

The House Special



BOARD OF DIRECTORS

President, Maria Elena Schacknies

2012-2013 Annual Report

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Let’s start with a round of applause for Sonia Livingston and her team for organizing this annual election, which has made it possible for us to be here today.

Thanks to my fellow Board members for their support during my second year as President. And very special appreciation to Norman Baker, Bob DeMayo, and Barbara Thode for their work on behalf of Skyline House Owners. Praise to our Committees for their

dedication and hard work. To our great staff our gratitude for a well-managed and properly maintained complex.

Our thanks also to:

- Phil Cohen for editing the newsletter and communicating the proposed By-Law changes.
- Susan Weber for producing the *Handbook for Board Members*. It will be used for the first time before the first regular meeting in April. We will have an orientation session which should help the new Board members hit the ground running. Believe or not, it takes a while to understand the complexity of our organization and the myriad issues and challenges that the Board and Management must address.
- Mike Hanson for creating a comprehensive website and the newsletter’s new format.
- The Garden Club for its eye-catching horticultural work and adding value to our property.

“...success of a condo largely depends on the level of civility and cooperation of its residents...”

- Evelyn Haught for writing a working draft for the Emergency Action Plan that the Security, Safety Neighborhood Watch Committee will finalize soon.

These Unit Owners have clearly demonstrated the many different ways in which individuals with varying expertise can contribute meaningfully to the success of Skyline House.

It has been a delight to work with our General Manager, Michelle Brown-Slaughter, and Deputy Manager, Tycia Haight. We are very fortunate to have such an outstanding Management and Staff team who work so well together and keep us safe and sound.

According to sociology Professor Anne-Marie Ambert, writing for the Condo Information Center in Ontario, Canada, the success of a condo largely depends on the level of civility and cooperation of its residents, particularly resident Owners. There is agreement among condo experts that residents’ civility constitutes an asset to a condo and can raise its market value. Indeed, potential owners often seek out condos where residents are reputed or observed to be nice, polite, and well behaved. In general, Owners and residents should:

- Respect the right of other residents to live in a quiet and peaceful environment.
- Maintain their exclusive-use common elements in good order.
- Do their part in keeping the building and grounds clean and in good working order; in practical, this means that residents should not litter, spill food and liquids in corridors, elevators, or down their balconies, or use their balconies as storage areas.
- Learn and follow the rules of their condo.
- Cooperate with Management's reasonable requests.
- Attend scheduled Committee meetings and conduct themselves with civility, even when disagreements arise. Regular attendance at Committee and Board Meetings is both productive for the condo itself and in the best interest of individual Owners. Remember, your condo is possibly your largest investment.
- Elect conscientious Boards of Directors.
- Consider joining a Committee and helping your community.
- Treat staff with respect.
- Conserve energy and water.
- Recycle and don't place trash in the recycling bins.
- Fix leaky toilets or running water and be aware of the impact these have on residents in the Units below. If damage is reported, immediately assume responsibility to repair the problem.
- Started painting balcony doors after the railing project was completed.
- Replaced one corridor air conditioning compressor.
- Ordered new vent covers for residential corridors, which are being installed now.
- Completed cooling tower cleaning/overhaul using in-house staff.
- Replaced several under-the-window heat pump units in common areas.
- Replaced several areas of bad cast iron pipe in garage using in-house staff.
- Replaced two 30-year-old cooling tower strainers.
- Reconditioned heat exchangers for heat pump system in both buildings.
- Repaired and replaced several parts of lawn irrigation systems.
- Secured more reliable and efficient heat pumps for Unit Owners to purchase.
- Painted the West Card Room.

During the past year we have started or completed the following projects:

Reserve Projects

- Completed balcony railing replacement project (final phase of 4-year initiative).
- Completed balcony panel replacement project.
- Started the remodeling of the hydraulic garage elevators, and resolved tower elevator call-button issues, with buttons that lock on.

Maintenance Projects

- Successfully power-washed the garage without towing any vehicles from the garage.
- Added recycle bins to the West Loading Dock area.
- Began water leak repairs by Eastern Waterproofing.

Administrative Items

- Completed the FHA recertification in 2012 for our 2013 renewal (required every two years).
- Enhanced budget process to include more detailed narratives.
- Enhanced monthly financial reports with a detailed Variance Summary Report.
- Enhanced the common area Christmas décor.
- Initiated legal process for three judicial foreclosures.

Computer Projects

- Started implementation of the new CPMS Front Desk database system.
- Updated 2003 software and installed 2010 Microsoft Office software on all computers.
- Installed Wi-Fi in the West Card Room.

Plans and projects for the coming year:

Reserve Projects

- Garage project repairs.
- Replacement of the rolling garage doors.
- Electrical switchgear repair project.

- Mason and Mason five-year building analysis.
- Window washing (common areas and Unit windows).
- Completion of window leak repairs.
- Pool deck repairs--exploratory process only.
- Bridge project.
- Lobby gallery and wall column repairs.
- Re-upholstery of the two large lobby couches, to be completed March 29.
- Replacement of treadmill and one bike in Exercise Room.

