

# The House Special

Volume XIX, No. 6

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

October 1999

## OCTOBER IS FIRE PREVENTION MONTH

In this issue we will present some new, some old, and some revised fire safety instructions. We believe each of you should review the contents. **WHEN FIRE STRIKES:**

1. Get everyone out of your unit. Close the door behind you to keep heat and smoke from entering the hall. **PLEASE TAKE YOUR KEYS WITH YOU.**
2. Sound the building alarm system. This is an internal alarm and **DOES NOT** notify the Fire Department.
3. Call the Fire Department (911), explain where the fire is, what is burning, and any other helpful information.

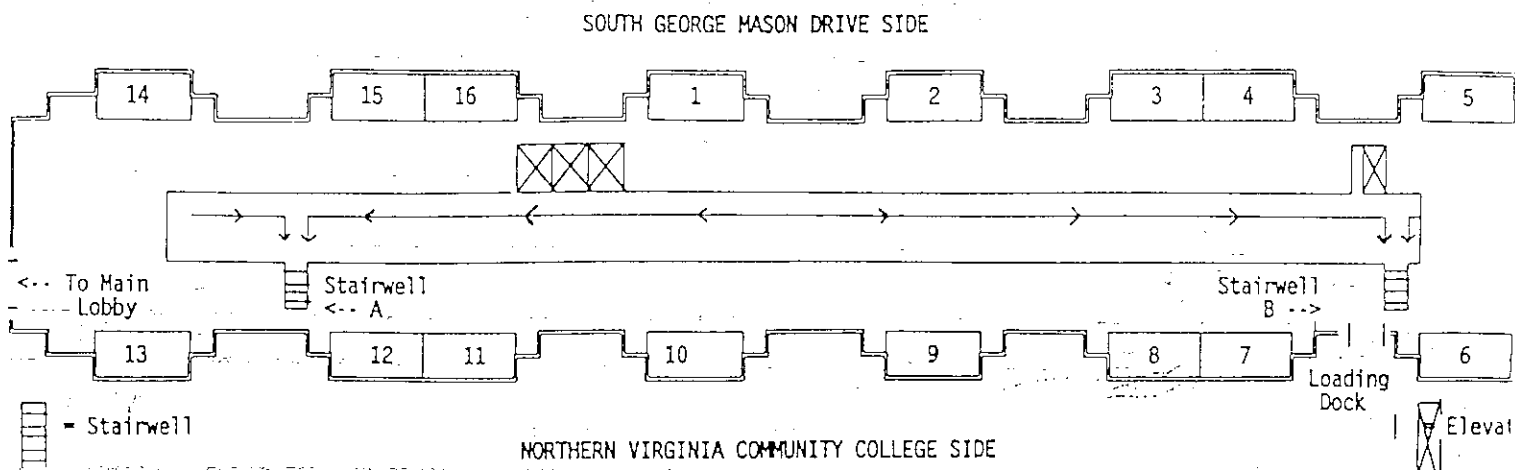
### **IF YOU HEAR THE ALARM BELLS OR SMELL SMOKE:**

1. Call the Fire Department, don't take it for granted that someone else has called.
2. If the door is **COOL** and the **HALL** is clear, proceed to the nearest exit. Please **DO NOT USE ELEVATORS**. Use the nearest **STAIRWAY**.
3. If you cannot get into the hall **DON'T PANIC**, keep the door closed, wait and attract attention.
4. During minor fires, your Fire Department may request that you stay in your unit rather than evacuate the building. If this request is made, please stay inside with the **DOOR CLOSED**. If you are requested to evacuate, please do so promptly. **REMAIN CALM AND FOLLOW INSTRUCTIONS**

**Make sure that all members of your family know how to call the Fire Department.-**

**DIAL 911**

/Rescue 911 non-emergency (703)691-2131 EAST BUILDING Police 911 non-emergency (703)691-21



