



## **IMPORTANT \* IMPORTANT \* IMPORTANT**

The Alexandria Knolls West Condominium's Council of Co-Owners Annual Meeting will be held on Tuesday, September 24, 2019. Registration and Proxy verification will begin at 6:30pm, with the Annual Meeting convening at 7:00pm in the Community Room. The purpose of the meeting is to elect two members to the Board of Directors. Both will serve three-year terms.

## **CANDIDATES FORUM**

All Owners should have received an official Notice of Meeting with a biographical sketch of each candidate and a proxy form. Hard copies of this package are available in the office. The Board Secretary will also host a "Meet the Candidates" event on Tuesday, September 17<sup>th</sup> at 7pm so Owners can meet and question the candidates or others who might later have indicated their candidacy. If you cannot attend the Annual Meeting, please complete your proxy form and give it to your representative or leave at the Office so we can make quorum.



## **President's Message**

Here comes September! Are you ready? Are **we** ready?! We've got lots of stuff coming up around the community this month and in the coming months. Please see articles in this edition of our newsletter about a big project coming for the C/D garage/deck, and other interesting pieces, like the possible criminal caper in the V parking spots. Also important this month is the [Annual Meeting](#), scheduled for September 24. And, please plan to participate either via attending or providing your voting proxy to the Office or someone else who is planning to attend. You can refer to the building-wide notice of the meeting, or reach out to Secretary Pat Quinn with any questions. Not an owner but renting? You are welcome to attend the meeting; we've had many renters become owners and it's good to know how a condo association operates. Hope to see you at the Annual Meeting and about the property between now and then!



## **Board Meeting Highlights**

### Reported Financials

	<b><u>July 2019</u></b>	<b><u>June 2019</u></b>
Total Cash and Investment	\$1,689,396	\$1,616,178
Year-to-Date Income	\$1,170,964	\$1,003,862
Year-to-Date Expenses	\$1,141,434	\$949,137
Year-to-Date Net Income	\$29,529	\$54,726
Delinquencies \$	\$51,244	\$50,035
Delinquencies %	2.7%	2.2%
YTD Reserve Expenditures	\$154,140	\$154,140

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Five accounts totaling \$34,900 made up 93% of the delinquencies. The balance is in 15 accounts (\$3,730).

Board actions follow:

- Ratified an evote for \$2,680 to VGS to install insulation and repair drywall around affected unit HVACs in Tier 02
- Ratified an evote for \$2,680 to VGS to install insulation and repair drywall around affected unit HVACs in Tier 06
- \$2,680 to VGS to install insulation and repair drywall in two affected units in Tier 05
- \$3,200 to VGS to install waterproofing in the Pool Storage Room (also known as the Pump Room)
- \$8,930 to Densel to replace the burners on Boilers #1 and #3 ensuring adequate heat for the upcoming winter.

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### **Saw Something ... Said Something**

Countless times have residents reported suspicious activity to the office ... usually days or weeks after the activity, when it was too late to act on the information. The Association has asked/ cajoled/pleaded with residents to report suspicious activity, to mixed success. These incidents highlight the benefits of reporting:

In the very early hours of an August morning a few weeks ago, one of our neighbors saw something and called the APD. Our security camera network told the tale for the police: a car parked in an AKW visitor spot, two people exited the car, proceeded to Highpointe, where they stayed for a while. When they returned to the car, the two were locked out and spent a lot of effort trying to get back into the car. Someone noticed their suspicious activity and summoned the police. Multiple APD cars arrived, the two attempted to flee but were arrested. Hours later, the police returned with other people, one of whom actually had a key to the vehicle, unlocked it, got into it, and drove away. An enthusiastic thank you to our neighbor(s) who saw something and said something!

Earlier in August, a person drove onto AKW grounds, stopped in the west side driveway and apparently saw something they couldn't resist. This person loaded the cement birdbath and accompanying cement rabbit into the back of her pickup truck and drove away. Our security camera network was able to piece together the story and the Office was able to assist APD with camera footage that led to the arrest of the suspect. AKW is working with the APD and the District Attorney to assist them in this matter.

