



The Glen Echo

Newsletter of Fairlington Glen

November 2021

Time to Get Out the Vote

November is here, and in case you haven't already voted then the time is NOW! There are two elections that provide Fairlington Glen residents many reasons to vote, so be sure to cast your ballot in both elections.

First, Tuesday, November 2 is our nationwide Election Day, and this one has big implications for Arlington County and the Commonwealth of Virginia. This year, items on the ballot will be Governor, Lieutenant Governor, Attorney General, House of Delegates (45th District), Arlington County Board (one seat), Arlington County School Board (one seat), and four bond referendums. For those still planning to vote in-person on November 2, the polls in Virginia will be open that day from 6:00am to 7:00pm. Registered Glen residents will go to the Fairlington Community Center, at 3308 S. Stafford Street, to cast their ballots. Please remember to bring your ID when you come to vote. You'll find more information about this election on page 8 of this newsletter.

Secondly, please do not forget that Thursday, November 4 at 7:00pm is the Glen's Annual Meeting. Once again this year, the Annual Meeting will be held virtually via Zoom due to the COVID-19 pandemic. All Glen co-owners will vote to approve a budget for Fiscal Year 2022, to elect two directors to the Board, and to approve the minutes from the 2020 Annual Meeting. Due to the nature of this year's meeting (via Zoom), voting will have ended before residents log-in for the meeting. Please be aware of the voting deadlines. You'll find more information on pages 3 and 4 of this newsletter.

A quorum consisting of more than 25% of ownership interests is necessary to conduct business at the Annual Meeting. Therefore, all co-owners are strongly urged to participate by electronic voting, to appoint proxy holders to represent their interests at the meeting, and to attend live via Zoom.

The Annual Meeting is a great opportunity for residents to come see who have volunteered to serve on our Board. These folks make all of the important decisions regarding the business of our community, and you should know those who represent your interests.

Jay Yianilos / Editor

The *Glen Echo* is published monthly. Our editor is always looking for ideas or input. Please email him at jasonyianilos@yahoo.com.

The *Glen Echo* is published online each month on the Glen website, at <https://www.fairlingtonglen.com>. To be notified by email when the latest edition is published, with a link to the newsletter, sign up for Glen Alerts via the Glen's website. Your email address will only be used for official Glen business.

Latest News From the Board

The Fairlington Glen Board of Directors held their monthly meeting on Tuesday, October 12, 2021, online via Zoom. Here are some of the highlights.

APPROVED

Moved to approve the accounting resolution and explanation below: *Management is instructed – (a) reallocate \$107,820.44 from Account 20410 Members Equity to Account 25620 Reserve Contingency; and (b) on the asset side of our accounts, to transfer the same amount from our operating fund bank account to our contingency bank account. Explanation: Each year, we do an inter-equity accounts transfer to ensure that we have adequate funds in our operating bank account but not more than needed. The \$107,820.44 is our overall budget surplus for 2020. When we have a loss, we move funds in the opposite direction.*

Moved to approve the use of the Cardinal Management information and document system (FrontSteps) and a one-time payment of \$500.00 for the use of the system and no additional fees if used by the Onsite Manager. This will enable the Glen to create a confidential members-only section of our website.

Moved to renew the landscape contract with Professional Grounds, Inc. for 2022.

NOTES

The Federal Housing Administration (FHA) has renewed the Glen's FHA certification.

Renewal of the group health insurance for the onsite staff is approaching, and we anticipate a lower annual cost because their dependents are aging out of the policy.

NEXT MEETING

The next monthly Board meeting is scheduled on Tuesday, November 9, 2021, at 6:30pm. The Fairlington Community Center has reopened, but due to COVID-19 concerns, the meeting will be held virtually via Zoom. Details to access the meeting will be announced as we get closer to the date.

THANKSGIVING SCHEDULE CHANGES

Please note the following upcoming holiday schedule changes:

On Thursday, November 25 & Friday, November 26 Cardinal Management will be closed and Ben, Nelson & Maria will be off.

There will be no garbage pick up on Thanksgiving (Thursday, November 25). Trash service will resume as scheduled on Friday, November 26.



Annual Meeting is November 4 - Vote Now!



Once again this year, due to the pandemic Fairlington Glen's Annual Meeting will be held online via Zoom on Thursday, November 4, 2021, at 7:00pm. Registration will begin at 6:30pm. All co-owners are encouraged to vote on or before the November 3 deadline to approve a budget for Fiscal Year 2022, to elect two directors to the Board, and to approve the minutes from the 2020 Annual Meeting.

A quorum consisting of more than 25% of ownership interests is necessary to conduct business at the Annual Meeting. Therefore, all co-owners are strongly urged to vote either by proxy or by electronic voting.

The Annual Meeting Packet was mailed to every co-owner, and it contains voting information and documents pertinent to the meeting. **Do not ignore or discard this information as your vote is important to the community.**

The agenda and proposed monthly assessment schedule are posted on page 4 of this newsletter.

Log-in to the Glen's Annual Meeting

The Glen's 2021 Annual Meeting will be held on Thursday, November 4, 2021, at 7:00 pm. We will be holding our Annual Meeting online, using Zoom. Instructions on how to log-in to this meeting were provided in a meeting package that was mailed to all co-owners last month.

Because the meeting will be held online, voting will be different than it was in the past, when we voted in-person, or turned-in proxies, at our meetings in the Fairlington Community Center. As we did last year when we voted online, we will have to vote *before* the day of the online Annual Meeting. Here is how it will work:



1. we will first vote online or by proxy by the required deadlines. You may vote electronically until the evening of Wednesday, November 3, 2021. If you wish to vote by proxy, you must drop off your proxy at the Glen's maintenance office 24 hours prior to the meeting; and
2. then, on November 4, 2021, we may log-in to the Annual Meeting on Zoom as early as 6:30pm to register for the meeting, which will begin promptly at 7:00pm, to hear the results of the voting and to dialog with each other.