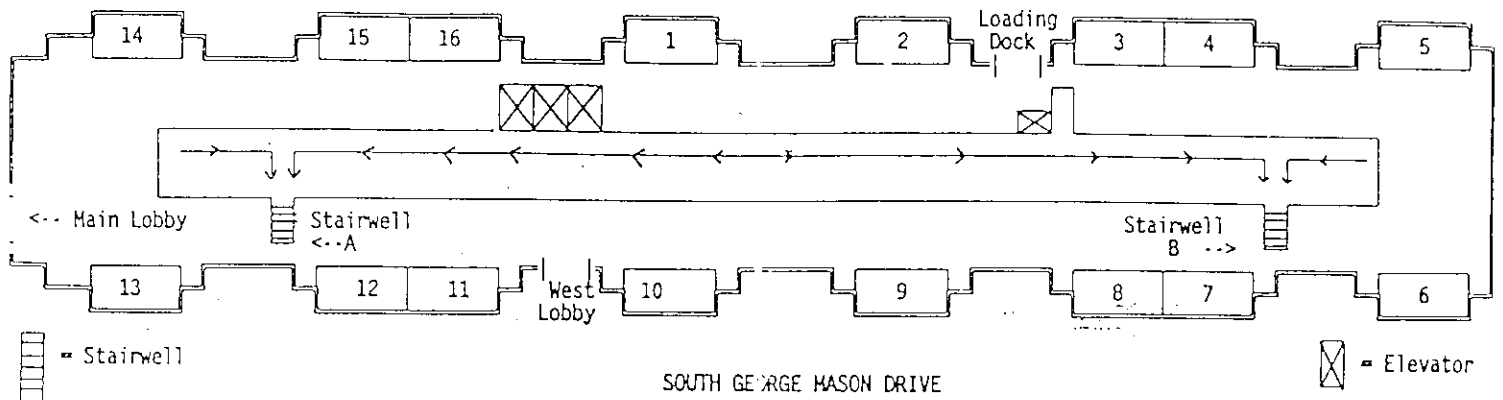
### FIRE EVACUATION PROCEDURES - WHEN THE FIRE ALARM IS ACTIVATED

- ◆ When the fire alarm sounds, calmly begin to exit the building through the nearest designated fire exit or stairwell, leaving the building only at the designated floor.
- ◆ Exit and move away from the building.
- ◆ Keep all vehicle lanes open for the use of emergency personnel.
- ◆ Do not re-enter the building until told to do so by the Fire Department.
- ◆ All elevators will automatically go to the Lobby floor and remain open.
- ◆ The stairwells will pressurize and not allow smoke to enter.
- ◆ The elevator(s) are equipped with emergency phones.
- ◆ The fire alarm will initially sound on the floor where the alarm is initiated, the floors immediately above and below, the stairways and the elevators. If the Fire Department determines that a more extensive emergency exists, the rest of the building will be notified to evacuate by fire alarm or loudspeaker system.

**IN CASE OF FIRE, USE EXIT STAIRS  
NOT  
THE ELEVATOR**

Rescue 911 non-emergency (703)691-2131 **WEST BUILDING** Police 911 non-emergency (703)691-2131

NORTHERN VIRGINIA COMMUNITY COLLEGE SIDE



### FIRE EVACUATION PROCEDURES - WHEN THE FIRE ALARM IS ACTIVATED

- ◆ When the fire alarm sounds, calmly begin to exit the building through the nearest designated fire exit or stairwell, leaving the building only at the designated floor.
- ◆ Exit and move away from the building.
- Keep all vehicle lanes open for the use of emergency personnel.
- ◆ Do not re-enter the building until told to do so by the Fire Department.
- ◆ All elevators will automatically go to the Lobby floor and remain open.
- ◆ The stairwells will pressurize and not allow smoke to enter.
- ◆ The elevator(s) are equipped with emergency phones.
- ◆ The fire alarm will initially sound on the floor where the alarm is initiated, the floors immediately above and below, the stairways and the elevators. If the Fire Department determines that a more extensive emergency exists, the rest of the building will be notified to evacuate by fire alarm or loudspeaker system.

**IN CASE OF FIRE, USE EXIT STAIRS  
NOT  
THE ELEVATOR**

## IN THE EVENT OF AN EMERGENCY

Skyline House Management maintains an **EMERGENCY DISABLED RESIDENT LIST** of those who are physically or mentally challenged and are unable to use the stairs during an emergency when the elevators are out of service.

If you have not previously given your name and unit number, and are physically or mentally challenged, please call the Management Office or the Reception Desk today so that we can be sure that the Emergency Disabled Resident List Database is accurate and up to date.

### SECURITY/FIRE & SAFETY COMMITTEE

Bob Busby, Chairman

The meeting was called to order at 7:00 p.m. There were 4 members present and the General Manager, Randy Lyon, and Deputy General Manager, Gusbey Silva.

After discussion of the speeding problems in the garage and the west loading dock area, the Committee moved that the Board of Directors have speed bumps placed in the garage and the area behind the west loading dock. The vote was unanimous.

