



THE HOUSE SPECIAL

Volume XXV, No. 11

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November 2004



Board of Directors President, David Tilson

Several important decisions were made at the October 27, 2004 Board Meeting.

2005 Budget:

Management and the Financial Management Committee worked hard for almost three months to prepare detailed operating and reserve budgets for the Association for 2005. Although the new operating budget, which totals \$3,359,261, is 3.34% higher than the 2004 budget, the increase in condo fees is only 2.4%. The Board approved the recommended budget without any changes. During the month of November, unit owners will receive a letter from the Treasurer officially advising of the exact amounts of the 2005 condo fees.

Emergency Repair of Leaking Planter:

Last week, it was discovered that there was a significant water leak from one of the planters on the pool deck. Our consulting engineer strongly recommended that this be repaired before freezing weather arrives. A bid was solicited and received from the Chaves Company which had done a good job for us on this type of work previously. The consulting engineer considered the price to be very reasonable. Because this is an emergency repair that must be completed before freezing weather arrives, the normal procedures for seeking at least three bids and then having both PPOC and FMC review the bids was waived, and the Board authorized Management to proceed with the contract.

Vinyl Tile on the S Level of the East Building:

The Board authorized Management to contract for replacement of the vinyl tile on the S Level of the East Building. The tile being replaced is the original 24-year-old tile.

Consulting Engineer Services:

Gardner Engineering, the consulting engineering firm we have been using for some time, submitted a proposal for providing engineering services for a major project to overhaul the swimming pool and the surrounding deck area. The proposal was reviewed and approved by both PPOC and FMC. The Board authorized management to proceed to contract with Gardner Engineering for this project.



General Manager Gusbey Silva

Restoration of North & South Façade:

The façade repairs on the north wall, including the cleaning of all windows and the demobilization of the remaining overhead protection will be completed by Friday, November 5th. The brick removal on the south wall will be completed during the last week of October. The next step is the installation of the waterproofing material and the new brick. Work on the South wall will be completed by the middle of November, 2004.

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	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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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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Restoration of North Façade Landscaping:

The installation of the new landscaping design, previously approved for the left corner of the Lobby entrance, will start on Monday, November 1st. The façade repairs contractor will issue a credit in the amount of \$2,422 to cover the cost of the plants that died in that area due to the façade work and that are no longer needed due to the new landscaping design.

The contractor will proceed with the landscaping restoration on the remaining area of the front side after the demobilization from the north wall is 100% completed.

Replacement of G Level Connector Corridor Carpet:

The installation of the new carpet was completed on Wednesday, October 20, 2004. The area where the wall leak was present, before the façade repairs were completed, was monitored during a whole month after each heavy rain to ensure that the leak had been repaired prior to the replacement of the carpet.

West Party Room TV:

The installation of HDTV and DVD/VHS equipment for Association sponsored activities in the West Party Room was completed in October. This equipment will be used for the safety driving class for seniors and for any other activity that the Recreation Committee may want to sponsor for the residents. The equipment will also be available, upon request, for the residents who rent the party room. The damage liability for the use of this equipment will be included in the damage deposit required for the rental of the party rooms.

Halloween Party:

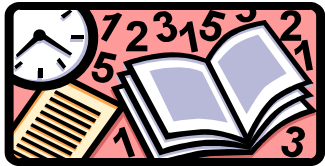
Our Halloween party for the children of Skyline House was held in the West Party Room on Friday, October 29, 2004, with about forty children and many of their parents attending. Management wants to thank the many residents who volunteered their time and effort to entertain the children with fun games and lots of fun food.

Congratulations for 20 Years Of Excellent Service



We would like to thank all the residents of Skyline House who attended the celebration for Maria Victoria (Vicky) Amaya de Panameno's 20 years of excellent service at Skyline House. There was plenty of good food provided by the residents and also good music provided by her co-worker, Gerardo.

Thank you, Vicky for your 20 years of dedicated service to the Skyline House Unit Owners' Association.



**Editor
Louise Albin**

Happy Thanksgiving!

Skyline House has once again adopted two families for the Thanksgiving Holiday. We will be collecting non-perishable food items to donate to the families. Also, we will accept monetary donations to purchase perishable items. If you would like to make a monetary donation, please drop it off in the Accounting or Management Office.

As in the past, the best way to collect items is to divide food items into groups according to your last name. If you would like to make a donation, please check the list below.