All of this is to say two things: AKW pursues those who steal or damage Association property and residents should speak up by calling the police when they notice suspicious activity—call the non-emergency number—and calling 911 when they see a crime in progress. Beyond these items, we are still working to identify which units are throwing things off of their balconies. Residents have filed police reports and the APD advises that it is a crime to throw things off balconies—not to mention that it violates our rules and basic common sense. The Association will fully and completely support the APD and the DA in the prosecution of these individuals.



*If you can't come to the Annual Meeting to cast your vote, be SURE to use your Proxy so that Your Voice can be heard!*

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**FIRE SAFETY** Building alarms are set off **ONLY** by pulling the fire alarm, at each end of the hallways by the stairwells.



Before opening your door, check with your hand. If it's hot, *don't open it*. If not, check through the door peephole for smoke in the hallway before exiting your Unit.

If there's smoke in the hallway, put a damp towel against the bottom of the door to block, and go to your balcony.

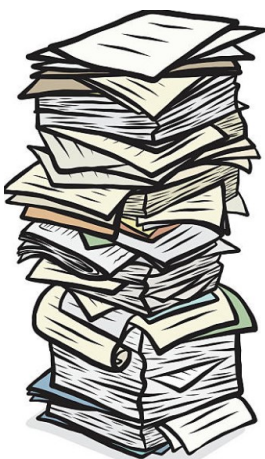
If you stay in your Unit, call 911 to let them know you're "sheltering in place" or "need help." Your info will be relayed to the fire chief on site here.

If you stay in your Unit, *unlock the door!* If you leave your Unit, close the door but *keep unlocked*. The firemen may try to enter but may have to break down the door if it's locked. (Replacement doors cost in the \$1500 range, with fire-rated hardware at about \$500.)

*Fire-rated doors and hardware are important. If hardware is not original to the door, it might have plastic parts that can melt and prevent the door from opening. Check on the lock's faceplate for the "UL" symbol that tells us it's fire-rated.*

Recommendations re Fire Extinguishers:

- Get a small one (5 lbs or less) with the "UL" marking
- Home Depot carries Kidde brand extinguishers
- Extinguishers should be checked monthly to ensure they are properly pressurized
- Read the instructions on Use and Activation
- Extinguishers should not be stored under the kitchen sink or near the stove
- Mount extinguisher on a wall where access is easy, in a safe location
- If fire takes more than this small extinguisher, *call 911 immediately*.



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## How could we forget this incredible August milestone!?

We can hardly believe it! Looking over the past **forty-four** issues, it's been absolutely *phenomenal* to realize we're **celebrating FOUR YEARS** of **KNOLLS NEWS** since we relaunched the newsletter with a 6-page issue in August 2015! Do you remember this started under the tutelage of **RON JONES**, with incredible input every month for ages from **MARY McCLELLAND**? And the "*Just Do It!*" and other contributions from **TERRI HANSEN**? And *so many others* who have contributed articles and suggestions, to keep this newsletter just *humming along!* If YOU have contributed to this success by merely encouraging "more and more," give yourself an **ATTABOY** -- Sharon and I couldn't do it without you! **THANK YOU, ALL !!!**

# Projects

## The Big Ones

*Quade Whitmire*

There are always big projects underway at AKW, either in the planning phase or in the execution phase. It's not always easy for the staff and Board but these big projects are necessary—and, it is good to see our condo dues at work. The Board wants to make sure it keeps owners and residents apprised of these projects on two fronts, to convey need-to-know about disruptions and to keep owners updated about the state of their investment. There are two major projects that should be on your radar:

### **C/D Deck Major Project**

Those of you who park in or pass through the C/D parking structure know that it has been leaking into the garage and that there have been water accumulation issues on the deck. Beyond that, there is water infiltration that needs to be addressed in the very near-term. The bad news is that the cost of these necessary repairs approach a half-million dollars. (I hope you were seated to read that; it is swoon-inducing.) The good news is that this is a line item in our Reserve Study and these repairs have been on the Association's radar for some time. That's not to say that our reserves won't feel the cost of this project but it is a foreseen need versus a surprise one.