Maintenance Projects

- Seal-coat parking lots for both buildings.
- Continuation of Toilet Tune-up Project.
- Complete installation of new hall corridor vent covers.

Administrative Items

- Request an extension of the Cox Cable contract (one year or month to month).

“...votes for four of the five proposed changes outnumbered the votes against them.”

Computer projects

- Complete installation of CPMS database system.

It has been an honor and a challenge to serve as President of this Association. I am honored that you have trusted me to lead this organization. And serving to the best of my ability, continuing to improve and avoiding discouragement, has been a formidable challenge. I have been re-elected President for another term. Mike Cusato is Vice-President; Karen Johnson, Treasurer; Bryant Stukes, Secretary; Charley Roberts, Janice Hill and Tina Dove, Directors.

I am sure that this new Board will continue to work as well and as hard as past Boards. It should be another challenging and productive year for us at Skyline House. I hope that Owners will feel proud and confident of their elected officials and provide the encouragement and support that all Boards deserve.

Below are the results of the voting on proposed amendments to our By-Laws. The votes for four of the five proposed changes outnumbered the votes against them. Proposals 1, 2, and 4 received almost three times as much support as opposition. However, the percentage of favorable votes was not sufficient to pass any of the proposals. The Board thanks those who took the time to study the proposals and to vote on them.

<p>Proposal 1 – Proxy Notarization</p> <p>Yes 30.1000%</p> <p>No 10.8970%</p> <p>Abstain 0.1880%</p>	<p>Proposal 4 – Increase late fees</p> <p>Yes 29.1810%</p> <p>No 11.8160%</p> <p>Abstain 0.1880%</p>
<p>Proposal 2 – Insurance subrogation waiver</p> <p>Yes 29.9290%</p> <p>No 10.6840%</p> <p>Abstain 0.5720%</p>	<p>Proposal 5 – \$100,000 improvements</p> <p>Yes 16.7950%</p> <p>No 23.8180%</p> <p>Abstain 0.5720%</p>
<p>Proposal 3 – Water Sub-metering</p> <p>Yes 20.3360%</p> <p>No 20.2560%</p> <p>Abstain 0.5930%</p>	<p>Ballots Counted: 228</p> <p>Independent Vote Administrator: Deborah R. Zelepsy</p>



MANAGEMENT

General Manager, Michelle Brown Slaughter

Paying Condo Fees by Automatic Bank Draft: Changed Sign-Up Procedures

The majority of Unit Owners pay their monthly condo fees (and, if applicable, storage fees) through automatic bank draft. Every month their condo fee is automatically transferred from their bank account to the Skyline House Unit Owners Association. These Owners do not have to worry about forgetting to pay on time and therefore incurring a late fee. They also save the postage costs of mailing in their payments. And the Association saves the costs of printing and distributing payment booklets to them—a cost that is passed on to all Unit Owners.

If you want to switch to this economical and efficient payment system, please get a simple form called *Authorization Agreement for Preauthorized Payments* from the Accounting Office. You must complete this form and return it to the Accounting Office by the first day of the month in which you want to start paying through automatic bank draft. On the form, be sure to indicate the month in which you want to start paying through this system. You can give the form to staff in the Accounting Office between 9:00 and 11:00 a.m. and 4:00 and 6:00 p.m. Monday-Friday, or deposit it in the Accounting Office mail slot. If you put it in the slot, please check with the Association Bookkeeper by the third day of the month to confirm that it has been received. You can confirm by phone (703-578-4855, ext. 304) during normal business hours, 9:00 a.m. to 6:00 p.m., Monday-Friday.

Elevator Repairs

Avery completed work on the East garage elevators in March, and the punch list repairs were completed. An independent elevator consultant (contracted by Mason and Mason) inspected the garage elevators on March 19th and found the work to be satisfactory. Therefore, the final retainer payment will be released.

Facade Window Leaks

Eastern Waterproofing completed the water leak repairs (interior and exterior work) in March, as contracted and approved by the Board. Any further leaks need to be reported to the Management Office, for future repairs.

Garage Repair Project

Fairfax County still has not issued the work permit to Concrete Protection Restoration (CPR), our contractor. Therefore, plans to begin repairs have been delayed until further notice. However, during the week of April 1st, Management will start distributing the garage remote controllers for Skyline parking 4, 5, & 6. They will be given **only** to residents who are parked in Phase I of the repair project, which is garage upper levels A and B in the West Building. Management will notify all residents in Phase I to pick up their packages, starting Monday, April 1st. **A \$30 refundable CASH-ONLY deposit must be received before a remote control will be issued.**

Management secured additional parking spaces from Vornado /PMI Parking. The spaces will be located directly across the street in the parking garage of Skyline 4, 5 & 6, Level G3. Notices will continue to be posted on the bulletin boards and the website as we receive updated information. All owners who may be out of town from April through June should inform the office immediately regarding whom to contact to move their car(s) during the construction period, if needed.

