

President's Report *by Roshan Patel*

I don't know about you, but it sure feels like the year has just flown by, and we are already in November. The holiday season is here, and with it comes the shorter and colder days.

By now, we were hoping to be into Phase 3 of the A/B garage repairs. Unfortunately, EV-air-Tight found more damaged tension rods as they opened more sections. This unforeseen extra work has pushed the timeline back by a few more weeks.

During October's Board Meeting, the Board voted to increase the HOA Fee by 3.02% (*see pages 5 and 6*). This increase will help fund the community for the upcoming year, but most importantly, the increase will help us with our reserve funding. The Reserve has certainly been impacted by the garage work and its unexpected additional expenses. The increase starts January 2022, so please be on the lookout for further information about the increase as we near the new year.

Also, with the restart of Building and Grounds Committee (*see page 7*), the committee plays a crucial role in focusing on the upkeep and long-term repairs for the community. If you are interested, please feel free to join the Committee. I know that any additional help will truly be appreciated and welcomed.



BOARD MEETING HIGHLIGHTS

Reported Financials

The Association is fully funded. Delinquencies are 2.6% at \$38,905. There are 3 delinquencies for \$28,769, and 6 comprising the other \$10,136.

Most auditors consider an average of 5% to be good and under 3% to be excellent.

September

<i>Total Cash and Investments</i>	\$2,087,574
<i>Year-to-Date (YTD) Income</i>	\$1,585,794
<i>YTD Expenses</i>	\$1,517,046
<i>YTD Net Income</i>	\$68,748
<i>YTD Reserve Contributions</i>	\$342,458
<i>YTD Reserve Expenditures</i>	\$502,990
<i>Total Reserves</i>	\$1,486,895

BOARD ACTIONS

- **ADOPTED** the Budget as presented, with a fee increase of approximately 3.02 percent. *Please see the lengthy Report of the Budget & Finance Committee explaining the process and recommendations, beginning on page 5.* The Committee will review the draft Priorities for 2022, rescheduled to be discussed at the October 28 Special Meeting (below) and will be reviewed by the Committee at their Nov 2 meeting.
- **DECLINED** to open the proposed account with PenFed credit union, as approved in September, as the rules for such account opening were materially different from those originally proposed. Funds remain with Morgan Stanley accounts.
- **APPROVED** the use of the Draft RFP template as proposed, to begin using with vendor proposals (above a certain dollar amount) beginning in November 2021. This will affect all multi-vendor proposals sought for building repairs, with the next anticipated contract coming from pool companies.
- **TABLED** until the November Board Meeting the proposal by Denzel for the Johnson Controls project, waiting for answers to further questions of immediacy for replacement and/or upgrades.
- **APPROVED** the proposal of AquaSafe Pool Management for the Safety Pool Cover Repair of \$323.94.
- **APPROVED** the proposal of VGS Design & Build for snow removal at the rates proposed (which are dependent on how much equipment and workers are required during any snow event).
- **DETERMINED** to call for a **Special Meeting** to discuss the Structural Engineering Studies and the Hallway and Carpeting Project, which require using the new RFP template, and therefore will require much more time for discussion than at a monthly Board Meeting. [The Special Meeting was then scheduled for Thursday, October 28.]
- **APPROVED** a Director's suggestion of returning to "last Tuesday" as the next year's Board Meeting dates, to begin in January 2022. Dates will be published to allow calendar scheduling.
- **TABLED** until the November meeting to deal with various outdated Policies approved during the last several years. Updating will usually be because of automation and other electronic advances. The Board agreed to review all current Policies and plan to review annually.
- **AGREED** to a suggestion by the Building & Grounds Committee to set up a maintenance tracking system to assure that "little problems do not become bigger ones" because of being overshadowed by the major repairs undertaken each year. This will include tracking current contracts and expirations.
- **AGREED** to Mr. Treviño's suggestion that the Patio Replacement project, approved in September, will proceed. The replacements at the D deck and driveway will be On Hold until garage repair work is completed on the B deck. Further, our contract with Environmental Enhancements, which expires in December, will be discussed at the November Board Meeting.



