



The Glen Echo

Newsletter of Fairlington Glen

August 2022

Calling All Candidates for Service on Board

At the Glen's Annual Meeting, set for November 3, 2022, the Fairlington Glen Board of Directors will have one seat up for election - a seat with a three-year term that is currently being held by Glen President Charlie Robbins. Charlie is planning to run again. Anyone who wants to run for this seat is invited to step forward and answer the call to serve your community.

Board members serve three-year terms, and those terms are staggered so that in any given year one or two terms are completed. Candidates run for an open slot on the Board, not for a specific office. Immediately after the Annual Meeting, the new Board will hold an organizational meeting to determine its officers for 2023. The only prerequisite for Board service is that its members must be co-owners in good standing. It does help to have some familiarity with Glen fiscal and policy matters. It also helps to have an open mind, a penchant for conflict resolution, a willingness to take responsibility for decisions, and the passion and energy necessary to get the job done.

Service on the Glen Board is voluntary; however, it can be rewarding. You are helping to make lasting, positive changes to our community. You also learn much about how things work in your own unit and the Glen's common areas.

Effective service on the Glen Board can also be demanding, especially for the Board's major officers. Board members prepare for and attend a two-hour meeting each month. They usually spend, at a minimum, several hours a week on Glen matters, such as studying reports (from management, fellow Board members, and committee chairs) and answering emails. The Glen President and the Glen Treasurer are especially busy. An effective Board member must become familiar with the Glen's By-Laws, its Handbook, and its physical plant.

If you are interested in serving your community as a Board member, please contact the Glen President or any other Board member. You will need to declare your intent to run by completing a one-page candidate profile and delivering or e-mailing it to Board Secretary Susan Hunchar no later than Tuesday, September 6, 2022. You will also have an opportunity to address the community at the annual Community Forum, to be held online on Thursday, September 8, 2022. Volunteers are the lifeblood of any community, and now more than ever your community needs you!

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, July 12, 2022, online via Zoom. Here are some of the highlights.

APPROVED

Moved to ratify the earlier unanimous email vote to approve the launch of the Frontsteps website for co-owners to access secure documents and their homeowner accounts.

Moved to approve the proposed 2023 draft budget with a 4.5% dues increase for submission to the members at the 2022 Annual Meeting.

Moved to approve a contract with Professional Grounds, Inc. in the estimated amount of \$400 (total actual contract amount to be determined) to treat poison ivy in multiple locations behind Courts 1, 3, 4, and 5 with Triclopyr.

Moved to approve a contract with G & V Tree Service, Inc. in the amount of \$3,950 to prune (lightly thin and crown) four black oak trees located near the tot lot with a contingency to allow landscape to go over budget by \$1,500.

NOTES

Mary Stephens has resigned as co-chair of the Landscape Committee.

The Pool Committee thanked the Glen's onsite staff, Nelson Ordoñez and María Castro, for the recent equipment repairs that they completed at the pool.

NEXT MEETING

The next monthly Board meeting is scheduled on Tuesday, August 9, 2022, 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.

IMPORTANT UPCOMING GLEN DATES



Board candidate profiles are due to the Board Secretary by Sept. 6, 2022.

Proposed 2023 budget amendments are due to the Board Secretary by Sept. 6, 2022.

Glen Community Forum will be Sept. 8, 2022, at 7:30pm online via Zoom.

Glen Annual Meeting will be Nov. 3, 2022 at 7:00pm online via Zoom.

Community Forum to be Held Online

The Glen's annual Community Forum will be held online this year, as it was last year. Please join us online via Zoom on Thursday, September 8, 2022, at 7:30pm. The log-in link for this Zoom meeting will be sent to co-owners and residents via the Glen Alert email system.



At the forum, the Board will discuss its proposed 2023 budget, which is included in this month's newsletter, and answer questions about it. The forum is also a prime opportunity to hear from and talk with co-owners who are running for the Board in the fall election.

B Building Front Door Locks are Possible

Over time, B Building co-owners have expressed an interest in putting a lock on the shared front door. To simplify this process, Board has recently created a variance form which all co-owners in the building requesting a lock must agree to by signing.

The form is available in the Appendix section of the Glen's Handbook (June 2022), which is found on our website at <https://www.fairlingtonlen.com>. It documents that the collective group of co-owners agree:



- They approve adding the lock to the front door
- They understand and agree they are responsible for purchasing the lock
- They understand that they are responsible for planning and paying to have the lock installed.
- They understand that they are responsible for future maintenance of the lock
- They understand that the code or a spare key must be shared with the onsite manager to ensure the onsite staff has access to the building.
- They understand that any disruption to mail or package delivery is their responsibility to mitigate and manage and they are responsible for contacting Arlington County Non-Emergency services at 703-558-2222 to work through the process of adding a lock to a multi-family door.

In the case of absent co-owners, the Glen's management agent will be able to assist the building co-owners with contacting the absent co-owners, but is not responsible for coordinating their approval. If a co-owner is not able to sign the paper form, an email from the absent co-owner that explicitly communicates their agreement/approval of each bulleted item can be substituted.

The form shall be submitted to the Glen's onsite manager or management agent prior to the installation of the lock. The lock may be removed upon the written request of three of the co-owners in the building.

Maintain Peace in Our Parking Lots



It can be very frustrating to find one or more of your neighbors choosing to not follow Glen rules, especially in regards to parking. There are no excuses here, so please follow this quick refresher on the subject.

Each unit is assigned one parking space within the court's parking lot. Those spaces are numbered and marked "reserved." Therefore, if you have more than one vehicle you are required to find a spot on the street to park it. Nobody is given more than one reserved space.

When guests or contractors visit, please make sure that they are aware of our parking policies and procedures. Don't expect that your friends, family, or even your contractors will know, despite the information being posted on the court signs at the entrance to each of our courts. You have two choices: 1) make your space available to them by parking your car on the street or 2) instruct them to park on the street.

It is NEVER acceptable to use someone else's space just because it happens to be empty at the time. Likewise, it is NEVER acceptable to park any vehicle such that it is blocking others.

Please make it a habit to answer your front door and immediately ask your guests where they parked, and please don't be afraid to tell them that they have to move.

Should you need the use of a neighbor's space for any reason (even if just for a minute to load/unload your car), please ask that neighbor for approval ahead of time. Please keep in mind that not everyone works traditional hours. Some of our residents may be getting home late at night or early in the morning, and their parking space should be empty and waiting for them. There is nothing more annoying than coming home to find your parking space occupied by someone else's vehicle. Remember, each resident or co-owner has the authority to have a vehicle lawfully towed from only the unit's assigned parking space if the resident or co-owner is present with appropriate ID during the tow.

