

The House Special



BOARD OF DIRECTORS

President, Maria Elena Schacknies

We now begin our 36th year at Skyline House, and I hope that it will be a very good year for all of us who live and work here. We are a mature community that strives to be better in every possible way. We have a loyal, friendly and wonderful staff, many of whom have been with us for many years, and neighbors who care about this community. Borrowing an adjective from the MasterCard ad, we can say that living at Skyline House is “priceless.”

The Covenants Ad Hoc Committee is in the process of gearing up for the next Annual Election in March. Many thanks to Manuela Guill for offering to review the Election documents before they are printed. This is a very detail-oriented task requiring the keen and precise review that Manuela is thoroughly capable of performing. Later under new business we will discuss whether we should ask the Ad Hoc Committee to include in the election packet an invitation to vote on whether our By-Laws should be amended to (1) do away with the notarization requirement for Skyline House proxy votes, and (2) increase the \$10 dollar late fee to \$45. We are thoroughly aware that for an amendment to pass, 67 percent of Owners must vote. The highest percentage of voting Owners we have had in past elections has been 42 percent. We are hoping that we will achieve a higher percentage in the future.

Between 1 April 2014 and 31 January 2015, Skyline House had 59 move-ins, of which 19 are new unit Owners and 40 are renters. I encourage unit Owners to attend the Meet the Candidates Night on March 10th and the Annual Election Meeting on March 24th. If attending the meeting is not possible, please vote by proxy ahead of time. Voting materials will be sent to all Owners with specific instructions on February 23rd, 2015.

In October of 2011, I wrote a message to our new Owners. Permit me to re-state it:

First-time condo Owners sometimes don't realize the differences between living in a condominium and living in a rental apartment or a free-standing house. The differences are very important. Residents of a condominium are not just individual Owners or tenants. They are also members of a unique community with its own specific rules and regulations. Skyline House Owners elect a Board of Directors consisting of peers who donate their time and expertise to ensure that the enterprise is well managed and fiscally sound. They, in turn, are supported by resident volunteers who serve on committees that help to shape Skyline policies and conduct condominium business. Skyline House is most likely to provide the optimal living experience when residents not only fulfill their individual responsibilities, but also become actively involved in the communal life of the condominium. Therefore, I strongly encourage Owners to join committees or at least attend Committee and Board meetings. Newcomers are especially encouraged to discuss condominium life and business with long-term Owners, to learn how Skyline House works and what makes it unique. The more you know about your community, the more ideas you will have about how the Skyline House Experience can become even better.

Our superb editor, Phil Cohen, is giving up his duties after the March issue of the newsletter, and we desperately need to find another volunteer to fill his shoes. Please let me know if you would like to become the new editor.

NEWSLETTER EDITOR NEEDED!

This newsletter needs a new editor, beginning with the April issue.

If you are interested in performing this vital service for your neighbors in Skyline House, please contact Maria Elena Schacknies for more information at 703-820-2239 or mariaelena.shuoa@gmail.com.

You will receive training in our newsletter conventions and procedures and the initial support you need to settle comfortably into the job.

Your efforts will be seen and appreciated by your neighbors and by absentee Owners thousands of miles away.

The Board approved a measure to move forward with the initiative to replace water shut-off valves in the 173 units whose Owners have already requested this work, and in the units of any additional Owners who want to have this done. Please see the Physical Plant and Operations Committee report and the Management report in this issue for additional information

The Board approved a contract for Arc Systems to replace 37 ionized common-area smoke detectors at a cost not to exceed \$6,000.

Finally, the Board approved the following resolution entitled "Behavior Toward Association Employees and Contractors" as first published in the Covenants Committee report in the December 2014 newsletter.

“WHEREAS:

- a. Article II, Section A(6) of the Declaration for Skyline House Unit Owners Association (the “Association”) states
The use of the General Common Elements and Limited Common Elements shall be governed by the By-Laws ... and by House Rules and Regulations adopted by the Board of Directors of the Unit Owners' Association;
- b. Article V, Section 3(d) of the By-laws of the Association gives the Board of Directors the authority to promulgate and enforce “such rules and regulations and such restrictions and/or requirements as may be deemed proper respecting the use, occupancy and maintenance of the

Condominium and the use of the Common Elements as are designed to prevent unreasonable interference with the use and occupancy of the Condominium and of the Common Elements by the Unit Owners, all of which shall be consistent with the law and the provisions of these By-Laws and the Declaration; and

- c. The Board of Directors finds and concludes that it is in the best interests of the Association to adopt a policy prohibiting certain conduct toward Association employees and contractors so that they can accomplish their work—which benefits all owners and residents of units in the Condominium—in a work environment that is free of hostility and discrimination.