If your last name begins with:

A-H: Canned Foods (vegetables, cranberry sauce, fruit, soup etc.)

I-O: Drinks (juice, tea bags, coffee, etc.)

P-Z: Boxed Items (cake mix, macaroni and cheese, sugar, etc.)

Also paper/plastic and condiment items are always needed.

The Collection box will be outside of the Accounting Office beginning on Wednesday November 3rd.

** We will continue a food/gift drive in December for the Christmas Holiday- please check the bulletin board and the December Newsletter**

Thank you for your Support!!

Submitted by

Tycia Haight, Accounting Office



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

The Financial Management Committee (FMC) met October 26, 2004 to review the September 2004 financial statements and other issues. Summary figures for the month of September are as follows:

Total income: \$ 264,183.

Total Expenses: \$154,164.

Reserve Contributions: \$93,259.

Net Income before taxes: \$ 16,759.

There were no issues of note to raise any concerns.

Our Committee was delighted to welcome two new members: Rose DiFonzo and Al Lambert.

The FMC had several issues to submit to the Board:

First, the FMC recommended that in order to reduce potential fire hazards, Skyline House assume the responsibility for cleaning the outside wall dryer exhaust vents. Most apartments have the dryer exhaust duct exiting above the balcony door. In some tiers, however, ducts penetrate through the exterior wall. Ducts need to be unclogged and lint-free to prevent fires. The FMC recommended that Skyline House let a contract for having the cleaning done from the outside by a man in a basket for those tiers where the vents cannot be accessed from the balcony. Cost estimates are between \$7,500 and \$8,000. Funds are available from this year's budget. Vents that can be reached from the balcony should be cleaned by Skyline House personnel. The FMC warned that outside cleaning did not necessarily eliminate the need to clean the lint from the ducts from the inside. They recommended that, as was done in past years, Management alert individual owners and support them with identifying a duct cleaning company and coordinating the cleaning. Costs for inside cleaning are to be borne by the individual owners as was done in the past.

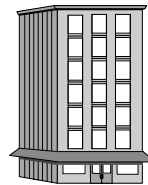
Second, the FMC recommended Floors, Inc. be awarded a contract in the amount of \$5,931 to replace the vinyl tile on the S level of the East Building. Current tile is more than 20 years old and worn out. We have \$6,750 in our Operating Account to cover this project. Floors, Inc. is the company that installed the carpeting on the residential floors and, most recently, the carpeting on the ground connector corridor. Its performance has been satisfactory. Management was requested to ensure that standard warranties for labor and for linoleum apply.

Third, the FMC recommended awarding Gardner Engineering, Inc., our consulting engineering company, a contract for the overhaul of the swimming pool and deck restoration project for an estimated amount of \$35,120. For details of its expected work, we refer to the PPOC's report.

Fourth, the FMC rejected the suggestion that an additional \$100 refundable security deposit be levied for use of the TV if an owner reserved the West Party Room and wanted to show DVDs or

CDs. Currently, owners are required to pay a \$200 security deposit for use of the party room. Instead, the FMC recommended that an additional \$25 security deposit be required for the TV cabinet key and remote. The FMC stressed that should any damage occur, the owner would be responsible for any repair costs anyway. The Board, however, noting that party room reservation already involved a \$200 deposit, refused to increase the deposit for TV use.

Because the FMC's monthly meeting should be after the PPOC session which for next month has been moved up, the FMC also decided to postpone its November meeting to Monday, November 29, 2004 at the usual time of 7:00 p.m. We welcome anyone who would be interested to attend.



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

The Committee met on October 14, 2004. The main items of business were the approval of the consultant engineer proposal for the swimming pool overhaul and deck restoration project and the selection of the contractor to replace the vinyl tile on the "S" level of the East Building.

Both items, with minor corrections or comments, were approved and referred to the Board.

Co-chair, Mr. Bedenbaugh, who was unable to attend the meeting, provided a memo passing along concerns of a unit owner with reference to dryer exhaust ducts. These ducts are located in two different locations – over the balcony door, or, in four tiers on the side of the building, accessible only by some form of scaffolding on the outside of the building. Mr. Bedenbaugh suggested the following statement be approved by the Committee:

"I would ask that this matter be addressed by the PPOC to the Board to consider removing the lint as part of the Association's cost to eliminate a

(possible) fire hazard, especially from a position that is difficult to reach if cleaning is required.”