Please follow these simple parking procedures and be a great neighbor.

Dear Renters - Welcome to the Glen

If you are renting a home in the Glen, you are part of our community association. Welcome!

Sometimes we cannot reach you to announce a meeting or share news, especially if you are leasing from an out-of-state co-owner OR if you are not connected to our various communication channels. If this is you, please alert your Court Rep for information on getting connected in the Glen.

In case your landlord hasn't already passed along this information, here are a few tips to make living in our wonderful community enjoyable and stress-free:

- All residents, both co-owners and renters, must comply with association rules and regulations. These reasonable rules protect property values, preserve the nature of our community, and make life more enjoyable for everyone. We encourage you to check out the Glen's By-Laws, Handbook, and other documents that are found on our website at <https://www.fairlingtonglen.com>.
- Renters are entitled to all of the privileges of association membership except voting and serving on the Board.
- You don't have to be a co-owner in the Glen to have an interest in this great community. You can certainly volunteer for a committee or any other type of service to the association. Volunteers are always needed. Responsible, service-minded residents are the backbone of our association regardless of their ownership status.

We want you to enjoy your experience in Fairlington Glen - perhaps enough to become a co-owner someday soon. If you have any questions, please contact your Court Rep or any Board member.

What We Get for Our Dues



When residents take time to consider what they get in return for their monthly assessments, they usually think first of highly-visible services such as landscaping, six-day per week trash collection, and providing information to assist in re-financing and insurance applications.

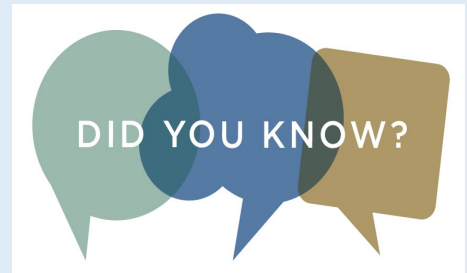
But most of the Glen's revenue is spent for things that are under the radar. Examples include the water bill, insurance on the Glen's structures (including residences), accounting & tax preparation services, and maintenance of the Glen's common physical plant. Maintenance of the physical plant is especially important because our commonly maintained physical plant is extensive, including all of the painting of exteriors, the sewer laterals & pipes under the floor, and the wood trim.

To avoid borrowing or special assessments to fund replacements, the Glen must maintain adequate reserves to provide for replacements when assets reach the end of their useful lives. Fortunately, by adequately planning the replacement of physical assets on a batch basis, the Glen can benefit from costing and market power economies, which means we can get the work done far less expensively than residents could do it themselves.



Valuable Resale, Refinance & Payment Info

The Fairlington Glen Board of Directors has put together some valuable information to better assist you when selling or refinancing your home OR if you just purchased and want to know how to make monthly association dues payments or simply change your method of payment.



Save this page as a reference. Following these directions will save you a great deal of time versus calling Cardinal Management Group and/or emailing our property manager or onsite manager.

REFINANCING - If your lender requires documents from the Association, please provide them with this link: <https://cardinalmanagementgroup.condocerts.com/resale/>.

If you are refinancing and need a copy of your statement or proof how much you pay monthly to the association to provide your lender, please email accounting@cardinalmanagementgroup.com. In the email subject line, please put "Fairlington Glen - (your unit's address)." Your email should state that you are refinancing your home and asking for a copy of your statement showing how much you pay in association assessments.

SELLING & NEED TO ORDER DOCUMENTS - If you are selling your unit, Virginia law requires you to provide resale disclosure documents to potential purchasers. Either you or your realtor will need to order these documents from our property management company. Resale documents can be ordered by clicking this link: <https://cardinalmanagementgroup.condocerts.com/resale/>.

LOOKING FOR PAYMENT INFORMATION? - If you are a new co-owner in Fairlington Glen and wish to set up your monthly payment method OR if you wish to change your existing method of paying your monthly association dues, please follow this link: <https://www.cardinalmanagementgroup.com/make-payments>.

You are also encouraged to check out the January 2022 edition of this newsletter, found on our website at <https://www.fairlingtonglen.com>. On pages 4 & 5 you'll find a schedule of monthly fees for 2022, an article on how to pay those fees, and an agreement for pre-authorized payments form.

Gutters, Downspouts, and Extenders

The Glen's Handbook (June 2022), which has been updated this year, now provides new guidance on gutters, downspouts, and extenders.

CLEANING - The Glen's onsite crew regularly cleans gutters and downspouts; but, residents should still check them for overflows during storms. The Glen's extensive tree canopy makes it impossible for the onsite crew to relieve residents of the burden of being alert to the condition of their gutters during storms. All it takes is a few leaves and twigs that cannot be seen from the ground to block the intersection of a gutter and downspout. A sign that your gutter has been overflowing during storms when you are not home to see it is the presence of vertical streaks running along the length of the gutter.



REPLACEMENT - The Glen has been gradually replacing (1) its older 2x3 downspouts with harder-to-clog 3x4 downspouts and (2) its older, smaller gutters that are attached to buildings by pins with larger, pin-less gutters that rest on PVC rather than wood. These upgrades were part of the roof replacements of recent years. For residents having older roofs, these upgrades have been made on an as-needed basis.

ADDITIONS - The Glen will add a gutter and downspout where needed to improve drainage.

DOWNSPOUT EXTENDERS - Downspout extenders must be as long as possible for proper drainage of water away from units. Residents should be especially alert to whether existing extenders are long enough in patio areas. Residents have sometimes eliminated leaky basements just by lengthening their extenders to their fence lines. Extenders that are extendable, bendable, joinable, and various-colored can be purchased at hardware stores.

New Pool Chair Lift Assists Residents & Guests



Maggie and her dad Bill are all smiles at the Glen Pool thanks to the new chair lift, which was installed this summer to assist Glen residents and guests. The Board approved this addition prior to pool season this year.

Swimming pool chair lifts are used to help mobility patients enter or exit a swimming pool or spa.



It's Up to YOU to Remove Debris



If you are planning an interior or patio renovation in the coming months, or if you are in the middle of a project now, please make note of the following with regard to the removal of construction and landscape debris.

Renovation/construction debris is the responsibility of the co-owner and may NOT be left curbside for pick up by the Glen's trash contractor, Capitol Services of Virginia. Instead, such materials should be disposed of by the contractor or by the co-owner or resident if the work is not performed by a contractor.

Likewise, it is up to the co-owner or resident to dispose of landscape debris. Do not sweep the leaves from your patio out the gate and into the common area. Instead, sweep or rake the leaves and then bag them. The bagged landscape debris can be left for pick up with your household garbage.

