



# The house special

Volume XXIII, No. 8

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

August 2003



## Board of Directors President, David Tilson

During the Board of Directors meeting on Wednesday, July 23, 2003, several topics of interest to all unit owners and residents were discussed and decisions made.

### **Façade Repairs:**

The Physical Plant and Operations Committee (PPOC) reported that, after considering the presentation by Jeffrey James, of Gardener Engineering (our consulting firm) at the last PPOC meeting, of the four options presented, it recommends Option 1 be utilized at a total of about \$3,000,000 for repairs to the deterioration of the North and South façades of the East and West buildings. In addition, the Financial Management Committee (FMC), after reviewing the PPOC report and with further study, concurred in the PPOC recommendation. The SHUOA Board of Directors, after lengthy discussion, agreed with the recommendations of the two committees and voted to send Option 1 to the Financial Management Committee in order to have it included in the 2004 budget preparations.

### **Garage Repairs:**

The garage beam inspection, conducted by Whitlock, Darymple and Poston (WDP) in December 2002, uncovered needed repair. Based on the recommendation of Gardener Engineering and the PPOC Committee, bids were called for the needed work, and the contract has been awarded to Al Chavies Construction Company in the amount of \$106,000.

### **Towing:**

At the recommendation of the Covenants Committee, the Board has called a moratorium on notifying owners/operators of illegally parked vehicles prior to towing. All vehicles illegally parked will be towed without warning at the owners'/operators' sole risk and expense. This is in accordance with the SHUOA, Inc. Rules and Regulations. We are confident that this will reduce the growing amount of parking abuse. Management has been directed to notify residents in advance of the date of enforcement.



## General Manager Gusbey Silva

### **Appliance Replacement Program:**

Upon the request of several residents and members of the Physical Plant and Operations Committee, Management researched for a good option to establish an appliance replacement program, similar to the one we had in place four years ago, in order to better serve our community.

Sears Commercial Sales made its Kenmore and KitchenAid appliances available to Skyline House owners at special group prices. In addition, their Appliance Select program enables owners to choose from many different brands displayed on their retail Brand Central sales floor, also at commercial prices.

**OFFICE DIRECTORS**

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PHYS PLANT/OPS, George Beams and Kurt Bedenbaugh	710 E 1004 E	578-9507 671-8930
RECREATION, Tony DiSalvo	502 E	824-1958
SEC/FIRE & SAFETY, Terry Sakellos	204 E	820-0455

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**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 23<sup>rd</sup> 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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For Kenmore and KitchenAid selections, you may want to visit the Management office in order to view the current catalog and price list. For pricing or selection of other brands, you may call Kathy McKenney at the Appliance Select Center in the Sears Fair Oaks Mall store at 703-385-2330. Kathy works by appointment only, so if you wish to visit the retail store to make your selection, please call for an appointment. When you call, please mention the **special account number, which is CU030909.**

Installation services are also available for most items and prices. These services may be obtained by calling Kathy. This is in case that installation by the Skyline House Unit Owner's Association In-House Maintenance crew is not available on the date and time you would prefer.

The commercial prices for merchandise and services are not offered by Sears's retail, but only through commercial sales.

**Window Washing:**

The annual washing of unit windows was completed during the third week of July in the East building and during the fourth week in the West building. Notices were posted two weeks in advance notifying residents of the assigned dates for removal of the screens by the Association staff and requesting them to sign up at the front desk if they required this service.

**Elevators Modernization:**

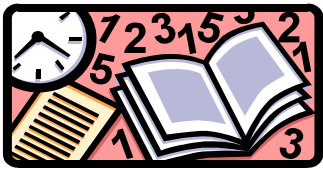
The modernization of the passenger elevators is coming to an end. Delta's modernization crew is now working in the last elevator, East passenger elevator #2; this project will be completed by the end of August. The next step will be the renovation of the interior cabs. The schedule for this project will be determined during the 2004 budget season.

The modernization of the service elevators has been scheduled to begin in November 2003. TyssenKrupp Elevator's modernization crew has already performed the survey and is in the process of preparing the necessary submittals for the job. The modernization of the service elevators will include the renovation of the cabs and will be completed in both elevators simultaneously. We expect that this project will be completed by the end of February 2004. One of the passenger elevators in each building, will be designated as a

service elevator while the modernization is being performed.

**Garage Beams/Deck Repairs:**

Al Chavies Construction Co. will perform the garage beams and deck repairs. These repairs are upon the recommendation of Dr. Poston and will be supervised by our engineer consultant, Jeff James. The project will begin the second week of September 2003. Notices will be posted advising residents of dates and times when all cars should be removed from a specific area while the construction is in place. The Association will make arrangements with Skyline Office Buildings to secure parking for our residents during this time.