The meeting adjourned at 8:00 p.m.

Security, Fire and Safety Committee

Terry G. Sakellos, Chairman



Skyline House residents are reminded to please use your headlights and obey the 5 mph speed limit when driving in the garage. Also, please do not leave items on your car seat that will attract thieves while your vehicle is parked.

Because of the occasional fire in the building, I remind you that if you are not on the “need assistance” list in the Management Office, please call or stop by immediately to do so. This list is for elderly and physically challenged residents who need assistance. The emergency services team can then identify those in need of evacuation assistance. We would also like to remind the residents to please use caution when traveling around the property while the construction is still ongoing.

Have a safe and happy Thanksgiving.



Covenants Committee
Joseph Livingston, Chairman

The Covenants Committee met in September; no meeting was held in October. The Committee will meet on November 17, 2004 at 7:00 p.m. in the West Card Room.

Since the last meeting, two new matters came before the Committee and one remained from the September meeting.

On October 26, 2003, the Covenants Sub-committee on Hearings heard three (3) cases involving infractions of Skyline House Rules and Regulations. The decision in these cases will be forthcoming shortly. Thanks to Sophie Anderson,

Margaret Jaffie, and Marilyn Baker for their work on the Sub-committee

Two residents, Helen Weiner and Sonya Livingston, volunteered to lead the Election Committee for the 2005 election for members of the Board of Directors. In this connection, our thanks to Nadyne McKelvey who agreed to advise this new team. In this same connection, we will be seeking more volunteers as we move toward the election date. Please consider getting involved, including the possibility of becoming a candidate for the Board.

The Committee is awaiting data from Management regarding the utilization of the exercise room to review and determine whether to make any recommendations to the Board for its consideration. Input from the residents will be sought before any recommendations will be made by the Committee.

Again, you are reminded that all residents are invited to attend the Covenants Committee meeting on November 17th and, if you wish, join the Committee. We need you.



Neighborhood Watch
Judith York, Coordinator

The next Neighborhood Watch Coordinators' Meeting will be held on Tuesday, December 14th, at 6:30 p.m., followed by the Open Training Session for Watch Patrol Members at 7:00 p.m. Both meetings are open to the public and will be held at the Mason District Police Station, 6507 Columbia Pike, Annandale, VA 22003 (phone: 703-354-5889).

Because we are starting into the colder weather, I am listing below emergency numbers for Fairfax County in good time for our winter period. In the event of a phone number that needs updating, please call the phone number listed above.

Mason District Police Station,
703-256-8035, TTY 711

Captain Sharon Smith: [Sharon.smith2 @fairfax county .gov](mailto:Sharon.smith2@fairfaxcounty.gov) (Commander)
Lieutenant Ted Arnn: [ted.arnn@fairfax county .gov](mailto:ted.arnn@fairfaxcounty.gov) (Assistant Commander)
APO Mary Nugent: [mary.nugent@fair fax county.gov](mailto:mary.nugent@fairfaxcounty.gov) (Auxiliary Policy Officer)
Volunteers in Police Service: John Langford/Mary Weaver. On line www.fairfaxcounty.gov

Police, Fire, Rescue To report problems or get information: Non-emergency 703-691-2131, TTY 711

Police, Fire, Rescue Emergency 911

Gang Investigations Unit - Sgt. Greg Smith, 703-246-4548

Gang Task Force: Sgt. Ron Haugsdahl, 703-481-2523

Power Outage: Dominion VA Power, 1-888-667-3000 (this phone number also covers street lights out);

NOVEC, 1-888-335-0500

Red Cross – Blood Donations: 1-800-448-3543

Telephone Outage: Verizon, 1-800-275-2355, 1-800-564-0999 TTY

VA Dept. of Transportation: 703-383-8368 for trees down in roadway; roads flooded or blocked, and traffic signal malfunction.

Weather (Storms, etc.) Emergency Information Hot Line: 703-817-7771, TTY 711



**Recreation Committee
Tony DiSalvo
Chairman**

The next TGIF is scheduled for Friday, November 5th, at 6:30 p.m. in the East Party Room. We had a nice group of residents in October and now that fall has arrived, we hope to have all the regulars as well as newcomers.

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.

Just a reminder! The December Holiday Party is scheduled for Saturday, December 11th, at 7:00

p.m. in the West Party Room – more about this party in the December Newsletter.