Rolling Garage Doors Replacement

The entrance garage door was un-repairable and had to be completely removed during the month of March. As a result, Management added a courtesy officer to patrol the garage entrance from 7:00 p.m. to 7:00 a.m., until the new doors arrive. The new doors were ordered but will take three to four weeks to be shipped. Management will coordinate logistics in the garage between CPR and Derana once the doors are scheduled to be installed.

Hall Corridor Vent Covers

108 hall corridor vent covers (three vents per floor) were purchased to replace the worn-out 30-year-old vent covers. The vent covers are currently being installed by staff, starting in the East Building.

Mason & Mason Five-Year Reserve Analysis Plan (2013)

Mason and Mason are scheduled to conduct the next five-year Reserve Plan assessment during the week of April 9th. They will present the completed report and discuss their findings with the Board during the month of May.

Pool Deck

Whitlock, Dalrymple, Poston & Associates, our garage consulting engineers, submitted a proposal to conduct the pool deck exploratory work, with the help of CPR, our current garage repair contractor. Since the pool season is nearly upon us, this project will most likely be delayed until the fall, after pool season ends (September 2013).

Lobby Furniture

The two large green lobby couches were sent to Spicers to be re-upholstered. The couches are 18 years old and worn, but the structure of the furniture is in good condition. The refurbished couches are due to be delivered on March 29th.

Database Installation

During the month of March, we were plagued with various technical difficulties (i.e. virus, server failures, equipment outages, etc.), so the process to have the CPMS computer database system fully operational is taking much longer than anticipated. We will post notices to keep residents abreast of our progress and instructions on how to use the new touch screen once it is functioning properly.

Attorney Fees

\$4,763 was paid to the Association’s attorney for routine delinquency collections, which included three judicial foreclosures. In February fees for general legal services and By-Laws overview totaled an additional \$1,425.

Collections Update

As of February, nine Units owed payments 60 days past due for a total of \$49,632. Collection is being handled by the Association's Attorney. The three foreclosure Units noted above were still pending Judicial Foreclosures as of February. Two of those units had balances totaling \$30,800. At the end of February, the total delinquent balance for the remaining seven units was \$18,832.



TREASURER’S COMMENTARY

Treasurer, Charles K. Roberts

2012-2013 Annual Report

In accordance with Article XIV, *Fiscal Management*, Section 3, *Auditing*, of the Association By-Laws, the firm of Goldklang Group CPAs, P.C., has performed an audit of Association financial records for the 2012 business year. This is the fourteenth consecutive year this firm has been engaged to perform this service.

The Association’s financial situation is good, with solid performance in both Operations and Reserve activity. Operations came in essentially on budget and within the small cushion provided by the Working Capital Fund. In Reserve activity, in 2012 the Association completed a multi-year effort to restore balconies and approached

“...preliminary report provided a favorable opinion of the Association’s financial statement.”

completion of an extensive façade maintenance effort while still maintaining strong reserve balances. This assessment is based on the Association’s receipt of the preliminary report of audit. The final audit report is expected prior to the April Board of Director’s meeting. When the final audit report is received, the Treasurer will communicate additional information to the Association. The preliminary report provided a favorable opinion of the

Association’s financial statement. Table 1 presents key 2012 year-end results. The final audit report is not expected to show any changes in these key indicators. One definition: Excess Operating Funds are an indicator used by auditors to assess current

financial position and are comprised of the Working Capital Fund, the Periodic Maintenance Fund, and the Consultant Fund, which is used for consulting

engineering and financial services. The arrows indicate the direction of change from 2011 results.

Table 1: Major Financial Performance Results

Indicator	2012
Total Income	\$4,495,840 ▲
Expenses less contributions to Reserves	\$2,838,941 ▲
Net Income (Loss)	\$262,332 ▲
Unappropriated Members' Equity ("Working Capital Fund")	\$266,734 ▲
Excess Operating Funds	\$337,827 ▲
Total Designated Reserve Funds	\$2,126,502 ▼
Contribution to Reserves	\$1,394,567 ▲

The gain in Net Income reflects the sale of securities. The net proceeds of the sale of securities represent nearly the total balance in the Working Capital Fund.

Significant variances in actual results from the 2012 budget are shown below. The variance for Water and Sewer expenses is narrower than the 2011 result, but the nearly 15% variance is indicative of rising costs for these services. Legal expenses were higher than

budget due to the expense of bringing judicial foreclosure actions against Unit Owners seriously in arrears for failure to pay the Regular Assessment. Higher-than- expected income taxes indicate the unexpected gain from the sale of securities. Bad debt, while lower than that experienced by many associations, now represents approximately 2.3% of the Regular Assessment.