If you are having a patio tree trimmed, please have the contractor remove the cut limbs. If you do the work yourself, please cut the limbs into small pieces and place them into garbage bags. Again, the bagged debris can be left for pick up with your household garbage. Please do NOT leave tree limbs and branches at the curb for the Glen's landscape contractor. They will charge us extra to haul away your mess.

Celebrate National Night Out August 2

The Arlington County Police Department (ACPD) invites community members and organizations to celebrate outdoor National Night Out (NNO) events on Tuesday, August 2, 2022 from 5:00 to 8:00pm. NNO is an annual community-building campaign that promotes police-community partnerships and neighborhood camaraderie to make our communities safer.

During NNO, residents in neighborhoods throughout Arlington County and across the nation are asked to turn on their porch lights, lock their doors and spend the evening outside with their neighbors, police officers, firefighters and other County personnel. Outdoor events such as cookouts, block parties and ice cream socials will occur simultaneously throughout Arlington County and nationwide.




Celebrate National Farmers Market Week

The Fairlington Farmers Market invites you to celebrate National Farmers Market Week from August 7 to 13, 2022. This annual celebration highlights the vital role farmers markets play in the nation's food system. Over the past year, Fairlington's farmers market community has showcased resilience in our rapidly changing world. Farmers markets have always been a hub for innovation and connection, and that feels more important every year.


Every week the Fairlington Farmers Market staff, volunteers, vendors and amazing customers come out to make sure that our farmers market continues to serve as a hub for local food and connection in our community. More than ever before, National Farmers Market Week is an opportunity to showcase the value of farmers markets. Shop and enjoy the weekly Fairlington Farmers Market on Sundays from 9:00am to 1:00pm until November 20 at the Fairlington Community Center, 3308 S. Stafford Street. For more information, or to volunteer, please visit www.fairlingtonfarmersmarket.org.

Why Farmers Markets?




Support conservation, connection, and education

<p>31,609 volunteers contributed their time across 5,078 markets, according to the 2020 USDA/NASS Market Manager Survey.</p>	<p>72% of consumers know "nothing" or "very little" about farming. Markets serve as education sites and bridge urban and rural communities.</p>
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By facilitating farmer to consumer interaction, markets push consumers and farmers to more sustainable practices.

National Farmers Market Week, Aug 7-13, 2022
#LoveMyMarket | farmersmarketcoalition.org | @FMCorg



Back to School Fair & Fundraiser



STEM
Preschool
Preparing your child to change the world.

You are invited!

Back to School Fair & Fundraiser!!!





Train rides, Dunk tanks, Carousels, Ferris Wheel, Live performances, Food trucks, Face painting, Moon bounces, Science activities and more!

Ticket price
20 tickets \$30.
Unlimited tickets/person
\$60



4 tickets per ride

Ask about the STEM Preschool Development Non-profit organization to learn how the proceeds will help future families!

Visit www.stempreschool.com to purchase tickets or donate.

11am-3pm Friday, September 2nd. Location- Fairlington Community

**3120 South Abingdon Street
Arlington, VA 22206.**

To volunteer, please contact: nonprofit@stempreschool.com

The STEM Preschool in Fairlington, located at 3120 S. Abingdon Street, is having its annual fair on Friday, September 2, from 11:00am to 3:00pm, and you're invited to come join the fun.

There will be food trucks from Rockland's Barbeque, carnival rides, movie characters, musical acts, a dunk tank, and more. It will be fun for the whole family.

Money raised by the STEM Preschool Fair will help counterbalance a student's monthly tuition for families who qualify for tuition assistance. They believe that every child deserves access to a challenging, nurturing, and rewarding early childhood education.

For more information on the fair or for volunteer and sponsorship information, please email nonprofit@stempreschool.com.

First Responders to Host Block Party

First responders from the Arlington County Police Department (ACPD), Arlington County Fire Department (ACFD), Arlington County Sheriff's Office (ACSO), and Department of Public Safety Communications and Emergency Management (PSCEM) invite community members to join them at the 2022 Arlington County Public Safety Block Party.

This free event is happening on Saturday, August 27 from noon to 5:00pm at Kenmore Middle School, 200 S. Carlin Springs Road.

"With the creation of the Police Department's Community Engagement Division in August of 2021, we reaffirmed our commitment to enhancing relationships across our community through proactive outreach and engagement opportunities," said Chief Andy Penn. "As part of these efforts, we are excited to announce the return of the Public Safety Block Party and to welcome community members back to this popular, end-of-summer tradition. ACPD, along with our public safety partners, are looking forward to connecting with the community through fun and interactive activities and attractions."

The Public Safety Block Party, last held in 2017, provides community members an opportunity to get to know the men and women who protect and serve Arlington County while enjoying interactive stations, safety demonstrations, entertainment, food and much more!

In addition to numerous attractions, attendees can expect a live DJ, raffle prizes, an indoor gaming truck, moon bounces, food options and much more! For more information on the 2022 Arlington County Public Safety Block Party, including a list of all attractions, times and parking information, please visit: [Public Safety Block Party – Official Website of Arlington County Virginia Government \(arlingtonva.us\)](https://www.arlingtonva.us/Community-Engagement/Events/2022-Arlington-County-Public-Safety-Block-Party)

In the event of rain, the event will be moved to Sunday, August 28 at the same time and location.



Arlington County Fair Returns This Month

The Arlington County Fair is one of the largest free events on the East Coast and has been providing quality entertainment for over 40 years. And the fair is set to return this month.

Get ready for the fun and games from August 17 to 21 on the grounds of the Thomas Jefferson Community Center, located at 3501 2nd Street S. Admission is FREE! Enjoy tasty food, thrilling midway rides & games, a kids court, live entertainment, shopping, and the return of goat yoga. For more info, visit <https://arlingtoncountyfair.us>.

FAIR HOURS

Wednesday, Aug. 17 / 5:00-10:00pm
Thursday, Aug. 18 / 5:00-10:00pm
Friday, Aug. 19 / 2:00-11:00pm
Saturday, Aug. 20 / 10:00am-11:00pm
Sunday, Aug. 21 / 11:00am-10:00pm

Fair visitors are encouraged to go car-free to the fair as public parking at the fairgrounds is prohibited and parking on nearby streets is restricted to neighborhood residents with temporary permits. However, there will be shuttle bus service. Shuttles will operate continuously throughout the Fair between the Arlington Career Center parking lot (816 S Walter Reed Drive) and the Washington-Liberty High School parking garage (1301 N Stafford Street – shuttle pick up on 15th Street N) and the fairgrounds (3501 2nd Street S). Shuttles will be operated by ART Bus.