More detailed instructions on how to vote and voting deadlines are included in the Annual Meeting package that was mailed to all co-owners in October.

Fairlington Glen Council of Co-Owners

ANNUAL MEETING

Online Via Zoom
Thursday, November 4, 2021

Registration Begins @6:30pm / Meeting Begins @7:00pm

AGENDA

1. Call to order by the pre-meeting Glen President Charlie Robbins
2. Introduction to the pre-meeting Board members
3. Appointment of Parliamentarian
4. Announcement of: (a) who verified quorum and results, (b) where the evidence of quorum and votes may be inspected, and (c) for how long
5. Proof of notice of meeting and quorum
6. President's report - Charlie Robbins
7. Treasurer summarizes and answers questions about 2022 budget - Maynard Dixon
8. Committee reports
9. Voting results announced for 2022 budget, Board candidates, and 2020 Annual Meeting minutes
10. Introduction to new Board members
11. Question and answer period
12. Adjournment

PROPOSED 2022 MONTHLY ASSESSMENT SCHEDULE

(I = inside / E = end)

Unit Type	% Ownership	2021	2022
Arlington	.00379	\$554	\$562
Barcroft (I)	.00243	\$355	\$361
Barcroft (E)	.00250	\$365	\$371
Braddock (I)	.00195	\$285	\$289
Braddock (E)	.00202	\$295	\$300
Clarendon (I)	.00297	\$434	\$441
Clarendon (E)	.00304	\$444	\$451
Dominion	.00351	\$513	\$521
Edgewood (I)	.00263	\$384	\$390
Edgewood (E)	.00270	\$395	\$401

Need for Adequate Reserves Just Got Bigger

When expensive assets reach the end of their useful lives without adequate reserve funds to replace them, the result will be special assessments or huge dues increases to finance borrowing.

The purpose of a reserve study is to provide the asset depreciation and replacement cost information needed to determine an adequate level of reserve funds.

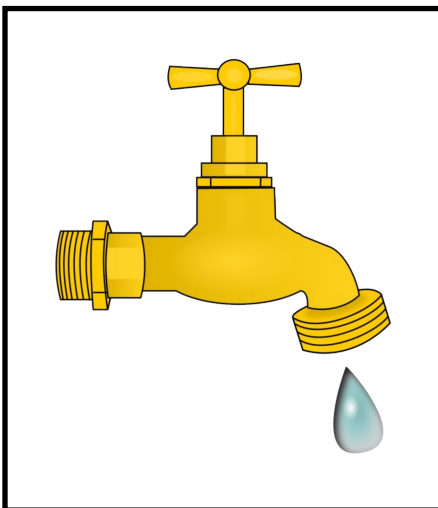
The Glen has a comprehensive and theoretically sound reserve study (posted to our website), but we sometimes discover assets that need to be added to it. For example, in our 2018 study, we added common-area water supply pipes after an unexpected break in one of them.



A few months ago, a leak in the power lines serving two upper B-Building units revealed another asset class that needs to be added to our study - the lengthy, buried power lines in Courts 1-4 running between: (a) the outside meters serving the units in those courts (not attached to the buildings); and (b) their junctions with the lines in the buildings where the units served by the outside meters are located. The cost of replacing those two lines was $\$13,653.78 = \$4,565.00$ [diagnosis and temporary hook-up to restore power] + $\$2,200.00$ [relocation of AC units to allow remainder of work to be done] + $\$6,888.78$ [completion of replacement of lines]. Because these buried lines were installed in the early 1970's, this incident will be just the beginning. We may be able to economize on this work in the future by creative bidding in advance of this type of work, but electrical work has never been inexpensive.

The Glen has been attempting to build up its reserves so that its latter-day residents will not get stuck with huge and unexpected replacement costs. The process began around 2006 under the leadership of former Treasurer Margaret Windus. This correction has been putting upward pressure on dues levels, but the effort will be less burdensome than attempting to finance our replacement needs by assessments or borrowing.

It's Time to Winterize Outside Water Faucets



When water freezes and thaws in an outdoor faucet, it can burst pipes and cause thousands of dollars of water damage.

During the winter, residents should shut off water to outside faucets (front & rear), remove hoses, and open outside spigots. Hoses should be brought inside for the winter months.

In all but the B Building units, the front water spigot turnoff is typically located above the water heater and the back water spigot turnoff is under the kitchen sink. In B Buildings, the lower unit apartments' front and back water spigot turnoffs are in the laundry room above the water heater.

Please take the time now to find and label your water spigot turnoffs so you'll always be prepared.

Why a Monthly Fee Increase?



It isn't news that most homeowners want to hear: that assessments may be increased. But the reality is that a fee increase is the best way to keep the association in good financial health - and, sometimes, increases are unavoidable.

Here are some of the reactions that homeowners typically have when they hear that their monthly fees are about to increase, followed by the related rationales for an increase.

1. "I can't afford the increase." When you live in a condo association like Fairlington Glen, you are obligated to share the costs, as described in the governing documents to which you agreed in escrow. Keep in mind that if the association does not maintain its property/physical plant, then real estate values can decline.
2. "I probably won't be living here in 15 years when my roof needs to be replaced or my parking lot needs to be milled and paved. Why should I have to pay now?" Senior citizens, as well as young people living in condos they consider to be starter homes, often pose this question. The problem with the "short-timer" logic is that these people are themselves benefiting from the use of the parking lots, the roofs, the pool, and all other common assets paid for by members who lived there before. Members should pay for the incremental use of these items each year they live there.
3. "Why don't we just have a special assessment for a specific project?" It can be difficult to collect money when you suddenly have a large expense. It's better to collect it gradually so the funds are there when you need them. Also, a special assessment unfairly penalizes co-owners who happen to live in the association at that time. It is worth noting that there has never been a special assessment in the 46-year history of Fairlington Glen!

