

# THE HOUSE SPECIAL

Volume XX, No.9

[www.shuoa.org](http://www.shuoa.org)

November 2000



## REPORT FROM OUR PRESIDENT DAVID MAYROSE

### TOWN MEETING MONDAY, NOVEMBER 13<sup>TH</sup>

All unit owners are invited to a special Town Meeting at 7:30pm in the West Party Room on Monday, November 13<sup>th</sup>. The purpose is to present the proposed budget for the next year and to explain why it will be necessary to increase the condo fees by about 20%. The Board is required to act on the budget at its meeting on November 29<sup>th</sup>. Before it acts, it wants to give unit owners an opportunity to ask questions and to comment. All unit owners are invited to participate in this meeting.

#### The Hunt For

**The New General Manager**  
Last month I reported that the Board of Directors had interviewed several candidates for the General Manager position. We are in the final stages of filling the position. It may seem that the process is taking a long time, but the Board is determined to take the time needed to get the best person for the job that is so important to all of us.

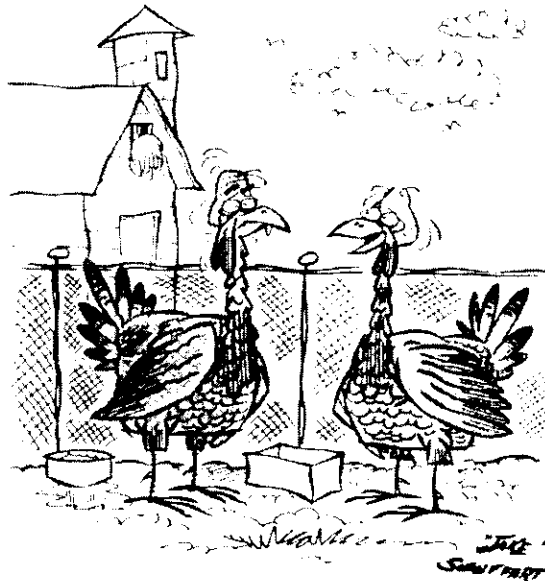
#### The Skyline House Staff

We, the residents of Skyline House, are fortunate in that we have a hard working, dedicated staff who

provide us with vital services for our well being. Our staff cleans the common areas, insures that our mechanical systems function properly, greets our visitors, receives and safeguards our parcels and handles the paperwork involved with any business – accounting, payroll and overall management. There are also seasonal services such as shoveling snow from our walkways during the winter. Skyline House Unit Owners Association (SHUOA) strives to be a

good employer. I think an indicator of a good employer is the longevity of the staff members. Most of our employees have been with us for years and at least one has been here since Skyline House opened its doors.

As you go about your daily activities here at Skyline House, I encourage you to greet the staff members that you encounter and thank them for their efforts on our behalf. I think that most people appreciate it when their work is acknowledged. You will be helping to continue to make Skyline House a good place to work.



"Mashed potatoes, gravy, yams, stuffing, cranberry sauce, pudding, pumpkin pie — Man, if you gotta go, that's the way to go!!!"

#### Corridor Air Handling Duct Heaters

At the last meeting of the Board of Directors on October 25, the Board approved the replacement of the six duct unit heaters that heat our hallways. Our present duct heaters have reached the end of their service life and have to be replaced in order to keep the temperature in our hallways at a comfortable level this winter. The total cost will be \$27,500.

## BOARD OF DIRECTORS

PRESIDENT,	David Mayrose 1406 E	845- 0234
VICE PRESIDENT,	Budd Coutts 1607 E	931-3165
SECRETARY,	Linda Councill 1716 E	998-7519
TREASURER,	David Tilson 805 W	998-7254
DIRECTOR,	, Gary Akin 1713 E	931-0918
DIRECTOR,	Carol Cataldo 307 E	820-5969
DIRECTOR,	Khaled Antabli 1310 E	575-8998

## COMMITTEE CHAIRS/CO-CHAIRS

COVENANTS,	David Kafka 210 W	820-0195
FINANCIAL MGT,	Betty G. Weber 102 E	820-3582
PHYS PLANT/OPS,	George Beams 710 E	578-9507
	And Kurt Bedenbauh 1004 E	671-8930
RECREATION,	Tony DiSalvo 502 E	824-1958
	Patricia (Tish) Linsinbigler 705 W	933-7378
SEC,FIRE & SAFETY,	Bob Busby 102W	931-7322

## CHIEF ENGINEER

Greg Grimm, House Maintenance @ Management Office

## EDITOR

### **THE HOUSE SPECIAL**

Michael L. Moore, 1213E 820-1429  
Copy Due Date: by the 20<sup>th</sup> of each Month  
Published Monthly.

