

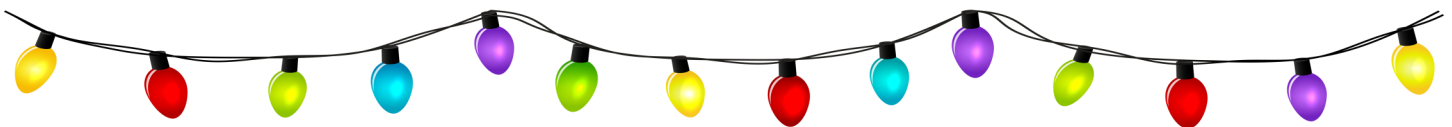


**Happy Holidays, Merry Christmas,
Happy Chanukkah,
Happy Kwanzaa, Joyeux Noel
Felice Navidad**

**From our house to yours, may this season
be one of happiness and joy,
good health and prosperity.**

Members of the Board and our Building Staff

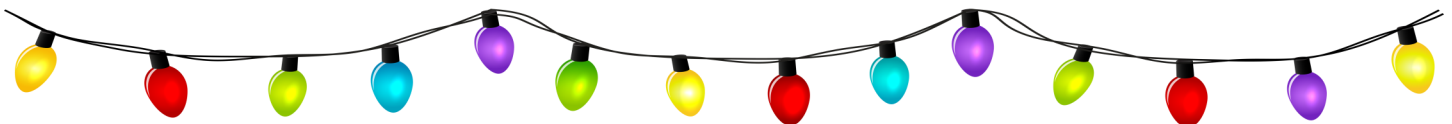
**Rick Trevino, Larz Pearson, Wendy Shelley,
Stephen Colodner, Gabriel Rodriguez Mendonca,
Alex Castillo, Brian Block, Judy Skipwith,
Laura Rodriguez, Minter Cooper, Charles Wilson,
Luis Andres, Michael Sullivan, Kevin Pearson**



Come on down and have some fun !

On Saturday, December 3rd, 9am, the DECORATING ELVES will transform our Lobby and surrounding areas with the many holiday decorations we've collected over the years. It really IS 'transformational' and we want YOU to be one of the Elves!

It's lots of fun and another easy way to 'volunteer' to make our home even more beautiful at this time of year! Join us!





President's Message

It is hard to believe 2022 is quickly coming to an end. The pandemic has made the last couple of years difficult for many of us, but there finally seems to be light on the horizon. We at AKW have much to be thankful for this holiday season as we look back at our accomplishments of the last 12 months. Just a few of our accomplishments are:

- Finished the garage repair project
- Improved lighting in the garages
- Conducted a Building Structural Assessment which pronounced AKW to be structurally sound
- Hired a new General Manager
- Set in motion a plan to upgrade our air handlers which should make our first-floor common area and hallways more comfortable
- Hired a new security firm
- Upgraded our landscape along the east driveway
- Established a Non-Discrimination/Anti-Harassment Policy
- Updated numerous outdated policies

There is much more to accomplish in 2023 and as new projects start to move forward, we will update everyone. I do encourage you to attend Board meetings and hear first-hand about the challenges we face.

Please have a safe and happy holiday season.

Rick Treviño

BOARD MEETING HIGHLIGHTS

Reported Financials

The Association is fully funded. Delinquent residential accounts totaled \$60,741 or 3.5%

	<i>September</i>	<i>October</i>
<i>Total Cash and Investments</i>	\$1,684,276	\$1,731,548
<i>Year-to-Date (YTD) Income</i>	1,643,916	1,828,727
<i>YTD Expenses</i>	1,495,768	1,653,642
<i>YTD Net Income</i>	148,148	175,085
<i>YTD Reserve Contributions</i>	364,185	404,650
<i>YTD Reserve Expenditures</i>	(160,089)	(605,641)
<i>Total Reserves</i>	\$977,498	\$1,017,963

BOARD ACTIONS

- **APPROVED** the proposal of **Virginia Roofing Corporation** for south staircase repairs in the amount of \$8,956.00. The T-Mobile antenna will be moved in order for this work to be performed.
- **APPROVED** the proposed contract with Daly, Hamad & Associates, in the amount of \$6,000 per year, for continued services for our Tax and Audit functions for 2022 and 2023.
- **APPROVED**, following presentation by Finance Officer Larz Pearson and extensive discussion of **Reserve Projects** to be undertaken in 2023, “**Scenario #3**” which will cover the already-approved Densel projects (chillers) and Falcon Engineering projects itemized for early repair; plus, HVAC items; plus, the Hallway Replacements proposed in years previous.
- **TABLED** from the Meeting Agenda: Unit Modification Fees; rules re Pets and Assistance Animals; the IT Service Provider RFP. These items require further review, including legal, and will be scheduled for discussion in December.
- **DELAYED** for a few more days, the **Community Room Rental Agreement** for final review. Residents’ requests are being handled by our General Manager, Gabriel Rodriguez Mendonca.