Senior Services of Alexandria

partners with these services for your benefit:

Virtual Caregivers Conference

**November 9-11 10 am to 12:30 pm
via Zoom**

Are you caring for or care about someone with Alzheimer's disease or other dementia? You are encouraged to attend the 35th Annual Caregivers Conference. Virtual sessions will be held on 3 consecutive days, November 9 – 11, from 10am until 12:30pm. Sessions include a presentation by Dr. Gary Chapman, PhD, author of *Keeping Love Alive as Memories Fade: The 5 Love Languages and the Alzheimer's Journey*; *Managing Challenging Behaviors in People with Dementia*; and other topics. There will also be a virtual vendor fair with representatives providing information on a vast array of services for older adults. [Register](#) or call 703.270.0043 for more information. The cost to attend is only \$15.



Alzheimer's Association – Knowing the 10 Warning Signs

Thursday, November 14 – 11:30 am

The Alzheimer's Association National Capital Area Chapter and the Pozez Jewish Community Center of Northern Virginia are offering a free educational program concerning dementia and Alzheimer's-related topics. The program may be of great benefit to both caregivers and community members alike for those you know who are experiencing memory loss or behavioral changes. This virtual workshop event will provide a greater understanding of the difference between age-related memory loss and dementia and what to do if you notice signs of Alzheimer's. It is a free Zoom event. Find out more at the 24-hr helpline at 800-272-3900, and for the link for the Zoom program. [Register Now](#)





Alexandria Health Department News about Pfizer COVID-19 booster shots / Flu Shots

A COVID-19 booster shot is recommended if you're 65 and up or 50–64 with underlying medical conditions. COVID-19 Pfizer boosters should be at least six months after your second dose of Pfizer, and with flu season now here, it's a great time to get both shots. You can do so at a local pharmacy or your doctor's office. The Alexandria Health Department has put together a list of locations that offer both COVID-19 vaccines and high dose flu shots for people 65 and older. COVID-19 shots are always free and high-dose flu shots are free with most private insurance, Medicare, and Medicaid plans. Need an in-home booster shot because you are homebound? Call the Alexandria Health Department hotline at 703.746.4988.

According to reports of FDA/CDC Guidelines in the past week or so, more vaccines seem to be available for your choice. Please do call the Health Department for updates. *And don't forget to get your FLU shot!* Getting the Covid-19 vaccination *doesn't* prevent the Flu and its really-miserable symptoms!

On **Sunday, November 7th**, we change from Daylight Savings Time to our regular Eastern Standard Time. That means, before you go to bed on that Saturday night, you set your clocks *BACK ONE HOUR* so you'll have the correct time on Sunday morning! This is also a good time to remind you to change your smoke alarm and other batteries so they'll be fresh and reliable!



Thinking ahead to that dreaded word ----- SNOW

As dreaded as it is, the weather is turning colder and we are likely to have a snow storm in the coming months (or maybe just *weeks!*). We are fortunate to have terrific staff to dig us out, as well as some generous AKW residents who come to the assistance of their neighbors.

A note to some of our new (and long-term) residents: ***Empty parking spaces are privately owned property.*** Do not shovel snow from your space onto someone else's. You are ungenerously gifting them the task of shoveling twice as much. We know it's difficult to find space for all of it. Keep in mind we are all in the same boat! It's aggravating and an inconvenience, but please don't "pile on" to your neighbor's parking spot!!



