



The Glen Echo

Newsletter of Fairlington Glen

September 2011

COMMUNITY FORUM AND CALL FOR CANDIDATES

Please join us at the pool on **Wednesday, September 7, at 7:30 pm** to discuss the proposed 2012 budget or any other matters that strike your fancy. The 2012 proposed budget is attached to this newsletter below and is also posted on our website at www.fairlington.org/glenindex.htm. This is the time to get your questions answered! The Board will be together in your own back yard. Soft drinks will be available. **Adults only please, as the pool itself will be closed.**

This may also be an opportunity to hear from and talk with individuals considering running for the Board of Directors this fall. There will be two openings on the Board—3-year terms succeeding Kathy Clatanoff and Margaret Windus. There are no specific prerequisites for the job, though it may help to have some familiarity with Glen fiscal and policy matters. It also helps to have an open mind, a penchant for conflict resolution, and a willingness to take responsibility for decisions. Talk to a current Board member if you'd like to know more about what is involved. We can be reached at:

Kathy Clatanoff, President	703-587-7194	kclatanoff@hotmail.com
Ray Alexander, Vice President	571-257-8832	rayalexanderjr@comcast.net
Margaret Windus, Treasurer	703-379-1718	bowindus@verizon.net
Jonathan Rolbin, Secretary	202-579-6084	jrolbin@gmail.com
Amanda Deringer, At Large	703-671-9626	aderinger@dgs.org

If you are interested in contributing to your community as a Board member, please complete a one-

*Check Ongoing Master
Calendar of Glen Events*

Do you have something that you would like to put in the *Glen Echo*? If so, please e-mail Maynard Dixon at MaynardDixon@verizon.net.

The *Glen Echo* is published online on the Glen's web site, at <http://www.fairlington.org/glennewsletters.htm>

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page description of yourself, your views on the Glen, and the contributions you might make. Send that description by September 30 to Margaret Windus at bowindus@verizon.net or drop it off at 3525B S. Stafford St. in Court 1. Candidate profiles will be included with the formal budget sent for approval in early October.

In any event, please join us at the pool on September 7 to hear about your budget and your community!

PROTECTING OUR LAWNS AND TREES

Some rules seem so obvious that we don't state them formally. It turns out that at least one of those rules needs to be stated formally and explicitly. **Co-owners and residents may NOT allow their contractors or themselves to drive vehicles of any kind (e.g. truck, bobcat) on any common area except the parking lots and the driveways.** This is destructive to our lawns and compacts soil around trees. Rather, contractors and residents should use wheelbarrows, hand trucks, or other non-motorized means to convey materials to homes and patios in small batches.

Only the Board, on behalf of the entire community, has the authority to allow motorized vehicles on common landscaped ground. In such cases (such as laying asphalt on the tennis courts, transporting gravel to the Tot Lot, or relining/replacing a sewer line), the Board has considered the tradeoffs involved and how repairs will be made to damaged landscape.

So, please protect our property values by remembering that you may not drive vehicles, or allow them to be driven, on landscaped areas; and please tell others of this policy if you see them doing so.

Glen Annual Meeting Scheduled

The annual meeting for Fairlington Glen has been set for Wednesday, **November 9, 2011**, 7:30 PM, at the Fairlington Community Center, 3308 S. Stafford Street. Important documents pertaining to this meeting are attached to this newsletter below: the meeting agenda; the proposed monthly assessment schedule; the proposed budget for 2012; and a review of replacement reserves prepared by the Board for the annual meeting. The average increase in proposed assessments would be 2.7%, or about \$9.50 per month for an inside Clarendon.

**FAIRLINGTON GLEN COUNCIL OF CO-OWNERS
ANNUAL MEETING
Fairlington Community Center—3308 S. Stafford St.
November 9, 2011, 7:30 pm**

AGENDA

1. Call to Order and Introduction of the Board
2. Appointment of Parliamentarian
3. Proof of Notice of Meeting
4. Selection of Inspectors of the Election
5. President’s Report—Kathy Clatanoff
6. 2012 Budget—Margaret Windus
7. Presentation of Board Candidates—Kathy Clatanoff
8. Vote on 2012 Budget, Candidates, and 2010 Annual Meeting Minutes
9. Committee Reports (during vote counting)
10. Old Business
11. New Business
12. Adjournment

PROPOSED MONTHLY ASSESSMENTS

Unit Type	<u>% Ownership</u>	<u>2011</u>	<u>2012¹</u>	
Arlington	.00379	\$429.51	\$441	
Barcroft (I)	.00243	\$275.38	\$283	
Barcroft (E)	.00250	\$283.31	\$291	
Braddock (I)	.00195	\$220.99	\$227	
Braddock (E)	.00202	\$228.92	\$235	
Clarendon (I)	.00297	\$336.58	\$346	
Clarendon (E)	.00304	\$344.51	\$354	
Dominion	.00351	\$397.77	\$409	
Edgewood (I)	.00263	\$298.05	\$306	
Edgewood (E)	.00270	\$305.98	\$314	I = Inside E= End

¹At its December 2010 meeting, with the support of management and auditor, the Board agreed to round monthly assessments beginning in 2012 to the nearest whole dollar. Monthly assessments in each year will be computed based on ownership percentages in the Master Deed and then rounded.