It is therefore hereby RESOLVED as follows:

- 1. No unit owner or resident of a Skyline House Condominium unit, or any guest or invitee of a unit owner or resident of a Skyline House Condominium unit, shall interfere with the duties of any Skyline House Condominium employee or contractor, nor shall any owner, resident, guest or invitee harass, threaten or attempt through any means individually to control or intimidate a Skyline House Condominium employee or contractor.

- 2. All communication with a Skyline House employee or contractor shall be made in a civil, respectful and nondiscriminatory manner, so as to maintain the employee’s or contractor’s work environment free of hostility or comments of a discriminatory or harassing nature.

- 3. Any complaints about employee or contractor performance shall be forwarded to the General Manager or to the Board of Directors.

- 4. The Board of Directors may assess charges for violation of this rule against a unit owner who violates this rule, or against a unit owner if someone for whom the unit owner is responsible violates this rule. For purposes of this rule, a unit owner is responsible for any resident of his/her unit, for any guest or invitee of the unit owner, or for any guest or invitee of a resident or occupant of his/her unit.”

The above text has also been mailed to all Owners.

The Board approved the following motion by a vote of 6-1-0, with Secretary Guill opposed:

A motion made by Director Roberts and seconded by Treasurer Johnson that the Skyline House Unit Owners’ Association Board of Directors shall put before the Association a proposed amendment to the By-Laws to remove the requirement for notarization of proxy votes in Annual and Special Meetings of the Association; and,

Further, that such amendment shall be put before the Association in a Special Meeting to be called at the April 22, 2015, meeting of the 35th Board of Directors; and,

Further, that the period for returning ballots on that matter shall be one-hundred-eighty (180) days from the date of the Special Meeting; and,

Further, that Director Roberts shall coordinate this activity, including obtaining the advice of the Association’s Attorney, publicity, and coordination with the Covenants Committee and Management.



MANAGEMENT

General Manager, Michelle Brown Slaughter

Balcony Floor Repairs: Concrete Protection and Restoration (CPR)

CPR removed paint from balcony floors in Units 114W and 314E. The security deposit was retained from Unit 114W; and the repair cost was received from the closing escrow for Unit 314E.

Garage Sealant Project: Simpson Unlimited

Simpson Unlimited successfully completed the garage sealant and railing project and received the final balance due. Residents were able to move back into the garage on Monday, November 17th, 2014. Only four cars were towed (to or from the garage across the street) due to the repair project. Because residents failed to return 11 transponders, Skyline House retained their cash deposits in order to cover the costs.

Garage Sealant Project Parking: Parking Management Inc. (PMI)

PMI received payment for 600 parking garage transponders that it provided in November. But 100 were not used; Management returned these to PMI for a cost reduction of \$1,000.

Bridge Enclosure Replacement Project: Whitlock, Dalrymple, Poston & Associates (WDP)

Task #3 (design document development) of the project consulting work, was 5% complete as of December 2nd. The steel framework that will support the bridge enclosure was re-analyzed. Unfortunately, the loading required by County Code has increased since the original bridge enclosure was installed. Another requirement is installation of a proper expansion joint in the frame to allow for movement. This joint was not installed as part of the original construction. Therefore, the framework for the new enclosure will be more complicated than anticipated. As a result of the code change and the need for an expansion joint, the framework design process is taking more time than was originally expected. The frame changed from 3 to 4 columns per side, to 8 columns per side, which includes one at each end. The column size is expected to be 4 ft. x 3 ft. The new design will most likely exceed the original \$5,000 budget.

Based on the new calculations, WDP determined the new loadings for which the Kalwall panels need to be designed. The bridge enclosure specifications are approximately 90% completed. The draft non-technical specifications were e-mailed to members of the Physical Plant and Operations Committee (PPOC), the Financial Management Committee (FMC), and the Board on January 15th for review and comments or questions. And the bridge enclosure drawings were e-mailed to everyone on January 22nd. **Below is a partial proposed schedule:**

Feb. 9: Send bridge enclosure drawings to bidders
 Feb. 13: Pre-bid meeting
 Feb. 27: Bids due
 March 2: Contractor selected
 March 2 – April 6: Secure construction permits from County Permit Office. (This deadline depends on the pace of the Permit Office, which is beyond our control.)
 March 2 – 16: Kalwall shop drawings produced
 April 6 – June 6: Kalwall manufactures enclosure. (Construction permits must be secured first.)
 June 6: Demolition of old enclosure begins

Federal Housing Authority Renewal

The FHA application was renewed for another three years, through 2017. We were required to increase the coverage provided by our insurer, Fidelity, from \$4 million to \$5 million. As a result, our annual insurance premium increased.

