

The House Special



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President's Report

Janice Hill,
President



Good evening and welcome to the last scheduled Board of Directors meeting for 2015. Can you believe it? Thanksgiving is next week and 2016 is a little more than a month away. Wow!

Earlier this year, I asked for your help in order for me to be successful. Do you remember that? I talked about the 3 C's – Civility, cooperation, communication, and I'm adding 2 more C's – collaboration and change.

Change jolts people's comfortable habits and patterns leading to an uncomfortable feeling. Change also compels people to push beyond their comfort zones and approach situations in new ways.

Expect there will be frequent changes, when you first encounter a new way of doing something, don't react immediately. Think about it. Attempt to understand it. What's driving it? Let's not say, "that's the way we've always done it," immediately. There might be a time to say that, but not necessarily at the beginning.

"We" are in this together - making Skyline House a great place to live and making sure our financial investments remain sound.

That's just food for thought.

Now about change - Al Lambert has resigned from the PPOC. This is a big change and an even

bigger loss. I want to thank Al for his service to Skyline House and to say the only reason this is not an even bigger loss, he has graciously agreed to continue as the Garden Club Chair. Let's give Al a hand for his wonderful service and all the great things he has led the PPOC to do for us. Thanks Al.

That means, we are looking for a PPOC Chair. If you are interested, please let us know. We will have something in the newsletter as well.

Now on a different note, we are having a holiday party (dinner) on December 5. This is a Recreation Committee activity even though we don't have a Recreation Committee chair at the moment. Anyone interested? A few of us committee members communicated, collaborated, and put together what I think will be a great evening. Sarah, Karen, Wayne, Grace and I met on November 2 and put this together. But for it to be a success, we need your help! We will provide the entrée, but need for you to provide the sides and deserts. What are sides? - Anything you want to bring and share with your neighbors. A sign-up sheet is at the front desk. So please sign-up. Flyers will be on the bulletin boards by the end of the week. Please join us to kick off the holiday season.

Treasurer's Commentary

Karen H. Johnson,
Treasurer



Total expenses in the operating budget for October were nearly \$220,000, an amount slightly under budget. Several items contributed to this re-

sult. The payroll for the housekeeping staff during October was significantly less than expected. This was also the case for the total amount spent in legal fees during the month. Again last month we did not need to spend on landscaping outside of the normal contract. We experienced expenses for security under our contract that were less than anticipated. And we did not spend funds that had been budgeted for carpet repair and cleaning. These savings were partially offset by items that came in over the budgeted amounts. Those included spending on utilities, where the excess spending was not much and was mostly owing to water and sewer expenses, and outlays for maintenance of doorways. All in all, expenses remained well contained during the month and the net of income less expenses contributed positively for the year by a bit more than anticipated in the budget.

The situation with respect to delinquent payments from owners changed slightly in October. The total number of units in arrears rose to 19. And the amount past due to the Association is \$16,050. Our attorney continues to work to recover amounts more than 60 days in arrears. The number of renter-occupied units remained 27 percent of the total.

Management Report

Michelle Brown-Slaughter,
General Manager



Emergency Generators & Fuel Tanks Replacement Project:

Web GenTech The final payment for generator install was made per contract.

Girard Engineering Final payment to electrical engineer company for electrical engineering oversight of generator project is complete (100% completed).

JFW JFW was paid for project management oversight of the generator installation project. Both tanks were successfully installed. The County conducted the flow test on Thursday, October 8th, 2015, for both generators and fire pumps. Everything passed the

test! The last invoice is pending payment for JFW's final administrative follow-up with the contractor (Web GenTech).

Bridge Project Payments were made to WDP for Task #2 - Field Condition survey-tested concrete on bridge (100% completed) and Task #3- Analysis of survey (100% complete).

WDP is working to send the final RFP (request for proposal) package out to bidders before the end of November. They've scheduled a pre-construction meeting for Monday, December 7th, 2015, so the final bidder can be selected prior to year's end.

On 11/3/15, WDP met with a few members of PPOC, FMC and the Board, to review the bridge project and answer questions. The Kalwal representative was unable to attend the meeting. The discussion and questions centered mostly on changes we should anticipate since the project process first began; additional costs we should expect; the anticipated demolition and construction schedule; and finally any potential problems or risks we may face that were not encountered initially. Additional meetings will be held for updates on the project.

New East Building Trash Container A new trash container for the East building was installed 10/8/15, to replace the old and un-repairable container. The final 50% balance was paid to Big Stuff.

Aquatomic The cooling tower systems, in both East and West buildings were acid cleaned.