Fairlington Glen Proposed 2012 Budget

August 8, 2011

	2010 Budget	2010 Actual	2011 Budget	2012 Budget
ASSESSMENT INCOME				
Condominium Fees	1,321,820	1,320,855	1,359,911	1,397,160
OTHER INCOME				
Interest	5,000	7,956	6,000	10,000
Bad Debt Recovery	0	6,101	0	0
Other	2,000	2,892	3,000	2,000
Total	7,000	16,949	9,000	12,000
TOTAL INCOME	1,328,820	1,337,804	1,368,911	1,409,160
ADMINISTRATIVE EXPENSES				
Admin	9,600	7,358	10,500	10,500
Auditor	5,450	5,700	5,750	6,050
Legal	10,000	4,767	10,000	8,000
Management Fee	69,273	69,658	71,698	73,849
Professional Fees	12,000	48,306	13,000	15,000
Insurance	62,164	61,489	62,647	65,780
Telephone	3,000	3,229	3,000	3,300
Income Taxes	1,000	201	2,000	1,000
Uncollectible Charge/Bad Debt	5,000	0	5,000	5,000
Total	177,487	200,708	183,595	188,479
PAYROLL				
Federal Payroll Taxes	6,000	5,635	6,000	6,000
Unemployment Taxes	800	153	300	300
Group Health Insurance	14,800	13,425	15,984	16,244
Maintenance Payroll	79,323	75,121	77,295	81,250
Personnel Administration	5,508	4,584	5,679	5,890
Total	106,431	98,918	105,258	109,684
UTILITIES				
Electricity	13,440	9,897	12,000	11,500
Water/Sewer	210,000	182,284	210,000	205,000
Total	223,440	192,181	222,000	216,500
POOL COMPLEX				
Pool Contract	38,416	36,173	38,416	39,744
Repairs and Maint.	6,000	2,351	6,000	5,000
Pool Furniture	2,500	1,265	2,500	2,500
Pool Parties and Equip.	1,550	0	1,050	1,050
Total	48,466	39,789	47,966	48,294

1

Fairlington Glen Proposed 2012 Budget

August 8, 2011

	2010 Budget	2010 Actual	2011 Budget	2012 Budget
LANDSCAPING				
Grounds Maint. Contract	73,562	67,882	69,918	70,203
Landscaping Non-Contract	34,523	31,985	41,000	41,000
Total	108,085	99,867	110,918	111,203
REPAIRS & MAINTENANCE				
Painting and Related	61,100	63,206	73,700	70,000
Miscellaneous R & M	18,000	14,342	18,000	18,000
Roof, Porch, & Gutter Repair	10,000	0	10,000	10,000
Vehicle Expenses	1,500	1,270	1,000	1,500
Recreation Area Maintenance	2,000	0	2,000	2,000
Damage Claims	5,170	14,964	5,000	5,000
Miscellaneous Supplies	6,000	7,789	6,000	6,000
Total	103,770	101,571	115,700	112,500
CONTRACTS				
Exterminator	3,000	3,090	3,000	3,000
Uniforms	500	495	500	500
Snow Removal	6,000	24,858	8,000	8,000
Trash Removal	66,641	64,903	67,974	66,000
Total	76,141	93,346	79,474	77,500
TOTAL EXPENSES (except Reserves)				
	843,820	826,380	864,911	864,160
RESERVE CONTRIBUTIONS				
Replacement Reserve	480,000	480,000	493,000	530,000
Replacement Reserve Interest	5,000	7,956	6,000	10,000
Contingency Reserve	0	0	5,000	5,000
Total	485,000	487,956	504,000	545,000
TOTAL EXPENSES (incl Reserves)				
	1,328,820	1,314,336	1,368,911	1,409,160
SURPLUS<DEFICIT>				
	0	23,468	0	0

Review of Replacement Reserves for Fairlington Glen Prepared for the November 9, 2011 Annual Meeting

A primary responsibility of a board of directors is to maintain, protect, and enhance the capital assets of the association. As physical assets age and deteriorate, it is important to accumulate financial assets, keeping the physical and financial assets of the association in balance. A reserve study is the document that helps do this. The basic objective is to provide a plan to collect funds at a stable contribution rate to offset the predicted irregular reserve expenses.