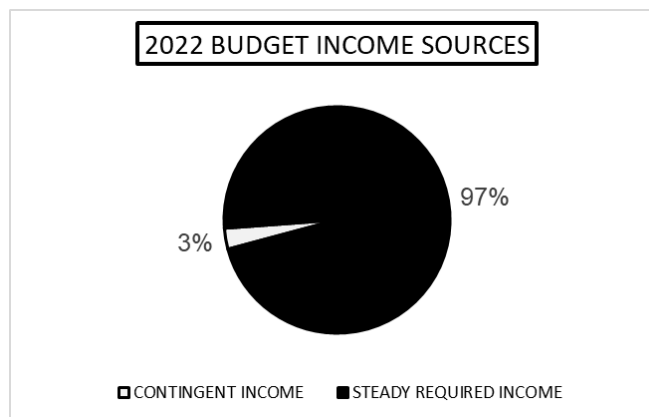
Your Condo Fees and the 2022 Budget Process

Living in a condominium community is very different from living in a single-family home or a townhouse community. One way it is different is what owners pay for and how they do so. If you own a single-family home, you are only responsible to pay for the upkeep of the particular piece of land you own and the residence that sits on it and for your utilities. In a condo building, you are responsible for paying to maintain your own unit plus a proportional share (corresponding to the size of your unit) for the maintenance and repair of property outside your unit – as well as the utilities that service the building.

Paying the cost of keeping up AKW is also different from how owners of single-family homes fund their upkeep. Owners of single-family homes just need to fund their housing bills. Beyond the funds individual condo owners need to maintain their own units, there must also be funding for everything else at AKW.

Your monthly condo fee is one of AKW's two main income sources and can be thought of as steady mandatory funding. When people are responsible and comply with their legal duty to pay condo fees, AKW can count on this income. The second source is contingent funding from use of building facilities and services and investment income. The other type of income is less certain, depending on any number of factors that determine whether and how much residents use the various facilities and services. For example, through most of 2020, because of COVID-19, we allowed no party room rentals and limited the availability of in-unit services and so earned less than budgeted. In constructing this portion of the 2022 budget, we had to look to past performance in "normal" years to come up with a reasonable estimate of this kind of income.

In 2022, the shares of income from these two types of sources will be:



When it comes to balancing AKW's 2022 budget to cover increased expenses, condo fees bear the overwhelming share of needed income.

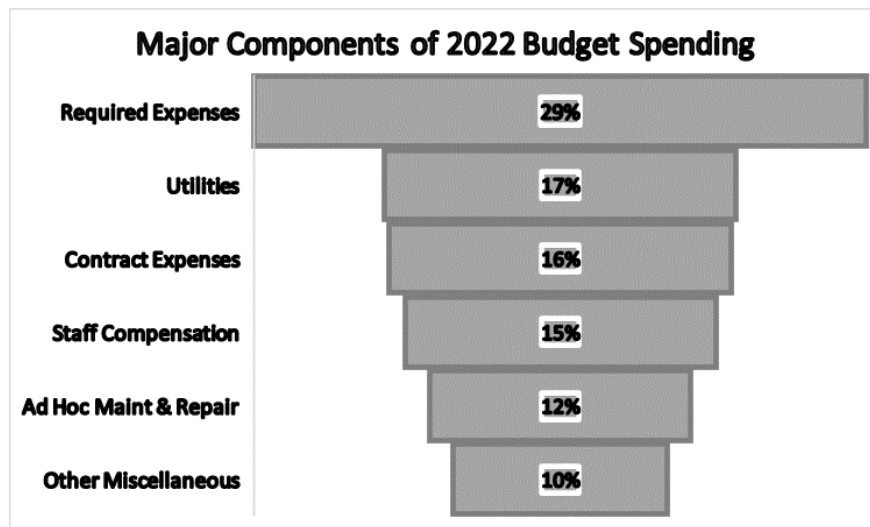
The expenses to run AKW also fall into several different categories.

- Some are required by law, regulations, and by our own governing documents (for example, paying Federal and State income taxes; permits, licenses and inspection fees; a master insurance policy covering the structure and common elements; a Reserve fund adequate to cover planned capital item replacement and repair).