Emergency Generators and Fuel Tanks

Replacement Project: Jim F. Wilson, Inc. (JFW)

JFW began the initial project management oversight of the generator project. They worked with Girard Engineering, our electrical consultant, and Greg Grimm, our Chief Engineer, to complete the bid specifications package, which was sent to the PPOC, FMC and Board members for immediate feedback. The final bid package was approved at the January 22nd PPOC meeting, and sent to bidders on January 23rd. The pre-bid meeting and walk-through were conducted on January 27th. Due to additional County requirements, the bidders requested and were granted additional time to return their bids. It probably will not be possible for the PPOC to review the bids and

select a recommended contractor during its February 12th. Therefore, it may prove necessary to hold a special Committee meeting in order to complete that process.

Management asked WDP about issues that might arise with the new generator project while the bridge enclosure replacement project is underway. They replied that as long as the lift equipment can get into the area of the bridge, there should not be a conflict between the two projects.

In-Unit Water Shut-Off Valve Replacement Project

One of the three companies that bid on this project, Steinhorst Plumbing, rescinded its bid due to manpower constraints. Subsequently, additional information was requested and received from Magnolia Plumbing and Services Specialties Inc. (SSI) Heating, Cooling & Plumbing. Based on the scope and complexity of providing this service to the entire property (all 559 units), Management, PPOC and FMC recommended that the Board grant approval to proceed with replacement for the 173 Owners who have already requested replacement, and any other Owners who subsequently sign up. A contractor will be recommended to Owners with a list of basic repair costs that were agreed upon for specific items. However, individual Owners will be responsible for scheduling the contractor to assess their unit in advance of the repairs, and determining the work to be done and costs for any work in addition to the basic valve replacement. The Association will only be responsible for managing the logistics of scheduling each tier's water shut-down for replacement of the shut-off valves. Meanwhile, there are still several questions and logistics decisions to be answered before we can embark on this project. Management is working towards getting this project started. More information will be forthcoming soon.

Hall Smoke Detectors:

Arc Systems proposed to replace approximately 37 ionized IS-type smoke detectors that are starting to go bad, and that are no longer manufactured. They must therefore be replaced with a different model. The total replacement cost is \$5,444. Management received PPOC's and FMC's recommendation to purchase the smoke detectors at a cost not to exceed \$6,000.

2014 Audit

The 2014 audit is scheduled to be conducted on site February 11th through February 13th. Once the draft audit is completed, Management will distribute it electronically to FMC and Board members for immediate feedback.

Additional Storage Bins

On January, 16th, Chesapeake Ironworks provided an updated proposal to build fewer storage bins than were originally proposed. The revised proposal was reduced from \$16,198 to \$8,000. This is an effort to comply with the Association's \$10,000 capital expense limit. The proposal is to build:

- 1. Four - 5 ft x 5 ft bins AND
One - 10 ft x 8 ft bin

OR

- 2. Six - 5 ft x 8 ft bins

We currently have eight vacant bins: six 3-to-4 ft; one 10 ft; and, as of February 1st, one 8 ft.

Based upon the eight vacant storage bins as of February 1st, both the PPOC and the FMC recommend that no new storage bins be built at this time. We also received a proposed storage rental resolution from our attorney, with an expanded storage bin rental agreement, which updates the rental guidelines. It will be reviewed by the Board for approval.

Attorney Fees

The Association's attorney received \$1,540 in December 2014 for routine collections from delinquent unit Owners. In addition, he was paid \$695 for legal advice and general legal services.

Collections Update: December 2014 Delinquencies

Six units are 60 or more days past due, and 14 units are 10-59 days past due. Collection is being handled by the Association's Attorney.