Since Officer Pell became ill, security services have declined and it is felt that the current service is not sufficient to protect the Association. There have been problems finding the security officers; they do not appear to be professionally dressed; they are late for duty; leave early and at times have not shown up for duty. The Committee suggested the Manager provide information he had on hiring security officers as employees of the Association. This information would break down the cost of the security firm against the cost of the Association having in-house security. It would permit the Committee and the Board to see if this would be cost effective. The Committee suggests the Board look into hiring its own security employees or finding a way to correct the current security problems.

Members of the Committee provided Fire Safety Guide information to Management which will be provided to new and current residents. The Committee suggested the Board ensure that Management provide training and guidance to the Association staff on fire alarm procedures--when to call 911, when to send security, how to notify management and how to inform the residents about the alarm or fire. The Committee will be providing information on Fire Safety classes and information to be provided to the residents in various ways in the next few months to Management and the Board. The Committee suggests the Board ensure/suggest residents check their smoke detectors. They also suggested that the Board advise residents they should have at least a 5lb. ABC fire extinguisher in their unit and know how to use it.

A card was signed to be sent to Officer Pell. You, the residents should provide your comments on Safety, Security and Fire concerns to the Board, Management and the Security, Fire and Safety Committee (annbobbussy@worldnet.att.net).

**PHYSICAL PLANT & OPERATIONS (PPOC)**

Excerpts from minutes of September 16, 1999

**Chairman's Report**

The Chairman called the Committee's attention to his memo of August 10, 1999, to the Board of Directors about the proposed repairs to the garage terrace. The material has been reviewed and sent out for bids, but none have been received as of the date of this meeting. At a later point in the meeting, the committee agreed that the bids, when received, should be reviewed by the Ad Hoc Terrace Committee.

**Management Report**

a. West Sun Deck Pavers: Randy Lyons distributed a letter from Sunny Brook, the manufacturer of the pavers, to John Bowman of Commercial Roofing. The letter dated 9/15/99, pointed out that the efflorescence, noticed by a Committee member, is a temporary condition of the curing process, caused by the lime bleeding out of the concrete pavers. The condition corrects itself in about 65 days; the pavers have now been in place for 33 days. The Committee decided that we would wait out the process, rather than clean the pavers at this time.

b. Reuse of Railings on West Tower Roof. In response to the question raised by a Committee member, Commercial Roofing has acknowledged their error in re-using fencing, and a 5' fence has been ordered today.

c. Installation of Additional Drains on West Tower Roof: Although building plans called for the installation of six drains on the roof, only three were installed by C.E. Smith, resulting in two large, depressed areas in which water collects. Commercial Roofing has sent a warranty for the entire roof, and has stated that the number of drains currently in use is sufficient for a 14,100 ft. roof. Commercial Roofing, however, will put in additional drains, if we will cut the holes. It was decided that we would monitor the roof's condition.

**Status of Repairs to Cracks in Repaired**

Garage Beams: Dr. Poston has expressed his opinion that the cracks in the repaired garage beams have been caused by over-tensioned rods. In a beam with 20 cables, four can be lost, and the beam would still meet code requirements. Dr. Poston will suggest, as a remedy, that the cracks be "stapled" and the staples covered with concrete. The cost would be between \$50-75,000, and SPS will be offered a chance to rectify the error. In response to questions during discussion, it was noted that this is only preliminary verbal information pending receipt of a formal report from Dr. Poston and, that under the contract, SPS should correct the cracks in the beams.

e. Status of Testing Beams That Have Not Been Repaired: The load tests on these unrepaired beams will take 120 days, giving us results in December or January.

f. Status of Fire Sprinkler Testing/Repairs: Because the Fire Department inspections cease whenever a flaw is found in the system, the work done by Edwards has yet to be fully evaluated. Edwards has now supplied the UL label for the dialer, indicating we are now in compliance; flow switches have been replaced; the garage has yet to be inspected.

**Other Items**

Randy Lyons reported that the East building had suffered from leaks to several apartments as a result of Hurricane Floyd. Caulking is needed around windows and under patios, and we had masonry leaks.

To the regret of the Committee, Bob Lowry and Ken Grant are resigning after the October PPOC meeting. A Nominating Committee (Ed Bisgyer, Jack Herzig, Jean Orben) has been appointed to secure new Committee leadership.

Bob Lowry, Co-chair

AS WE GO TO PRESS----- The PPOC Nominating Committee is happy to report that KURT BENDENBAUGH and GEORGE BEAMS WILL BE CO-CHAIRS OF PPOC, effective November 1999.