**Editor  
Louise Albin**

*I dropped a set of keys in front of our building near a guest parking space on Wednesday, July 30, 2003. The absence of my keys was not realized until a few days later. Thanks to a resident who found them and turned them in to the front desk, I now have them back in my possession.*

*I wish to express my appreciation to the resident that took the time to take them to the front desk. Actions of this sort simply add to the great comfort and pride of living at Skyline House!!*

*Thanks again! Ray Lum (1702-W)*

**Security, Fire and  
Safety Committee  
Terry G. Sakellos, Chairman**



The issue of children using the exercise and card rooms needs some attention. According to the rules:

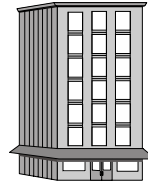
**Rule 25 Other Facilities,**

**A. Card Room and Exercise Room**

Para 2 “Use of the rooms by minors (under age **18**) is expressly forbidden unless accompanied and supervised by an adult.”

Because of over crowding and the popular use of the exercise room, this practice of having under age occupants in the exercise room must be stopped. Children too young to use the equipment responsibly can very easily harm themselves by

playing with the weight equipment and not knowing how to properly use the weights and machines.



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

The Committee met on July 10, 2003. The following subjects were discussed:

**Façade Repairs:** Skyline House Construction Consultant, Jeffery (Jeff) Gardner of Gardner Engineering, met with the PPOC Committee to clarify the difference between Options 1 and 2 areas described in the South & North Façade Condition & Repair proposal. Jeff explained that he and Management looked at various options to address the spandrel conditions at the north and south façade, knowing that the conditions at the ends of the building were in poor condition.

The building window sealants were found deteriorated and leaks were apparently due to sealant failure. The root cause is water getting into the window sealants and leaking into the unit, and because the weep-holes were missing, could have allowed water to exist out of the cavity walls. PPOC recommends that the Financial Committee and the Board consider Option 1, which is the most expensive, but effective.

**Garage Deck/Beams:** Concrete Repairs: Management presented the proposal for the garage and beam repairs as recommended by Dr. Poston of the Whitlock, Dalrymple, Poston, & Associates, Inc. (WDP) report dated December 12, 2002. In the spring, Management and Gardner Engineering solicited bids for the upcoming work to be performed for the necessary garage repairs. Out of four bidders, Management received three responses. The PPOC recommends that the Board of Directors accept the bid proposal from Alfred Chavis Construction in the amount of \$106,580.00 based on previous work experience with Skyline House, competitive pricing, and being the lowest bidder.

**Security Camera System:** The installation of all security cameras and monitors has been completed for both buildings. The cameras in the penthouse of the East building will be connected

as soon as the maintenance crew complete the wire installation needed for the connection.

**Carpet Replacement:** There are 18 residential corridors left, 4 in the West building and 14 in the East building, in need of carpet replacement. Floors Incorporated will submit a proposal to replace the carpets in both buildings in 2004.

**Additional Storage Bins:** The installation of additional bins in the new storage room, #5, located in the G level of the East building was completed in the fourth week of July 2003.

**Garage Power Washing:** The spring power washing of the garage was postponed this year due to the replacement of the expansion joints. This project was partially completed during May with the replacement of all sections of the expansion joint located in the A level of the garage; these were the sections where the most deterioration existed.

**Window Washing:** The annual window washing was performed during the week of July 14<sup>th</sup> in the East building and the 21<sup>st</sup> in the West building.

**Sale of New Kitchen Appliances by the Management Office:** Management has made special arrangements with Sears Commercial Sales to make its Kenmore and KitchenAid appliances available to Skyline House owners at special group prices. Some members of the Committee noted that selling kitchen appliances to unit owners during the earlier administration had caused the services by the maintenance staff to decline. If this service remains a strong request by unit owners, the services should be scheduled as to not hamper the duties of the staff. No action was taken on this topic by the PPOC.



**Financial Management  
Committee  
Wynfred Joshua & Chuck Ruby  
Co-Chairmen**

The Financial Management Committee (FMC) met on July 21, 2003 to review the June Financial Statements and other relevant issues. Total income for the month of June was \$260,431, with expenditures of \$148,329. Total income less expenditures amounted to \$112,103. The monthly Reserve Contributions were \$91,111, leaving a net

income before taxes of \$20,992. We are well within the budget projection for the month of June.