Toilet Supply Line Replacements Maintenance reports that approx. 250 toilet supply lines with the plastic nuts have been replaced with supply lines with metal nuts. This is an effort to prevent water leaks due to faulty supply lines. Maintenance will continue to replace the faulty supply lines **FREE!** Residents must call the office (703-578-4855) to request the replacement. In addition, as Maintenance finds leaks, they are making repairs. We ask residents to continue to inspect their toilet supply lines.

Chesapeake Ironwork A new fence was installed near the West loading dock area to prevent pedestrians from walking through the shrubs and lawn down to the parking lot.

Switchgear Inspection Kolb Electric was the successful bidder to conduct the electrical switchgear inspection. It was completed on November 17th and on the 18th the contractor returned to finish the infrared survey. Dominion Virginia shut down the power at 9:30am, and turned it back on at 3:00pm once the work was completed. There was no electric in units, and only common areas were powered by the emergency generators. Only one passenger elevator was

scheduled to operate in each building. All garage elevators were scheduled to operate. Notices were sent to each unit, and will be posted on doors and elevators the weekend prior to the inspection.

Paint Projects The following paint projects were completed in-house, in October:

1. Painted the West Penthouse trash room hall and made repairs
2. Installed plumbing access panel in unit on 17th floor for Association to access as needed
3. Painted doors and hallways on the West Penthouse
4. Painted employee lunchroom (next to Lucy's office)
5. Front Desk wall was repaired
6. Painted arrows in garage
7. Painted a DO NOT EXIT sign for garage entrance door. Guard posts it at garage Monday thru Friday, from 4:00pm to 7:pm
8. Painted ceilings above the air vents in West building for all floors on Tiers 13/14, and Tiers 5/6
9. Paint touch ups
10. Re-attached wall paper that was loose

ATM machine – \$88.40 The September 2015 commission check was received for \$88.40, for 136 transactions.

2016 Budget The 2016 Operating and Reserve Budgets were approved by the Board at the October meeting. Condo fee increase letters have been prepared by Management and are scheduled to be mailed out before Thanksgiving.

Attorney fees - Unit Owners Collections: \$1,359 was paid to the Association's attorney in October, 2015, for routine delinquency collections. And \$554 was paid for legal advice or general legal services.

Collections update- \$16,050 (October 2015) Delinquencies Five units owe \$7,693 for delinquencies that are 60 days past due. Thirteen units owe \$8,357 for delinquencies that are 10-60 days past due. Collection is being handled by the Association's Attorney.

11/18/15, Board Meeting Action Needed:

REMINDERS FROM MANAGEMENT

HOLIDAY PACKAGES –



Due to the overwhelming number of packages expected this holiday season, and the limited amount of storage space, **the Front Desk will not accept oversized deliveries such as mattresses, tires, rolls of carpet, or packages that are 120 inches in length or width, or that weigh 70 pounds or more**, per Rule #6 of the Skyline House Unit Owners' Association Rules and Regulations. Residents should make separate arrangements with the U.S. Postal Service, UPS, FedEx, or other courier services to **have oversized packages delivered directly to them when they exceed the size and/or weight limits**. In addition, we do not accept multiple packages left by a resident for pick-up by persons who are not Skyline House residents.

LOST & FOUND —

A lost-and-found box is located at the Front Desk for the convenience of our Owners and residents. If you lose an item, it will be held, but only for 30 days. After that period, it will be discarded or donated to charity.



BIKE ROOMS —

The Board has eliminated the fee for bike room rentals. Residents must still register each bike with the Office to reserve a space for each bike. More details will be in the next newsletter.

Thank You!

Chief Engineer's Report

Greg Grimm,
Chief Engineer



CHRISTMAS TREE BAGS

Tree bags are available at the Front Desk. As in past years, they are free. If you plan to have a live tree, we recommend that you use these bags to prevent pine needles from dropping in and from your unit to the disposal areas. The bags will be available anytime at the desk after the Thanksgiving weekend.

WASHING MACHINE DETERGENTS

Once again we are experiencing floods from washing machine suds on lower floors. This is usually caused by either using the wrong detergent, or simply using too much detergent. **Please make sure that you are using the proper type and amount of detergent in your laundry machine.** When you use too much soap or the wrong kind of soap, it causes excess suds (foamy bubbles) to come up in the drains of the units on the lower floors in your tier. You may have noticed a symbol on your laundry detergent bottles and boxes: **HE**. It stands for **High Efficiency laundry detergent**. These detergents are formulated to be used in high-efficiency washing machines like front-load washers, as well as top load washers that use less water. Please look for the He symbol when purchasing your laundry detergent.

