

# Stratford Condominiums at Heather Glen

Property Manager: Angela Corum, [acorum@sequoiamgmt.com](mailto:acorum@sequoiamgmt.com)  
Assistant Manager: Alyssa Thompson, [athompson@sequoiamgmt.com](mailto:athompson@sequoiamgmt.com)  
Business Hours: 8:30am – 5:00pm (Mon-Fri)  
Phone: 703-369-4502 or 703-803-9641; After Hour Emergency: 703-968-6705

December 2011 – January 2012  
<http://www.stratfordcondo.org>



## Board of Directors

**President:** Bill Richardson, [WCRichardson6@aol.com](mailto:WCRichardson6@aol.com)  
**Vice President:** Julia Mattingly  
**Treasurer:** Joe Phoenix  
**Secretary:** Vacant  
**Director:** Elancia Felder  
**Director:** Bill Gennetti  
**Director:** Cheryl Williams  
**Director:** Chris Ellis

**Editor:** Cindy Woodfork  
**Website Administrator:** Ann Bullock

Monthly Board meetings are held the 4th Tuesday of every month at 7:00pm

### Upcoming Board Meetings

December 27, 2011 – None Planned  
January 24, 2012  
February 28, 2012  
March 27, 2012  
April 24, 2012  
May 22, 2012  
June 26, 2012

### Club House 2011 Holiday Schedule

Office - Winter Hours  
Monday - 9:00 am - 8:00 pm  
Tuesday thru Friday- 9:00 am - 5:00 pm  
Saturday - 12:00 pm - 4:00 pm  
Sunday - Closed

### Office - Holiday Closings

December 16 - Close at Noon  
December 26 - Closed  
January 2 - Closed

## Message from the President

You will find attached the 2012 Budget for the coming year and the Board is pleased to announce that the monthly assessment will remain the same for the 3<sup>rd</sup> consecutive year. The Board remains committed to keeping the dues stable as long as the economy remains in its current state and we can keep up with our obligation to maintain a pleasant and enjoyable area.

That being said, it has not been easy as utilities have risen annually for the past four years with two more years of planned increases to go. The difficulty is the Board has minimal control of the utility usage being provided to or used by the residents. So, PLEASE, if you have a water leak--repair it; go easy on the building electricity outlet(s), and if you have bulk trash--dispose of it properly, but not in our trash enclosures. It all adds up and encumbers the Association with unplanned costs.

I would like to commend all the residents for their efforts in keeping registrations current, parking tags displayed, grounds clean, and delinquencies at a minimum. Vacancies are at less than one percent, but if you are going on vacation or note that a neighbor's unit is unexpectedly vacant, please advise Management so that we can ensure that the heat is still on or the water pipes have been winterized.

And lastly, if anyone has any questions about the articles included herein, please do not hesitate to ask. Thank you.

*HAVE A HAPPY AND SAFE HOLIDAY!*



## Master Insurance Policy

The deductible will be raised from \$2,500 to \$5,000 in December 2011. This may impact your personal Condo Insurance policy. Members are also reminded that most Lenders are now requiring all mortgagees to have personal Condo Insurance. To ensure you are fully covered please check your coverage with your Insurer – the Master Policy is not intended to be the insurance to cover your property or contents or areas that are not designated as common elements. Any questions, please call the Management Office or your agent.

## Loading/Unloading Parking Spaces



These are reserved spaces with a 30-minute limit and ONLY for loading and unloading; NOT for a quick drop-in for a visit or use as a 'slug' pickup space.



## Display of Flags

If you are one of many who proudly display the American Flag, please replace it when it becomes worn, torn or tattered by the elements. Thank You!

## Vehicle Repair Work

NO mechanical work is allowed to be done in the development. Checking fluids, washing a car, checking air or changing a flat are permissible. Violators will be towed and fined without warning.

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## Ice/Salt Buckets

These will be distributed as winter comes upon us.

**Storage:** Enclosed units, behind the entryway door; Open Breezeway units – under the stairwell. They are placed there for your use on entryways, sidewalks and mailbox areas; **NOT** Parking spaces, those are treated by Contract or Management Staff. Please use salt buckets as needed, do not wait for contract personnel if the need is present. Please call the Management Office if the bucket needs to be replenished.