New this year is a new sensory-friendly hour on Saturday., Aug. 20 from 10:00 to 11:00am. Fair friends can enjoy all the magic of the fair without loud sounds or music. Friendly volunteers will be on hand to assist as needed.



Fairlington Glen Contact List (August 2022)

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	703-909-4562	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	703-909-4562	maynarddixon@verizon.net

COORDINATORS and COMMITTEE CHAIRS

Archivist	Maynard Dixon	4316 S. 35th	703-909-4562	maynarddixon@verizon.net
Basketball	Patrick Murray	4144 S. 36th	703-945-5224	pgmurray@att.net
Finance	Maynard Dixon	4316 S. 35th	703-909-4562	maynarddixon@verizon.net
Glen Echo	Jay Yianilos			jasonyianilos@yahoo.com
Landscape	Shirin Wertime		703-855-4768	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 Goodloe - 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	Amy Steliga (Amy's office hours: Monday thru Thursday 10:00am - 2:00pm and Friday 8:00am - noon)		703-820-9567	a.steliga@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.).

August 2022

Sun	Mon	Tue	Wed	Thu	Fri	Sat
	1 Pool Open 10am - 8pm	2 Lap Swim 9-10am Pool Open 10am - 8pm	3 Pool Open 10am - 8pm	4 Pool Open 10am - 8pm	5 Lap Swim 9-10am Pool Open 10am - 8pm	6 Bulk Trash Pick Up Pool Open 10am - 8pm
7 Pool Open 10am - 8pm	8 Pool Open 10am - 8pm	9 Board Meeting - 6:30pm Lap Swim 9-10a Pool 10am-8pm	10 Pool Open 10am - 8pm	11 Pool Open 10am - 8pm	12 Lap Swim 9-10am Pool Open 10am - 8pm	13 Pool Open 10am - 8pm
14 Pool Open 10am - 8pm	15 Pool Open 10am - 8pm	16 Lap Swim 9-10am Pool Open 10am - 8pm	17 Pool Open 10am - 8pm	18 Pool Open 10am - 8pm	19 Lap Swim 9-10am Pool Open 10am - 8pm	20 Pool Open 10am - 8pm
21 Pool Open 10am - 8pm	22 Pool Open 10am - 8pm	23 Lap Swim 9-10am Pool Open 10am - 8pm	24 Pool Open 10am - 8pm	25 Pool Open 10am - 8pm	26 Lap Swim 9-10am Pool Open 10am - 8pm	27 Pool Open 10am - 8pm
28 Pool Open 10am - 8pm	29 Pool Open 10am - 8pm	30 Lap Swim 9-10am Pool Open 10am - 8pm	31 Pool Open 10am - 8pm			

September 2022

Sun	Mon	Tue	Wed	Thu	Fri	Sat
				1 Pool Open 10am - 8pm	2 Lap Swim 9-10am Pool Open 10am - 8pm	3 Bulk Trash Pick Up Pool Open 10am - 8pm
4 Pool Open 10am - 8pm	5  HAPPY LABOR DAY Pool Open 10am - 8pm	6 Pool Closed Board Can- didate Pro- files Due	7 Pool Closed	8 Pool Closed Community Forum 7:30pm	9 Pool Open 3 - 7pm	10 Pool Open 10am - 7pm
11 Pool Open 10am - 7pm	12 Pool Closed	13 Board Meeting - 6:30pm Pool Closed	14 Pool Closed	15 Pool Closed	16 Pool Open 3 - 7pm	17 Pool Open 10am - 7pm
18 Pool Open 10am - 7pm (Last Day!)	19	20	21	22 	23	24
25	26 	27	28	29	30	

Budget and Fees Proposed for 2023

—Maynard H. Dixon, Jr., Treasurer—

At its meeting on July 12, 2022, the Board approved the draft 2023 budget and fee schedule below for submission to Glen co-owners this autumn before the annual meeting on Thursday, November 3, 2022. The recommended budget would be based on a monthly fee increase of 4.5%, in comparison to the 1.5% increase adopted last year. The Proposed 2023 Budget table below has a column for the audit of 2021, the latest one available.

Any Glen co-owner seeking a detailed, line-by-line explanation of the recommended budget should contact me, at MaynardDixon@verizon.net.

A Budget for Unfavorable Trends

Various unfavorable trends are projected to continue in 2023. Interest rates on reserve funds are conservatively budgeted to remain low, even though we will probably see some increases. Maintenance contractor bid prices (roofs, painting, carpentry, etc.) are projected to continue to rise in the DC area due to increased demand, rising labor costs in this area, and increased materials costs. Our insurance agent projects continuing increases in the costs of property insurance. Our contracted service costs of trash collection, landscaping, onsite management, and pool operations are rising.

In a best case scenario for the Glen, the Federal Reserve Board will continue to raise interest rates to reduce inflation, and this would increase our interest income and lessen inflation related increases in contractor prices. This may well happen, but we should not base the fiscal health of our community on an assumption that it will. Better to err on the side of surplus than deficit.

Budget Projection Methods

The easiest to project expenses are: (a) those, such as trash collection, contract landscaping, accounting, management, and pool operations, that are based on contracts that extend over future years; and (b) those that are discretionary, such as non-contract landscaping, employee cost-of-living adjustments, and certain pool spending.

Other expenses are more difficult to project because they are not fixed by contracts, but we can still develop reasonable estimates based on known facts. For example, we can project water/sewer expense fairly easily because we know when and how the County will be changing its rates and we have (thanks to Glen volunteer Bill Worsley) accurate data on water consumption usage and trends.

The most difficult to project expenses are those that involve randomness, especially if the account is new and we have no experience to draw from. The best approach for this category is to budget long-term based on the best data we have. If we do this consistently, we will be more likely to balance the account over time even though individual years will come-in too high or too low. To do this, I have relied on trend lines, or historical averages. For example, I have used this approach for health care costs, certain administrative expenses, and pool repair.

Highlights

The highlights of the budget are discussed below. Figures were left unrounded when they were based on calculations, such as a trend line or an average of prior years.

- **Interest Income.** In budgeting this source of income, conservatism is advised because it is highly volatile and subject to political pressure to keep interest rates low. If the current rock bottom interest rates were to rise even by a half percentage rate, the dollar increase in our interest income would be huge, but we should not base our budget on an increase that may not occur.

The Account 30270 Interest projection of \$43,252 is what Morgan Stanley projects will be earned on our reserves for one year from April 30, 2022 under the reserve level and the investment mix in effect on that date. This projection is conservative because it presumes that, in 2023: (1) investable funds will not increase from their April 30, 2022 level to the end of 2023; and (2) the Federal Reserve Board will not be further increasing interest rates to ward-off inflation.