New West Lobby Entrance Door Wind Curtain

Our Chief Engineer and Maintenance staff installed a wind curtain at the front entrance door to the West mail lobby area. Using in-house staff to do the electrical wiring saved the Association approximately \$1,000. This unit is an inexpensive prototype. We will evaluate its effectiveness and features, and determine how to best employ wind curtains at

specific entrances. Just as a wind curtain can keep cold air from rushing into the building in winter, during the summer it can prevent hot air from entering via the doorway, which may save on electrical costs. We hope this proves to be a positive step not only to reduce electricity use, but also to maintain a pleasant temperature environment for everyone. The PPOC can begin to assess this initiative at its February 12th meeting, based on the first month of operation.



FRIENDLY REMINDERS

1. NEW MOVE-IN ORIENTATIONS

Realtors and Owners should encourage all new move-ins (and current residents who are changing units) to schedule their orientation and paper work prior to their move-in. This will promote a smooth move-in and help orient new residents to the many amenities that Skyline House has to offer. Owners are also reminded of the \$200 Administrative Move-in Fee.

2. PREVENT YOUR CAR FROM BEING TOWED

Please be sure to update your car registration in our data base if you've changed vehicles. Visit www.shuoa.org and go to **Downloads** or use the following link to access the vehicle registration form <http://shuoa.org/downloads/forms.html>. Or just stop by the Front Desk or Management Office to update your vehicles information.

3. AUTOMATED TELLER MACHINE (ATM)

For the convenience of our Owners and residents, an ATM has been installed next to the Bookkeeper's Office, near the West Garage Elevators.

4. PET POLICY

While many of us love our furry friends, please remember, and remind your guests, that Skyline House does not allow pets. That means your visitors should leave Fido at home, unless it is a valid service animal.

5. ACCEPTANCE OF PACKAGES AT FRONT DESK

THANKS to residents who diligently picked up their packages in a timely manner during the holidays! Due to the overwhelming number of packages, and our limited amount of storage space:

THE FRONT DESK WILL NO LONGER ACCEPT OVERSIZED DELIVERIES SUCH AS MATTRESSES, TIRES, ROLLS OF CARPET, OR PACKAGES THAT ARE 120 INCHES IN LENGTH OR WIDTH OR WEIGH 70 POUNDS OR MORE, per Rule #6 of the Rules and Regulations. Please make arrangements with your delivery service to have oversized packages delivered directly to you when they exceed the size or weight limit.



Unit 114W is owned by the Association and is available for rental. It is a spacious 2 bedroom, 2 bath, 1800 square foot unit. If you or someone you know is interested in renting it, please contact the Management office (703-578-4855). The Association loses income while this unit remains vacant.

IMPORTANT ELECTION DATES

- Feb. 9: Nominations Close**
- Feb. 23: Election Materials Mailed to Owners**
- March 10: Meet the Candidates Night**
- March 24: Annual Meeting and Election**

REMEMBER TO VOTE!

CONGRATULATIONS VICTORIA



VICTORIA DE PANAMENO

**CELEBRATING HER 30 YEARS OF
EXCELLENT SERVICE WITH THE SKYLINE HOUSE
UNIT OWNERS' ASSOCIATION**

**CARDS CAN BE LEFT FOR HER
AT THE FRONT DESK**



TREASURER'S COMMENTARY

Treasurer, Karen H. Johnson

This month I will be reporting on our spending on the items covered in the Reserve Budget for the year 2014 as a whole, based on preliminary data now available. Our total spending on those items was \$275,596. This spending is grouped into three categories. One category is periodic maintenance items. For this, the largest component was nearly \$127,000 for the garage deck sealing. Another category is replacement items. No single item in this category was more than \$15,000. Among the larger components of this category were spending on fire detection and safety equipment, resurfacing of the easement we share with Skyline Plaza, spending for the energy management system, initial outlays for the pool deck restoration, computer hardware and software, photocopy equipment leasing, and the security camera system. The third category is consulting services, for which we spent a little more than \$42,000 in 2014. Our total spending was significantly less than the allocation of funds from Association income into our reserve holdings, and it was significantly less than the amount called for in the budget drawn up during 2013. One reason for the less-than-planned spending is that three major projects were begun, but have proven to be more complex than anticipated and have therefore continued into the current year. These projects—restoration of the East party room to usable condition, replacement of our emergency generators, and rebuilding of elements of the East bridge from the garage—have all received attention, and some spending has occurred, but the major components of work will take place this year. Therefore, the expenditure of funds will take place during this year. One project, restoration of the pool deck and related

work, has been postponed until 2016. The funds needed to pay for these major projects remain in our reserve holdings, along with prior balances and the recent allocations, to meet needs this year and in coming years.

