



THE HOUSE SPECIAL

Volume XXIII, No. 3

www.shuoa.org

March 2003



Board of Directors President, Johnnie Moore

I would like to thank those residents who extended their appreciation for the work our staff performed during the snow emergency. While our staff did its best to keep ahead of the snow removal, they were unable to compete with a storm of the magnitude of the one we just experienced. All commercial contractors were focusing their efforts on emergency facilities and essential services locations. We did have several visits by our contractor, but they were unable to keep up with the amount of snowfall. Should we experience a similar situation in the future, I would encourage any resident who has a situation that requires him/her to leave Skyline House to please contact the receptionist at the front desk and explain your situation. There are several residents who have four-wheel drive vehicles, and I am sure we can find someone to volunteer to assist in an emergency situation.

The election of new Board members is just around the corner. We have four candidates for three positions that expire. Please come out to meet the candidates on Tuesday, March 11th, at 7:00 p.m. Absentee ballots have been mailed to the non-resident owners. Should you not able to cast your vote in person for the election, please stop by the Management Office and complete the absentee ballot. Electing individuals to represent you in managing the affairs of the Association is a

responsibility that I encourage you to take seriously and vote.

At the last Board Meeting several decisions were made, including:

1. Approving a consultant to help us prepare for the overhaul of the freight elevators;
2. Approving a contract to have the main lobby entrance modified to be handicap accessible;
3. Approving the renovation and purchase of new exercise equipment for the Exercise Room;
4. Approving the repair of water damage to a residence caused by the façade leakage;
5. Approving the installation of gallery lighting over the windows on the main level of the East and West buildings.

The audit firm completed its audit of our financial records, including Management practices, and no major errors were found. There were recommendations for improvement that Management is implementing. Please feel free to stop by the Management Office and review the report, which should be available within the next 30 days.

I look forward to seeing you at the annual elections on Tuesday, March 25, 2003, at 7:00 p.m. in the West Party Room.

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FINANCIAL MGT, Wynfred Joshua 1414W 820-4471
and Chuck Ruby 1006W 578-0896

PHYS PLANT/OPS, George Beams 710 E 578-9507
and Kurt Bedenbaugh 1004 E 671-8930

RECREATION, Tony DiSalvo 502 E 824-1958

SEC/FIRE & SAFETY, Terry Sakellos 204 E 820-0455

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EDITOR

Louise Albin: lalbin@metronets.com

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. Committee reports must be submitted to the Editor by the 23rd of each month or NLT 3 days after mtg.

Information for *THE HOUSE SPECIAL* may be sent by e-mail to the Editor, dropped off at the Management office or the reception desk.

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Gusbey Silva
General Manager

Mail Chute:

We continue to have problems with the mail chutes in both buildings. In October 2002, we paid \$990.00 to repair the chute located on the 10th floor of the East building. The problem reappeared in January 2003. We are having problems on a couple of floors in the West building. The mailmen servicing Skyline House recommended the cancellation of the use of the mail chutes due to the continuing problems and unreliability of the system.

The Board of Directors approved the cancellation of the mail chutes during the February meeting. Please be advised that all mail chute openings will be blocked effective April 1, 2003.

Main Lobby Entrance Handicap Access:

Due to the increase of not only owners who require the use of a wheel chair, but also residents who are physically challenged when opening the main entrance doors, Management obtained bids to have a senior swing automatic operator installed at the main lobby entrance. The Board of Directors approved this project during the February meeting.

We expect to have this project completed by the end of March 2003.

Exercise Room Rehabilitation:

The Board of Directors approved the rehabilitation of the Exercise Room at their last meeting. This project includes two phases:

1. The Association's maintenance staff will remove all lockers and shower stalls to accommodate all the resistance equipment.
2. The purchase of new equipment, to include two treadmills, one stationary bike, one stepper, one elliptical trainer, a

2-stack gym, one sit up bench and a chin/dip.

You may pick up a floor plan in the Management Office for the new Aerobic and Resistance equipment rooms.

If you are currently using any of the lockers installed in the Exercise Room, **please remove all your personal belongings by no later than March 28th**. We estimate that the Exercise Room will be out of service while the renovation is being performed for a period of three weeks beginning Monday, March 31, 2003. Notices will be posted informing residents of the project status while it is in progress.