Jean Orben, for the Nominating Committee

**Recreation Committee**

Tony DiSalvo, co-chair

Patricia (Tish) Linsinbigler, co-chair

The Committee did not meet in September and there will be no meeting in October. Next meeting is November 10, West Card Room at 7:00 p.m. The Flea Market is scheduled for Friday, November 19, East Party Room. There will be no charge to reserve a table. Selling will be **RESTRICTED** to Skyline House residents. This is a good time for you to sell those heirlooms that are taking up space. Complete details on how to reserve a table will appear in the November Newsletter and on the Recreation Committee bulletin board about the last week of October. Tables will be reserved for Skyline House residents only.

At the September TGIF, Gusbey Silva, our new Deputy General Manager joined us. I understand she had a pleasant evening meeting many of the residents in a social setting. I understand business was not discussed. We hope that she will join us again.

Informal discussions are taking place as to replacing the Annual Holiday Party in December for a Holiday Party on December 31. We would endeavor to rent a large screen TV for that evening. We will be talking to committee members informally, since no meeting is scheduled until November 10. A commitment to rent a TV cannot wait until November.

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

**COMING EVENTS:**

Rec. Com. Meeting --Wednesday,  
November 10, 7:00 p.m., West Card Room

Flea Market — Friday, November 19, East  
Party Room

**GOOD NEIGHBORS COMMITTEE (GNC)**

Joan Collins, Co-chair

998-0788

Toska Prather, Co-chair

379-7849

The Good Neighbors for the Month of  
October are:

Judith York ---671-2267--514W

Clare Singer---671-9286--614W

The Good Neighbors Committee is looking for  
additional members. Please call one of the Co-  
chairs if you wish to join.

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At the Board meeting on September 29, DAVID  
MAYROSE was appointed Secretary of the Board.

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<http://www.shuoa.org> has been visited by about  
400 viewers since its debut on September 1. The  
site is continually being upgraded. We hope you  
will log on and enjoy.

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**LIBRARY**

The Library is open each Monday evening  
from 7:00 - 8:30. Many more books have been  
added and some duplicates are offered for sale.

It is an enjoyable place to meet friends and  
participate in lively conversations. Come see us  
soon.

Barbara Michelman

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**TO REMIND ALL RESIDENTS:**

Carpeting must be removed from the  
balcony by November 1. This will help to avoid  
any deterioration that the perils of winter may  
cause to the concrete. Carpeting may be  
reinstalled in April.

Editor Nadyne McKelvey

Copy Due Date 20<sup>th</sup> of the Month

Published: Monthly

**LETTERS TO THE EDITOR:** *The House Special Welcomes brief comments from its readers.* Please limit your letters to 250 words and include your name and unit number. The Association Board reserves the right to refuse incorrect or improper statements.

Information for the House Special may be left at the Management Office, the Reception Desk, or sent by e-mail to nmckelvey@hotmail.com

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Alexandria, VA.

October is National Fire Prevention Month and Management has secured a price point of \$20. each for a 2 ½ lb. ABC Fire Extinguisher for use in your kitchen or automobile. If you would like to purchase one for your use, please contact the Management Office.

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Please make a SEPARATE check for

Condo fee  
Special Assessment  
In-House Maintenance

— Each of the above is entered into a separate account, and a separate check for each will alleviate a tremendous amount of work for the Accounting Office. Thank you.

## PLEASE BE CONSIDERATE--

Residents at the lower levels have been having problems with water and debris from units above them landing on their patios and balconies. The water appears to be coming from persons watering plants or washing the balcony floor. Especially dangerous are cigarette butts being flipped off balconies and landing in the areas below. Skyline House Rule and Regulations prohibits throwing anything from patios or balconies.

Courtesy and consideration of your fellow neighbors should be enough reason to stop these types of problems from occurring.

Please do not use buckets of water to clean your balcony. The water flows over to other balconies making a mess. If you sweep the balcony, do not sweep the debris over the side, use a dust pan. Again, we remind you not to allow cigarettes to be thrown over the side of the balcony — they burn carpets on other balconies, start fires and make an unsightly mess on the ground below.

THANK YOU!!

### **Water Conservation at Skyline House**

The water conservation program at Skyline House got off to a good start earlier this year, but just because the drought in our area is over doesn't mean that the water conservation program is over as well.

As most of you know by now, earlier this year H<sub>2</sub>Options, Inc. implemented the first phase of a water conservation program at Skyline House. This work consisted of installing new toilet tank components and fixing leaking faucets and tubs, all at no charge to residents or the Unit Owners Association.

Also, for the next three years, H<sub>2</sub>Options will provide FREE in-unit maintenance for certain plumbing problems, listed below, in order to keep the water bills down.