Table 2: Business Year 2012 – Significant Variances

Item	2012 Budget	2012 Actual	Variance	% In Excess of Budget
Water & Sewer	\$265,000	\$303,705	\$38,705 ▲	14.61% ▲
Legal, Audit & Tax Preparation	\$28,500	\$70,378	\$42,122 ▲	246.94% ▲
Income Tax	\$20,000	\$160,933	\$140,933 ▲	804.67% ▲
Bad Debt	\$9,000	\$32,319	\$23,319 ▲	359.10% ▲

2012 Annual Budget

At its November 28, 2012 Regular Meeting, the 32nd Board of Directors approved a budget for 2013 of \$4,207,353. Income from the Regular Assessment, or condominium fee, totaling \$3,891,647--an increase of 3%--is projected to provide 92.5% of required

“...Board of Directors approved a budget for 2013 of \$4,207,353.”

income. Principal sources of the remaining 7.5% are, in decreasing order of magnitude, In-Unit Maintenance, interest from securities, rental of Association-owned storage and parking facilities, our long-standing contract with Sirius for rental of space for a satellite radio antenna station, and rental of an Association-owned apartment.

Table 3: Business Year 2013 – Budgeted Expenditures

Item	Budget 2013	% of 2013 Budget	Budget 2012	% Change
Payroll, Taxes & Benefits	\$1,219,042	28.97%	\$1,173,616	3.87% ▲
Administrative	\$370,626	8.81%	\$282,783	31.06% ▲
Utilities	\$620,000	14.74%	\$636,075	2.26% ▼
Maintenance & Repairs	\$92,680	2.20%	\$85,600	10.82% ▲
Supplies	\$84,200	2.00%	\$83,300	1.08% ▲
Contracts & Leases	\$408,942	9.72%	\$407,117	0.45% ▲
Total Operating Expenses	\$2,795,490	66.44%	\$2,668,491	4.07% ▲
Total Reserve Transfers	\$1,394,567	33.56%	\$1,394,567	0.00%
Total Income Taxes	\$26,000	0.62%	\$20,000	0.30%

Planned expenditures for 2013 track closely with those in previous budget years for all major categories with some increases in areas in which the Association experienced higher-than-expected expenses in 2011, particularly the bad debt and legal fees items.

Replacement Reserves

Since 1997 when its first professional independent reserve study was performed, the Association has engaged in the disciplined evaluation of long-term maintenance requirements for our facility. The objective of such studies is to plan and schedule major repair and replacement activity in a rational manner and accumulate and set aside, or reserve, funds needed to accomplish them. Reserve studies for associations such as ours are now required by Commonwealth of Virginia law to be performed every five years. Mason and Mason Capital Reserve Analysts, Inc. conducted the most recent reserve study in 2008. The new Board of Directors will oversee a reserve study this year. Every major element of building façade, including roofing systems, and all installed machinery are included in the Association's Reserve Schedule.

Since 1999, due in large measure to an effective reserve program, the Association has had sufficient funds to accomplish all major repair and replacement actions and has not had to levy any Special Assessments. Virtually every major piece of

machinery in Skyline House has been replaced or thoroughly overhauled in the intervening years. Each year the Association evaluates the condition of the items in the reserve schedule to determine whether they are likely to achieve their planned service life up to the next scheduled major repair, overhaul or replacement. While funds committed to the reserves are used only for major repairs, overhaul and replacement, the Association can exercise considerable latitude in accelerating action on items not performing up to expectations while delaying action on those performing better than expected.

The Financial Management Committee, Physical Plant and Operations Committee, General Manager and Board plan and execute the Association's long-term replacement reserve program. Clearly, this requires a lot of work on the part of the Physical Plant and Operations Committee and the Financial Management Committee. You need not be a civil engineer to recognize a deteriorating sidewalk or an accountant to allocate available funds among several reserve items. If you are interested in seeing the Association contain costs while preserving the value of your investment, I strongly encourage you to participate in the work of the PPOC or the FMC. From a financial performance standpoint, these committees are where the rubber meets the road.

Delinquent Assessments and Owner Occupancy

Skyline House Unit Owners' Association traditionally has enjoyed very low delinquency rates for payment of the condo fee. This has been due to a culture of responsibility and accountability upheld by individual Unit Owners as well as to diligent effort on the part of the Board of Directors, the Covenants Committee, Management and the Association's attorney to collect all monies due the Association.

The Association concluded 2012 with a delinquency rate of 2.3 percent of condominium fees due. The actual write-off of the Regular Assessment prescribed by our auditors was \$32,319, or 0.85 percent of the amount due, virtually the same percentage as for business year 2011. However, the Association continues to experience an upward trend in the number and severity of delinquencies. The effort and expense required to obtain payment or

expel from the Association those Unit Owners who refuse to pay the Regular Assessment are increasing. As Treasurer I have signed all late payment notice letters for the past three years, and I attend all court trials of legal actions brought by the Association against delinquent Unit Owners. The General Manager and her staff are doing an excellent job of representing the Association's interests on a day-to-day basis as they coordinate with the Association's attorney pursuant to direction from the Board of Directors. Please be assured that the Association is taking all measures currently available to collect all monies due the Association.

"...Association is taking all measures currently available to collect all monies due..."

At the end of December 2012, Association residential Units were 74% Owner-occupied and 26% renter-occupied. The number of renter-occupied Units—143—represents a 10% year-over-year increase in the number of renter-occupied Units.