Package Delivery

Every month over 1,000 packages delivered by USPS, FedEx, UPS, Amazon, and others are accepted in the office. Unfortunately, we’ve lately had a problem with packages going missing. Items aren’t always marked correctly or placed in the right location by the delivery personnel and with this volume of packages we can’t check their work. I encourage you to look at the address label to make sure you have the right package before you walk out with it. Also, please retrieve your packages as quickly as possible.



With the holidays now upon us, we will surely see even more packages delivered this month. Please note that any over-sized or heavy packages, as well as any perishables will be redirected for delivery to your door. Accepting packages in the office is a courtesy we provide to owners/residents in good standing who have submitted a Delivery Acceptance Form. AKW is not responsible for any lost or misdirected packages.

You've heard this one before

Do you have a smoke alarm? You are strongly advised to get one. The ceiling sensor in your unit (that thing close to your bedroom) is a horn only and is not a fire alarm (as we normally think of it) or a smoke detector. This horn sounds ONLY when someone has pulled the switch in the hallway. The company that monitors our system is alerted and THEY call the fire department. *The alarm continues until the fire department turns it off!!!* The only way to get away from the awful noise is to leave the building!



ALERT ALERT ALERT

We publish this in our December edition because some of our residents have been affected at this Holiday time. Please pay attention so you won't be disappointed or scammed.

There is the possibility that outside shippers may be opening up avenues of mischief, often being unreliable and, even in mid-day, leave packages in front of our doors or (remarkably) outside the building where they may be picked up by someone else. Our suggestion is to **make sure the carriers are those who deliver to the building and are reliable: US Postal Service, Amazon, DHL, UPS, FedEx.** An even better suggestion might be that you ask that any packages be held at those facilities for your pick-up using your own picture ID, or directing purchase *to your office* during this away-time or holidays. (And consider keeping your credit cards in an RFID (metal frame/lined) holder instead of a wallet or purse.) Remember: packages that arrive after Office closing will NOT be accepted by the guard and WILL BE directed to leave at your Unit door. BTW, the Office can't accept packages unless you've signed that form for us! [Handbook pg 16.]

In an emergency, what should I keep in my car during Winter? ...

A **shovel** to clear snow from tailpipes and tires; **scrapers** to remove ice and a **brush** to clear it away; **gloves and handwarmers**; a **hat** to keep your ears covered; a **blanket** inside the car; **flares** or **reflective triangles** in case you break down; a **bag of sand or kitty litter** to spread around tires in icy patches; a spray can of **de-icer** for door handles, locks, windows, headlights, and windshield wipers. **Jumper cables** can be life-savers; too many of us don't have them! **Flashlight and batteries** for nighttime emergencies; **water and snacks** would be good, too. And of course your **cell phone and recharger cord!** The best idea: **NEVER, EVER HAVE LESS THAN A HALF-TANK OF GAS!** Another possibly good tip is to **carry a (smaller) can of de-icer for the driver's door keyhole** (in case your remote opener doesn't work!).



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

In our October issue we had a terrific and informative article by Finance Officer Larz Pearson about the actual process of setting our Association budget. This article provides a bit more of a personal bent.

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 & 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 – remember now the extensive and costly renovations to our garages this year! An adequately funded Reserves reduces the chance that a 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 and the garages) 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 recaulking the balconies, replacing the roof, and the inconvenience of the repaving effort, etc., it's a relief to have had the funds to do these restorations and not have to resort to a massive special assessment for these items (and more). And keep in mind – by the way! – that *planned Reserves* paid for the fabulous renovations of the Office, lobby, the Bar area, mailroom/library/billiards room, *and* those restrooms, as well as partial renovation of the Community Room. More recently, as you'll recall, we went through what seemed to be *forever* to repair our three parking structures. More anticipated expenses will come in the next year-plus for hallway ceiling repairs, changed and additional hallway lighting, and carpet replacement. There's always *something* requiring our close attention to maintain our home.

Why Reserves are necessary *(continued)*

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).

We encourage your participation at Board meetings!