As in prior years, the 2023 budget presumes that the interest earned on our reserves, minus the taxes that we estimate would be paid on the interest, would be invested back into our reserves. Taxes would be excluded so the operating portion of the budget would not subsidize the reserve portion of the budget. A rough estimate of the projected taxes is 21% of the projected interest.

- **Miscellaneous Income.** Beginning this year, Account 30260 Miscellaneous Income includes \$1,760 for a yearly amortization of a \$52,800 Comcast payment received in 2021 in return for the Glen's renewal of its access agreement. The auditor ruled that the \$52,800 must be recorded in our accounts as a liability that will be amortized as a yearly addition to Account 30260 Miscellaneous Income over the life of the Glen's contract with Comcast, rather than classified immediately as an addition to reserves. The Board has resolved that this yearly amortization will be added each year to replacement reserves (see the discussion of reserve contributions, below).

- **Landscape.** To allow us to catch-up on needed tree removal and pruning, the discretionary landscape budget, Account 61557 Landscaping Non-Contract, would be increased from \$15,000 to \$22,000. To set aside funds for (1) plantings on the King Street perimeter and (2) replacement of diseased shrubs on the N. Quaker Lane Perimeter pursuant to a cooperative effort with Arlington County, we have created a new Account 61572 Special Projects/Improvements in the Landscaping section of our 2023 budget and funded it with \$4,000. For the details, see the spreadsheet below.

- **Onsite Manager.** In early 2022, after our part-time onsite manager unexpectedly resigned, we were faced with having to finance a full-time onsite manager, because: (1) our aging community required too much work for only a part-time manager; and (2) the supply of competent part time managers was drying up. Because our budget for 2022, approved in November 2021, had been based on employment of only a part-time onsite manager, the Board was forced to reduce other expenditures temporarily to allow us to hire our current full-time onsite manager, Amy Steliga. Amy is a Cardinal Management employee whose work is dedicated entirely to the Glen.

For 2023, we have budgeted Account 51137 Management On-Site at \$98,280, the amount that we will have to reimburse Cardinal Management for her hiring. The was partially offset by a \$5,609 reduction in Cardinal's Account 51120 Management Fee to eliminate double payment for work that our onsite manager took over from her supervisor.

The \$98,280 budget for this account would provide for a base salary of \$75,600 (up 8% from \$70,000 in 2022) + \$22,680 in related employment costs claimed by Cardinal Management. The related employment costs include reimbursement for medical insurance, a 401(k) match, social security tax, Medicare tax, unemployment benefit taxes, and what Cardinal calls a “Payroll Administration Fee”. Cardinal has agreed to cap our reimbursement of future ancillary employment costs at 30% of base salary.

A base salary of \$75,600 with medical insurance and a 401(k) match is competitive and gives the Glen good value in light of its aging and diverse property. Learning to manage our property is a difficult up-front experience for even an experienced new manager. With a year’s experience, our onsite manager will be worth considerably more to the Glen than when she first started, and her first year’s pay increase should reflect this.

With a new fulltime onsite manager earning a competitive package of pay and benefits, we have a chance to end the continued cycle of retraining. We have had our share of managers who leave just as they are getting good at their work. When managers need to be continually re-trained, work does not get done expeditiously and at least cost. The supply of experienced volunteers who can fill in the gaps for inexperienced management is drying up.

- **Maintenance Payroll.** From 2017 to the beginning of 2022, the compensation of the Glen’s two onsite employees has lagged: (a) changes in payments received by (1) DC area employees as a whole, (2) social security and civil service retirees; and (b) the increases in two consumer prices indices. The lag is likely to be greater by the beginning of 2023. An increase of 5% would do much to correct this.

- **Cardinal Management.** Our Account 51120 basic management fee is set under our contract with Cardinal Management Company. That fee has not been a major factor driving Glen dues increases. Under our contract with Cardinal, the fee is adjusted annually according to changes in the Consumer Price Index for urban workers (CPI-W) for the metropolitan Washington, D.C., area. Increases are capped at \$5% per year.

Without further adjustment, we would have assumed that, for 2023: (1) our agreement would be renewed based on the same CPI-W adjustment formula; and (2) due to high inflation, the Glen would, as in 2022, pay a capped 5% increase above the amount paid in 2022. Thus, our estimate for 2023 would have been \$73,193 = [\$66,388.61 (2021 Actual)][1.05 (2022 capped adjustment)][1.05 (2023 capped adjustment)].

Fortunately, we were able to negotiate a \$5,609 fee reduction for work that our onsite manager took over from her boss for the sake of operational efficiency. Thus, our management fee for 2023 is \$67,584 = \$73,193 - \$5,609, which is no increase over 2022. Cardinal has also agreed to limit future increases for Account 61300 Payroll Administration and, as noted above, the onsite manager’s ancillary employment costs.

- **Management Schedule B.** In 2019, we created a separate account for Cardinal’s Management Contract Schedule B fees, which were previously hidden-away in Account 51550 Misc. Administrative. Cardinal’s Contract Schedule B fees are charged for per-occurrence items, such as copying and preparation of re-sale packages. The numbers of transactions fluctuate from year to year. The charges have not been fixed under recent contracts, so they are free to vary yearly. Some of them are based on

actual per-transaction costs that are beyond Cardinal's control. Others are based on hourly rates charged by Cardinal. Cardinal has reserved the right to change them at will.

In 2023, as in the last 3 years, I projected Management Schedule B charges using a trend line because they are volatile as to the number of transactions. The 2023 projection based on the trend line equation is \$7,838.

- **Insurance**. Our insurance agent is projecting a weighted average cost increase of 5.4% when our policies come up for renewal in October 2022. Using (1) her projected increases for the categories of insurance that we carry and (2) an index of insurance costs to project costs from October 2023 - December 2023, the projection for calendar year 2023 is \$118,587.
- **Painting**. The painting cycle for 2023 will involve the 91 units in Courts 9-12. I have constructed a trend line beginning in 2016, when we began to hire better quality painters. As data points, add the contracted unit cost of the 2021 work in Courts 1- 4 = \$1,164/unit and the contracted unit cost of the 2022 work in Courts 5-8 = \$1059. The trend line equation projects a 2023 unit cost = \$1,181. However, I have reduced this to the average of the trend line unit cost and the lower actual unit cost for 2022 = $(\$1,181 + \$1,059)/2 = \$1,121$, because we can expect to be getting better bids due to: (a) our new policy of soft washing wood before painting; and (b) our gradual replacement of wood with PVC . Thus, our estimate = $(\$1,121/\text{unit})(91 \text{ units}) = \$102,011$.
- **Carpentry**. Our Account 61284 Carpentry budget includes: (1) court cycled work that is identified by the painters and then contracted out; and (2) spot work that arises out of unexpected damage reported by residents.