INFO FROM THE ENGINEER

Chief Engineer, Greg Grimm

Heat Pump Maintenance

Air conditioning season is almost here, which means it's time for your annual heat pump preventative maintenance checkup. We check the evaporator coil for cleanliness; clean out the drain pan; add algaecide to the drain pan to help prevent condensate back-up and overflow, which damages your Unit and others below you; and check the Freon level. All of these factors, along with you regularly changing your filter, keep your heat pump operating at peak efficiency. Please schedule a heat pump preventative maintenance checkup with the Management Office, or call your contractor if you prefer. Also, remember to test your unit to be sure that is operating correctly in cooling mode.

Water Leak Detectors

Water leak detectors are for sale in the Management Office for \$15.27. If you have a leak in the utility closet, this

detector will sound an alarm to let you know there's a problem. **DO NOT place this detector in the pan of the water heater; place it on the concrete floor between your water heater and the heat pump**, so it can sense water from either appliance. If it is placed in the water heater drain pan, and the heat pump leaks, the water will not reach the detector to sound the alarm.

New Minimum Fee Schedule Effective 2013

As a reminder, the Board of Directors increased the minimum fees for an in-unit maintenance service visit to twenty dollars (\$20). **This means that every time you request a technician to visit your unit, you will be billed a \$20 minimum service fee, whether work is accomplished or not.** Outside contractors have the same policy; they will charge you for the trip, whether they do the work or not.



PHYSICAL PLANT & OPERATIONS

Chair, Howard Haymes

The March 14th meeting of the Physical Plant and Operations Committee (PPOC) began at 7p.m. with a 10-

minute open discussion period for non-members of the Committee. The Minutes of February 14, 2013 were

approved with the addition of two comments from the Chair for clarification. The first addition was on Committee procedure: “only PPOC members will participate in discussions of issues during the formal meeting,” in line with Board of Directors procedures. The second addition for clarification was included in the Chair’s Report: “the 13 projects discussed were listed in terms of priority dates for completion.”

Topics discussed included:

- The Chair noted that three members of the Committee had been removed because they had been absent from three or more consecutive meetings without excuse.
- It was recommended again that Unit Owners sign up in the Accounting Office for automatic payment of condo fees.
- The availability of water-saving toilets was reviewed: two models are available at low cost, with no charge for installation, only a \$15 fee for removal of the old toilet.
- It was noted that the cost of the electrical switch-plate repair project was not included in the reserve budget.
- The garage repair project was discussed, including the requirement for each Owner to leave -a cash-only deposit of \$30 with Management to obtain a remote in order to access the garages in Skyline Buildings 4, 5, & 6 during the time a car must be removed from our

garage. The deposit will be returned upon return of the remote. Management will disseminate information on the upcoming project when the actual date of the repairs has been established.

The Garden Club reported pre-season fertilization of plants and shrubs. The problem of recurrent garbage being found on the lawn in front of the West Building was discussed. Continued efforts will be made to educate Unit residents of the dangers of rodents and other wild animals, lured by food dropped on the lawn, coming onto the grounds and potentially biting children.

For the next monthly walk-around on March 28th we will visit Skyline Square to view the effectiveness of a one-way screening material on their doors that prevents people from outside looking into the building. This is a first safety measure to be considered to address the problems of illegal entry at the West Building side door. The April Walk Around will focus on the pool area.

An energy-saving plan discussed in the past to help lower electricity usage by recalibrating the temperature in the corridors in winter and summer, and turning off the Penthouse lights at night, will be reviewed next meeting.

The Committee also approved, and recommends to the Board, the November 26, 2012, Financial Management Committee draft of Procurement Policy and Procedures.



FINANCIAL MANAGEMENT

Chair, Wynfred Joshua

2012-2013 Annual Report

Members of the Skyline Community, we are pleased to present to you the annual report of the Financial Management Committee (FMC). It reflects the dedicated efforts of not only committee members, but also of a host of others, including notably Management and the Board. From a financial perspective we had a busy but good year.

An unexpected, but exciting development during 2012 was that we realized a capital gain on investments of \$402,187. After paying the taxes on that we had an additional income of \$264,639. This gain was the result of selling bonds in which we had invested our reserves. In presenting the financial results of 2012 to you, I am going to set aside for a moment the impact of this transaction.

In 2012 our income--apart from the bonds sale--was \$4,093,653. This total was roughly \$10,000 more than we had in our budget for 2012. Without the extra taxes we had

“...a capital gain on investments of \$402,187.”

to pay for the gain, our expenses for 2012 were \$2,701,393. This figure was also about \$10,000 larger than we had planned for in the operating budget.

Adding in our contribution to the reserves, the sum of our expenses and reserve contribution comes to about \$4,095,960, which is very close to our income without the bond sale. Thus we are pleased to report that our operating budget ended the year essentially in balance.