Our financial outcome for 2014 has strengthened somewhat from last year, reflecting the net additional funds put into reserves and changes in market valuation of our assets. Our figures for the net asset position of the Association (that is, assets less outstanding liabilities) will not be final until the auditors complete their report. Our provisional figure for net assets as of December 31st is \$4,342,872. In the audit report for last year, the comparable figure was \$3,051,106.

With respect to the Operating Budget, once again spending on utilities, particularly on electricity, has exceeded the budgeted amount. We continue to look for ways to reduce electricity usage. One further element merits mention. The income tax refund of \$90,005 that appears on our income statement is really an adjustment of past years' bond transactions and should not be regarded as regular income available to be spent.

The Association continues to confront the problem of delinquency on the part of some Owners. At the end of 2014, the total past-due figure, \$30,944, was up from November but was less than at the end of 2013. Twenty units remain in past-due status.

Renter occupancy remains unchanged at 25 percent of total units.



INFO FROM THE ENGINEER

Chief Engineer, Greg Grimm

IS IT TIME TO REPLACE YOUR WATER HEATER?

Like any appliance, water heaters break down over time. No one enjoys taking a cold shower, so you should replace your water heater before it completely

stops working, or begins to leak. If you wait too long, you could experience bigger problems such as large leaks and water damage to your home and/or your neighbor's unit below. So how do you know when it's time for a replacement?

The older a water heater gets, the more likely it is to break down. Electric water heaters generally last 8-10 years. If your water heater is any older than this, it might be time to check for some of the symptoms below.

Check your tank for the following:

1. Any rust or corrosion, particularly the area around the temperature and pressure relief valve, as well as the inlet and outlet connections.
 2. See if it's turning a rusty color, which could mean there's rust inside the tank.
- Unfortunately, rust and corrosion can't be fixed. Once they start, it's only a matter of time before the tank begins to leak and must be replaced.

Preventative Measures

Over time, sediment builds up inside a water heater. Flushing your water heater once a year will help solve

this and extend the life of your water heater. If this task isn't performed for an extended period of time, the sediment build-up will eventually reach a point where it can no longer be resolved. At that point, your water heater must be replaced. Note: Many newer water heaters eliminated this problem by using "self-cleaning" tanks, and yes, these tanks will have "self-cleaning" on the label.

A leak from your hot water tank is usually caused by an internal problem and is rarely fixable. If you spot a leak anywhere on your water heater, call Management or your plumber immediately. In this scenario it's quite likely your water heater needs to be replaced.

If your water isn't as hot as it used to be, or isn't hot at all, there is likely something wrong with the heater. Check for any of the symptoms above. If you find any of them, your water heater is probably beyond repair and in need of replacement.

In a nutshell, if your water heater is more than 10 years old, it is ready to be replaced.



PHYSICAL PLANT & OPERATIONS

Chair, Al Lambert

The Physical Plant and Operations Committee (PPOC) convened its first regular meeting of the New Year in the West Card Room at 7:00 p.m. on January 22nd. The first order of business was to analyze and approve the Request for Proposal (RFP) to replace the two outdoor emergency diesel generators that have been in place since the building were constructed in 1979/1980. The generators, located behind each residential buildings, supply electrical power for essential building mechanisms when loss of power from Dominion Virginia Power Company occurs. After so many years, repair parts have either become unavailable or require a long time to locate. At the next meeting on March 12th, contractor bids will be reviewed and a recommendation made on which one should be awarded the generator replacement project.

The next order of business was to discuss the merits of replacing the main water shut-off valve and possibly other valves in unit utility closets. All units have at least four shut-off valves (main water source, hot water heater, and the condenser supply, and return valves). Units from the ground to level six have an

additional valve because of the need to reduce the water pressure. There is a concern that Owners may experience water leakage at the main water source valve knob if it has not been exercised (periodically opened/closed) or the valve handle is frozen and will not rotate to the shut-off position. If a leakage or flooding emergency occurs in a unit and its main water valve cannot be turned off, the Association must turn off the water flow for an entire tier. The inevitable delay in turning off the water in the tier will result in added water entering the unit and possibly other units below it. Note: The possibility of leaks and flooding due to faulty shut-off valves highlights the absolute necessity for Owners to have a Homeowners Association (HOA) policy to repair water damage caused by another unit.

Up to now, there has not been a complete failure of a water shut-off valve in Skyline House. On occasion, an Owner has decided to turn off the main water valve and finds that it is frozen from non-use, or that the lock nut has been overly tightened. The Owner then applies excessive force in an effort to rotate the

handle. This has caused the shut-off valve to leak and required maintenance personnel to shut down water in the entire tier for repairs. Therefore, if you want to turn off the main water valve, it is probably best to submit a work request for In-Unit Maintenance to perform this task.