The FMC considered two issues, which resulted in unanimous decisions. The first issue involved the need to repair the north and south façades of the two buildings based on the assessment of our consultant, Jeff James. The second issue involved the repair of the garage deck and beams.

The FMC revisited the façade issue after receiving a revised report from Mr. James relevant to the condition of the north and south façades. This report included the approximate cost of each of four recommended options. He also provided answers to the PPOC's outstanding questions relevant to the report.

As reported last month, only two of the four options appeared to be acceptable. Selecting Option 1, costing approximately \$3,000,000, would provide for the repair of all façade deterioration. Option 2, costing approximately \$2,000,000, would provide for the repair of the major deterioration.

The FMC agreed with the PPOC's recommendation that the selection of Option 1, performed over a 6-year period, would be the best solution to the façade problem. Spreading the work over six years (seven budget years) would increase the cost to approximately \$3,800,000; but would place less stress on the finances of the condominium in the long run. The Board of Directors concurred with the selection of Option 1, but asked that the financial impact be reevaluated during the preparation of the 2004 budget and reserve schedule.

Request for bids to make garage repairs was sent to various vendors based on a report provided by Dr. Poston, our garage consultant. The FMC agreed with the PPOC's recommendation that Alfred Chavies Construction perform the work at a cost of \$106,580. We currently have \$117,000 in the reserve account designated for this project. The Board of Directors subsequently concurred with this selection.





## Covenants Committee Joseph Livingston, Chairman

The Covenants Committee held its scheduled meeting on July 23, 2003. Among several matters discussed by the Committee, it was agreed that the following be brought to the Board's attention:

Management's concern is with the ongoing problem of improperly parked vehicles. Management noted that the present practice is not to have such improperly parked vehicles towed without giving prior notice to the owner/operator. It was noted that this practice is at odds with the specific provisions of Article 18 of the Rules and Regulations of the Association. Following our discussion, the Committee voted to recommend to the Board that it reaffirm support of the provisions of Article 18. In this connection, Management indicated that it would place a notice on appropriate bulletin boards and send special notice to each residence (unit), prior to implementing the provisions of Rule 18. All residents are urged to acquaint themselves with and adhere to these provisions and to also remind your visitors.

Recent changes in the schedule for use of the exercise room made some residents very happy and made some very unhappy. The Committee and Management received correspondence in support of both positions. After hearing from Management and residents present at the Committee meeting, the Committee decided to recommend to continue the current schedule until Management completes an analysis of the use of the exercise room during the last 60 days. Based on that analysis and consideration of any recommendations of Management and residents, the Committee will make further recommendations to the Board. In this same connection, residents are urged to submit any suggestions to the Committee or Management.

Recently, some residents noted that children were in the exercise room, apparently without being supervised by parents or guardians. The residents' concern was of both the safety of the children and others, as well as possible claims against the Association in case of injury to or caused by such apparently unsupervised children/minors. Rule 1F of the Association's Rules and Regulations addresses responsibility/conduct of children/minors,

generally. However, parents/guardians are also reminded of their responsibilities under Rule 25.

In closing, as always, all owners and residents are invited to attend and become members of the Covenants Committee. Check the bulletin board for time and place of the next meeting.



## Neighborhood Watch Judith York, Coordinator

We welcome a new resident to Skyline House, Susan Wilson, who is already showing her community spirit by joining the Neighborhood Watch Program. We sadly bid a fond farewell to that dynamic duo, Hend and Surya, our mother-and-daughter team who have regularly walked the floors and done a great job of participating in our program.

Dates for future meetings at the George Mason District Police Station are as follows:

1. **Tuesday, August 5, 2003, is the 20<sup>th</sup> Annual National Night Out** where neighborhood watch communities participate in a nationwide exhibition of visible community support for safe neighborhoods. If anyone in Skyline House takes part in this celebration, please let us know how you participated.
2. **Open Training Sessions for Watch Patrol Members** will be held on Tuesday, September 2, 2003, and Tuesday, December 2, 2003, at 7:00 p.m. New volunteers must attend this training course in order to be certified. The course is easy and fun. There will be a presentation by our community police officer, a question and answer period, and the awarding of a certificate for each participant at the end of the session.
3. **Neighborhood Watch Coordinators meetings** will be held on Tuesday, October 14, 2003, and Tuesday December 9, 2003, at 7:00 p.m. A **Citizens' Advisory Committee** follows at 7:30 p.m.
4. Finally, the **Annual Open House** is scheduled for Friday, September 19, 2003, from 4:00 p.m. to 8:00 p.m. The Annual Open House is a great way to meet our

community police officers and our neighbors.