Court Cycled Work. In 2023, the court cycled work will involve the 91 units being painted in Courts 9-12. For a unit cost estimate for 2023, begin with the average of the costs/unit of the work involved in the last 3 contracts (2019-2021) = \$251. Thus, the cycled carpentry cost would be $(\$251/\text{unit})(73 \text{ units}) = \$22,841$ without inflation.

For an estimate of contractor price inflation for 2021-2023, I used the Turner Construction Cost Index. Due to the effect of COVID on business, this index was steady in 2020 but increased by 5% in 2021. Assume that this index will continue to increase by 5% and then 4% during these two years. After adjusting for our estimated construction cost inflation of 5% and then 4% in the two years from 2021 to 2023, we get $\$22,841(1.05)(1.04) = \$24,942$.

Spot Work. During 2023, there will most certainly be some spot repair work, which was interrupted in 2020 due to COVID. The data from more recent years seems closer to a recent downward trend reflecting completion of catch-up work and conversion to PVC. Thus, for spot repair work, add another \$4,205 (the 2019 - 2021 average for spot repair work, excluding the \$0 spent in 2020 as a COVID outlier).

In sum, our total estimate for 2023 = \$24,942 (Cycled) + \$4,205 (Spot) = \$29,147.

- **Roof Repairs**. For 2022, we propose a budget of \$38,906, in comparison to the \$35,071 budgeted in 2021. Roof repairs normally include (1) proactive, court-cycled work that is identified by our engineering consultant; (2) spot work arising out of unexpected damage reported by residents; and (3) a program of roof soft washing that began in 2021.

(1) Proactive Court-Cycled Work. For budgetary reasons, the 2022 Budget postponed the 2022 cycle.

(a) If we were to resume this proactive work in 2023 with courts 1-4, our projection would be as follows. The cost/roof peaked in 2019 at \$638 and declined to \$510 in 2021. The cost/roof is likely to trend lower as the 4-court cycle continues and we catch-up on deferred work. An average cost/roof of \$500 seems reasonable. Assume that the annual roof work inflation between 2021 and 2023 will be as estimated above for carpentry. Thus, for 2023, our projection would be $\$47,502 = [\$500/\text{roof} (2021)][87 \text{ roofs}][1.05][1.04]$.

(b) To constrain the dues increase, we are proposing to eliminate this work in 2023 and to resume it again in 2024 for Courts 1-4. This work can be safely postponed because we have completed the initial 4-court cycle involving the major catch-up work. Note: there will be an accompanying decrease in the Account 51106 Professional Fees required to bid and to supervise this work, which have been rising faster than the cost of the work.

(2) Unplanned Spot Work. From the Data Table tab, we see that the average cost/uncycled roof between 2017-2021 = \$57. Assume an inflation increase = 5%/year and then 4%/year in the two years between 2021 and 2023, the same amount assumed for carpentry. Since there will be no proactive spot roof inspection of Courts 1-4, we can expect to incur unplanned spot in those courts as well as in the remaining courts in the Glen. Thus, our estimate for 2023 unplanned spot work is based on all roofs in the Glen = $[\$57 /\text{roof}] [307 \text{ (all roofs in Glen)}][1.05][1.04] \text{ (inflation between 2021 and 2023)} = \$19,109$.

(3) Soft Washing. In 2023, we should continue our roof/wood soft washing program with the 92 roofs in Courts 9-12. This program adds to curb appeal, lengthens the life of our roofs, and encourages lower bids for painting.

The contractor's charge/court roof increased from a generous introductory charge of \$187/court-roof in 2021 to \$261/court roof in 2022. While there is likely less work needed in the roofs involved in the 2023 cycle, it is safer to assume that the latest charge/court roof will apply until the initial catch-up cycle of work is completed with Courts 13-16 in 2024; so, for 2023, adopt the 2022 charge/court roof of \$261 multiplied by expected inflation from 2022 -2023. Thus, $2023 = (92 \text{ Court Roofs}) (\$261/\text{Court Roof}) (1.04) = \$24,972$.

In sum, our total estimate for 2023 = \$0 (Proactive Cycled Spot Work) + \$19,109 (Unplanned Spot Work) + \$24,972 (Soft Washing) = \$44,081.

• **Damage Claims**. Account 61370 is a volatile account. It records four types of claims expense (debits): (1) expenses for property damage that is expected to be covered by the Glen's insurance; (2) payments to satisfy co-owner damage claims against the Glen; (3) bills that are paid by the Glen in emergency situations (usually involving plumbing) but that must be reimbursed by the owner because the damage is an owner responsibility; and (4) claims against third parties for expenses that we paid but can be recovered by litigation, such as legal fees. The balance can even turn negative when large, offsetting reimbursements are credited to this account in subsequent years.

For 2023, Account 61370 Damage Claims would be budgeted at \$11,512, in comparison to the \$9,359 budgeted for 2022 and the \$9,825 budgeted for 2021 and the \$28,848 budgeted in 2020. The budget for 2021 was substantially lower than for 2020 due to the exclusion of any payments to

Whiteford & Taylor for environmental litigation, which settled in July of 2020. The history does not reveal a trend, so I did not compute a trend line. Lacking any evidence of a trend, I adopted the average of 2018-2021 but with any unreimbursed Whiteford & Taylor legal bills for those years removed as an outlier. Contact me if you want the detailed computations.

- **Health Insurance**. The health insurance cost paid by the Glen for its own two employees is posted to Account 71070 Group Insurance. Health insurance for our onsite manager, a Cardinal Management employee, is provided by Cardinal under a company-wide insurance plan, and the Glen reimburses Cardinal for its cost.

After our employees became unable to piggyback on Cardinal Management's plan in 2014, we have been providing them with high benefit, small group family coverage from CareFirst Blue Cross. Examining the annual premium tables provided by Blue Cross, we can see that the cost of this coverage changes with the age of the insured, the number of dependent children under age 26, and the same hard-to-predict regulatory and market considerations that influence medical insurance cost in general. In 2021, the Glen began to benefit substantially from the fact that the premium declines when an employee's dependent adult turns age 26.

The expense for our two employees is best projected by a trend line. A trend line will capture the effect of age-dependent changes in the premiums, general inflation in the economy, and inflation in regulatory and medical costs that affect all providers. The line that I developed closely fits the data. Solving the trend line equation, we estimate their 2023 expense to be \$24,278 for both employees by themselves, with dependents no longer included since they both aged-out in 2021.