What happened to our net capital gain from the bond sale? That was placed in our “Working Capital” account, which represents a financial cushion available to us in case of

future surprises in income or expenses, but which had been seriously depleted. The bond sale enabled us to restore the “Working Capital” fund to a total of \$266,734. This is truly a major achievement. We should make every effort to preserve this financial cushion for a future contingency as it provides additional financial strength to our Association.

With respect to our budget for income, we received about \$5,000 less in rental income for the Unit owned by the Association as the Unit was vacant for part of the year. We received income greater than budgeted in the categories of legal fees and fees charged for move-in and refinancing and in-unit maintenance.

As to expenses, there is a mix of categories with spending over and under budget. Our utility spending, which has been an ongoing concern, came in under budget this year, with lower-than-expected spending on electricity more than offsetting higher-than-expected spending on water. Payroll spending was somewhat under budget. Two important items that were over budget in the figures presented by the auditor were the allocation for bad debt and legal and audit fees. These costs are directly related to the efforts by the Board to address our problem with delinquent payments by Unit Owners of funds due to the Association.

Rather than go into further detail on financial transactions for 2012, we would like to stress the outcome: we basically ended with a balanced budget and, most importantly, we were able to reestablish a meaningful Working Capital Fund. All this would not have been possible without the dedicated efforts of our staff, including Michelle Brown-Slaughter, Tycia Haight, our Chief Engineer Greg Grimm, and all other team members. Thanks are due to our Treasurer Charley Roberts. Above all we are grateful for the loyal support of our FMC members: Marie Aziz, June Baker, Tremayne Bunaugh, Inge Chilman, Alina Gonzalez, Grace and Wayne Krumwiede, Gladys Manrique, Liza Ruiz and Bryant Stukes. We are delighted to welcome a new member of our committee this year: Mike Hanson. We regretfully note that we lost two members in 2012: Mike Cusato and Karen Johnson. The Skyline Community is fortunate, however, that it can continue to enjoy their support and advice as current Board members. Most importantly, we appreciate the support and superb leadership of our president Maria Elena Schacknies. We are looking forward to another year of working with the other committees, the Board, and Management to enhance our living environment and investment.



COVENANTS COMMITTEE

Chair, Elayne Haymes

The Covenants Committee met at 7 p.m. on March 20th. The Minutes of the previous meeting were reviewed and accepted with one grammatical correction. Six incidents were reviewed, and all were satisfactorily closed.

Under New Business Rules 9-13 were reviewed and accepted as currently written.

Under New Business another agenda item was added by the Chairperson. This was in regard to the problem of garbage and cigarette butts being thrown on the lawn in front of the West Building. The Chairperson had Management send notices to the tiers of apartments suspected of being involved. In addition, the Chairperson will meet with the Public Relations Committee and the

Security, Safety & Neighborhood Watch Committee to discuss patrols and an educational program to help parents and children understand the dangers that can result from wild animals feeding on the garbage. The littering defaces the grounds, and there is the possibility that the animals might get into the building. Even more serious concerns are (1) that rats, mice, and other potentially rabid wild animals attracted to the grounds by the garbage could bite a resident or guest, and (2) that an adult or child might be bitten while attempting to feed a wild animal on the grounds. It is hoped that a community-wide meeting with the Fairfax County Department of Health can be set up to help all residents understand the dangers in leaving food on the lawns.



SECURITY, SAFETY AND NEIGHBORHOOD WATCH

Interim Chair, Diane M. Zierhoffer

The Security, Safety and Neighborhood Watch Committee meeting was held on March 13th.

The Management Office had no incidents to report. Parking stickers are now being placed on the windows of vehicles parked in fire lanes and parked for longer than 30 minutes in the loading dock areas, as well as for residents parked in guest parking. This policy took effect on February 11th, and towing of cars illegally parked began on February 19th. Several cars have been towed already. It is hoped that residents will pay more attention to the parking regulation, to include informing their guests of the responsibility to register at the Front Desk when parked on the property. One courtesy officer was recently removed from the property for failing to fulfill his duties. Others on the security staff are covering his shifts until a replacement is found and trained.

“...towing of cars illegally parked began on February 19th.”

Evelyn Haught drafted an Emergency Action Plan based on materials produced by the Committee and gathered by the Management Office. This will be presented to the Association’s insurance company this week during their annual inspection. Committee members will review the draft and offer suggestions for changes.

The Committee looked through a variety of materials left by Mr. De Mayo when he moved. We will sort through the materials and make them available to residents as appropriate. Among these materials are flyers which would be suitable for distribution at the August National Night Out event. While the Committee can make suggestions for the safety of Skyline House residents, each family must be prepared for emergencies. The materials offer handy tips and tools that allow individuals to ready themselves for the unexpected.

The Citizen’s Advisory Committee (CAC) met in February and March. In February, Officers of the Month for December and January, as well as Officer of the Year for 2012, were announced.

CPT Lee reported on crime for 2012. Most crimes occurred less frequently in Mason District in 2012 than in 2011, with the exception of burglaries. Vehicle trespass is on the rise. It should come as no surprise that 98% of vehicle break-ins occur because vehicles are left unlocked. **LOCK YOUR VEHICLE DOORS**, regardless of where you park!