Farmers Market Season Ending Soon

The Fairlington Farmers Market will soon close for the winter. The last day of their seventh season will be Sunday, November 21. That gives you just a few more Sundays to shop the market for fresh produce, grass-fed meats, eggs, coffee, pastries & baked goods, hot breakfast sandwiches, flowers, and other prepared foods - including vegan and vegetarian choices.

Remember the market's hours are 9:00am to 1:00pm (rain or shine) at the Fairlington Community Center, 3308 S. Stafford Street. Parking is limited, so Glen residents are encouraged to walk to the market.



The Farmers Market thanks its many sponsors, volunteers, vendors, and of course the shoppers for another successful season. Planning for next year's market has already begun. For more information about the market, please visit www.fairlingtonfarmersmarket.org. The market will re-open for an eighth season in the spring.

Daylight Saving Time Set to End

Now that fall is here, chances are that you've noticed that the days are getting shorter. In fact, we will continue to lose a bit of daylight each day thru December 21.

Daylight Saving Time, which began on the second Sunday in March, ends on the first Sunday in November. This year the date is Sunday, November 7. You are reminded to set your clocks back one hour at 2:00am, which gives you an extra hour of sleep.

As we get ready to return to standard time, this is also a great time to check/replace the batteries in your smoke detectors.



Pickleball Court Open for Play



The Wiedemann brothers enjoying the Glen's pickleball court.

Did you know that Fairlington Glen has a pickleball court?

What is pickleball? Pickleball is a sport that combines tennis, badminton, and table tennis. It is played with a wooden paddle, a plastic ball that has holes in it, and a 20 by 44 court. The court is located through the alley (between Glen Courts 6 & 7) on the King Street border and is freshly repainted with a new full size net.

Basic Pickleball Rules:

1. The ball must stay in bounds.
2. There should be one bounce per side.
3. Serving must be done at the baseline.
4. The serve can't land in the no-volley zone (commonly known as "the kitchen").
5. The game ends at 11, 15, or 21 points.

To learn more tap the URL below or search: pickleball rules and click How To Play Pickleball | A Basic Overview.

<https://www.pickleball.com/rules-how-to-play-pickleballs/106.htm>

I play pickleball with my brothers, parents, and my 2 friends and it is really fun. See you there!

(Editor's note: thanks to 10-year-old Emmett Wiedemann for contributing this article!)



Important 2021 Election Day Information



Election Day is Tuesday, November 2, 2021. Polls will be open from 6:00am to 7:00pm in Virginia. Registered voters in the Glen are in precinct 012, so the polling place is the Fairlington Community Center, 3308 S. Stafford Street.

There may be lines when you check in, especially early in the morning and late in the afternoon. Please be patient and give yourself plenty of extra time. In fact, you may want to look at a sample ballot ahead of time. Go to <https://vote.arlingtonva.us/Elections>.

This year, items on the ballot will be Governor, Lieutenant Governor, Attorney General, House of Delegates (45th District), Arlington County Board (one seat), Arlington County School Board (one seat), and four bond referendums. The ballot will be two-sided. Please allow yourself time to read through all of the items, or better yet look at a sample ballot ahead of time so you know what to expect.

Remember that in Arlington County we vote a paper ballot. Once you mark your ballot, you'll feed it into a scanner that will tabulate your vote and take a picture of both sides of your ballot. So there's both an electronic copy and a paper copy to be used as a back up.

Please remember to bring your acceptable ID to vote. While photo ID's are no longer required, voters must still bring identification to the polls. Acceptable forms of ID include:

- Voter confirmation documents you received after you registered to vote
- Virginia DMV-issued Driver's License or Identification Card
- Valid United States Passport
- Any ID card issued by the U.S., Virginia, or a local Virginia government
- Valid student ID issued by a public or private school of higher education located in the U.S.
- Valid student ID issued by a public school or private high school in Virginia
- Employer-issued photo ID card
- Any current utility bill, bank statement, government check, paycheck, or other government document with your name and address
- An ID Confirmation Statement

Any registered voter who does not possess one of the above mentioned forms of ID may sign an ID Confirmation Statement. A voter who does not bring an acceptable ID to the polls or does not sign an ID Confirmation Statement will be offered a provisional ballot.



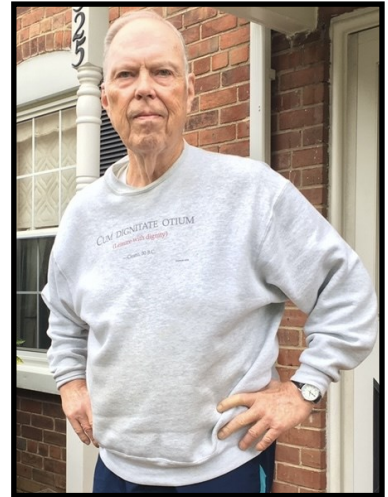
Long-time Glen Volunteer Retires

After 46 years of service, the Glen's first and only Tennis Chair Will Smith has announced his retirement. Please join us all in congratulating and thanking Will for his incredible run of service to the Glen. Thank you, Will!

During his tenure, he oversaw several revamps of our tennis court surfaces - the most recent one happening earlier this year.

Will is an avid and skilled tennis player, and when the Glen began as a condo association there was a great need for someone to oversee the courts. Demand for an open court was huge back in the day. Will gave countless hours of service to the Glen and made for a more enjoyable experience for all of our tennis players.

The Board has appointed Carol Goodloe and Sandy Thurston, both frequent tennis players, to serve as the new co-chairs.



Congrats to Will Smith on his retirement (photo from 2016).