Owners who want to preclude any possible future issues with the main water shut-off valve should have it replaced with a newer lever-type valve. Contractors are responding to a Request for Proposal to replace shut-off valves (and other valves or repairs as needed) in units where the Owners request this service. The PPOC will review the final bids and hopes to be able to recommend a company for the Board's approval. The costs for basic services (replacement of the unit's main shut-off valve, and pressure-reduction valve for units on lower floors), would be established in the Memorandum of Understanding between the Association and the contractor, in anticipation that all 173 units that have requested valve replacement will actually follow through. A higher number of participating units may yield lower costs. The individual Owner and the selected contractor would negotiate the cost of any **additional** work to be done in the utility closet.

The Committee recommended that this valve-replacement initiative be addressed in a manner similar to the replacement of unit windows. That is, the contractor would interact **directly** with individual

Owners regarding the work they want done in their units. The Association **would NOT** be involved in these individual transactions and would not be a party to any disputes arising between an individual Owner and the contractor. Its involvement would be limited to coordinating the work so that, for example, all of the replacements in a given tier are scheduled together in order to minimize the period during which water will be unavailable in that tier.

Last of all, the PPOC addressed hall smoke detectors that are experiencing a high failure rate and the complicating factor that the units we now have are no longer manufactured. A new model must be selected. There are 37 smoke detectors in this category, and the total cost to replace them should not exceed \$6,000. This includes materials, labor, and travel time by the installer. Arc Systems, which performs the necessary repairs and provides replacement components to the fire alarm system throughout the Association, submitted the chosen proposal. The PPOC recommended to the Board that ARC Systems be awarded the contract to replace the outdated smoke detectors.

The next PPOC meeting will be on Thursday, February 12th, at 7:00 p.m. As always, I welcome your feedback on this article or any matter pertaining to the PPOC. This is your home! We welcome you to join us. Thank you!



FINANCIAL MANAGEMENT

Chair, Wynfred Joshua

The Financial Management Committee (FMC) met on Monday, January 26th. A review of the financial statements for the month of December 2014 showed a total income of \$358,273. Total expenditures for December were \$303,021. Reserve contributions for the month were \$119,409, leaving a deficit before taxes of \$64,157. Estimated taxes were \$4,500. As a result our deficit after taxes was \$68,657.

The main reasons why we were over budget this month were Payroll expenses and utilities. Payroll was some \$33,000 more than we expected because we had an additional 27th pay period this year, which

impacted our December payout. Utilities were over budget because our electricity bill was \$26,720 over budget, and water/sewer use was about \$7,000 more than projected. In addition, we had a bad-debt write-off that exceeded the \$4,200 that had been budgeted, although for the whole year this account was some \$20,000 below budget. Other under-budget posts were largely offset by accounts that were over-estimated.

As to the Reserve Budget, most movement had been generated by payments to the project managers and consultants for the two major projects currently

underway: (1) replacement of the enclosure over the bridge from the East building to the garage, and (2) replacement of the emergency generators for both buildings. We are in the process of reworking the format of the Reserve schedule in order to simplify the budget and to provide greater transparency. We commend our General Manager and Chief Engineer for their work on the simplification of the Reserve schedule.

The FMC discussed at some length the plan to replace the water shut-off valves. The Committee unanimously endorsed the Physical Plant and Operations Committee’s (PPOC’s) decision to recommend to the Board that this project be handled in a manner similar to the voluntary replacement of windows in units that requested this service. At this point, 173 owners have indicated that they wish to have the valves replaced. Plans are for the PPOC to identify a contractor for approval by the Board. Interested Owners would then work directly with the contractor to have the basic replacement performed at pre-established costs in accordance with a schedule provided by Management, and would individually

negotiate with the contractor the cost of any additional work within their utility closets.

With respect to the storage bin issue, after learning that we have some eight storage bins available which have not yet been rented, the FMC recommended that the Board table the construction of additional bins for the time being.

After discussing the problems encountered with many smoke detectors in the hallways and other common elements, the FMC recommended that the Board award a contract to Arc Systems to replace 37 outdated smoke detectors at a cost not to exceed \$6,000. We have had positive experience with Arc Systems, which handles repairs and replacements for the Association’s fire alarm system. FMC also stated that the required funds should be charged to the Reserve schedule.