**Note for Open Breezeway Units:** Contract Personnel are not responsible for snow that has blown in on the stairwell, you must sweep or shovel or wait until Management Personnel are available. Any help to keep sidewalks, entryways and mail box areas clear during snow events is appreciated.

**Koman Circle Units Only:** These buildings must use the alternative salt supplied. The usual salt pellets cannot be used on new concrete; otherwise it will pit and deteriorate.

## Packages and Deliveries



As the Holiday Season approaches there will be an increase in deliveries to the units, please have a plan to secure your delivered items in your absence. It is sad, but a stark truth that sticky fingers get stickier. Have a joyous Holiday Season!

## Assessment Coupon Booklet

A new 2012 Assessment Coupon Booklet will be arriving via mail in December. If you have not received it by 3 January 2012, please contact the Management Office (Alyssa Thompson).



## Christmas and Holiday Décor

Decorations on outside bushes and lamp posts are authorized, but all lights or motorized décor must be turned off by 11:00 PM if supplied by Common Area electrical outlets.

Violations will result in removal of decoration or turning off the power. Reminder: Christmas trees will be picked up at the trash enclosures on regularly scheduled days beginning December 26, 2011. Please remove all decorations such as tinsel and do not enclose in a bag or webbing.



## Outside Water Spigots

No later than December 1st, residents on the first floor with a spigot attached to their unit are reminded to turn off the outside water spigot using the valve located in your utility closet and move all hoses to storage or dispose of them. Those residents needing assistance please contact the Management Office.



## Go Green and Save Dollars & the Environment



Your Association has been practicing the 'Green Movement' for two years. It is now time to remind the new residents to join or for those with new email addresses to please update, add, or change their existing address that is on file. If you wish to receive correspondence and announcements via your preferred email address, please forward the information to the Management Office (see Newsletter Banner) or via the Stratford Web Site – [www.stratfordcondo.org](http://www.stratfordcondo.org). NOTE: The web site does not track sender email messages unless the sender's email is provided.

## Did you know...????

...or have you smelled the skunks prowling our area? Surrounding communities have removed the source of handouts resulting in the skunks coming to our area where residents still leave food or trash on their patios. Please DON'T! Prince William County Animal Control no longer captures or removes skunks, so it is in our best interest to stop the feeding in order for them to migrate elsewhere. And a special thanks to 'Bub' for his efforts.



...our web site posts all the latest news? Why wait? Take a look, it offers a lot of information at your fingertips.

...we have an email distribution list? This is for residents to receive community alerts, Newsletters, and announcements affecting your immediate vicinity.

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## Stratford Condo 2012 Budget

Prev Budget 2011 - \$720,000	2012	Change
300 Units @ \$200.00 x 12mo	\$720,000.00	NC
Other Income-Net	\$2,400.00	\$2,700+

ELEMENT of EXPENSE (EOE)	\$\$ Allocation	\$ (+/-)
Mgmt Fee & Admin - 8%	\$57,238.00	NC
Payroll, Taxes & Benefits - 1.8%	\$13,000.00	(\$2,060)
General Admin Exp - .5%	\$4,100.00	\$300+
Legal & Collection Fees - 1.5%	\$11,000.00	\$500+
Bad Debt - 1.1%	\$8,000.00	NC
Telephone - .4%	\$3,250.00	NC
Electric - 3.5%	\$25,000.00	NC
Water/Sewer - 19.2%	\$138,600.00	\$16,200+
Pest Control - 1.2%	\$8,500.00	(\$500)
Snow Removal - 2%	\$15,000.00	NC
Trash Removal - 5.5%	\$40,000.00	NC
Insurance - 8.5%	\$61,000.00	\$2,373+
Cleaning Contract - 1%	\$7,500.00	\$1,500+
Sprinkler/Fire Maint - 1%	\$7,000.00	\$3,000+
Lawn & Landscape - 5.3%	\$38,500.00	\$8,000+
Swim & Racquet Club - 9.5%	\$68,400.00	NC
Reserve Study - 0%	\$ -	NC
Common Area Maint - 6%	\$43,000.00	(\$28,000)
Replace Reserves -24.6%	\$177,700.00	NC
Unappropriated Equity-.2%	\$1,200.00	\$1,200+
Taxes, License, Fees - .1%	\$650.00	(\$125)
<b>TOTAL:</b>	<b>\$712,638.00</b>	<b>(\$7,062)</b>

2012 Expense Budget