Post-Halloween Pumpkin Drop-off



Give your Jack-o'-lantern new life after Halloween by dropping it off for composting on Saturday, November 6 at the Trades Center, 4300 29th Street S. in Arlington, between 8:00am and 4:30pm.

The Arlington County Solid Waste Bureau will use the organic results in parks and other landscaping endeavors.

Please remove decorations, candles, paint, and other inorganic materials prior to drop-off. Pumpkin composting drop-off is for Arlington residents only. No commercial establishments are allowed to participate.

The drop-off is part of the free monthly services, including free paper shredding, at the Earth Products Recycling Yard in Shirlington.

Halloween Décor in Fairlington



Photos by Mary Bley

Fertilizer Application Causes Confusion



As some of you may be aware, on Monday, October 18, 2021, our landscape contractor's sub-contractor used some of the wrong signs in our grass after they applied fertilizer.

The small yellow signs (as seen to the left) read "Pesticide Application." As we know, the Glen does not approve of the use of pesticides.

Please know that our landscapers were contacted by the Glen's Onsite Manager, and they assured us that only fertilizer was applied and NOT pesticide. This was a case of their sub-contractors simply putting down the wrong signs. The signs have since been removed.

Important Notes Regarding Trash

We work with a terrific contractor, Capitol Services of Virginia, and their crews come six days a week (Monday-Saturday) to pick up our bagged household garbage, once a week to collect recycling, and once a month for bulk trash pick up. It's a costly part of our operating budget, but trash collection of this magnitude is much-needed in Fairlington.

Please remember, in Fairlington Glen garbage is NOT allowed to be placed out the night before or the day before pick up. This includes boxes and bagged patio debris. Putting trash out the night before encourages rodents and other animals, plus it just makes our community look bad. Neighboring villages may have different rules regarding trash, but please abide by the Glen's rule, which is no trash of any kind out the day/night before pick up. Long-time residents are encouraged to remind our newest residents of this policy.

Please refrain from putting bagged household garbage into the community trash cans found alongside the Glen's sidewalks. Those canisters are to be used mainly for bagged dog poop disposal.

Many times throughout the year birds and squirrels will feast on our bagged trash in the mornings prior to pick up. They'll punch holes in the bags in search of food and often will leave behind a trail of debris strewn in the grass. To prevent this mess from happening, please consider using two plastic bags OR a brown bag surrounded by a plastic bag. You may also try putting a couple of moth balls in your trash bags to discourage birds and animals OR put a small amount of bleach on a paper towel and place the towel inside your trash bag.

Also, please place cardboard boxes for recycling next to the recycling barrels, not in them, so as to leave plenty of room for aluminum and plastic items. And please be sure to break down/flatten those cardboard boxes.

No Flush / No Drain

With the holiday season upon us, you may have company coming to visit. Or, perhaps you are new to the Glen this year. So it's always good to remind you about our delicate pipes and what not to put down our Glen drains and toilets.

Sanitary sewer lines in the Glen must be treated with care. Only human waste and toilet tissue should be disposed of in toilets. Most garbage should go in the trash, not down the disposal. "Less is more" is a good motto for Fairlington sewers. The following items should NEVER be disposed of in our sewer system:

Adult and baby wipes (even if labeled as flushable)

Disposable diapers

Large wads of toilet paper

Tampons

Condoms

Pet waste or litter

Tissues, napkins, or paper towels

Dental floss

Cigarette butts

Medicines and pills

Celery, onions, potato peels, or corn husks

Pulpy fruits or fruit seeds

Grease

Pasta or rice

Egg shells or shrimp shells

Coffee grounds

Bones

Caulk

Paint

Please be sure your guests, babysitters, and contractors are aware of this important information. And don't be afraid to tell new neighbors about this practice. All of the waste noted above belongs in your daily trash and NOT in our sewer system.

In fact, you may want to print this page and the following page to use for reference. Thank you!

Sewer backups can be expensive and a nightmare.
We must care for our aging sewer system, which
was built in the 1940's.

Help keep condo fees and rents down by
being careful about what you put in your toilets.

Please do not dispose of the following in your toilet:

Disposable Diapers

Adult & Baby Wipes

Sanitary Napkins

Paper Towels

Condoms

Tampons

Tissues

Napkins

Newspaper

Dental Floss

Pet Waste & Litter

Large Wads of
Toilet Paper



Please make babysitters, house sitters and guests aware
of what should not be disposed of in your toilet.

Remember, Only YOU Can Prevent Sewer Backups

SUMMARY OF AUDIT OF CALENDAR YEAR 2020

– Maynard H. Dixon, Glen Treasurer

The final report on the audit of 2020 has been published to our website at <https://www.fairlingtonglen.com/>. This is my summary and comments on that report. If you want to discuss this, please e-mail me at MaynardDixon@verizon.net.

As shown on the bottom line of the large spreadsheet below, we ended 2020 with a large \$107,820 surplus of income over uses of income (including reserve contributions). This enabled us to offset much of the accumulated deficits for recent years, as shown in this table:

2015	(22,345)
2016	(18,577)
2017	(52,917)
2018	(29,575)
2019	(32,227)
2020	107,820
Cumula-	(47,821)

A key measure of the Glen's financial health is its operating results, comparing income with operating expenses. The Glen has always incurred operating surplus. An operating surplus allows us to contribute to reserves. Whether we end-up contributing as much to our reserves as we budget in any given year depends on how accurately we estimate revenues and expenses.