The next meeting of the FMC has been scheduled for Monday, February 23rd. We urge Skyline House residents to join us and give us the benefit of their advice.



COVENANTS COMMITTEE

Chair, Frank Szumilo

The Covenants Committee met on Wednesday, January 21st, at 7:00 pm. The following six members attended: Bert Barrois, Inge Chilman, Lynn Klubek, Gladys Manrique, Fran Price, and Frank Szumilo.

“The House Special” every month to remind residents that Skyline is a pet-free zone.

Rules Violations

2015 Meetings of the Covenants Committee

The first topic opened for discussion was Management’s Incidents Report on Rules Violations. Management received information to the effect that a resident had a dog and kennel on their balcony. The resident was contacted and advised that dogs are not allowed in Skyline House. The resident responded that the dog belonged to her daughter, who was visiting. Management explained to the resident and the daughter that pets are not allowed on the premises, not even during a visit by a guest. The dog and kennel were removed, and the case was closed.

The Committee requests an amendment to the schedule of meetings it earlier proposed for 2015: it will meet on Wednesday, February 18th; Wednesday, March 18th; and Wednesday, April 15th. Rather than reverting to a quarterly schedule, beginning on April 15th the Committee will meet every other month for the remainder of 2015: on Wednesday, June 17th; and Wednesday, October 21st (with no meeting in August or December).

Preparation for Election of the Board of Directors

Because of the frequency of the violation of the rule that no pets are allowed in Skyline, the Committee proposes to the Board that a notice be published in

As noted in our previous meeting, a Sub Committee to prepare for the Election of the Board of Directors was created; it is headed by Gladys Manrique. We

are also pleased to announce that the Inspector General for the election is Mr. Bert Barrois. Nominations for candidates for the Board of Directors close on February 9th. The Sub Committee is working on the documents to be distributed to the Owners. These documents will be sorted into individual packets on the 17th and 18th of February, and these packets will be mailed to Owners on February 23rd. The "Meet the Candidates" evening will be held on March 10th, and the election is scheduled for March 24th. The Sub Committee will be working with Management to set up the room to maximize the utilization of the effort of volunteers who will be filling envelopes.



COMMUNITY RELATIONS

Chair, Janice Hill

The Community Relations Committee (CRC) met on Thursday, January 15th, at 7:00 p.m. in the West Card Room. The CRC began with an update by President Maria Elena Schacknies on a community meeting held at Skyline Square. Mason District Supervisor Penny Gross met with Skyline Square and provided updates on items of interest to the community and answered questions. Highlights of the meeting include the information that Fairfax County is looking into Build America activities from a zoning perspective, the death of the street car project, and a brief discussion on the Seminary Road bridge project at I-395.

Next was a presentation, "Navigating Medicare," by Nicholas Murrett of HCR ManorCare of Arlington.



SAFETY, SECURITY, & NEIGHBORHOOD WATCH

Chair, Diane Zierhoffer

The Security, Safety and Neighborhood Watch Committee (SS&NWC) met on January 14th.

The December Community Action Committee (CAC) meeting focused on fraud and financial crimes. Check the bulletin boards for some suggestions from the Fairfax County Police on how to protect yourself.

Guidance on Policy Memo on Harassment

A letter mailed to unit Owners addressed two main topics. One is the announcement of the increase in condo fees, and the second is the discussion of the harassment policy. Most people were more concerned about the increase of fees. The Committee, after lengthy discussion, recommended that a follow-up letter be prepared and distributed which would include only the harassment statement. The Committee reaffirmed its approval of the policy statement as prepared and submitted by our attorney.

This talk included an excellent overview of Medicare and was followed by questions and answers.

We received a request from the Fairfax Federation to provide Skyline House topics of interest for inclusion in a report to Fairfax County Executive Ed Long. A request for topics was sent to Management, Board members, and Committee Chairs. The areas of greatest interest were scheduled to be sent to the Federation by February 1st for inclusion in its consolidated report.

Our next meeting is scheduled for Thursday, February 19th (3rd Thursday of the month). The meeting agenda will be posted to the bulletin boards.

We look forward to seeing you at an upcoming meeting!

mechanism through which you swipe your card is not loose. If it is, do not use the machine, as there may be a skimmer in it. Notify management at the business or the police.

The January CAC meeting was cancelled due to inclement weather.