Fairfax County has established decreasing the incidence of Driving While Intoxicated (DWI) as a priority.

One squad in Mason District arrested 43 people in December for DWI.

Officer Murphy has offered to conduct a home security inspection for anyone who requests it. He will come to the home of residents for 30-45 minutes and help homeowners to “target-harden” their homes, to include condominiums.

In the spring, the Mason District Police will focus on pedestrian safety. In 90% of pedestrian accidents, drivers are NOT at fault. Pedestrians will be cited for jaywalking and for other unsafe, illegal actions. Please use caution in our roads.

In February, the Police Department selected and trained 16 women, all of whom had been victims of domestic violence, in self-defense free of charge. Donations supporting this training came from private citizens, and it is hoped that more women will be trained in the future.

The SS&NWC will next meet on May 8th.



COMMUNITY RELATIONS

Chair, Janice L. Hill

The Community Relations Committee (CRC) met on March 21st, at 7:00 p.m. in the West Card Room with 11 Owners attending. The meeting began with Chair Janice Hill providing a brief overview of upcoming construction at Northern Virginia Community College. Two projects are planned: tearing down and replacing the Tyler

Building, slated to start later this year; and constructing a dormitory for international students, to start around 2015. More information will be provided at future meetings and through the newsletter.

Next, Elayne Haymes, Chair of the Covenants Committee, discussed a problem brought to her committee--how to combat food (lettuce, carrots, cookies) recently left on our lawn. Feeding wild animals, regardless of how cute they are, can present serious unintended consequences. Elayne asked the CRC to partner with Covenants and other committees on an educational campaign to combat this problem. We unanimously agreed to support this initiative.

Copies of the FY 2014 Fairfax County Budget were provided to attendees. The draft budget is available at <http://www.fairfaxcounty.gov/dmb>. The County Board of Supervisors will mark up the budget on April 24th, and the Board is slated to adopt a budget on April 30.

We also discussed our Healthy Lifestyle Project, using the daily themes from the National Public Health Week 2013 initiative, "Public Health Return on Investment: Save Lives, Save Money." Rather than devoting a week to this campaign at Skyline House, we will distribute activities throughout the remainder of the year based on these themes.

Healthy People, Healthy Community

To celebrate the themes of National Public Health Week (4-8 April 2013), Skyline House is promoting Public Health during the rest of this year. The Community Relations, Covenants, Physical Plant and Operations, and Security, Safety & Neighborhood Watch Committees will feature information campaigns and activities to raise



RECREATION COMMITTEE

Chair, Sharon Milton

The Recreation Committee saw its resurrection in July of 2012. At our first meeting we did not know if there was a real desire for the Committee. It had been on hiatus for four years as evidenced by the expiration date on the Creamora. Seven of us met with a great deal of enthusiasm and decided to step out as if we knew what we were doing.

Events, Triumphant and Not So Triumphant

Regular Events: One important regular event has been the reintroduction of the T.G.I.F. This is a more or less regularly scheduled adult get-together once a month on Friday at 7:00 p.m. in the West Party

awareness of public health issues within our community. We will focus on a different topic every month, drawing on the four basic themes:

1. **Ensuring a Safe, Healthy Home for Your Family:** Health and Safety begin at home. Make prevention a fun family tradition.

2. **Creating a Safe Environment at School and at Work:**

Schools are perfect settings for improving child health. And children's health is a rallying point few can ignore. Wellness and safety in the workplace are good for health and for business. Let's make

prevention work for us.

3. **Protecting You While You're on the Move:** Safety on the go is often in our own hands, but it's also tied to community design. Together, we can turn our streets into roads to better health.

4. **Empowering a Healthy Community:** Support public health efforts that create healthy opportunities for all. Good health is a community affair.

For more information about National Public Health Week, visit <http://www.nphw.org>.

We continue to seek your ideas, suggestions and feedback and invite you to join us at Committee meeting. Our next meeting is scheduled for Thursday, April 18th. We look forward to seeing you there.

"...Skyline House is promoting Public Health during the rest of this year."

Room. The exception to this is when there is another large-scale adult event.

Special Events:

- *Thanksgiving Pot Luck Feast.* This was attended by 18 people. They enjoyed themselves and liked the idea of sharing.

- *Halloween Party.* This children's event was well attended. A strict ratio of one adult for every two children was observed. The youngsters had a great time, and there was a lot of participation. Volunteers cleaned up. The Halloween party gave us the opportunity of explain the financing of Recreation Committee

"...our events are self-sponsored, using donations and the take from our Fifty/Fifty."

events. All of our events are self-sponsored, using donations and the take from our 50/50. (It is not that unusual for someone to slip \$10 in an envelope under my door to support Committee events.) We had a 50/50 at every event except Halloween and New Year's Eve. No Association money is used.