### **How Can I Participate?**

- 1) Call H<sub>2</sub>Options to report leaking faucets, tub, and toilets. Not all problems with these fixtures are covered by the contract with H<sub>2</sub>Options, but many are, and will be repaired for FREE as part of Skyline's water conservation program. See "Which repairs are covered under this program?" below.
- 2) Use water wisely. This means taking shorter showers, turning off the faucet while you brush your teeth and shave, and not using your toilet as a trash can, among other things. Look for articles about saving water in future issues of this newsletter.

### **Which Repairs Are Covered under this Program?**

- 1) Any problems with the parts we installed in the first phase of the program, including toilet valves, flush handles, and toilet supply lines. H<sub>2</sub>Options will also supply and install faucet aerators and shower heads at no charge.
- 2) Toilet problems such as "phantom flushing" (when the toilet seems to turn itself on intermittently), and "running" (when the toilet runs on and on for more than about a minute after you've flushed it).
- 3) Faucet and tub leaks: If your sink and tub faucets leak continuously after you try to shut them off, H<sub>2</sub>Options will fix them for free.

If you're not sure whether something is covered under this program, call H<sub>2</sub>Options at 703-242-2201.

### **Which Repairs Are Not Covered?**

Leaks from drain pipes, clogged drains, leaks from appliances (dishwasher, icemaker, air conditioner, etc) are not covered under this program.

### **How Does the Program Benefit Me?**

- 1) The program includes FREE repair of selected plumbing problems for which you would otherwise be responsible.
- 2) Skyline's savings on the common water-sewer bills can be used for other projects or to keep your condo fee from going up.



## **President's Report**

By now, Unit Owners should have received a letter from our General Manager, Randy Lyon, informing you of the Special Assessment due on December 1. The purpose of the assessment is to repay a line of credit obtained by the Association from National Cooperative Bank in order to accomplish repairs in and on the garage not covered by existing reserves. If you have an ownership interest in a unit and did not receive a letter concerning the assessment for that particular unit, please contact your co-owners (if any) or the Management Office to obtain a copy for each individual unit, so, if you own three units, you should have received three letters, and your share of the assessment is the sum of the assessment figures stated in each of those letters.

The total amount of the assessment, \$2,132 million, represents a reduction of nearly 47% from our original estimate of \$4 million. The reduction is due to a refined estimate of the work remaining to be done on the horizontal structural beams in the garage structure. The General Manager and the Physical Plant and Operations Committee, under the diligent leadership of co-chairs Bob Lowry and Ken Grant have kept on top of this extensive project to bring it in successfully and at the lowest possible cost to Unit Owners. Bob, Ken and Cecil Williams have rendered invaluable service to the Association in this regard.

I expect that work will resume in the garage as soon as workers are available to perform it and that that work will be followed by sealing of garage terrace level expansion joints and the replacement of the walkways in the area east of the swimming pool.

The Special Assessment letter cites the availability of an extended payment plan through the auspices of the Association. The Board of Directors and our attorney have considered this plan essential due to the unprecedented size of the Special Assessment. The Board has structured the extended plan so that those who avail themselves of it — not Unit Owners who pay in full by December 1 — will end up paying the costs involved in offering it. To access the extended payment plan, a Unit Owner must be current in all fees and assessments and must complete the necessary paperwork, including a note and a deed of trust. It is likely that individuals with good credit who are unable to pay their entire share of the assessment on December 1 will find more favorable borrowing terms from their bank, credit union or other financial institution. Unit Owners considering this plan should contact the General Manager as soon as possible and by October 15 at the latest.

With regret, I must note that Bob Lowry and Ken Grant are relinquishing their posts as co-chairs of the Physical Plant and Operations Committee. Both, I believe, are original owners, and their knowledge of this facility is unsurpassed. When you see them, take a

**moment to thank them for their many contributions to our community. In an Association which cannot function without volunteer efforts, these men have been cornerstones.**

**I am pleased to announce that Curt Bedenbaugh and George Beams will assume the duties of co-chairs of the PPOC. Both are visible members of our community and well-qualified to lead the PPOC.**

**I ask that you keep in your prayers the following members of our community:**

**Deputy General Manager Gusbey Silva, who is visiting her terminally ill father in Colombia (South America, not Maryland);**

**Front Desk Receptionist Dehab Fezzehazion, who departs shortly to visit her terminally ill father;**

**Eman Mageed, who continues to recover from injuries she suffered in a fall from her apartment window;**

**Captain John Pell of Argenbright Security, who continues his recovery from cancer surgery.**

**I look forward to each of them returning to Skyline House.**

**Sincerely,**

**Charley Roberts, President**