Reserve expenses for Fairlington Glen are projected in some detail in the Glen's reserve study completed in 2008, which is available on our Yahoo site or from Margaret Windus, Treasurer (bowindus@verizon.net) or Bill Worsley, lead author (wdworsley@aol.com). As new information becomes available, we review and update individual line items in the projections.

This review determines whether we initiate, modify, or defer a project. During each year, the Glen Board of Directors regularly reviews reserve expenditure priorities, balancing and adjusting them. Our objective is to tackle the most important needs first, within a planning timeline that takes advantage of economies of scale but avoids special assessments.

More than \$2 million in capital improvements have been made over the 2006-2011 period, as shown on the table below:

RESERVE EXPENDITURES 2006 – 2011

Category	2006 Actual	2007 Actual	2008 Actual	2009 Actual	2010 Actual	2011 Estimate
Roofs	196,713	201,300	8,680	47,790	203,780	242,200
Pool Complex	2,993		114,504	306,941	6,096	
Other Recreation	12,620	4,675				138,025
Sanitary Sewers		114,205	143,454	182,424		
Storm Sewers/Drainage	15,665	38,940	16,430		24,000	25,000
Parking Lots/Sidewalks	38,314	5,734		38,315		52,506
Fences			2,600	4,350	4,024	20,750
Brick Exteriors	39,082					
Other						
B-Unit Common Area	50,220					12,292
		31,130				
TOTAL	355,607	395,984	285,668	579,820	237,900	490,773
Reserve Contribution	317,667	360,000	410,000	460,000	480,000	493,000

When Fairlington Glen became a condominium in 1975, our individual units had been substantially renovated. In the common areas, however, many of our physical assets were already significantly aged. This included our two biggest assets — roofs and sewers (sanitary and storm) — which together make up two--□ thirds of our shared physical assets. They were installed during World War II when Fairlington was built, and thus were over 30 years old in 1975.

This aged infrastructure, together with the fact that developers tend to lowball reserve needs in order to keep initial fees low, meant that we were not able over the years to set aside enough funds to keep up with on-going depreciation and also cover long-past accumulated depreciation.

We have gradually begun to rectify that situation and believe we are now on a sustainable path to financial security. We are contributing over \$500,000 a year to replacement reserves, about 38% of our total budget. This is an appropriate level for an association our age. Over the past five years the Glen has increased its attention to capital upgrades of roofs and sewers from the 1940's and to recreation facilities, which were built in the 1970's. A new maintenance facility was added as part of the 2008-2009 pool complex renovation, something not provided by the developer.

In 2011 alone, we are completing the replacement of four slate roofs partially done in earlier years, renovating the tennis and basketball courts, sealing and striping all parking lots, replacing "B" building mail-boxes with larger boxes, and completing a number of drainage projects.

Although it has not been possible to build our savings substantially in recent years because of renovation requirements, we believe it will be feasible to do so going forward. We plan to build up replacement reserves by spending, in most years, significantly less than reserve contributions. The 2008 study and its annual updates provide the rationale for this objective, which would gradually increase our "full-funding ratio" (savings we have set aside against the "used up" or depreciated portion of our capital assets) to a minimum of 30%.

Projections show it may be possible to do this by the end of the decade, even while completing replacement of Bangor slate roofs — the least good kind and, together with already replaced asbestos cement roofs, initially comprising two-thirds of our roofing area. From that point on, reserves are projected to accumulate nicely, even while condo fee growth rates are kept in the 2% to 3% range.

If you have questions about our replacement reserves or would like to see detailed tables and studies, please call Margaret Windus (703-379-1718, bowindus@verizon.net) or Bill Worsley (703-575-8795, wdworsley@aol.com).

GOOD NEWS ON 2010 AUDIT

We are pleased to report that Fairlington Glen's final audit for 2010 shows a surplus of \$23,468 rather than the deficit of \$13,198 we published in the May Glen Echo. This resulted from additional insurance receipts from the 2010 winter storms. Our contingency reserves, combined with budget surpluses over the last four years, came to more than the 10 to 20 percent of assessments that our auditors recommend for such reserves. As a result, the Board at its August 9 meeting transferred \$80,000 to replacement reserves, strengthening those reserves. The revised 2010 financial results appear in the Table on pages 4-5, above.

