-in information on all your accounts. Even if you're on a secure site, there's always the possibility of being hacked. Stored records can be encrypted and on a thumb-drive. Store in a safe-deposit box at your bank, especially for stock or bond certificates, for instance, or on an online secure vault.
- Review your Budget. Is your budget up to date? Noted any increases or decreases in your income? Make sure you're reporting expenses accurately and make regular savings account contributions. Use a Personal Budget Worksheet to help organize your finances.
- Set up Automatic Bill Pay. "Spring cleaning" isn't only about de-cluttering, it's also about making things more efficient. Set up auto bill pay linked to your primary checking account. This will eliminate the chances of missing a payment and paying those pesky late fees!
- Pay off Holiday Debt once and for all! What does your current debt load look like? Spring is a good time to look at your total outstanding debt and see which loans or credit cards could be paid off quickly (and that means saving on the interest charges on those debts!). Cleaning up this debt can put you in a much better financial position for the rest of the year!

NEIGHBORHOOD NEWS

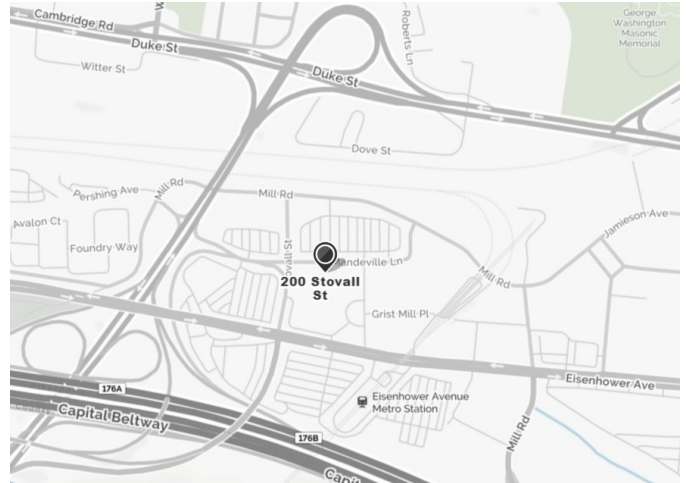
Compiled from

Bisnow, <https://www.bisnow.com>, 3/21/18

DC CityBiz List <http://dc.citybizlist.com>, 3/21/18

Rebusinessonline <https://rebusinessonline.com>, 3/22/18

An Alexandria office building at 200 Stovall Street is being converted into a 520-unit apartment building with 25,000 square feet of ground-floor retail. The building sits across from the Eisenhower Metro Station at the interchange of The Beltway and Telegraph Road.



Perseus TDC, an affiliate of Transwestern Development Co., has joined with Four Points to convert the 610,000 square foot vacant office building, formerly leased by the General Services Administration. The project will offer studio, one- and two-bedroom units and will feature a three-story fitness facility, sports bar, coworking lounge and more than 10,000 square feet of rooftop amenities including a pool, lounge, fireplace and dining area. The first units at the development are expected to deliver in the fourth quarter of 2019. Located within Hoffman Town Center, home to restaurant, retail and entertainment options, a planned 1 M square foot, Wegmans-anchored mixed-use development is scheduled to break ground in 2019.



Alexandria officials and economic development officials are actively working to support conversion projects with at least two such conversions in Old Town (312 and 316 S. Washington Street and 115 S. Union Street). The city has been a regional leader in the trend to alleviate office vacancy and create more vibrant neighborhoods



Phone numbers for your home Speed-Dial or mobile Contacts:

Guard cell phone:	571-565-5591
Policy <i>non-emergency</i>	703-746-4444
<i>Emergency</i>	911

- Enjoy your balcony but don't throw cigarette butts (or anything else) off the edge
- Don't let plant watering dribble down to your neighbor's balcony
- If you're driving, watch out for those walker, bikers, joggers, animals
- If you're bicycling, wear an approved helmet
- Wear bright, easily visible clothing when you walk in the evenings
- Keep your pets under leash control when out of your Unit
- Large BBQ tanks and wood fires are not permitted on our balconies; only small electric grills and one-pound propane bottles are permitted

BE AWARE, BE ALERT, and report suspicious activity to the Office, Guard, or Police!

RESIDENT SERVICE PROGRAM (RSP)

Several years ago the Board implemented the In-Unit Service Program (IUSP), *the aim of which is to save Residents the cost and aggravation of having an outside contractor to come in to do small projects and odd-jobs.* This Policy has been revised and is now called the “**Resident Service Program**” (RSP). If we as Owners receive the service at a lower price than we would otherwise pay and that money goes to the Association as income, everybody wins! The main problem with the RSP is that most of us aren’t aware that it exists.

At the time, the policy was door-delivered to all Units, including fee schedule and what’s covered. **It is updated on our website – akwcondo.com – and is currently Appendix D in the Handbook.** (For those who need paper copies of the updated Policy, ask for a printout in the Office, until we can update the Handbook.) What’s the point of a great service program if nobody is aware it exists? Please take a moment to review the program and consider if you have need of the services it offers.



NOTE RECENT ADDITIONS: The program now includes replacement of fill valves, flaps and toilet handles, each for \$25.

And please note some important guidelines –

- ⇒ Any service request must be made directly to the Office or via Building Link
- ⇒ Requests directly to the Maintenance Staff are *strictly prohibited*
- ⇒ Payment for the services **must be made by check to the Office or credit card via Building Link**, as outlined in the program’s rules
- ⇒ Payment is NOT to be made to the Maintenance Staff.

It’s important to note what services are not offered by the program, including HVAC servicing or repairs (other than changing filters semi-annually and springtime anti-mold pellet that the original units get.)



LARGE CARRY-INS / DELIVERIES POLICY [Handbook, pp 17-18]

This POLICY is to accommodate working Residents’ schedules:

- **Saturday deliveries** are extended to between **9am and 4:30pm**. (*Remember the Office is closed 12:30 – 1:30 every day.*)
- **Sunday and holiday carry-ins** are permitted between **9am and 4:30pm**. This is to allow bringing home items transported in personal vehicles.
- **The freight elevator ONLY should be used for these items.** Pads will be routinely hung in this elevator during these hours. To prevent damage to the walls, carry-in items should not be brought in after the pads are removed.
- **If the pads aren’t installed in the freight elevator, NO DELIVERIES. Period. And don’t ask the Office Manager to bend the rules!**
- *All other restrictions and definitions remain unchanged. Move-ins and Move-outs are NOT AFFECTED by this policy and REMAIN RESTRICTED TO WEEKDAYS ONLY. [See Handbook pp. 17-18]*

IMPORTANT DATES IN MARCH

- ◆ **Knolls Kneedlers** **Sun, 4/2, 2 PM**
- ◆ **Board of Directors** **Tue, 4/24**

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*.



NEED A NOTARY?

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

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

APRIL 2018 - 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	24	26	27
	Tier 10	Tier 11	Tier 12	
30				

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