- *Holiday Party.* This was also pot luck. We had a treasure give-away, and again we had a really good time.
- *New Year's Eve Party.* We had to borrow a television as the television in the Party Room is not functioning. But about 15 of us saw the ball drop. Several people floated through surprised to see that something was going on.
- *Super Bowl Party.* About 28 people came. Children were accompanied by a supervising adult. Everyone seemed to be having a good time, even during the power outage. Again we had to borrow a television.

We definitely feel we are wanted and needed. This committee could not function without the support of residents, staff and the Board members. We are especially thankful to our Board Representative, Karen Johnson, who is a full participant and a great help. I also

want to mention Michael Hansen, without whose support I would have caved long ago.

Now the failure: We still have not been able to arrange a casino trip, theater trip, or other junket. We are in great need of advice and suggestions as to how to make these field trips happen. I know that residents are interested in such events.

We meet on the first Monday of the month except when it is a holiday; then the meeting is held on the first Tuesday. Our next meeting is set for April 1st at 7:00 p.m. in the West Card Room. This will be a major planning meeting. Residents are welcome and encouraged to attend. Our next scheduled event is a T.G.I.F. with an emphasis on Spring; please attend this event on April 12th in the West Party Room. Spring should be here by then.

We currently have 11 regular members, and more irregular members. These irregular members are available to help with certain events but do not want to be committee members.



GARDEN CLUB

Chair, Howard Haymes

2012-2013 Annual Report

The Garden Club's primary function is to augment the activities of our commercial landscaper by helping to maintain and improve our grounds with the planting of flowers, shrubs and trees. It also works with Management in planning and carrying out our landscaping functions. Additionally, it offers advice to the Board of Directors on these matters. In calendar year 2012, we planted:

- 78 shrubs, of which 44 were used to open new beds, the remainder filling in gaps where shrubs had died.
- Three new trees averaging 12 feet tall (all cost under \$70).
- 26 small saplings of great variety.
- over 2,000 flowers, in 20 flower beds, mostly in the Spring, but a few dozen cabbage plants for some fall/winter foliage.

In addition to these plantings, the Club:

- Constructed a 120-foot-long slate wall to define the beds in front of the West Building.
- Improved three smaller, low slate borders encircling trees behind the East Building.
- Augmented the landscaper's trimming of shrubs.
- Fertilized and added lime to flower beds and added fertilizer to the shrub beds tended.

The Garden Club ended the year at budget and is not requesting a higher funding level for 2013. We retained several hundred dollars worth of supplies with which to start the New Year. In the last two years we have planted about 250 shrubs.

MAGAZINE DONATIONS FOR LOCAL HOSPITALS

Thank you very much to the Skyline residents who have been faithfully donating their magazines via the **collection box located at the Front Desk**. Your contributions are routinely distributed to Alexandria Hospital and other medical facilities such as Chemotherapy and Dialysis Units and Cardiology and Specialized Medicine waiting rooms. Your donated magazines provide much needed distraction for patients awaiting or going through difficult medical procedures and help to break up some very long hours for family members and friends accompanying and visiting those patients.

Please remember:

Magazines only, and only magazines published **within the last three months**.

Please don't submit store catalogs or ads, travel brochures, calendars, college/church/alumni bulletins, etc.

If you have any questions regarding this much-appreciated program, please call Marilyn Baker at 703-671-6759.

GOOD NEIGHBORS

Good Neighbors assist residents in need of temporary help due to illness or emergency.

Services provided are typically short-term and in the local area.

For example, picking up mail or prescriptions or making small grocery purchases.

Anyone experiencing a medical emergency should call 911 immediately.

APRIL

GWEN PETIJEAN 703.820-4260

TOSKA PRATHER 703-379-7849

Good Neighbors welcomes new members to assist those in need.

If you are interested in serving your neighbors, call Coordinator Toska Prather or Virginia Fissmer.

Their contact information is listed in the newsletter directory.



SKYLINE HOUSE CALENDAR

APRIL 2013

(WWW.SHUOA.ORG)



SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
	1 Recreation Committee 7:00 p.m. <u>W. Card Room</u> Library Open 7:00 – 8:00 p.m. East Penthouse	2	3	4	5	6
7	8 Library Open 7:00 – 8:00 p.m. East Penthouse	9	10	11 Physical Plant and Operations Committee 7:00 p.m. W. Card Room	12 TGIF W. PARTY ROOM	13
14	15 Library Open 7:00 – 8:00 p.m. East Penthouse	16	17	18 Community Relations Committee 7:00 p.m. W. Card Room	19	20
21	22 Financial Management Committee 7:00 p.m. <u>W. Card Room</u> Library Open 7:00 – 8:00 p.m. East Penthouse	23	24 Board Meeting 7:00 p.m. W. Card Room	25	26	27
28	29 Library Open 7:00 – 8:00 p.m. East Penthouse	30				
GOOD NEIGHBORS: Gwen Petijeau 703-820-4260 and Toska Prather 703-379-7849						

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THE HOUSE SPECIAL is published by
 Skyline House Unit Owners' Association, Inc., 3711 South George Mason Drive, Falls Church, Va. 22041-3711
 The House Special is printed by Dan Daniels Pioneer Press

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