## LETTERS TO THE EDITOR

**THE HOUSE SPECIAL** welcomes brief comments from its readers. Limit your letters to 250 words or less and include your name and unit number. The Association Board reserves the right to refuse incorrect or improper statements.

Information for **THE HOUSE SPECIAL** may be dropped off at the management office or the reception desk.

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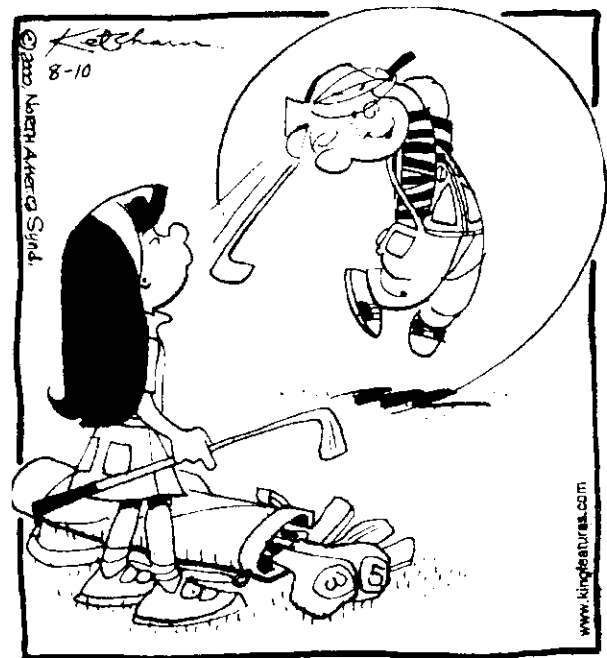


## From The Editor Mike Moore

November is one of the months this year when all of our Committee and the Board members have official meetings. There is much to learn at these meetings. So, please pick out the ones in which you are most interested and plan to attend.

Committee reports and letters to the Editor must be in my box at the front desk by the 20<sup>th</sup> of the month. The only exceptions are the times when the Board or other committees meet during the last week of the Month. In such cases please get the material to me ASAP so I can have **THE HOUSE SPECIAL** published on time. Please have your text on a disk in the MS Word format along with a printed copy of the text.

As I have said before, I do not make changes to the meaning and text of the material that I receive for publication. I do, however, make some rearranging, spelling and some punctuation changes when I find them and it is necessary for the text to fit the page (or pages).



"I LEARNED FROM MY DAD. FIRST, YOU SWING THE CLUB...THEN SAY, 'OH NO!'"



**Deputy General Manager  
Gusby Silva**

### **Bicycle Rooms**

**W**e are in the process of reorganizing the Bicycle Rooms. Residents are requested to remove their bicycles from the Bicycle Room from Monday, November 13, to Friday, November 17, 2000. Bicycles not removed by the residents will be removed and disposed of by management without further notice. After November 17, all bicycles kept in the Bicycle Rooms must be registered at the Front Desk and a decal must be displayed.

### **Balcony Repairs**

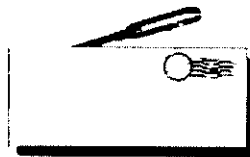
Balcony Repairs started on 10/12/00 in the East Building. Every balcony will be inspected and repairs will be done, if necessary. If your balcony is tiled, after the crew finished the repairs they will install any tile if necessary, at no charge, as long as you supply the tile. Please leave a few pieces of tile on your balcony, by the date your tier is scheduled for repairs.

### **Guest parking**

Guest parking is being monitored and patrolled during the day and cars in violation are being towed without prior notice. We encourage our residents to advise their guest and contractors of the need to properly register their cars at the front desk and to comply with any time restriction.

### **Storage Bins**

Concerning the storage bins, we urge any resident who has a storage bin, where the bottom of the bin is the floor, to place something (e.g. wood, bricks, blocks, etc.) at the bottom to protect your belongings in case of a water leak.