Our Community has always encouraged Volunteering by any and all of our Residents. One of the easiest ways is to come to a Board meeting --- still on Zoom which makes it *really easy!* --- and participate by asking questions and by bringing up comments and concerns during the Open Forum for Residents. *(And remember to let Gabriel know that you’d like to speak so your mic can be opened during the Open Forum.)*

The November 15th meeting included a presentation by Finance Officer Larz Pearson of the choices we would vote on for 2023 construction (and more) projects. When you’re wondering where your Condo Fees go, *this* discussion is the blueprint – *and you should become aware of all of it* – which will, of course, affect decisions next year for the following 2024 Budget!

Click into the link that will be sent out from the Office (***next one is Tuesday, December 20th at 7pm***), and take part in our very own democratic process of running the building!

It takes a *lot* more than just the seven directors. Your expertise can add a lot to our discussions. ***Please join us!***



If you have a holiday tree to discard ...

TrashAway will pick up trees on a schedule usually the second two Thursdays in January. At this point we have no firm dates, but the Office will send out a notice as soon as they know.

Helpful-to-know

Take your tree (hopefully wrapped in the tree bag!) to the Trash Room either the night before or by 7am on whichever day. There is no charge for these pickups. *If you discard your tree at any other time, you’ll be charged for such pickup.* (And we hope you’ve used a bag, to collect all the needles!)

HOLIDAY SAFETY TIPS

Everyone wants to have a safe and happy holiday season, but a simple mistake can ruin your holiday. Here are some hints for a safe and enjoyable season:



- Be sure your holiday lights are turned off when you aren't at home and before you go to sleep. Keeps a possible fire from happening AND can lower our electric bill!
- Be sure to get a **tree disposal bag** from the Office if you have a live tree. Slipping it over the trunk before attaching it to the stand means you just pull the bag up to have it all enclosed, eliminating needles all over your floor/carpet, the hallway, the elevator and the lobby! The Office will let you know when you should have your tree at the trash room for special pick up.
- Remember that in our heated units, moisture evaporates quickly so your tree needs plenty of water to keep it fresh; check it daily.
- When you're out shopping, keep your car locked and gifts/valuables out of sight. Shopping bags in the back seat are an invitation to mischief!
- Keep your pets in mind when leaving goodies out for Santa. Some stuff, especially chocolate and poinsettias, are dangerous for them.
- In addition, pets can choke on small ornamental tinsel, bows, and other glittery things as well as light cords.

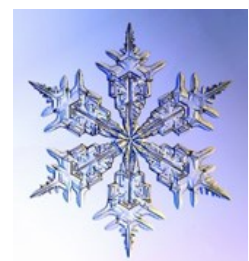
And this is a good time to remind you FOR your housekeepers: They should take ALL trash from the holidays down to the trash room outside the canopy. All boxes are to be flattened. Smooth out all the paper and fold or roll into a nice bundle. Tape the bundles and the boxes so they're easier to carry and discard properly in the trash room! Remember that the bottom of the trash chute is a compactor so it's going to put the chute out of commission to throw cans and bottles and wooden or wire hangers and cardboard boxes down there – which means each of us pays in increased condo fees for those repairs.



There's no business like snow business ...

It's the time of year when we have to keep our eyes on the weather forecast and be ready for the eventuality of snow. Life on the Knoll can mean pretty slippery-going, so always exercise caution when you venture out during or after a "winter event." The Office has a set of procedures to refer to in the lead-up to snow and ice, including pre-treating sidewalks and steps and outreach to the owners of particular parking spots that are identified for snow storage or that are likely to be blocked in by the plows. Additionally, the four visitor spaces in the "F" cul-de-sac may be cordoned off to keep the driveway clear. **If you park in B-1, B-41, D-1, D-16, F-11, H-1, H-31 or K-1, be sure to stop in the Office the day before moderate snow (more than 2 inches) for arrangements for an alternate parking spot.**

Parking spaces are **privately owned property**. Do not shovel snow from your space onto someone else's spot. You are ungenerously gifting them the task of shoveling twice as much snow. We're all in the same boat; let's get through winter storms together!



For You or Someone You Know



DOT Paratransit Program

DOT Para-Transit provides safe, reliable, Americans with Disabilities Act (ADA)-compliant, curb-to-curb taxi service, seven days a week for residents of Alexandria who find it difficult, or are unable, to use public transportation. DOT does not charge for one-way trips within the City of Alexandria. For trips up to five miles outside the City limits, the one-way fare is \$4.00 (for instance, to the Kingstowne shopping center). DOT's one-way fare for trips over five miles outside the City of Alexandria is \$6.00 (for instance, into DC). If you have any questions

regarding this program, call (703) 836-4414, ext. 116 or click on [Transportation - Senior Services of Alexandria \(seniorservicesalex.org\)](http://seniorservicesalex.org).