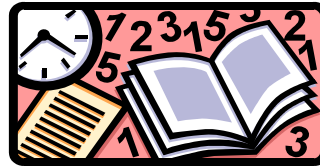
Elevator Lobbies Wallpaper Replacement:

The project to replace the wallpaper around the passenger elevators began during the middle of January and will be completed by the middle of March. We are now using a commercial grade paper (vinyl) to replace the residential grade paper installed in 1995. This wallpaper is more "use and abuse" durable than the one previously installed. We are keeping the remaining stock from the residential grade wallpaper to make any necessary repairs around the unit doors. We apologize for the inconvenience caused while the installation is taking place.

Crows:

USDA continued the crows eradication program at Skyline House starting on Monday, January 27th. Crows were fed from the roof of the NOVA building, and the program continued until the weekend of February 15th. During the first week, USDA picked up about 350 carcasses plus the ones picked up daily by the housekeeping staff.

Mr. Dage Blixt, the USDA District Supervisor, reported that there were about 10,000 crows roosting at Skyline House at the end of January. By February 14th, after three weeks of treatment, there were only about 800 crows left that come to our property around 6:00 p.m. They stay about 30 minutes and then leave. We will continue to monitor the crows' activity and will reinstate the program as needed.



**Editor
Louise Albin**

LOST: On the night of Adua's retirement party, I left my camera in the West Party Room. If you found it, I would very much appreciate its return to me: *Cesi Gloukhoff, 409-W. Thank you.*

SPECIAL NOTICE

ANNUAL MEETING AND ELECTION INFORMATION

The package for the upcoming Board of Director Election announcing the candidates, and a copy of the resume of each candidate, was mailed to residents and non-residents on February 20, 2003.

Article IV, Section 5 of the By-Laws states that before a meeting can be convened, unit owners, either in person or by proxy, representing at least twenty-five percent (25%) of the total votes of the condominium must be present. In order to establish a quorum and hold the meeting, it is important that you attend. **IF YOU CANNOT ATTEND, PLEASE DESIGNATE A PROXY TO VOTE IN YOUR STEAD.**

Unit owners who cannot be present on Tuesday evening, March 25, 2003, are urged to stop by the Management Office during regular hours and vote via an absentee ballot. Unit owners may also vote an absentee ballot by attending the **MEET THE CANDIDATES NIGHT, TUESDAY, MARCH 11, 2003**. Read more about Meet The Candidates Night in another section of the House Special.

The Election Committee invites you to partake of the punch and cookies that will be served after the "Meet the Candidates" night, and also the wine and cheese, etc. that will be available in the Billiard Room on election night.

**AS A REMINDER:
YOU MUST PRESENT AN ID IF YOU WANT
TO VOTE ABSENTEE**

The Election Committee

We wish to express our appreciation to our staff and Management for the hard work and dedication they displayed during the recent snow events. Most of our workers do not live here in the Skyline House. Many of them came long distances under hazardous conditions to get here to clear our driveways and sidewalks. Their response was admirable, and we owe them a round of applause and our thanks.

Toska and Jack Prather, Unit 1003W

**Security, Fire and
Safety Committee**

Terry G. Sakellos, Chairman



There was no Security, Fire & Safety Committee meeting in February. The next meeting will be March 12, 2003 at 7:00 p.m. in the West Card Room.



**Financial Management
Committee**

**Wynfred Joshua & Chuck Ruby,
Co-Chairmen**

The Financial Management Committee met on February 24, 2003. Total income for the month of January was \$263,266 with expenditures of \$194,672. Total income less expenditures amounted to \$68,594. The total Reserve contributions were \$91,109, leaving a negative net income before taxes of \$22,515. There are months that we have to pay bills covering an extended period or bills for jobs done earlier. As a result, some months will show deficits. The negative income for January is approximately \$4,000 less than what we had budgeted as a deficit for January.

The FMC discussed the financial implications of the major winter storms. The Committee highly commended Management and staff for their response to the recent snowstorm but expressed

concern that the budget for snow removal -- \$3,000 for 2003 -- was bound to be far too low. Management noted that one of the two snow blowers had broken down; four new snow shufflers were bought. While last week's snow storm was clearly an highly unusual event, it would be prudent planning to increase next year's budget for snow removal.

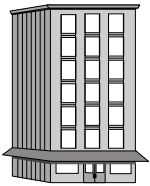
The FMC reviewed the proposal of Lerch, Bates & Associates to provide consulting services for the renovation of the two freight elevators. In as much as Lerch has been our consulting firm for the passenger elevator work and is one of the few companies to provide such services, the FMC unanimously endorsed the awarding of the contract for \$12,500.