**Letters  
To The Editor**

### ***Skyline Park***

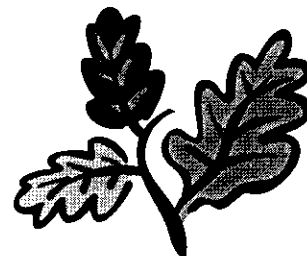
*Mr. Beau White of the Fairfax County Park Authority phoned recently with the information that an agreement with The Charles Smith Companies to turn over the parkland between The Square and The Towers (parcel 9) to the County is in the final stages of negotiation*

*The original Skyline Center Development Plan agreement included a covenant setting aside, in perpetuity, this 4 acre green area as public parkland for recreational use. It was not immediately deeded to the County; rather, an agreement was worked out whereby The Smith Companies were to maintain it until all building construction in Skyline Center was completed. Under this "hold-in-trust" type of agreement, both parties gained. The County was relieved of the responsibility for the maintenance of the park for several years and The Smith Companies could see to it that the park's appearance would not act as a possible detriment to sales and rentals.*

*Now, the last building in the development plan for Skyline Center is under construction and it is satisfying to know that the original promise will be kept. No one who lives at Skyline chose to do so because of desires to live in a pastoral setting. However, the quality of life here in an urban setting is most definitely enhanced by having a green recreational space available to ALL the residential buildings of Skyline.*

*Elizabeth Grant  
1408W*

**FALL IS HERE**





**Finance Committee**  
**Betty G. Weber**

**Meeting of October 15, 2000**

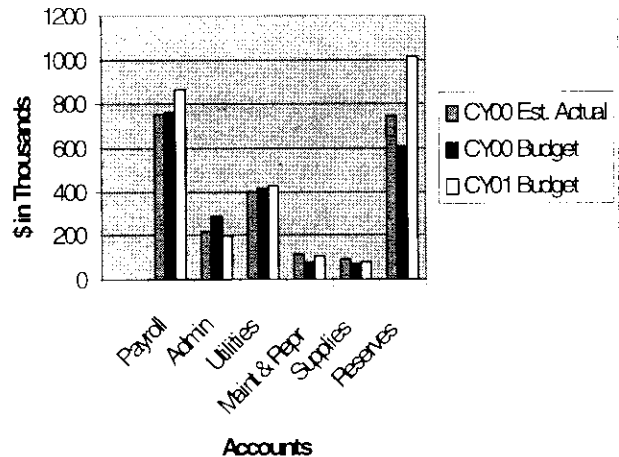
The Financial Management Committee met on 17 October 2000. Routine business consisted of a review of the financial statements and reports from the various subcommittees. No issues were raised.

Management presented the results of bids received for replacement of the corridor duct heaters. The FMC confirmed the availability of funds for the project and recommended that a contract in the amount of \$27,500 be awarded. This brings our year-to-date expenditures from reserves to \$687,838. This is excluding the \$669,740 that was paid out of the special assessment account. (Our total contributions to reserves this year was \$609,619.)

Following the FMC meeting, the budget subcommittee met with the FMC to present the recommended budget for calendar year 2001. The FMC reviewed and approved the budget for recommendation to the Board. The following chart shows the major areas of increase in the *proposed* budget.

As you can see from the chart, the major area of cost growth is an approximate 78% increase in the reserves. In their deliberations, the reserves subcommittee was guided by two concerns: (1) an awareness that the reserves budget for next year must be increased substantially to make up for the shortfall experienced this year; and (2) that those budgetary items necessary for the safety of residents and the proper functioning of the building must take priority over all other items. Upon recommendations of the PPOC, our chief engineer, and acting general manager, the

**2001 Budget Comparison**

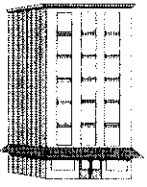


reserves subcommittee omitted several large ticket items from the reserves budget. They did not include: (1) the painting of the balconies (\$100,000), (2) the card access security system (\$250,000), or the (3) overhaul of the swimming pool (\$103,000); all items that had previously been planned for the next 1-3 years.

These major postponements notwithstanding, the required contribution for the reserve fund for 2001 is \$1,087,649, an increase of more than 78% over last year's reserve contributions. This increase in the reserves, along with the increased payroll (13%) is expected to result in an overall budget increase of over 19% for calendar year 2001.