### **The Roof**

While the C/D Deck Major Project was foreseen, the Association did not expect to be revisiting the roof for a number of years. The roof was last replaced in autumn 2016. We have experienced issues with roof and roof drain leaks on multiple occasions into multiple units, including those on the 18th, 17th, 16th, and 15th floors. The Association is working with its legal counsel and vendors to decide next steps and is making progress. Although not much information can be shared at this point we'll do everything we can to keep you updated on this important issue.



***Knolls Knitters: (nothing is as constant as Change!)***— This get-together will now be meeting on the SECOND Sundays (Sept 8, Oct 13, Nov 10 and Dec 8) from 2-4pm – but as always, in the Community Room. *Please revise your calendars so you don't miss this fun opportunity!*

### **Fall Yoga**

A new 10-class session of Iyengar Yoga is being offered beginning Saturday, September 14. Instructor Leah DiQuollo will return with an invigorating class suitable for all ages and fitness levels. Gentle stretches improve flexibility and yoga poses work to improve posture and balance.

Contact Leah at [leah@iyengaryogawithleah.com](mailto:leah@iyengaryogawithleah.com) for details. Classes are held in the small Fitness Room on the first floor. It doesn't get more convenient than taking an elevator to the first floor! (Minimum sign-ups needed for on-premises class. Reach out today for info.)



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## SAFETY TIPS FOR YOU

This security message applies to AKW as well as elsewhere! If you see someone attempting to gain access to the building without authorization, or trying to “tag onto” your entry into the building, notify the Office (or Security) immediately. If neither is available and you have reason for concern, consider calling the police.



We want to keep our building safe and secure! Often we don't recognize new folks or others not seen regularly. **ASK** if they live here (*they should have their key fob out!!*) and then ask them to use the vestibule phone for entry. (Yes, we know that's hard to do.)

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!*



As much as we love our furry and feathered friends, it invites others we're not so happy to see. There's been an influx of crows attracted to food left for the smaller birds. The crows then roost on the higher floors, resulting in bird droppings on residents' balconies. And the food left for the local squirrels has us now seeing an uptick in mice about the property and recent rat sightings in our trash room. Staff are addressing both issues, but owners' restraint will help to deter these unwanted guests.



Occasionally the office gets a call from a resident who has fallen or is not well. Rather than calling, 911, residents often think all they need is some help off the floor. In one recent incident, Justin and Davon responded to just such a call and thankfully called 911 instead of doing as requested. As it turns out, broken bones were involved and they could have made the situation worse by moving the fallen resident.

AKW's legal counsel has advised that under no circumstances should AKW staff assist fallen or unwell residents beyond calling 911. Of course our staff members' first instinct is to lend whatever help they can. But, they are not medical professionals and they cannot accurately assess when lending “help” would really be visiting further harm on the person in need of assistance. So, please keep this in mind and call 911 if you are unwell. If contacted by a resident with such a request, Staff have been directed to first call 911 and then escort paramedics to the resident's unit. Residents' safety and well-being are the top goal here and this approach is the right way to go.

## Have YOU been doing YOUR part to reduce expenses?

(continued thanks to Terri Hansen)



Just Wondering...

Running the Association is a business, where the Owner/Shareholders watch the 'bottom line.' The Board is responsible for a million-dollar budget, and works to adjust for fixed and variable costs. Fixed costs are determined annually and include insurance, taxes, annual management and other contracts, landscape, pool services. Variable costs are determined throughout the year and change depending on usage – utilities, for instance -- and fluctuating circumstances – repair and replacement of worn-out or broken equipment. Some ways to help with these variable costs would include:

- Original HVACs may not be repairable. A new unit will be energy efficient, run smoother and quieter, and actually heat and/or air condition your home!
- Operate your dryer like your washer – don't overload it and dry clothes faster.
- If you have your original 'fridge, or one that's 20 years old, get a new one that's guaranteed to be energy efficient, using less electricity, saving us all at budget time.
- If your original glass doors are admitting cold air so that your heat can't keep up, consider installing energy efficient windows.
- Check with the Office for HVAC and window replacements to match what many Co-Owners now have.