- **Electricity**. Expect Account 71030 Electricity cost to begin biting into our budget. The increased cost should be due to rate increases, not usage increases.

Changes in usage. Usage/outlet in 2023 is not likely to change significantly from 2021 levels. I do not foresee major additions to outlets or lamp posts in either 2022 or 2023.

Rate Changes. Electricity rates in Virginia are most difficult to project, unless you work for the regulatory agency. We can, however, be fairly certain that the flat rates that prevailed during 2015-2019 are coming to an end. With new legislation after the 2018 election, rate increases to attain carbon-free energy goals are inevitable, but we cannot be sure when and how much. In May 2020, however, the utility predicted that, over the 10 years beginning in 2019, rates would increase by an average of about 3% annually to comply with renewable energy mandates. Our 2020 bill increased by about 10% over 2019, and our 2021 bill increased by 3.7%. Increases of these amounts are much less likely due to the new governor's opposition to climate-based rate increases.

A conservative approach would be to budget 2023 at the amount billed in 2021 level increased by the expected 3%/year increase predicted by the utility in May 2020 for future years: \$11,027
 $(1.03)(1.03) = \$11,699$.

Reserve Contributions

• **Contingency Reserve.** Our contingency reserve is a part of what our accountant calls our "excess operating funds" (EOF) (contingency + unappropriated members equity). We try to equalize our contingency reserve with the funds in our contingency bank account and to equalize our unappropriated members equity with the funds in our checking operating account.

The auditor recommends that we maintain EOF of from 10-20% of our annual assessments. Our goal should be 20%, which would increase our operating expense buffer against uninsurable disasters, dues revenue drops due to adverse governmental employment developments, and hidden property defects.

For our budgeted 2022 assessment income = \$1,780,290, this larger buffer would require an EOF of \$356,058 = .20(\$1,780,290). At the end of 2021, we were only about \$13,000 short of this goal, with an EOF = \$342,847.35 = \$218,273.44 (contingency) + \$111,838.30 (unappropriated members equity) + 12,735.61 (profit).

	2021	2020	2019
Account 25620 Reserve/Contingency	218,273.44	102,053.00	125,880.00
Account 20410 Unappropriated Members Equity	111,838.30	111,838.30	111,830.30
Profit (Loss)	12,735.61	107,820.44	(32,227.00)
EOF	342,847.35	321,711.74	205,483.30

We cannot accurately project how much we will have to add to contingency during 2023 to bring EOF at the end of 2023 up to its recommended level of 20% of or annual assessment for 2023 -- because EOF at the end of 2023 will be affected by what happens during 2022 and 2023. We do not know whether 2022 and 2023 will end in surpluses or a deficits. In 2022, we budgeted Account 90061 Contingency at \$0, so there will be no addition to 2023 EOF from our own contributions during 2022.

If our other expenses were not increasing so rapidly, I would recommend budgeting 2023 contingency at \$12,684 = \$356,058 (EOF needed based on 2022 income) - \$343,37 (EOF at the end of 2021) and to avoid further adjustment based on speculation about what could happen in 2022 and 2023. To constrain our dues increase, however, we will continue to budget contingency at the \$0 budgeted in 2022. I would not recommend this if there were a serious possibility of stress on our operating budget during 2023. Note: If we have an overall surplus during 2022 or 2023, we can add this to contingency, as we usually do.

• **Replacement Reserve.** Our contributions to our reserves should be guided by our reserve study. Our reserve study shows that we are not fully funded (reserves = accrued depreciation), although we have been making steady progress getting there. Full funding of reserves is a desirable goal for the Glen. Full funding ensures that earlier owners do not consume, or benefit from use of, the Glen's assets and leave the replacement cost to be borne by later owners. It avoids the sudden, large dues increases or

special assessments that would otherwise be necessary to avoid asset degradation as the Glen continues to age. Full funding can be a selling point for home buyers. It can also act as an insurance policy in the event of natural or man-made disaster. Larger reserves also (1) increase our ability to invest funds that may not be needed short-term in less liquid investments offering greater returns (2) allow the Glen to contract for the batch replacement of assets at a lower unit cost. While estimation of useful lives and replacement values of assets like sewer pipes and slate roofs has always had some art mixed in with the science, it is better to err on the upside than the downside; for if we later find that we have overestimated replacement needs, the funds will still be available for return to owners or the financing of upgrades.

While our 2018 Reserve Study is likely the best in the area, there may be understatement in some key areas: (1) it presumes that our original Vermont slate roofs will last a full 100 years, rather than the 75 years estimated by the Arbor and the 60-80 years estimated by the Mews; (2) it could overestimate the remaining useful lives of sewer pipes under buildings, the replacement of which will involve digging up basement floors without inexpensive re-lining or bursting; (3) it excluded certain items that will be included in the next reserve study, in particular (a) the buried power lines in Courts 1-4, (b) certain related engineering costs, and (c) to deal with flooding after 2018, drains that were added after the 2018 reserve study; and (4) future asset price inflation could be greater than presumed in the study. For these reasons, our total additions to reserves (contributions + earned interest) should never go below the full funding amounts recommended in our most recent study and should, wherever possible, attempt to exceed them. *Note: contribution of less than the amounts recommended by our reserve study would show-up in our audit.*

Our 2018 reserve study projects (a) the yearly contributions to reserves that will be needed to recover projected yearly depreciation alone (the "Breakeven Contributions") and (b) the larger yearly contributions that will be needed to recover the underfunding of past years and bring the Glen up to fully funded reserves. The study projects that we can attain virtual (93%) full funding by 24 years after the 2018 starting date of the study. If we contribute more than these latter contributions, as we sometimes do, we will attain full funding earlier.

For 2023, the virtual (93%) full-funding contribution recommended by our reserve study is \$686,539. Assume, conservatively, that, in 2023, we will be earning interest income = \$43,252, the amount projected by Morgan Stanley for the year after April 2022 based on the interest rates and our reserve level in April 2022. After taxes, this would leave us with $\$34,169 = .79(\$43,252)$. Thus, to contribute only the amount projected to be needed by our 2018 reserve study, we would have to add an additional \$652,370 from dues income = $\$686,539 - \$34,169$. However, in light of the possible underestimates discussed above, we are recommending contributing a larger \$660,000 from dues income and adding the amortized \$1,760 from Account 30260 Misc. Income, which would give us a total replacement reserve contribution of $\$695,929 = \$660,000 + \$34,169 + \$1,760$.