Big ticket items that fuel this increase are the repairs of the balconies, and the overhaul of the elevators. These two items alone required contributions to the reserves this year of \$255,628 and 378,495 respectively.

**Next Meeting Tuesday, November 21, 2000**



**Physical Plant  
And Operations Committee  
George Beams  
And Kurt Bedenbaugh**

**Minutes, October 12, 2000**

**I**n the absence of George Beams, Kurt Bedenbaugh, Co-Chair, called the meeting to order at 7:06 PM. Dave Mayrose sat in for Budd Coutts.

The Minutes of the 9/14/00 meeting were approved with the following changes:

- p. 1, #4, 2<sup>nd</sup> sentence: A down payment of \$58,000 has been paid (on a total payment of \$234,000) for elevator modernization to begin in the East building on 10/26/00.
- p. 1, #5, 2<sup>nd</sup> sentence: The carpet in the elevators will be replaced by tile at levels P1 and P2.
- p. 2, # 7: Dr. Poston has sent us three copies of his final report, two of which have been sent to the Board, and one kept for PPOC records. The report is available for any interested committee members.
- p. 3, #12, next to last sentence: There will be no cost to Management for installation and service of the high speed Internet connection. We had expected a \$5,000 yearly fee.

**Co-Chair Reports - Kurt Bedenbaugh**

**East parking lot and roadway repair**

The contractor has not yet been paid for the work done, and he has come on site to inspect our complaints. He was told that a primer might not have been put under the asphalt. The contractor agreed that the asphalt is porous; he will seal the entire area at no additional cost. This is work that cannot be done in cold weather.

The photos Kurt took of the French Drain prove a different drain was installed than the standard drain intended. The contractor was to have produced information about the drain installed,

but has not yet done so. He offers a 10 year warranty; the company has been in business for 17 years and is bonded.

**Rooftop Condenser Unit**

Residents have complained of the noise from the new unit, which has a 10.5 rating (the highest rating identified from another unit (Carrier) has a 10.9 rating). Kurt has been in touch with an engineer at Trane, who will send information. The fan could be replaced or a muffler installed at the cost of the Association.

**Procurement Process - PPOC**

Kurt suggests adding the need for sealed bids on jobs over \$3,000. Concern was expressed about the low amount and about the lack of trust in our Manager this requirement displays. Dave Mayrose pointed out that we will soon have a new Manager and that that person will want, and should have, input into our procedures. Bob Lowry indicated that FMC and the PPOC also review this document.

**Management Report -Gusby Silva**

**Elevator Renovation**

The schedule of repairs has been received from Millar. Door replacement will start in the East building on 10/26/00 and in the West building, 11/21/00. Two crews will be working and it will take approximately 3-4 weeks for each elevator. It is expected that the passenger elevators will be completed by 3/01 and that the freight and garage elevators will be completed by 5/01. A contract has been signed with Learch Bates (consultants) for \$3,900 which includes four visits—one, after the first elevator is completed, two will be made while the work is in progress, and the final visit made when all 12 door replacements are finished.

**Balconies:**

Work is being completed on the last two tiers of the West building, (tiers 05 and 13), and it is expected to begin on the East building no later than Saturday (10/14) on tiers 14 North side and 06 Southside. A man in a basket will continue repair touch-ups in the West building.

**Dead English Oaks:** New trees have been ordered, and the contractor will replace the dead oaks as soon as the new trees arrive.

**The Beam Load Test Report:** The report was received on Tuesday and has been distributed to the Board and PPOC for review.

**East Corridor Window Boxes:** Repairs to the boxes have been completed and new plants installed.

**West Garage Elevators Carpet:** The carpets on P1 and P2 levels have been replaced at the front of the elevators is not finished; we are looking for the right caulking to match the elevator baseboards.

**High Speed Internet Service:** An agreement has been signed. Brochures and sign-up sheets will arrive soon. Information for residents will be on Channel 12.

**Light Fixtures:** Outside light fixtures will be installed on the West building in front of the circle to improve lighting conditions in that area.

**Winter Landscaping:** Flowers have been planted and dead bushes removed and replaced. A fence will be added between the light post and the West side to eliminate traffic through the grass and flower beds.