Fairlington Glen Contact List (Rev. August 2011)

BOARD OF DIRECTORS: Meets second Tuesday of the month

President	Kathy Clatanoff	4172 S 36th	703-578-4959	kclatanoff@hotmail.com
Vice President	Ray Alexander	4320 S 35th	804-678-8936	rayalexanderjr@comcast.net
Treasurer	Margaret Windus	3525B S Stafford	703-379-1718	bowindus@verizon.net
Secretary	Jonathan Rolbin		202-579-6084	jrolbin@gmail.com
At Large	Amanda Deringer	3535 S Utah	703-671-9626	aderinger@gds.org

COURT REPRESENTATIVES GROUP (CRG): Meets as called

Chairperson	Carol Goodloe	4343 S 36th	703-379-7260	cagoodloe@comcast.net
Secretary	Sandy Heaton	4138 S 36th	703-820-2058	sandyheaton@comcast.net
1 (27 units)				
2 (26)	David Atwood	3541 S Stafford	703-933-0184	david_atwood@hotmail.com
3 (27)	Hal Vorhies	3563 S Stafford	703-820-2505	halvorhies@earthlink.net
4 (23)				
5 (17)				
6 (24)	Vicky Mason	4132 S 36th	703-671-6640	vamason@earthlink.net
7 (16)	John Phillips		703-931-2678	
8 (16)	John Phillips		703-931-2678	
9 (22)	Ed McGonagle	3523 S Utah	703-578-3056	edfmcgo@gmail.com
10 (25)	Carol Goodloe	4343 S 36th	703-379-7260	cagoodloe@comcast.net
11 (22)	Bill McShea	3592 S Stafford	703-820-4529	bunandbill@comcast.net
12 (22)	Robert Wilson	3576 S Stafford	703-578-4972	tunaan@verizon.net
13 (23)	Charles Robbins	3534 S Stafford	703-998-6815	charles_robbins@hotmail.com
14 (14)	Ellen McDermott	4206 S 35 th	703-575-7864	ellenmcdermott@yahoo.com
15 (36)	Alison Trimble	4280 S 35 th	703-931-7096	alison@comcast.net
16 (12)	Maynard Dixon	4316 S 35th	703-379-9786	maynarddixon@verizon.net

Other Coordinators and Committee Chairs:

Basketball	Patrick Murray	4144 S 36th	703-931-7178	pgmurray@att.net
Finance	Margaret Windus	3525B S Stafford	703-379-1718	bowindus@verizon.net
Glen Echo	Maynard Dixon	4316 S 35 th	703-379-9786	maynarddixon@verizon.net
Handbook	Jocelyne Corderot	3525A S Stafford	703-933-0956	jocorderot@yahoo.com
Landscape	Amanda Deringer	3535 S Utah	703-671-9626	aderinger@gds.org
Maintenance	Robert Wilson	3576 S Stafford	703-578-4972	tunaan@verizon.net
Pool	Paula Mathews		703-379-5132	bethanypaula@aol.com
Security	Dean Montanye	4312 S 35th	703-379-6801	combatdean@gmail.com
Tennis	Will Smith	3525 S Utah	703-578-1076	willregina@verizon.net
Variance	Greg Lukmire	4234 S 35th	703-578-4844	glukmire@verizon.net
Yahoo	Alison Trimble	4280 S 35 th	703-931-7096	alison@comcast.net

María Castro and Nelson Ordoñez **Staff** 703-820-9567 fairlingtonglen3m@verizon.net

Terry McGuire, Cardinal Management Agent 703-565-5012 t.mcguire@cardinalmanagementgroup.com

EMERGENCY NUMBER (after business hours and on weekends and holidays) **866-370-2989**

September 2011

Sun	Mon	Tue	Wed	Thu	Fri	Sat
				1 Pool open 10:00 AM -9:00 PM	2 Pool open 10:00 AM -9:00 PM	3 Pool open 10:00 AM -9:00 PM
4 Pool open 10:00 AM -9:00 PM	5 Pool open 10:00 AM -8:00 PM	6 Pool closed	7 Pool closed Community Fo- rum 730 PM at Pool	8 Pool closed	9 Pool open 3:00 - 9:00 PM	10 Pool open 10:00 AM -9:00 PM
11 Pool open 10:00 AM -8:00 PM	12	13 Glen Board 7:00 PM FCC	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	

October 2011

Sun	Mon	Tue	Wed	Thu	Fri	Sat
						1
2	3	4	5	6	7	8
9	10	11 Glen Board 7:00 PM FCC	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

November 2011

Sun	Mon	Tue	Wed	Thu	Fri	Sat
		1	2	3	4	5
6	7	8 Glen Board 7:00 PM FCC	9 Annual Meeting	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

December 2011

Sun	Mon	Tue	Wed	Thu	Fri	Sat
				1	2	3
4	5	6	7	8	9	10
11	12	13 Glen Board 7:00 PM FCC	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31