We ended 2020, as we always have, with an operating surplus. Our revenues (\$1,749,855) exceeded our operating expenses (\$967,908) by \$781,947. This explains the large surplus of income over uses of income. Unfortunately, this favorable result was in large part due to atypically small operating expenses that are not likely to be repeated:

1. First, when the Glen settled environmental litigation involving ground water pollution from a dry cleaner business across Quaker Lane, the Glen recovered legal fees incurred in prior years, which were a major contribution to the losses of prior years.
2. Secondly, certain expenses planned for 2020 were delayed for various reasons. Maintenance spending took a hit due to the COVID-19 virus. Landscape spending was reduced due to our inability to constitute an experienced Landscape Committee until mid-year.

Here are the highlights of the audit, with the numbers in the discussion rounded to the nearest dollar:

Revenues

- **Interest**. An important part of our finances is the interest earned on Glen reserves, which is reported in Account 30270. In 2020, the Glen earned \$42,749, in comparison to the \$53,192 earned in 2019 and the \$42,767 earned in 2018. The decrease was entirely due to declining interest because our investable reserves increased and our investment strategy stayed the same. The interest earned on the Glen's reserves has been lagging due to the Federal Reserve Board's policy of keeping interest rates low to stimulate the economy – good for borrowers but bad for savers.

- **Bad Debt Recovery**. In 2020, the Glen recovered \$9,504, in contrast to the \$0 recovered in the prior two years. This was because of our dues enforcement effort against a long delinquent owner.

Operating Expenses

In 2020, our total operating expenses of \$967,908 were: (a) less than our budgeted operating expenses of \$1,071,090; and (b) less than the amounts spent in the prior 3 years 2017-2019. The reason was substantially less than expected spending on landscape expenses, maintenance costs, the Account 51106 Professional Fees for bidding contract administration, and the legal cost of environmental litigation against a nearby shopping center. These decreases substantially offset increases in other areas:

- **Administrative**. In 2020, our accounts sum Total Administrative Expense of \$110,939 was less than our budgeted \$125,271. This was mainly due to Cardinal Management reducing our fee to account for a transfer of onsite management work to Account 51137 Management Onsite that came too late to be worked into the 2020 budget.

- **Professional Fees**. Account 51106 Professional Fees are paid to our engineering consultant, Restoration Engineering, Inc. (REI), for administration of projects that are not administered by our management company, such as roof replacement and maintenance, major sewer projects, brick repair, and parking pavement repair. In 2020, the Glen spent \$9,407 in comparison to its budgeted \$34,881. Most of the difference was due to a pause in projects due to COVID.

Some of the difference was due to a change in accounting. At its February 2020 meeting, the Board resolved that the typically large engineering fees that are an integral part of large reserve expenditures projects will henceforth be charged to reserves; so, in future years, the swings in these large fees will not play havoc with our operating budget. For this reason, the professional fees that are charged to our operating budget will trend at a lower level than they have in the past.

- Personnel. In 2020, our total payroll-related expense of \$174,867 substantially exceeded our budgeted \$145,935. This was due to our hiring of a part time site manager, whose salary was not budgeted for 2020 because she was hired late in 2019 after the budget for 2020 was approved. Her salary was posted to Account 61420 Maintenance Payroll along with the salaries of our other two employees until she was replaced by a dedicated Cardinal Management employee who salary is posted to Account 51137 Management Onsite.

- Water/Sewer. The Glen's 2020 Account 71010 water/sewer expenditure of \$191,584 came in quite close to our budgeted \$189,679. This precision was due to the efforts of Glen volunteer Bill Worsley, who budgets and tracks water expenditures.

In recent years, the Glen has benefited from usage-related declines in this expense, even as County rates continued their slow upward movement. The decline in usage was most likely due to conservation (water control devices, investigating leaks, less lawn watering, etc.). Our usage-related declines, however, have bottomed out and cannot be expected to continue.

- Painting and Carpentry. In 2020, we spent \$88,915 on Account 61370 Exterior painting, in comparison to the budgeted \$90,270; and we spent \$23,750 on Account 61284 Carpentry, in comparison to the budgeted \$30,406. There are opposing forces at work in these accounts:

(1) Helping to check these expenses is the fact that the Glen has been working diligently to reduce the work that is needed. The average amount of needed work per Glen residence should be leveling and then trending downward now that we have completed and the quality-oriented 4-year maintenance cycle that began in 2016. We have been paying more attention to the timing and quality of the work, by: (A) using higher quality painting contractors; (B) doing unanticipated catch-up carpentry work; and (C) trying to spot needed work before damage results. We are also gradually replacing rotted wood with PVC, which never rots or requires painting. We decided to gradually replace wood with PVC in 2016, after observing that our painted wood blends well with newly installed PVC.

(2) Working to increase these expenses is the fact that, due to prosperity in the Washington, DC area, contractors are not prone to cut us a break on the cost per unit where work is to be done. Here, the Glen's options are limited. We can try to bid out our work, but bidding for contractors for specialized work is not like searching the web for the lowest price for the identical good.

In 2020, it seems that, due to COVID, contractors may have cut us a break in their bids, thus allowing the Glen to benefit from its efforts to reduce the amount of needed work. If the DC region continues to prosper, however, we can expect further budget pressure, at least until the decline in work needed begins to accelerate and overwhelm the effect of rising contractor fees.

- Roof Repairs. In 2020, Account 61460 Roof Repairs balanced at \$29,421, slightly below the budgeted amount of \$31,514. The bad news is that the work was all unplanned spot work. Due to COVID, the Glen skipped its normal cycle of contracted spot roof and gutter inspection and repair work, which would have added considerably to expenditures.

In the next 2-3 years, this expense is likely to press further on our budget. Our older intermediate-quality Vermont slate roofs will continue to require catch-up maintenance work. Further increasing this expense is the fact that, due to prosperity in the Washington, DC area, contractors are not prone to cut us a break on the cost per unit where work is to be done. For slate roofs, the Glen's competitive options are even more limited than they are for painting and carpentry because slate roofs are less common than other types of roofs.