Your Condo Fees and the 2022 Budget Process (continued)

- Utilities (electricity, natural gas to fuel the boilers, water and sewage)
- Another category reflects spending on contracted services (for example, maintenance of the elevators and the boiler and HVAC system), although some of these services are clearly necessary to the health and safety of residents (such as garbage removal and fire detection systems).
- A fourth type of expense is employee compensation, including health benefits and employment taxes, which must be competitive to retain our good staff.
- Ad hoc repairs, maintenance, and painting compose a fifth category of AKW's spending.
- Ad hoc miscellaneous expenses account for a final broad category.

In the 2022 AKW budget, the shares of AKW's total spending represented by these categories look like this:



Beginning in July and through October, the AKW Budget and Finance Committee met to develop the 2022 budget, reviewing past years' budgets and identifying items that were chronically over-spent or under-spent in an effort to produce more realistic estimates of income and spending. The result is a budget that reflects a 2.5% increase in spending compared to 2021. This increase is at the lowest end of economists' predictions for inflation in 2022 (some go as high as 5%). However, because AKW's sources of income are so lopsided, balancing the budget required increasing condo fees by 3.02%; for most owners, this will translate to an increase in monthly condo fees of \$20-\$28.

No one likes to see their living costs go up. But we all can have an impact on reducing the costs of running AKW. When our utilities are conveniently bundled in our condo fees and we don't see a separate electric or water bill, it is easy to forget that simply turning off lights when we aren't in a room, converting to LED lighting, or not letting water run in the sink while brushing our teeth will save costs over time. Unfortunately, the careless and irresponsible actions by a few have caused damage to building facilities such as hallway paint and carpeting and the trash chute, as well as those trying to discard items in the Trash Room that need to be hauled away have all cost us and have to be paid for out of each of our condo fees.

Limiting consumption and taking better care of our building are good for the planet and for our wallets.

HEAR YE, HEAR YE!!!
We have news to share!



Michael Sullivan is re-forming the **Building & Grounds Committee** (“B&G”) for the purpose of keeping closer attention to what’s going on in our building, as well as the grounds, to perhaps keep control of repair and replacement expenses that come up more often with our property approaching “middle age.” These problems, of course, include the roof, garages, plumbing – all those things and more – like outside lighting, the security cameras and reporting systems, and especially trying to keep our interior more modern and up-to-date.

We consider ***all Residents, Owners and Lessees***, members of B&G. No, this doesn’t mean you’re required to participate in committee meetings (although you’d be more than welcome!!). What is ***does*** mean is paying attention to what ***YOU*** observe ***on your floor***, and letting the Office know there’s a problem. (Same if you notice some problem when you go to your car or walk your dog.) The best way is logging into [BuildingLink](#) and filling out a maintenance request (called ‘[My Repair Requests](#)’). Second-best is calling/emailing the Office. Whichever way, ***taking care of the little things tells all of us that we CARE about our home.***

We’ll put a reminder (or two!) in ***Knolls News*** to jog your memory and hope you’ll help us keep our Community safe and well maintained! ***Thanks, Everyone!***

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Landscape Update
by Rick Treviño

Last spring we suggested ways to bring some color to your balcony for the summer and now that fall is upon us, we can extend the season by adding some new color for another few weeks. This is the perfect time to plan chrysanthemums, asters, and pansies in planters. The cooler the weather, the longer the chrysanthemum blooms will last. The mums will eventually die back, but since we’ve had such mild winters don’t be surprised if you see the pansies start blooming again in the spring once it starts getting warmer! A tip for buying your mums now – pick ones that aren’t fully open yet and still have some closed buds. These will last longer and you will have the pleasure of seeing new blooms open for the next few weeks. (Remember not to spill water on the balcony when watering your plants!)



Be on the lookout for an announcement of the next Landscape Committee meeting where we’ll be discussing plans for upcoming projects.



After you're finished, it's still your responsibility ...

Electronics & hazardous waste: (paints, solvents, old tv and computer) – take to the City of Alexandria facility on Colvin Ave (7:30-3:30 **only on Monday AND Saturday**). Further Info from the City operator at 703-838-4000. Go east (toward Old Town) on Duke to right on S. Quaker Lane (opposite the fire station) and one block to left onto Colvin.