Financial Management Committee

Wynfred Joshua,
Financial Manager



The Financial Management Committee met on Monday, November 16, 2015. A review of the financial statements for the month of October showed a total income of \$371,405. Total expenditures for October were \$219,794. Reserve contributions for the month were \$122,989, leaving a net income before taxes of \$28,622. We paid no estimated taxes in October.

Payroll was \$3,170 less than budgeted because an employee was on short-term disability and his salary was paid through that insurance. Our utilities account was only \$588 over budget for the month, reflecting \$535 additional for Water & Sewer while Electricity expenses, the usual culprit, were virtually on target. Supplies were almost \$4,000 over budget, largely because requirements for in unit orders and lighting needs. Among maintenance expenses we had a new controller installed for roughly \$2,100 to repair the doorway at the East Bridge. Other items

were more or less in line with had been budgeted.

The FMC briefly discussed the bridge project. The RFP is expected to be sent to bidders by the end of this month which would allow us to select the final contractor before the end of the year. In view of the slow performance of our consultant WDP, we urged the General Manager to keep close track of the progress WDP was making so that he would not procrastinate.

FMC members considered at some length the status of the project to replace the carpet on the West Penthouse gallery. The Chairman of the Decorating Committee reported that the Committee had selected the new flooring and would submit this with potential bidders to the PPOC. The FMC would subsequently get the results from the PPOC for consideration and submission to the Board.

The issue of the fee for the bicycle room was raised. We recalled that it had been decided to drop the charge when we were working on the 2016 budget. Those wishing to store their bikes, however, would still need to register their use.

As a final note a FMC member pointed out that our reserves had reached some \$5 million at this point. This was about the figure we would need for the next several years. He noted that we could consider decreasing the contribution to the reserves for 2017, and thereby eliminate a raise in the condo fee or reduce the fee. The Chairman agreed to discuss this possibility and recommended that this issue be considered before the 2017 budget discussions next August.

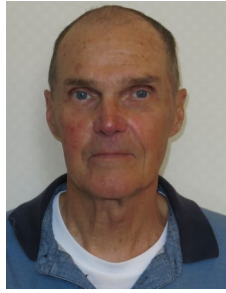
The next FMC meeting has been scheduled for Monday, January 25, 2016. All Skyline House residents are welcome to attend and contribute their ideas.

The FMC wishes the members of our Skyline House community a happy holiday season and a good 2016.



PPOC Report

**Al Lambert,
PPOC, Garden Club**



The PPOC convened its last monthly meeting for the year by discussing the ongoing project to create another exercise room. As you may recall the owner's first preference in the common area amenities survey was to create a larger exercise room with additional cardio and weight resistance machines. Tentatively, a large storage room on Level S of the east building has been identified as a possibly to create a second exercise room. In order to continue planning for this project there are four questions that have to be addressed prior to a conversion of the room.

1. Determine if the repurposing of the Contractor Room into an Exercise Room will require a second door.
2. Determine if a fire wall is required between the Contractor Room and the adjacent storage room.
3. Contact Cox Cable and determine the level of effort and cost to install additional cable drops in the room.
4. Obtain a cost estimate to install additional electrical outlets for exercise equipment and miscellaneous usage.

Thereafter, a PPOC/Town Hall meeting will be held in early January 2016 to present the proposal to all Owners. Based on the feedback the proposal will be modified accordingly and recommended to the Board.

The next PPOC meeting will be on Thursday, January 14, 2016 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!

Garden Club Report: What's Happening?

Al Lambert

The garden club concluded its yearly activi-

ties with the planting of tulips around trees behind the east building and in front of the west building. Significantly, three of our Skyline House employees (Betty McLaurin, Victoria DePanameno, and Geraldo Carrnza) teamed up with our long time garden club member (Hanna Jones) to accomplish the task on a cool and windy autumn day. I encourage everyone to express their appreciation to each individual as now we can look forward to a spring 2016 with one of the most popular, colorful and attractive flowers in the world.

Rounding out the fall activities the club has accomplished extensive landscaping in the front of the west building. Most of the shrubs and bushes were in distress and were replaced with encore azaleas which bloom spring through the fall, yuletide camellias, laurels, and burning bush. Thus we should have greenery and flowers year around for residents on foot, visitors and potential buyers for curb appeal. The club will undertake placing mulch around some of our plants that have shallow roots to preserve moisture and protect the roots from freezing. Similarly, mulch will be applied to the young trees that were planted this year and last year. This is the last report for the year until the spring of 2016.