The FMC discussed the proposal to install a handicap push plate guide rail at the main entrance of the lobby to facilitate entry for residents with wheelchairs. Management assured the Committee that the installation would not detract from the lobby décor and that the frame of the existing door would be checked and, if necessary, reinforced to withstand the pressure. In line with PPOC, the FMC recommended to accept the proposal of the Atlantic Door Control for \$5,287. While the budget for 2003 does not provide for the installation, the Committee accepted Management's recommendation to go ahead this year anyway and use funds allocated to Miscellaneous Services (\$8,500).

The proposal for new fitness equipment for the Exercise Room was reviewed. The equipment in the Exercise Room has not been able to accommodate residents' demands. Staff employees are scheduled to remove the showers and lockers in order to make room for more exercise equipment. As part of the rehabilitation, it is proposed to acquire 2 new treadmills, 1 bike, 1 stepper, 1 trainer and 1 two-stack gym with leg press, etc. The Committee recommends accepting the proposal of Fitness Resources for \$20,042. The amount is within the budgeted \$22,000 for 2003. Equipment generally carries a guarantee of 2 or 3 years.

The FMC then reviewed the proposal to repair damage and remove mildew as a result of excessive leakage in an apartment on the east façade. The unit owner had reported the leakage as far back as 1997, but Management at that time had refused to do anything about it. The FMC recommends awarding the contract to Palmer Brothers for \$5,450. Palmer offered the most reasonable price, and our experience in working with this company has been excellent. These repairs are inside the apartment. The outside part, however, will be repaired at the same time as part of our larger façade repair project.

The FMC meetings have been changed to the 3rd Monday of the month. The next meeting will be Monday, March 17, 2003.



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

The Committee met February 13, 2003 at 7:00 p.m. The minutes of January 9, 2003 were approved with minor word or spelling corrections.

Management presented the following items for Committee approval:

a. Freight Elevator Modernization: Lerch Bates Elevator Consultants presented a proposal of required specifications, and to solicit bids from contractors and review bids for conformance and submit their conclusions to Management. They will review work in process, submit a final installation review for equipment and performance compliance, and submit a written report. The fee for basic services is \$12,500.

b. Main Lobby Entrance – Handicap Access: The request was for approval of automatic doors for each of the resident side doors at the main entrance. Three bids were received. Management selected Atlantic Door Control based on their price (\$5, 287) and good references.

c. Exercise Room Rehab – Equipment Replacement: The rehab of the Exercise Room will be done in-house. Three bids were received for equipment replacement; one was incomplete. Management recommended a contract be approved for Fitness Resources in the amount of \$20,042 to

provide the equipment. They are the exclusive distributor for Lifefitness equipment, and a service agreement is available. The 2003 Budget provided \$22,000 for purchase of this equipment.

The Committee approved motions to be presented to the Board.

At the January Board of Directors meeting, the PPOC was requested to review whether additional lighting in the gallery corridors was needed based on the survey of residents by the Ad-Hoc Decorating Committee. Only 53 residents signed the survey form at the front desk. The majority of residents signing from the West building favored adding additional window lights. The majority of residents signing from the East building favored leaving the lights as they are. The Committee agreed that window lights be added to the West gallery and that the East gallery be left as is. The cost to restore the lights is \$605.

The parquet floors in the Party Rooms have been damaged from water coming in at exit doors from prior roof leaks. Management brought samples of tile to be installed to replace the parquet squares. The Committee selected a black granite tile that will be compatible with the parquet floors. Management recommended hiring Floor, Inc. to perform this work at a total cost of less than \$2,000.

The meeting was adjourned at 8:20 p.m. PPOC meets the second Thursday of the month. All are welcome to attend. Once a month we sponsor a walk-a-round of specific areas of the property. Notice of times and place are posted on the bulletin board and Channel 12

The next PPOC meeting will be on Thursday, March 13, 2003, at 7:00 p.m. in the West Card Room.



Covenants Committee Joseph Livingston, Chairman

At the Board's January 2003 meeting, the Covenants Committee submitted proposed revisions of the rules and regulations of the Association. At the Board's direction, those proposed revisions of the first 10 rules/regulations were published in the February 2003 House Special for the unit owners' comments.

The review of the remaining rules and the Committee's recommendations will be submitted to the Board at the March 25, 2003 meeting.

The Committee will also take action on a request of the General Manager, recommended by Counsel, regarding Rule 8A – "Move In" fees.



Neighborhood Watch Judith York, Coordinator

To give you some really good news, it's less than three weeks to the first day of spring! We will be able to relish warmer, sunnier weather once we get by the wet, windy days of March. I have noticed, during this period of snow (snow and yet more snow), that the Skyline House community has shown great resilience. In fact, people seem to be friendlier and more considerate. It's a good feeling to have a closer and more helpful community, and I hope the friendlier atmosphere continues once we are past this "unusual" winter.