(Alternate: right onto Sweeley St. (next to CVS), right onto Colvin; up a few blocks on the left.) Easy to find; easy to drop off.

- And BTW, check in the coming weeks when you're setting up holiday displays or when you're cleaning up from those holidays -- if those holiday lights have seen better days (i.e., they aren't useful anymore), these should be taken to this hazardous waste depot.

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** is able to do this, *for a fee*. Phone them at **703-339-4560** and speak to **Neena** to 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!



**Medicare Open Enrollment:
Oct 15 - Dec 7, 2021**

Medicare Open Enrollment is the period when Medicare beneficiaries can make changes to Medicare Insurance Benefits. You can:

- Change your prescription drug plan also known as Medicare Part D
 - Join a Medicare Advantage Plan with drug benefits
 - Change from your current Medicare Advantage Plan to another Medicare Advantage Plan
- Sign up for the first time for Prescription Drug Coverage (Part D)

All changes will be effective January 1, 2022. For more information call 703-746-5999 or email VICAP@alexandriava.gov.

Click on <https://www.alexandriava.gov/dchs/adultservices/default.aspx?id=94473> to learn more.



In the time of COVID-19 and the Holiday Season, B-E-W-A-R-E !!

Every day you're getting more and more "Potential Scam" and "Unknown Name" calls – which we hope you're not picking up! If it's a real call from a real person, they'll leave a message and you can call back. In the meantime, for **Customer Service Searches**:

- (1) Go directly to the company website to find the Customer Service phone number;
- (2) DO NOT ask devices such as Siri and Alexa to find that information;
- (3) Check the URL on the email for misspellings, mis-use of words in a sentence, slightly different company logo, and email that has an international address, etc.;
- (4) NEVER agree to pay for a service that should be free; and
- (5) Don't give *anyone* remote access to your computer.



ANOTHER RECORD YOU MIGHT WANT TO HAVE, print copy or on your phone

Your **Virginia Department of Health COVID-19 Vaccination Record** is based on information recorded in the Virginia Immunization Information System by providers, and may not include any vaccinations administered outside Virginia or by federal government agencies. GET THIS RECORD AT www.vaccinate.virginia.gov or call 877-829-4682. The QR code on this record is compatible with the SMART card format, containing name, DOB, dates of vaccination, manufacturer, lot information, and provider for each dose of the vaccine received.

This will make your end-of-holiday easier



The Office supplies "**Christmas tree bags**" that will make your life a lot easier at the end of your holiday time! Pick one up and position it over the trunk of the tree *before* you put the tree in its stand. When you're done with it, just pull the bag up around the tree and tie it off so the needles stay in the bag! Yes, there will be some needles falling on your floor or carpet, but those are easy to vacuum up. With the tree in the bag, you won't leave a trail from your unit to the trash room of the *rest* of the needles. *And pay attention to a notice from the Office of when the tree collection is scheduled by TrashAway; trees can't be left in the trash room for days at a time and we want to make it as convenient as possible to get it out of your unit!*

Important Dates in November

- Budget and Finance Committee Meeting Tuesday, November 2, 7:00 pm
- Change to Eastern Standard Time Sunday, November 7, 12:00 am
- Virtual Caregivers Conference (via Zoom) November 9-11 10 am to 12:30 pm
- Board Meeting * Tuesday, November 9, 7:00 pm
- Alzheimer's - 10 Warning Signs (via Zoom) Thursday, November 14 – 11:30 am

The Board Book with agenda is available in the Office the Friday before the meeting.

* Information on accessing the electronic meetings will be provided in advance.

2021 Board Meeting Dates

November 9 December 14



Important Phone Numbers

Guard Mobile	571-565-5591
AKW Office Phone	703-751-7541
AKW Office 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
City of Alexandria Info	311 or 703-746-4311



Board of Directors

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