**Corridor Duct Heater Replacement:** With the understanding that Greg Grimm will check the materials before installation, and the work when completed, the Committee approved the following motion:

**Motion:** PPOC recommends that the Board award a contract, in the amount of \$27,500.00 to Quality HVAC Service, Inc. to repair six electric heaters at Skyline House.

**Maintenance Log:** Ten entries were made in September, with nine work orders written and one entry referred back to the unit owner because it was not a Log item. The entries came from eight residents, two in East and six in West. The entries were concerned with security

(lighting), dirt, the elevators, a falling piece of molding, a trash chute closure, and the stair-stepper in the exercise Room.

**Property Inspection:** The next walk-around of interested residents took place on October 25, at 2:00PM., and inspected some of the neglected corners of our grounds.

### *End of Management Report*

#### **Other Items**

Winnie Joshua presented the results of the Budget Sub-Committee on Reserves. Members of the Committee were Helen Henderson and Betty Webber of the finance Committee, Kurt Bedenbaugh, George Beams, and Jack Herzig of PPOC, Dave Tilson, Board Treasurer, and Dr. Joshua servicing as Chairman. Acting General Manager Gusbey Silva and Chief Engineer Greg Grimm were indispensable advisers at the meetings. Winnie stressed that the members of the committee were in full agreement; in no instance was there dissent once the items had been fully examined and discussed.

The Committee was guided by two concerns: 1) Aware that the budget would have to be increased substantially, members sought to cut items or to extend their lifetimes as much as possible, and 2) Budgetary items needed for the safety of residents and proper functioning of the building would be included.

With these principles in mind, the Committee examined each budgetary item and eliminated the following from the 2001 reserves: 1) Balcony painting was scheduled for 2002 and next year a decision can be made about whether to engage an outside contractor, or have the job done by in-house painters who would gain access to the balconies via the apartments. 2) Card access control was scheduled for 2003. The Committee recommends that all security locks providing access to the building be re-keyed; funds for re-keying are already available. 3) Overhaul of the swimming pool was postponed to 2005; leaks have been repaired, and the postponement is warranted at this point. 4) New funds for redecoration of the lobby and first floor corridors were not added to the 2001 budget.

The current budget includes \$14,000 for a redecoration project, it will be easy to add this to the budget.

Despite these elimination's or postponements, the required contribution for the 2001 reserve budget is \$1,087,649., roughly a 19% increase in the reserve budget. To this must be added the Operating budget expenses in order to arrive at new condo fees.

The big ticket items that fuel this increase are balcony repairs and elevator overhaul. These projects have been approved by PPOC, FMC, and the Board and are required for the safety of residents and the proper functioning of the building. Funds for remodeling the elevator cabs (such as new flooring) has been postponed to a later date.

The next meeting will be on Thursday the 9<sup>th</sup> of November in the West Card Room



**Covenants Committee**  
**David Kafka**

**There was no meeting in October**  
**Therefore no report**

The next meeting will be November 15, 7:30pm  
In the West Card Room



**Security, Fire**  
**And Safety Committee**  
**Robert Busby**

**There was no meeting in October.**  
**Therefore, no report.**

The next meeting will be on Wednesday,  
November 8<sup>th</sup> in the East Party Room.



**Recreation Committee**  
**Tony DiSalvo**  
**Patricia (Tish) Linsinbiger**

**T**he Flea Market for November has been postponed until next year.

If you are a resident and have not attended the monthly TGIF, make this your first and meet your neighbors and to make it easier, you are requested NOT to bring a plate of hors d'oeuvres, just your own liquid refreshment.

Mark Saturday, December 9, 2000 on your calendar for the Skyline House Annual Holiday Party. This party is held on the second Saturday of December at 7:00 p.m. in lieu of the monthly Friday TGIF. This is a semi dress-up night. Residents outdo themselves in preparing hors d'oeuvres for that evening.

The Recreation Committee will meet on  
Wednesday, November 8, West Card  
Room at 7:00 p.m.

The next TGIF will be on Friday, November 3,  
East Party Room at 6:30  
p.m.. Join us.