The November TGIF will be Friday, November 5th, at 6:30 p.m. in the East Party Room.



**Good Neighbors Committee
Co-Chairs**

Toska Prather 703-379-7849

Ernest Loyola 703-671-0384


Good Neighbors for November 2004:

Darryl Graham 703-820-1138

Toska Prather 703-379-7849

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

SPECIAL EVENTS AT SKYLINE HOUSE November 2004

SUN	MON	TUE	WED	THU	FRI	SAT
	1 LIBRARY OPEN 7:00-8:00 ECR	2 Election Day	3	4	5	6
7	8 LIBRARY OPEN 7:00-8:00 ECR	9	10 SF&SC 7:00-8:00 WRC	11 Veterans Day	12 TGIF 6:30-8:00 EPR	13
14	15 LIBRARY OPEN 7:00-8:00 ECR	16	17 COVENANTS 7:00-8:00 WRC	18	19	20
21	22 PPOC 7:00-8:00 WCR LIBRARY OPEN 7:00-8:00 ECR	23	24	25  Thanksgiving Day	26	27
28	29 FIN MGT 7:00 PM WCR LIBRARY OPEN 7:00-8:00 ECR	30				

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



THE HOUSE SPECIAL

President's Report November 2004 House Special (Inadvertently omitted)

Information on Façade Repairs:

Background:

For many years, whenever we have had strong wind-driven rain striking our buildings, some apartments experienced serious leaks. The most severe problems were experienced by the apartments at the east and west ends of both buildings, but some apartments on the north and south sides also were experiencing similar problems. Caulking and temporary fixes helped for a while, but the problems persisted. Our engineering consultant did a careful study and found that the cause was improper original construction. Specifically, the builder did not install the flashing at each floor properly in many places, and many weep holes between bricks at the spandrels (i.e., the edges of the floor slabs), needed to allow the water to drain outside the walls was either clogged or missing. The consequences included deteriorating concrete on many of the spandrels as well as leaks into the apartments.

The initial phase of our repairs was addressed to the east and west ends of both buildings. The repairs entailed drilling to remove the bad concrete and three tiers of brick above the spandrel on each floor, then repairing the concrete, installing flashing, and replacing the brick with properly installed weep holes. The residents of the apartments affected by the repair process all were seriously inconvenienced by the noise, the need to have their window coverings (drapes, curtains, blinds, etc.) removed for prolonged periods of time, and by dust and dirt that sometimes came into the apartments. But when the job was completed, all the units that had been experiencing leaks no longer did. The work, which was carefully supervised by our independent consulting engineer, was certified by him to have been done properly.

As this work was nearing completion, the consultant did a careful study of the north and south sides of both buildings. We had hoped that similar repairs, but much more limited in scope, would solve the problems on these much larger sides. Unfortunately, he found that improper construction was as extensive on the north and south sides as on those at the east and west ends. Thus, a four-year project was launched to repair the north and south sides of both buildings. By spreading it over four years, we will be able to pay

for this project out of reserves without either a special assessment or a big increase in the condo fees.

Impact on Residents:

Unfortunately, as the residents of the eastern half of the West Building have learned this year, the repair process is noisy, dirty, and imposes real inconvenience on the residents of the apartments on the side that are being worked on. The drilling is very noisy and goes on for many days. All furniture and plants must be removed from the balconies and kept in the apartments for weeks. The vibration from the drilling may even cause chips of paint to fall from ceilings inside the apartment. Moreover, the drilling occurs in two separate phases: first, to remove the bad concrete which is then repaired; second, to remove the three tiers of brick from above the spandrels and to remove the existing flashing. The flashing and brick is then replaced.

Frankly, this is an unpleasant and trying experience and it is going to continue for three more years. Management has done its best to ensure that the contractor and his workmen try to minimize the unpleasantness, but there is no way to really avoid the sights and sounds, dirt and major inconvenience of this extensive repair project. For those residents who normally are not away during the working day, they can escape the noise by going to the party rooms. If specific problems arise, please contact the Management Office for help in getting them resolved.

Unit owners should realize that this is a necessary ordeal to ensure that our buildings are in good repair and that the value of our investments will not be jeopardized which would be the case if we failed to make these repairs.

Management will continue to make a special effort to keep residents informed of schedules and other vital information that residents most immediately affected should have.