There is, however, reason to expect this expense to level out. In 2016, we began a 4 courts/year program of inspection and repair, with roof and gutter repair work that is identified and checked for quality by our engineering firm. We do not use budget roofing contractors, who work quickly (sometimes without scaffolding), employ less skilled labor, and are not supervised by engineering consultants using detailed specs. This program will minimize water damage from leaky roofs and gutters until degraded slate requires full roof replacement. My guess is that, within the next 4 years, this program will begin to decrease the amount of yearly work to be done faster than the contractors can increase their prices for a given amount of work, which will level-out our total expenditures.

- Damage Claims. Account 61370 Damage Claims is used to record: (1) Glen claims against insurance companies or other outside businesses; (2) Glen claims against residents; and (3) amounts paid to reimburse residents for damage for which the Glen is responsible under its Bylaws, most of which is damage resulting from defects in the common elements. In 2020, the Account 61370 Damage Claims balance was **(\$35,787)**, in comparison to our budgeted \$28,848.

An explanation for this beneficial negative balance is in order. Since 2016, the Association had been pursuing an environmental damage claim against a nearby shopping center. Most of the legal and administrative expenditures connected with this litigation were debited to Damage Claims as they occurred because we had a credible claim for their reimbursement. In 2020, the Association received \$75,000 as a settlement for all expenditures incurred as of September 2020. Of this payment, the Glen credited \$55,462.77 to Account 61370 Damage Claims to offset what had been debited in prior years, resulting in an end-of-year net credit balance in the account = **(35,787)**. The remaining \$19,573.23 of the \$75,000 discharged claims that had been improperly coded as receivables rather than damage claims.

Reserve Contributions

- Replacement. In 2020, the Glen contributed \$665,726 to replacement reserves (budgeted contribution + earned interest), in contrast to the \$673,977 contributed in 2019. The difference was entirely due to reduced market interest rates in 2020.

Despite this decreased contribution in 2020, we are confident that the Glen's progress toward full funding of reserves is continuing.* We will not have an up-to-date report on the current percentage of our accrued depreciation that is fully funded until we update the accrued depreciation calculated in our 2018 reserve study, but the table below suggests that we have been moving gradually in the right direction.

**Full funding of reserves (reserves = accrued depreciation) is desirable for the Glen. For an explanation why, see the August 2020 newsletter.*

Columns (4) and (6) show that audited replacement reserves, shown in Column (2), have been increasing relative to the accrued depreciation predicted in our 2013 and 2018 reserve studies, shown, respectively, in Columns (3) and (5). This a good sign, even though the depreciation

(1) Year	(2) Audited Re- placement Re- serves End of Year.	(3) Accrued De- preciation 2013 Study	(4) Column (2)/ Column (5)	(5) Accrued Depre- ciation 2018 Study	(6) Column (2)/ Column (3)
2015	1,888,332	6,661,857	28.35%		
2017	2,286,644	6,890,342	33.19%		
2017	2,486,732	7,036,347	35.34%		
2018	2,717,615	7,241,900	37.53%	8,242,927	32.97%
2019	2,889,066			8,718,333	33.14%
2020	3,406,217			9,167,198	37.16%

figures in Columns (3) and (5), except for 2018, are based on projections rather than updated actual expenditures and replacements during the year in Column (1).*

- Contingency and Unappropriated Members Equity. Our contingency reserve is a major part of what our accountant calls our "excess operating funds" (EOF) (contingency + unappropriated members equity after profit/loss). EOF funds are available for budgeted operations. On the asset side of our balance sheet, we try to keep our contingency reserve in a separate contingency bank account and our unappropriated members equity in our operating bank account. An adequate EOF protects us against temporary overdrafts, dues revenue drops, and unbudgeted expenses that cannot easily be avoided.

**The depreciation for 2019 and 2020 in Column (5) could be understated, as it turned out to be in Column (3) when the 2018 reserve study replaced the 2013 reserve study. This could happen if our next reserve study shows that we have been replacing assets before the end of their estimated useful lives [not likely in the Glen] or have omitted important assets that should have been in the reserve study [likely because our reserve studies have never included the cost of replacing the lengthy buried power lines running from meters to buildings in Courts 1-4, where the meters are clumped together near the transformers and separated from the buildings].*

The auditor recommends that we maintain EOF of from 10-20% of our annual assessments. The upper range of 20% would provide a sound buffer against uninsurable disasters, adverse governmental employment developments, and hidden property defects.

At the end of 2020, there was substantial improvement due in large part to our recovery of legal fees expended in litigation over an environmental matter, as shown by the table below. We ended 2020 with an EOF = \$321,712 = 19% of our assessment revenue of \$1,696,442.

	2020	2019	2018
Account 25620 Reserve/ Contingency	102,053.00	125,880.00	146,936.00
Account 20410 Unappropriated Members Equity	111,838.30	111,830.30	111,957.01
Profit (Loss)	107,820.44	(32,227.00)	(29,574.71)
EOF	321,711.74	205,483.30	229,318.30

In 2020, the Glen's contingency reserve decreased to \$102,053 = \$125,880 (2019) + \$8,400 (2020 budgeted addition) - \$32,247 (our 2019 loss transferred from contingency to unappropriated equity in 2020).

Our contingency will increase substantially in 2021 after we add our 2020 surplus and the additional \$8,400 that is budgeted for contingency in 2021.

Reserve Disbursements

In 2020, we disbursed \$139,399 for reserve expenditures, in contrast to the \$310,980 disbursed in 2019, \$408,826 disbursed in 2018, the \$417,518 disbursed in 2017, the \$180,545 disbursed in 2016, the \$758,930 disbursed in 2015, and the \$127,869 disbursed in 2014. These yearly disbursements reflect the timing of payments for work planned for prior and future years as well as the work that is planned and contracted in the given year. Except for 2015, the reserve disbursements for each year 2014-2018 were less than our additions to replacement reserves. This is more evidence that the Glen can preserve its assets, avoid borrowing, and continue to move toward fully funded reserves.