ACT for Alexandria 7 - Question Survey

Are there things you wish were different about Alexandria? ACT for Alexandria, a local foundation, is listening to the needs of Alexandria residents and asking for recommendations for how ACT can help. Would you fill out this short, 7-question survey: www.bit.ly/ACT-impact. Let them know what you think!



Medicare Open Enrollment now through 12/7

During Medicare Open Enrollment, 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. For more information click on

[Medicare Open Enrollment | City of Alexandria, VA \(alexandriava.gov\)](http://alexandriava.gov).

The Second Annual Nineties Luncheon was held in October at Fratellis restaurant. Pete Pietropoli hosted three gorgeous 90s something women for this event. The celebration started with the delivery of wrist corsages, photographs in the lobby, a ride in the Pete mobile to the restaurant and of course, a delicious lunch. A great time was had by all and all look forward to the third annual fabulous 90s celebration next year.

If you are 90 or older please contact Pete at 703-212-6711.

*Second Annual
Fabulous at 90 Luncheon*

October 2022



Dail, Maggie, Joan, Pete

The Share the Love Campaign

This year [Beyer Subaru's Alexandria Share the Love Campaign](#) has designated Senior Services of Alexandria as a hometown charity. Until January 3, 2023 Subaru will donate \$325 for every new Subaru vehicle sold or leased to the customers' featured charity of choice including the local charity—Senior Services of Alexandria. In connection with the Share the Love Campaign, SSA is holding a glove/mitten drive for its Meals on Wheels clients through December 16. You can drop off donation's at SSA's Office at 206 N. Washington Street, Suite 301 in Old Town.



YES, we're recruiting again!

We're asking for some Residents to become temporary help (sometimes on pretty-short notice!) when we need Office coverage when an emergency keep Gabriel and Judy from coming in. The duty is certainly not onerous, but super-helpful for all the rest of us! If you're interested, please speak with Gabriel for an application (so we can put you on the payroll!) or drop a note to President Rick in his Board mailbox. To best accommodate everyone's schedule, we're looking to get "several" folks who would like to help out this way. It's a great way to meet other Residents, and you'd be doing a great service to the Association!

Thanks for your consideration!



With wishes to All for a Happy Holiday and New Year!

Thanks to Staff: AKW Residents should know that employees are not allowed to accept or solicit tips or cash-equivalent acknowledgements for performing their work, including work performed as part of the Resident Services Program and its In-Unit Service components. AKW Staff receive salaries and the Board authorizes an end-of-year bonus. But the holidays are an excellent time for Residents who are so inclined to recognize the individual or collective staff efforts on behalf of the Community over the year.

If you wish to offer cash, a gift card or other acknowledgment, feel free to do so. You may either deliver individually or drop an addressed envelope in the Association Mailbox. To give to a communal fund, give directly to Gabriel for safekeeping for equal distribution. These "thank you" sentiments will be given in time for the Christmas holidays, and a timely decision (by the 14th) will facilitate the process. Photos of our Staff, by the way, are posted on the lobby bulletin board. We hope this goes without saying: *any gift is purely voluntary; you are not required, obligated or expected to participate. But if you DO, we say 'thank you' for sharing your bounty!*



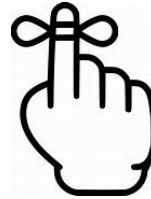
Important Dates in December

- Board Meeting * Tuesday, December 20, 7 pm (virtual)
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.

2023 Board Meeting Dates

January 24	February 28
March 28	April 25
May 23	June 27
July 25	August 22
September 26	October 24
November 14 *	December 19 *

* earlier date to accommodate Thanksgiving and Christmas holidays



When someone calls you from the Security Door downstairs and you need to buzz them in, **press 9** on your phone.



Important Phone Numbers

Guard Mobile	410-842-3851
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

Rick Treviño, President	rick@akwcondo.com
Michael Sullivan, Vice President	michael@akwcondo.com
Brian Block, Secretary	brian@akwcondo.com
Laura Rodriguez, Treasurer	laura@akwcondo.com
Stephen Colodner	stephen@akwcondo.com
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Notary services available, at no charge, by appointment.
brian@akwcondo.com and charles@akwcondo.com