PROPOSED 2023 BUDGET

MANAGEMENT	ACCOUNT	2021 After Audit	2022 Budget After Revision to Allow Fulltime Onsite Manager	2023 Budget
ACCOUNT	NAME			
	INCOME			
30100	Assessment Income	1,752,084.00	1,780,290	1,860,321
30270	Interest	31,917.50	32,808	43,252
30290	Bad Debt Recovery	0.00	2,095	1,833
30171	Late Fees	825.00	1,566	1,200
30190	Pool Income	0.00	368	368
30260	Misc. Income	1,760.00	50	1,760
	Total Income	1,786,586.50	1,817,177	1,908,734
	ADMINISTRATIVE and MISCELLANEOUS			
51020	Postage	55.00	115	100
51030	Office Expense	3,298.98	4,502	3,284
51031	Copying/Printing	1,611.44	1,069	1,160
51050	Training & Education	0.00	100	300
51250	Entertainment & Social	100.00	100	300
51500	Misc. Expense	3,020.16	1,156	1,996
51550	Misc. Administrative	4,497.58	5,087	5,038
51110	Auditing, Taxes, and Accounting	7,250.00	7,750	8,500
51090	Legal Fees	17,476.94	17,000	17,500
51092	Legal Fee Reimbursement	(8,929.70)	(547)	(2,800)
51120	Management Fee	66,388.56	67,716	67,584
51125	Management Schedule B	6,443.69	8,796	7,838
51000	Telephone & Related	4,390.97	4,020	4,391
	Total	105,603.62	116,864	115,191
71050	INSURANCE	103,418.50	112,301	118,587
	PERSONNEL			
51137	Management On-Site	26,754.55	75,442	98,280

MANAGEMENT	ACCOUNT	2021 After Audit	2022 Budget After Revision to Allow Fulltime Onsite Manager	2023 Budget
ACCOUNT	NAME			
61420	Maintenance Payroll	94,062.17	103,100	100,490
61301	Fed. FICA Tax	6,887.62	6,450	6,230
61308	Fed. Medicare Tax	1,398.61	1,525	1,457
61302	VA Unemployment Tax	80.63	14	41
61303	Fed. Unemployment Tax	105.42	68	105
71070	Group Insurance [Health]	30,685.50	21,104	24,278
61300	Payroll Administration	11,650.92	7,486	9,050
61360	Uniforms	0.00	367	620
61431	Temporary Help	500.00	6,000	5,200
	Total Payroll	172,125.42	221,556	245,751
	UTILITIES			
71030	Electricity	11,027.47	11,282	11,699
71010	Water/Sewer	198,745.12	200,245	204,738
	Total Utilities	209,772.59	211,527	216,437
	POOL COMPLEX			
61150	Pool Contract	43,500.00	47,850	50,700
61145	Pool Repair and Maintenance	9,285.16	8,564	9,232
61156	Pool Furniture	3,479.54	400	2,000
51258	Pool Committee	0.00	2,141	2,500
	Total Pool Complex	56,240.70	58,955	64,432
	LANDSCAPING			
61180	Landscaping Maintenance Contract	86,478.84	88,208	93,828
61188	Tree Service [after 2018 -- work related to maintenance and reserve projects]	0.00	3,000	3,000
61572	Special Projects/Improvements			4,000
61557	Landscaping Non-Contract	14,574.67	15,000	22,000

MANAGEMENT	ACCOUNT	2021 After Audit	2022 Budget After Revision to Allow Fulltime Onsite Manager	2023 Budget
ACCOUNT	NAME			
61570	Landscape Replacement [Damage from Contractor Negligence or Weather]	3,284.00	3,752	3,752
	Total Landscaping	104,337.51	109,960	126,580
	REPAIRS & MAINTENANCE			
61310	Exterior Painting	119,892.00	87,965	102,011
61284	Carpentry	14,660.30	30,788	29,147
61200	Property Repairs	19,310.85	35,127	16,563
61090	Maintenance Supplies			5,868
61460	Roof Repairs	60,642.71	26,966	44,081
61010	Vehicle Expenses	556.16	876	689
61247	Playground Equipment	239.76	5,455	1,850
51106	Professional Fees	23,150.00	8,000	14,016
	Total Repairs & Maintenance	238,451.78	195,177	214,225
61370	DAMAGE CLAIMS	12,766.43	12,359	11,512
	SERVICES PROVIDED MAINLY BY CONTRACT			
61240	Exterminator	3,280.00	3,607	3,616
61581	Snow Removal	8,068.26	9,047	10,955
61250	Trash Removal	69,418.25	69,643	74,371
	Total Contracts	80,766.51	82,297	88,942
50400	BAD DEBTS EXPENSE	52.00	2,825	2,065
	INCOME TAX ACCOUNTS			
71140	Income Taxes	6,437.00	6,889	9,083
95000	Provision for Income Taxes			

MANAGEMENT	ACCOUNT	2021 After Audit	2022 Budget After Revision to Allow Fulltime Onsite Manager	2023 Budget
ACCOUNT	NAME			
	TOTAL EXPENSES	1,089,996.06	1,130,710	1,212,805
	RESERVE CONTRIBUTIONS			
90000	Replacement Reserve	648,480.00	660,548	660,000
90005	Replacement Reserve Interest	25,214.83	25,919	34,169
	Contingency Reserve Accounts Used			
90032	--Transfer to Reserves Phase II			
90061	--Contingency Reserve	8,400.00	0	0
90062	Fund Prior Year Deficit [account used to amortize a lump sum payment from Cardinal into yearly payments that are to be posted yearly to replacement reserves]	1,760.00		1,760
	Total Reserve Contributions	683,854.83	686,467	695,929
	GRAND TOTAL EXPENSES	1,773,850.89	1,817,177	1,908,734
	BALANCE OF INCOME AND USES OF INCOME (- DEFICIT)	12,735.61	0	0

PROPOSED FEE SCHEDULE

The fee schedule in the table below is derived by taking the revenue to be raised from assessment income alone in 2023 (\$1,860,321), multiplying it by the ownership percentage of each model, dividing by 12, and rounding to the nearest dollar. Due to rounding, the percentage changes in assessments experienced by differing unit types may differ year-to-year from the overall average percentage change (4.5% in 2023), but the differences will not accumulate:

Unit Type	% Ownership	2022	2023
Arlington	.00379	\$562	\$588
Barcroft (I)	.00243	\$361	\$377
Barcroft (E)	.00250	\$371	\$388
Braddock (I)	.00195	\$289	\$302
Braddock (E)	.00202	\$300	\$313
Clarendon (I)	.00297	\$441	\$460
Clarendon (E)	.00304	\$451	\$471
Dominion	.00351	521	\$544
Edgewood (I)	.00263	\$390	\$408
Edgewood (E)	.00270	\$401	\$419