Balance Sheet Equity

Here is a summary table for 2014-2020, which reflects adjustments to equity made by the auditor in 2020 for years 2018 and 2017:

Year	Equity Growth
2020	\$633,371
2019	\$117,624
2018	\$212,109
2017	\$223,772
2016	\$383,467
2015	\$183,204
2014	\$ 79,968

Even when there is an overall budget deficit (the bottom line of the Audit/Budget Table below), our total members equity can grow if the growth in our total reserve funds exceeds the decline in the funds available for everyday operations. This happened in 2019, 2018, 2016, and 2015. Despite our overall budget losses in those 4 years, the revenue set aside for reserves was sufficient increase our equity in each of those years.

The Glen ended 2020 with an increase in its Total Members Equity [Replacement Reserve + Contingency Reserve + Unappropriated Members' Equity (other cash funds)] = \$633,371 = \$3,727,928 - \$3,094,557.

Audit/Budget Table

MANAGEMENT	ACCOUNT	2019	2020	2020
ACCOUNT	NAME	Balance After Audit	Budget	Balance After Audit
	INCOME			
30100	Assessment Income	1,651,296.00	1,698,527	1,696,442.00
30270	Interest	53,191.72	44,594	42,748.51
30290	Bad Debt Recovery	0.00	1,482	9,504.00
30171	Late Fees	1,175.00	1,666	1,150.00
30190	Pool Income	429.00	325	0.00
30260	Misc. Income	0.00	80	10.75
	Total Income	1,706,091.72	1,746,674	1,749,855.26
	ADMINISTRATIVE and MISCELLANEOUS			
51020	Postage	0.00	311	0.00
51030	Office Expense	2,341.00	1,780	2,800.64
51031	Copying/Printing	0.00	2,072	1,369.25
51050	Training & Education	0.00	31	25.00
51250	Entertainment & Social	203.15	60	37.02
51500	Misc. Expense	1,752.95	1,945	356.05
51550	Misc. Administrative	4,447.39	4,814	5,373.30
51110	Auditing, Taxes, and Accounting	7,050.00	7,150	7,150.00
51090	Legal Fees	12,602.89	17,500	15,521.73
51092	Legal Fee Reimbursement	(798.00)	(2,625)	(266.00)
51120	Management Fee	77,554.56	79,106	66,575.82
51125	Management Schedule B	6,875.96	9,435	8,508.50

51000	Telephone & Related	4,098.85	3,692	3,488.11
	Total	116,128.75	125,271	110,939.42
71050	INSURANCE	78,286.37	79,279	88,206.89
	EMPLOYEES			
51137	Management Onsite		0	11,206.75
61420	Maintenance Payroll	98,454.39	97,614	107,999.18
61301	Fed. FICA Tax	5,988.93	6,052	7,545.87
61308	Fed. Medicare Tax	1,400.66	1,415	1,704.64
61302	VA Unemployment Tax	17.59	22	24.33
61303	Fed. Unemployment Tax	83.99	84	126.00
71070	Group Insurance [Health]	26,864.88	27,617	29,878.62
61300	Payroll Administration	6,969.27	7,181	8,586.43
61360	Uniforms	196.10	450	551.06
61431	Temporary Help	3,100.00	5,500	7,243.77
	Total Payroll	143,075.81	145,935	174,866.65
	UTILITIES			
71030	Electricity	9,700.66	10,000	10,634.38
71010	Water/Sewer	190,194.19	189,679	191,583.78
	Total Utilities	199,894.85	199,679	202,218.16
	POOL COMPLEX			
61150	Pool Contract	39,117.00	39,899	40,374.34
61145	Pool Repair and Maintenance	5,874.96	10,080	6,667.39
61156	Pool Furniture	1,751.85	1,600	312.66
51258	Pool Committee	2,141.48	2,700	435.34
	Total Pool Complex	48,885.29	54,279	47,789.73
	LANDSCAPING			
61180	Landscaping Maintenance Contract	69,638.53	69,639	69,638.53

61188	Tree Service [after 2018 -- work related to maintenance and reserve projects]	2,580.00	3,000	0.00
61557	Landscaping Non-Contract	33,600.80	37,000	31,919.88
61570	Landscape Replacement [Damage from Contractor Negligence or Weather]	6,154.38	3,500	2,700.00
	Total Landscaping	111,973.71	113,139	104,258.41
	REPAIRS & MAINTENANCE			
61310	Exterior Painting	93,823.94	90,270	88,914.85
61284	Carpentry	57,531.86	30,406	23,750.00
61200	Property Repairs	24,235.28	32,000	43,031.66
61460	Roof Repairs	9,729.50	31,514	29,421.00
61010	Vehicle Expenses	771.70	965	410.77
61247	Playground Equipment	136.88	10,400	742.40
51106	Professional Fees	52,124.00	34,881	9,407.00
	Total Repairs & Maintenance	186,229.16	230,436	195,677.68
61370	DAMAGE CLAIMS	25,538.30	28,848	(35,787.32)
	SERVICES PROVIDED MAINLY BY CONTRACT			
61240	Exterminator	3,728.00	3,490	1,031.00
61581	Snow Removal	8,465.94	9,077	1,100.00
61250	Trash Removal	68,216.08	68,839	68,870.88
	Total Contracts	80,410.02	81,406	71,001.88
50400	BAD DEBTS EXPENSE	1,258.00	3,543	0.00