The Management Office reported more vandalism of the security wand checkpoints. Thirty-nine were stolen in Dec and replaced, but more than half of them have been stolen again. The Management Office is working with our security company to find a better solution. A police report has been filed, and the investigation continues. A neighbor has complained again about a resident bouncing a ball against the walls from in stairwells and hallways. Attempts to

reach the resident's emergency contacts have been unsuccessful, and Management is concerned for the resident's welfare.

Officer Derrick Cromartie, who recently became the site supervisor for our courtesy patrol staff, has had to resign due to medical issues. Officers Jamel and Bart will cover the 3:00 – 11:00 shift on weekdays until a new supervisor is hired.

New surveillance cameras are being installed by Skyline House staff throughout our community as time permits. The fire extinguishers were serviced on 1 December 2014.

The SS&NWC will next meet on March 11th. Be careful in the ice and snow.



RECREATION COMMITTEE

Chair, Sharon Milton

The Recreation Committee met on January 5th to work on our schedule of events, and again on February 2nd. Our February meeting will be discussed in the March newsletter.

Recent Committee events include a January 23rd TGIF from 7:00-9:00 p.m. in the West Party Room. Coffee and tea were provided, and attendees were asked to bring a snack to share.

The Super Bowl get-together on Sunday, February 1st, started at 6:20 p.m. in the West Party Room and continued until the game ended. Coffee, tea, and water were provided. The Super Bowl Sunday event is among the highlights of the Committee's event calendar, and we are well on the way to establishing it as a Skyline House tradition.

We have started orientation tours for new residents. This would be a good time to contact me at 703-347-9618 or recreation@shuoa.org to schedule a tour.

Events Schedule:

February 8th: Our next Brunch will start at noon in The West Party Room and continue until 2:00 p.m.

April 17th: TGIF from 7:00 to 9:00 p.m. in the West Party Room.

May 2nd: Skyline House Recycle sale. Tables will be \$5. More information will be provided closer to this date.

May 25th: Memorial Day BBQ. Details will be provided in advance of the event.

The Committee will not meet (or host any events) in March. Our next meeting will take place on April 6th at 7:00 p.m. in the West Card Room.

Thoughts and suggestions are solicited.

GOOD NEIGHBORS

The purpose of the Good Neighbors Program is to help residents of Skyline House who need assistance for health reasons, including residents who are housebound. This service is NOT available for medical emergencies. In the event of a medical emergency, the resident MUST call 911 for help. Good Neighbors volunteer to help in the following ways:

- Taking residents to medical appointments within the radius of approximately 10 miles. If the Good Neighbor wishes to wait for the resident at a hospital or doctor's office, this can be arranged in advance. If the Good Neighbor goes back home, pickup time can be determined between the two parties.
- Picking up prescriptions at local pharmacies.
- Picking up mail or packages at the Front Desk or the mailbox.
- Picking up groceries at the local supermarkets.

Any requests of an unusual nature not listed above should be directed to Alina Gonzalez (703-379-5391) or Virginia Fissmer (703-379-2901).

Many thanks to residents who have served as Good Neighbors. This program really needs and wholeheartedly welcomes new volunteers. If you want to help neighbors in need, and to make the Skyline House Community even better, please contact Alina or Virginia.

February

Belen Eliot, 703-671-7045

Judith York, 703-671-2267

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.



SKYLINE HOUSE CALENDAR

February 2015
(WWW.SHUOA.ORG)



SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
1 Recreation Committee Super Bowl Party WPR	2 Recreation Committee 7:00 PM Meeting Room Library Open 7:00 – 8:00 p.m. East Penthouse	3	4	5	6	7
8 Recreation Committee Brunch 12-2 P.M. WPR	9 Library Open 7:00 – 8:00 p.m. East Penthouse	10	11	12 PPOC 7:00 PM Meeting Room	13	14
15	16 LIBRARY CLOSED Office closed	17	18 Covenants 7:00 PM Meeting Room	19 CRC 7:00 PM Meeting Room	20	21
22	23 FIN MGT 7:00 PM Meeting Room Library Open 7:00 – 8:00 p.m. East Penthouse	24	25 BOARD 7:00 PM Meeting Room	26	27	28

BOARD OF DIRECTORS

Pres., Maria Elena Schacknies, 1302W, 703-820-2239, mariaelena.shuoa@gmail.com
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 Security, Safety, & N/W, Diane Zierhoffer, 102W, zierhofferdm@hotmail.com
 Recreation, Sharon Milton, 613W, 703-347-9618, recreation@shuoa.org

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