General concerns reported in July by our volunteers are: On the penthouse level of the West Building, trash thrown over the fence on the south side of the building, several doors have been left ajar after residents have passed through them, and there are vehicles parked in the garage without Skyline House decals. Management will be checking on these vehicles in the coming weeks. If you do not have a Skyline House decal on your vehicle, please visit the reception desk so you can be issued one.

My sincere thanks to the volunteers for completing their monitoring forms and for reporting repairs in the maintenance log. As always, please contact me at 703-671-2267 if you are interested in becoming a neighborhood watch volunteer.



**Recreation Committee**  
**Tony DiSalvo**  
**Chairman**

I did not receive any response to our EMERGENCY notice. Apparently, no one, or not many, read the July Newsletter announcing the Committee emergency so we will try once again.

**EMERGENCY: The Recreation Committee is looking for a few more good members with the goal in mind that one of the new members would like to become co-chair of the Committee.**

A Flea Market is scheduled for Wednesday, August 20, 2003, from 7:00 to 8:30 p.m. in the East Party Room. This is a good time to get rid of those heirlooms that have been taking up space in your apartment or storeroom. Sales will be RESTRICTED to Skyline House residents. But, of course, you may invite your friends – all are welcome. Call Tony DiSalvo, 703-824-1958 to reserve a table (NO CHARGE for tables). Call if you have any questions.

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

The next TGIF is scheduled for Friday, August 1, 2003, at 6:30 p.m. in the West Party Room.

The **Recreation Committee** meets on Wednesday, August 13<sup>th</sup>, at 7:00 p.m., in the West Card Room. A **covered dish dinner** is scheduled for Tuesday, September 9<sup>th</sup>. The ground rules are rather simple. You are requested to bring an entrée, a vegetable dish, or dessert, and your own liquid refreshment. Couples should bring enough food for EIGHT persons, and SINGLES should bring enough food for FOUR. Rolls and coffee will be provided. Ice and glasses will also be provided. A sign-up sheet is provided for you at the front desk.

**COMING EVENTS:**

**TGIF:** Friday, August 1, 2003, at 6:30 p.m. in the West Party Room.

**Recreation Committee Meeting:** Wednesday, August 13<sup>th</sup>, at 7:00 p.m. in the West Card Room,

**Flea Market:** Wednesday, August 20<sup>th</sup>, at 7:00 p.m. in the East Party Room

**A FLEA MARKET WILL BE HELD WEDNESDAY, AUGUST 20<sup>TH</sup> IN THE EAST PARTY ROOM. CALL TONY DISALVO AT 703-824-1958 TO RESERVE YOUR TABLE (NO CHARGE). TABLES FOR SKYLINE HOUSE RESIDENTS ONLY (SPACE LIMITED.) SET UP AT 6:30 P.M. DOORS OPEN 7:00 – 8:30 P.M. SPONSORED BY SKYLINE HOUSE RECREATION COMMITTEE**



**Good Neighbors Committee**  
**Co-Chairs**

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

**Good Neighbors for August 2003**

Raymond Willis 703-820-7438  
Glendis Taylor 703-998-7871

The Good Neighbors are available to assist all residents who are in need of temporary help due to illness or emergency. We are always in need of new members to assist those in need. If you are interested in serving your neighbors, please call one of the co-chairs and join us.

# ***SPECIAL EVENTS AT SKYLINE HOUSE August 2003***

<b>SUN</b>	<b>MON</b>	<b>TUE</b>	<b>WED</b>	<b>THU</b>	<b>FRI</b>	<b>SAT</b>
					<b>1</b>	<b>2</b>
<b>3</b>	<b>4</b> LIBRARY OPEN 7:00-8:00 ECR	<b>5</b>	<b>6</b>	<b>7</b>	<b>8</b> TGIF 6:30 PM WPR	<b>9</b>
<b>10</b>	<b>11</b> LIBRARY OPEN 7:00-8:00 ECR	<b>12</b>	<b>13</b> RECREATION 7:00-8:00 PM WCR	<b>14</b> PPOC 7:00 PM WCR	<b>15</b>	<b>16</b>
<b>17</b>	<b>18</b> FIN MGT 7:00 PM WCR LIBRARY OPEN 7:00-8:00 ECR	<b>19</b>	<b>20</b>	<b>21</b>	<b>22</b>	<b>23</b>
<b>24</b>	<b>25</b> LIBRARY OPEN 7:00-8:00 ECR	<b>26</b> BOARD OF DIRECTORS 7:00 PM WCR	<b>27</b>	<b>28</b>	<b>29</b>	<b>30</b>
<b>31</b>						

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