Thank you!

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). If you want to help neighbors in need, and to make the Skyline House Community even better, please contact Alina or Virginia.

December's Good Neighbors are:

SONYA LIVINGSTON 814W 703-931-6923

WAYNE KRUMWIEDE 606W 703-998-0251

4			8	1	5	6		
		7			3		1	
8			4	7				
2			1			7	9	8
1	7	5				2	4	6
6	8	9			7			1
				8	1			2
	2		9			1		
		4	5	6	2			3

For this issue, here is another Sudoku puzzle and some cheesy but amusing riddles! Once again, the answers will be included in the next edition. Enjoy!

- Noor Al-Tall

RIDDLES

1. Paul's height is six feet, he's an assistant at a butcher's shop, and wears size 9 shoes. What does he weigh?
2. What can travel around the world while staying in a corner?
3. There was a green house. Inside the green house there was a white house. Inside the white house there was a red house. Inside the red house there were lots of babies. What is it?
4. What kind of room has no doors or windows?
5. What kind of tree can you carry in your hand?

9	8	5	1	6	4	2	3	7
2	4	3	9	7	8	1	6	5
6	1	7	5	3	2	4	9	8
8	2	1	4	5	6	3	7	9
7	5	4	3	1	9	6	8	2
3	9	6	2	8	7	5	4	1
5	3	9	7	4	1	8	2	6
4	6	2	8	9	5	7	1	3
1	7	8	6	2	3	9	5	4

Answers from Issue 9

SKYLINE HOUSE CALENDAR

December 2015

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
		1	2	3	4	5 Recreation Committee- Holiday Pot- luck Dinner 7:00 to 9:00 PM
6	7 Library open 7:00 – 8:00 p.m. East Penthouse	8	9	10	11	12
13	14 Library Open 7:00 – 8:00 p.m. East Penthouse	15	16	17	18 Office closes at 12:00PM Holiday Lunch	19
20	21 Library Open 7:00 – 8:00 p.m. East Penthouse	22	23	24 Office closes at 2:00PM	25 Office closed	26
27	28 Library Open 7:00 – 8:00 p.m. East Penthouse	29	30	31 Office closes at 2:00PM		

BOARD OF DIRECTORS

President Janice Hill 511W 415-1537 jhill@shuoa.org
 Vice President, Bryant Stukes 1605E 8249293 bstukes@shuoa.org
 Treasurer, Karen Johnson 1511W 379-0322 kjohnson@shuoa.org
 Secretary, Sarah Kreger 301W 593-3806 skreger@shuoa.org
 Director, Charles Roberts 914E 998-6080 croberts@shuoa.org
 Director, Richard Porter 1005E 414870-0499 rporter@shuoa.org
 Director, Norman Philion 1605W 434-9596 nphilion@shuoa.org

GARDEN CLUB

Al Lambert 709W 703-931-7314 myongalpc@outlook.com

GOOD NEIGHBORS COORDINATORS

Alina Gonzalez 1013W 703.379.5391 agonzal42@yahoo.com
 Virginia Fissmer 601W 703-379-2901

COMMITTEE CHAIRS

Financial Management Wynfred Joshua 1414W 820-4471 diawin@cox.net
 Physical Plant/Operations Al Lambert t 709W 703-931-7314 myongalpc@outlook.com
 Covenants – Frank Szumilo 612E 933-3677 fszumilo@yahoo.com
 Community Relations Mark Gilliat 607E 571 236-2749 mgilliat@netzero.net
 Security, Safety, & Neighborhood Watch Diane Zierhoffer 102W zierhofferdm@hotmail.com
 Recreation Committee TBA
 Garden Club Al Lambert 709W 703-931-7314 myongalpc@outlook.com

MANAGEMENT OFFICE (Central # 703-578-4855)

G M, Michelle Brown-Slaughter michelle@shuoa.org
 Deputy General Manager, Tycia Haight tycia@shuoa.org
 Chief Engineer, Greg Grimm greg@shuoa.org
 Accountant, Huajun “Lucy” Bei lucy@shuoa.org
 Resident Services Coor., Debbie Harvey debbie@shuoa.org
 Resident Services Coor., Noemi Najera noemi@shuoa.org
Web Developer, Win Singleton

EDITOR: Noor Al-Tall 706E nooraltallnewsletter@gmail.com
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Skyline House Unit Owners' Association, Inc., 3711 South George Mason Drive, Falls Church, Va. 22041-3711

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