Please note that the next two open training sessions for volunteers to receive certification are on March 12 and May 6, 2003, at 7:00 p.m. at the Mason District Police Station on 6507 Columbia Pike. There are also two Neighborhood Watch Coordinator meetings at 7:00 p.m. on April 8 and June 10, 2003. If you are interested in police officer talks on safety and crime in our area, you may want to attend one of these meetings even if you are not a volunteer.

The Neighborhood Watch Group has made a difference in the upkeep of the building. I quote below some of the positive reports that have been written over the last couple of weeks:

"All is well," "No incident," and, just before Christmas, "All is peaceful and quiet."



The Chief Engineer Greg Grimm

We are proud to offer one of the most efficient air filter systems now sold on the market, the 3M Filtrete filter. These filters for your HVAC system are available at the front desk for \$20.25 each. We stock the following sizes: 16x20, 20x20, and 20x25.

We are pleased to announce the newly started customer **Maintenance Satisfaction Survey**. When you have scheduled maintenance work performed in your unit, you will be given a **Maintenance Satisfaction Survey** along with a copy of the work-order. Please complete the survey and drop it off at the Management office. Your comments and suggestions will assist us with satisfying your needs. Thank you.

Please read. There is a lot of theft going on – so please be aware. This is probably especially important if you don't park in a garage.

Just heard this on the news here locally. Apparently, car thieves have yet again found a way around the system and steal your car or truck without any effort at all.

The car thieves peer through the windshield of your car or truck, write down the VIN number from the label on the dash, go into the local dealership for that car brand and request a duplicate key for it from the VIN number.

Car dealerships make up a duplicate key from the VIN number, collect payment from the "customer" (who is really a "would-be car thief") for making up the duplicate key. The car thief

goes back to your vehicle, inserts the key he has just gotten and off he drives with your car or truck.

Thieves don't have to break in, don't have to damage the vehicle and draw no attention to themselves; all they have to do is to walk up to your car, insert the key and off they go to their chop shop with your vehicle!!!

Can you believe it?

To avoid this from happening to you, simply put opaque tape (like a strip of electrical tape, duct tape or medical tape) across the VIN label located on the dashboard. You can't remove the VIN number legally under most state laws, so cover it so that a car thief can't view it through the windshield.



Recreation Committee
Tony DiSalvo
Chairman

The February TGIF was well attended. A number of our regulars were back. Still missing some old faces and, of course, we welcome new residents.

If you are a resident and have not attended the monthly TGIF, make this your first and meet your neighbor. To make it easier, you are requested NOT to bring a plate of hors d'oeuvres, just your own liquid refreshment. The Italian Night normally scheduled in February has been postponed until a later date. We will, of course, have a Flea Market soon.

The next TGIF is scheduled for Friday, March 7, 2003, at 6:30 p.m. in the East Party Room.

COMING EVENTS:

- TGIF Friday, March 7, at 6:30 p.m., EPR
- TGIF, Friday April 4, at 6:30 p.m., WPR



Good Neighbor Committee
Co-Chairs

- Toska Prather 703-379-7849
- Ann Preston 703-931-7679

Good Neighbors for March

- Belen Eliot 703-671-7045
- David Shandloff 703-820-3673

The Good Neighbors are available to assist all residents who are in need of temporary help due to illness or emergency. We need new members. Please call one of the co-chairs and join us.

SPECIAL EVENTS AT SKYLINE HOUSE March 2003

SUN	MON	TUE	WED	THU	FRI	SAT
						1
2	3 LIBRARY OPEN 7:00-8:00 PM ECR	4	5	6	7 TGIF 6:30 PM EPR	8
9	10 LIBRARY OPEN 7:00-8:00 ECR	11 MEET THE CANDIDATES 7:00 PM WPR	12 SECURITY 7:00 PM WCR	13 PPOC 7:00 PM WCR	14	15
16	17 FIN MGT 7:00 PM WCR LIBRARY OPEN 7:00-8:00 ECR	18	19 COVENANTS 7:00 PM WCR	20	21	22
23	24 LIBRARY OPEN 7:00-8:00 PM ECR	25 ANNUAL ELECTIONS 7:00 PM WPR	26	27	28	29
30	31					

**Skyline House Unit Owners' Association, Inc.,
3711 South George Mason Drive
Falls Church VA 22041-3711**