## PET REGISTRATION

The City of Alexandria requires dogs and cats to be registered and licensed, meaning that all vaccines must be up-to-date. AKW requires this, too, asking that you report your pet(s) (maximum of two, remember!) residing in the building. Please stop by the Office and have the proper notations made. (See the Handbook, pg 22.) *Thank you!*

## ANNUAL MEETING ANNOUNCEMENT

Documents for the Notice of **Annual Meeting** were distributed recently; all of our Co-Owners should have theirs (and if not, contact the Office now!).

Candidates had their information included, but there may be others who have thrown their hat in the ring in the meantime – so plan to come to the **Candidate's Forum** on Tuesday the 17<sup>th</sup> for a Q&A period. Then, we strongly encourage everyone who wants to know what's going on to come down on the **24<sup>th</sup> at 7pm**. The regular Board Meeting follows, and of course you're encouraged to stay, learn, and contribute, whether you're an Owner or the Lessee.

***Come on down and make a difference!***





## 2020 Budget Preparation

Come to meet the candidates on September 17. Stay to hear about budget formulation and review a preliminary draft of the 2020 budget. Below is a snapshot of our spending and expenses through the second quarter of the year.

### ALEXANDRIA KNOLLS WEST SECOND Quarter 2019

1/1 to 6/30/19

<u>Account Summary</u>	<u>2019 Budget</u>	<u>Year to Date Actual</u>	<u>Year to Date Budget</u>	<u>Year to Date Variance</u>
<b>INCOME</b>				
Assessment Income	\$1,906,660	\$954,267	\$953,330	(\$937)
Other Income	<u>\$69,400</u>	<u>\$49,595</u>	<u>\$34,700</u>	<u>(\$14,895)</u>
	<b>\$1,976,060</b>	<b>\$1,003,862</b>	<b>\$988,030</b>	<b>(\$15,832)</b>
<b>EXPENSES</b>				
Administrative	\$28,250	\$13,070	\$14,000	\$930
Communications	\$7,000	\$2,560	\$3,500	\$940
Total Salaries and Benefits	\$342,000	\$150,575	\$171,000	\$20,425
Insurance	\$100,000	\$25,004	\$50,000	\$24,996
Utilities	\$350,000	\$131,480	\$175,000	\$43,520
Landscaping	\$30,500	\$8,247	\$15,250	\$7,003
Operations	\$4,750	\$3,840	\$2,375	(\$1,465)
Contracted Services	\$250,600	\$133,643	\$128,586	(\$5,057)
Repair & Maintenance	\$228,100	\$184,334	\$114,050	(\$70,284)
Professional Services	\$138,860	\$78,684	\$72,930	(\$5,754)
Taxes	\$8,000	\$2,700	\$4,000	\$1,300
Other Expenses	<u>\$488,000</u>	<u>\$215,000</u>	<u>\$244,000</u>	<u>\$29,000</u>
	<b>\$1,976,060</b>	<b>\$949,137</b>	<b>\$994,691</b>	<b>\$45,554</b>
	Remaining Budget	\$1,026,923	\$1,982,721	\$955,798

### Future Board Meeting Dates

September 24      October 22  
November 26      December 17

**KING**  
**STREET**  
**ART**  
**FESTIVAL**



September 21-22, 2019  
Saturday: 10 a.m.-7 p.m. &  
Sunday: 10 a.m.-5 p.m.  
King St., from Washington Street to the  
Potomac  
Free and open to the public

**American Horticultural Society  
will hold its 26th Annual Gala  
Sept. 21**

Many of our AKW neighbors are avid gardeners and make abundant use of our spacious balconies. If growing your own herbs, plants and flowers is your “jam,” check out Alexandria’s [American Horticultural Society](#). Upcoming calendar events include a floral design class, their annual Gala at River Farm, a classic car show fundraiser and their Fall Festival in October.