	INCOME TAX ACCOUNTS			
71140	Income Taxes	12,137.00	9,365	8,737.00
95000	Provision for Income Taxes			
	TOTAL EXPENSES	1,055,941.26	1,071,090	967,908.50
	RESERVE CONTRIBUTIONS			
90000	Replacement Reserve	631,956.00	631,955	631,955.00
90005	Replacement Reserve Interest	42,021.46	35,229	33,771.32
	Contingency Reserve Accounts Used			
90032	--Transfer to Reserves Phase II			
90061	--Contingency Reserve	8,400.00	8,400	8,400.00
	Total Reserve Contributions	682,377.46	675,584	674,126.32
	GRAND TOTAL EXPENSES	1,738,318.72	1,746,674	1,642,034.82
	BALANCE OF INCOME AND USES OF INCOME (- DEFICIT)	(32,227.00)	0	107,820.44

Fairlington Glen Contact List (November 2021)

BOARD OF DIRECTORS

President	Charlie Robbins	3534 S. Stafford	703-907-9842	cbrobbins63@gmail.com
Vice President	Jeremy Wiedemann	4172 S. 36th	323-434-3260	jmwiedemann.fairlington.glen@gmail.com
Treasurer	Maynard Dixon	4316 S. 35th	703-379-9786	maynarddixon@verizon.net
Secretary	Susan Hunchar	4327 S. 36th	703-402-3228	susanhunchar.fairlingtonglen@gmail.com
At Large	TJ Doyle	4134 S. 36th	202-306-5291	tj.doyle.fairlington.glen@gmail.com

COURT REPRESENTATIVES GROUP (CRG) / Chair Michael Wells (Court 7)

1 (27 units)	Allison Merhaut	3507B S. Stafford	412-996-7518	allison.merhaut@gmail.com
2 (26)	Thora Stanwood	3551 S. Stafford, #A1		thorastanwood@gmail.com
3 (27)	Daniel Oakley	3561 S. Stafford	704-996-2231	daoakley@gmail.com
4 (23)	Elizabeth Dreazen	4133 S. 36th	847-208-0198	edreazen@aol.com
5 (17)	Florence Ferraro	4118 S. 36th, #B2	703-927-6950	fdferraro1@verizon.net
6 (24)	Jeremy Wiedemann	4172 S. 36th	323-434-3260	jmwiedemann.fairlington.glen@gmail.com
7 (16)	Michael Wells	4208 S. 36th	571-429-1018	mike_8453@yahoo.com
8 (16)	Chris Bell	3617 S. Taylor	850-723-5814	bellcrt@yahoo.com
9 (22)	Roxanne Sykes	3513 S. Utah	703-567-4865	roxannesykes@comcast.net
10 (25)	Carol Goodloe	4343 S. 36th	703-379-7260	cagoodloe@comcast.net

VOLUNTEER NEEDED

11 (22)	Lori Derkay	3566 S. Stafford	703-379-2895	lori.derkay@outlook.com
12 (22)	Charlie Robbins	3534 S. Stafford	703-907-9842	cbrobbins63@gmail.com
13 (23)	Ellen McDermott	4206 S. 35th	703-575-7864	ellenmcdermott@yahoo.com
14 (14)	Mike Hahn	4270 S. 35th, #A2	703-578-3138	mhahn10262@cs.com
15 (36)	Maynard Dixon	4316 S. 35th	703-379-9786	maynarddixon@verizon.net

COORDINATORS and COMMITTEE CHAIRS

Archivist	Maynard Dixon	4316 S. 35th	703-379-9786	maynarddixon@verizon.net
Basketball	Patrick Murray	4144 S. 36th	703-945-5224	pgmurray@att.net
Finance	Maynard Dixon	4316 S. 35th	703-379-9786	maynarddixon@verizon.net
Glen Echo	Jay Yianilos			jasonyianilos@yahoo.com
Landscape	VOLUNTEER NEEDED			glenlandscaping@gmail.com
Pool (co-chairs)	Lori Derkay - 703-379-2895 lori.derkay@outlook.com / Carol Goodloe - 703-232-5142 cagoodloe@comcast.net			
Tennis (co-chairs)	Carol Goodlow - 703-232-5142 cagoodloe@comcast.net / Sandy Thurston - 703-244-2761 sandy2swim@gmail.com			
Variance	Greg Lukmire	4234 S 35th	703-795-5865	glukmire@verizon.net
Onsite Staff	María Castro and Nelson Ordoñez		703-820-9567	fairlingtonglenstaff@hotmail.com
Property Manager	Candace Lewis, Cardinal Management		703-565-5244	c.lewis@cardinalmanagementgroup.com
Onsite Manager	Ben Mengstab (Ben's hours: Tuesday & Friday 8:30am-5:30pm and Wednesday 1:30-5:30pm)		703-820-9567	b.mengstab@cardinalmanagementgroup.com

EMERGENCY NUMBER (after business hours and on weekends and holidays) 703-569-5797

NOTE: The Glen does not retain contractors for, or allow staff to undertake, repairs that are a co-owner responsibility under its By-laws (such as sink backups), absent emergency where the co-owner is unable to act (disabled, out-of-town, etc.).

November 2021

Sun	Mon	Tue	Wed	Thu	Fri	Sat
	1	2 	3	4 Annual Meeting via Zoom - 7:00pm	5	6 Bulk Trash Pick Up
7	8	9 Board Meeting - 6:30pm	10	11 	12	13
14	15	16	17	18	19	20
21	22	23	24	25  No Trash Collection	26	27
28	29 	30				

December 2021

Sun	Mon	Tue	Wed	Thu	Fri	Sat
			1	2	3	4 Bulk Trash Pick Up
5	6	7	8	9	10	11
12	13	14 Board Meeting - 6:30pm	15	16	17	18
19	20	21 	22	23	24  Christmas Eve	25 <i>Merry Christmas</i> No Trash Collection
26	27	28	29	30	31  NEW YEAR'S EVE	1 January 1 No Trash Collection