**COMING EVENTS**

TGIF Friday November 3rd, 6:30 p.m., In the  
East Party Room

Recreation Committee meetings  
Wednesday Nov 8, 7:00 p.m., West Card Room  
Wednesday Dec 6. 7:00 p.m., West Card Room

Annual Holiday Party  
Saturday Dec 9, 7.00 p.m. West Party Room



**Good Neighbors Committee**  
**Co-Chairs**  
Toska Prather 703-379-7849  
Virginia Wallace 703-671-7648

**Good Neighbors for November, 2000**

Stephanie Keyser 703-671-8545  
Judith York 703-671-2267

**T**he Good Neighbors are available to assist all residents who are in need of temporary help due to illness or an emergency. Call one of the Good Neighbors of the Month if a need arises. We all would like to add new members to our group. Please call one of the co-chairs to join us.



### **The Chief Engineer Greg Grimm**

#### **Washer Hose Warning**

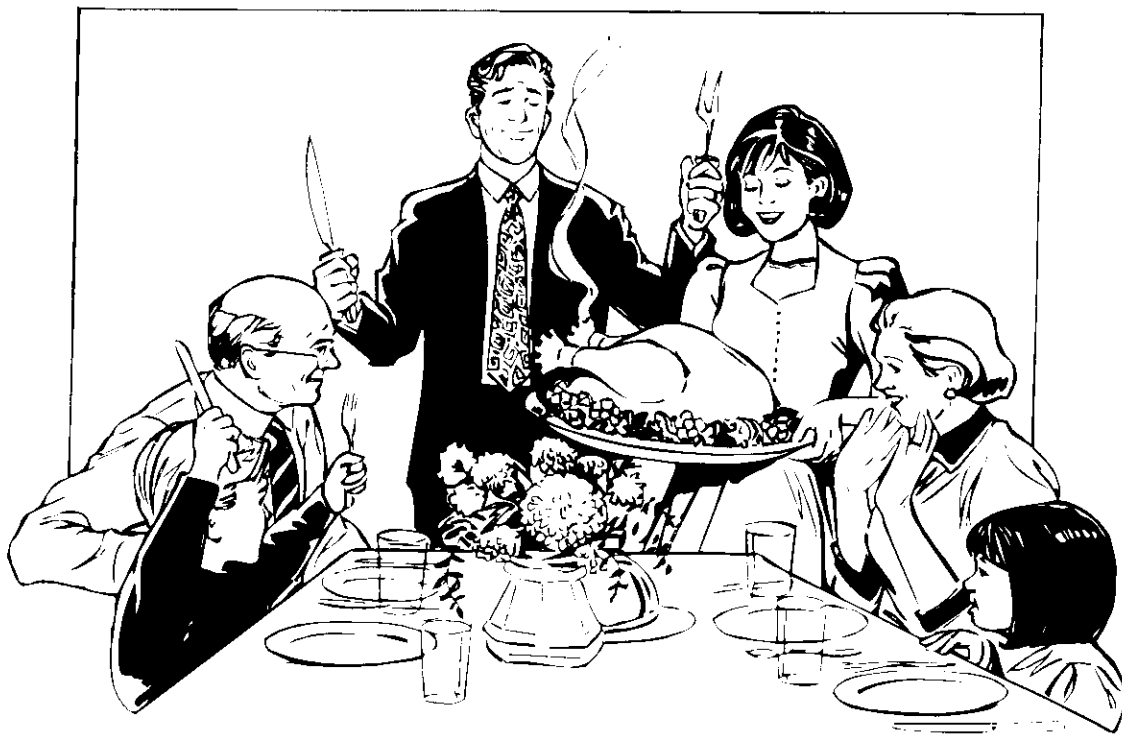
Once again we, here at Skyline House, have had another washing machine hose rupture which caused damage on eleven floors.

Again, let us stress how important it is to change your washing machine hoses every five to seven years.

If you have never changed your washing machine hoses, now would be a good time. Call the office and schedule In-unit maintenance to replace your hoses and prevent a possible flood — in your unit and your neighbors beside and below.

Also, another way to help this situation is to shut off your washer hose connections every time you have finished your laundry. This is a safety precaution and, although not necessary if you have changed your hoses, it is still a good idea to shut off the valves; especially if you are going to be away or out of town for a while.

Remember, only you can help us prevent this type of flooding from happening.



**HAPPY THANKSGIVING**