**Landmark Mall News**

A grocery store, a fitness center and a movie theater are on the wish list of anchor tenants for the new development at the former Landmark Mall site. See the latest news at [Alexandria Living Magazine](#). See also [The New Landmark](#) website where you can also sign-up for updates from the owner/developer.



September 9 will be a return to normalcy for many Alexandria commuters as the area's six Metro rail stations open for the first time since Memorial Day weekend.

The improved Metro stations in the Alexandria area — Braddock Road, King Street, Eisenhower Ave., Van Dorn, Franconia-Springfield and Huntington — will reopen Sept. 9 as scheduled with a variety of improvements. In addition to stronger platforms (the main purpose of the Platform Improvement Project), commuters will see brighter lighting, new platform surveillance systems, operator-connected safety buttons, USB charging ports, new passenger information displays and a clearer public announcement system.

<https://alexandrialivingmagazine.com>



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# Senior Services

OF ALEXANDRIA



Please join **Senior Services of Alexandria** for our 8<sup>th</sup> annual Oktoberfest Tour and Tasting at Port City Brewing Company.

Tuesday, October 15, 2019  
6:00-9:00 pm

**Port City Brewing Company**  
**3950 Wheeler Avenue**  
**Alexandria, VA 22304**

Tickets can be purchased at Eventbrite by clicking [here](#). Tickets are \$50 each. Donations above the ticket price are gratefully accepted. Checks can be mailed to Senior Services of Alexandria, 206 N. Washington St., Suite 301 Alexandria, VA 22314. For more information, please call 703-836-4414, ext. 110.

*Thank you so much for your interest! This annual event supports Meals on Wheels, Groceries to Go, and the Friendly Visitor Program.*



AARP is teaming up with the Beacon Newspapers for their 20<sup>th</sup> annual 50+ Expos. These **FREE** events feature dozens of informative exhibitors and resources, health screenings, cancer screening, flu shots, entertainment and giveaways. Exhibitors will include government agencies, nonprofits, housing options, remodelers, financial planning & attorneys, home care & health services, fitness, and more. At this location **ONLY**, AARP VA will provide a shred truck from noon until 4pm. This is **FREE**; please no plastics or electronics.

**SUNDAY, SEPTEMBER 22, noon to 4pm. Springfield Town Center, Entry 2 by Maggiano's, 6500 Springfield Mall, Springfield 22150.**

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## IMPORTANT DATES IN SEPTEMBER

- ◆ **Knolls Knitters** **Second Sunday of the month, 10 AM**
- ◆ **Meet the Candidates** **Tue, 9/17**
- ◆ **2020 Budget Review** **Tue, 9/17, following candidate introductions**
- ◆ **Board Meeting / Annual Meeting** **Tue, 9/24**
- ◆ **Happy Hour Club** **Every Thursday, 6:30-8:30 PM in the Bar Area**

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](mailto:sharon@akwcondo.com).

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## IMPORTANT PHONE NUMBERS

<b>Guard Mobile</b>	<b>571-565-5591</b>
AKW Office	703-751-7541
Email: <a href="mailto:office@akwcondo.com">office@akwcondo.com</a>	
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	<a href="mailto:quade@akwcondo.com">quade@akwcondo.com</a>
Becky Martin, Vice President	<a href="mailto:becky@akwcondo.com">becky@akwcondo.com</a>
Pat Quinn, Secretary	<a href="mailto:pat@akwcondo.com">pat@akwcondo.com</a>
Sharon Grant, Treasurer	<a href="mailto:sharon@akwcondo.com">sharon@akwcondo.com</a>
Kay Wilmoth	<a href="mailto:kay@akwcondo.com">kay@akwcondo.com</a>
Bill Munson	<a href="mailto:bill@akwcondo.com">bill@akwcondo.com</a>
Valmy Awasom	<a href="mailto:valmy@akwcondo.com">valmy@akwcondo.com</a>