The House Special

Volume XX, No. 2

www.shuoa.org

February 2000

ELECTION NOTICE

NOMINATIONS WILL CLOSE AT MIDNIGHT MONDAY, FEBRUARY 15, 2000

APPLICATIONS MAY BE PICKED UP AND RETURNED TO THE MANAGEMENT OFFICE OR THE FRONT DESK

PLEASE CONSIDER BEING A CANDIDATE!!!

Editor

Nadyne McKelvey

Copy Due Date

20th 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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FOR YOUR INFORMATION:

The Management office is pleased to announce that a Notary Public will be available to notarize your documents. This service is, of course, free.

A Special thanks to our GREAT HOUSEKEEPING STAFF for all the shoveling during our snowstorms in the month of January. We say thanks to Gerardo Caranza, Maria DePanameno, Joaquin Martinez, Marcos Henrique and Betty McLaurin.

It was hard work and we do appreciate it.

Thanks also to Audua for being here to care for the Front Desk. Thanks also to Audua's husband who walked with her through the blinding snow to Skyline House.

Thanks, too, to all the other personnel that helped in so many ways. I'm sure it is appreciated by all the residents.

Neighborly Spirit and a Most Happy Ending By Barbara Michelman

At my age, even a routine check-up by my cardiologist engenders apprehension, if not outright fear. When my Doctor's appointment was due in 25 minutes, and my car battery wouldn't function, panic ensued. Only one other person was in the garage, Mr. Lum, and he responded immediately by whipping out his jumper cables., He tried repeatedly, but there was no response from my car.

Enter Mr. Al-Noshan, who instantly understood the problem and sent his two young sons to fetch his jumper cables, which he assured me would work. Meanwhile, I used Mr. Al-Noshan's cell phone to call my Doctor, explain my predicament, and inform them I would be late.

The battery responded, and Mr. Al-Noshan gave me his phone number and offered to pick me up if my car would not start after my appointment. The car has been most responsive since this incident.

I write this to publicly thank two very gallant gentlemen who went out of their way to assist a stranger in need. This is a wonderful place to live. Thank you again, Mr. Lum and Mr. Al-Noshan



REPORT FROM THE BOARD

At the January 27 Board meeting, a number of issues bearing on the repair and maintenance of the buildings and on the Association's finances were discussed.

WEST TERRACE

The Board approved a recommendation by the PPOC to contract for immediate replacement of the West Terrace deck. It was discovered in late January that the membrane under the concrete had completely disintegrated and the repairs on the A-level beams in the garage were at risk of possible water damage if this essential repair was postponed. (The West Terrace is the roof over the West Parking Garage.) The work will be done by the same contractor who has been doing the East Terrace repairs. The cost will be \$94,000 at the same per square foot cost as the East Terrace. The funds come from the Special Assessment account, because replacement of both East and West Terraces was included in the costs to be covered in the Special Assessment. By doing the work now, while the contractor has all of his equipment on site, we saved a \$27,000 mobilization charge. There are sufficient funds on deposit in the Special Assessment account to pay for this contract.

COOLING TOWERS

At the recommendation of the PPOC and the General Manager, the Board approved awarding a contract to KMN Mechanical Services for \$190,875 for replacement of four cooling towers on the East and West roofs. The replacement of these towers is considered to be more cost efficient than renovation. Funds for replacement are in the reserves. These towers are fabricated to order and since about nine weeks of lead time is required to obtain the tanks and to install them, the work should be accomplished in time for the cooling season.

PROGRESS REPORT ON GARAGE BEAM REPAIRS

Work is underway to complete the work required on the A-level beams in the garage. This work is being done by the contractor at no additional cost to us. The contractor is performing the work in accordance with the designs and specifications of our engineering consultant, Dr. Poston. The contractor's work is being checked by engineers from Dr. Poston's firm. When this work is completed, no further repairs to garage beams are anticipated this year by Dr. Poston. Should future inspections discover any need for additional work, there are sufficient funds in the Special Assessment account to cover such a contingency.

This and certain remaining garage repair activities will require some dislocations in parking arrangements. The General Manager will make accommodations for those who need them,

and—for those temporarily forced out of the garage—provide space in guest parking or in employee parking under Skyline Mall.

The Board if very pleased to recognize the role General Manager Randy Lyon has played in retaining the services of the firm of Whitlock, Dalrymple & Poston and in fostering a cooperative approach on the part of all parties involved in this beam repair work.

ELEVATOR PROBLEMS

The PPOC recommended that the Board direct the General Manager to retain an expert on elevators to do a comprehensive review of the status of the elevators and recommend what should be done to reduce the incidence of malfunctions. The Millar Company, which has the maintenance contract, is in the process of making major equipment replacements. The Board agreed that it is wise to get an independent expert opinion and directed the General Manager to do so.

SPECIAL ASSESSMENT

As of December 14, 1999, four days after the end of the Association's "grace period" for payment of assessments and thirteen days after the due date, 21.6% of members had not paid their share of the Special Assessment nor entered into an attorney-approved payment plan. Management sent out a reminder letter, and by December 22 the number of members delinquent in payment of the Special Assessment had declined to 15.5%. On that day I sent out a strongly worded letter to 86 delinquent unit owners and directed that our attorney assemble information necessary to generate liens against their units. I signed 58 liens on January 10 and 11. At the Thursday January 27 Board Meeting, the General Manager reported that the number of delinquencies had declined to 40 or about 7.2% of unit owners. As of yesterday, February 2nd, that number had declined to 36 with immediate and satisfactory closure pending on two more cases. Amounts outstanding total approximately \$160,000.

Liens have been placed on the units of owners who have neither paid the assessment nor entered into an attorney-approved payment plan. Our attorney, Mr. Robert Segan of the firm of Segan, Mason and Mason, is following these liens with demand letters. Our attorney will petition the court for garnishment of assets of unit owners who refuse to pay; one such action is on the docket at this time. On the evening of February 14 and 15, the Board of Directors will hold hearings and suspend certain Association privileges of unit owners delinquent in their payments and of persons residing in their units. I have not yet consulted with my fellow Board members and therefore cannot state at this moment which specific privileges the Board will choose to suspend. Such privileges may include, however, access to guest parking, receiving parcels at the front desk, access to the pool, party rooms, billiard and exercise rooms, etc. In the case of units that have been rented, these privileges will be denied to tenants. As noted above, our attorney will pursue additional legal action to obtain payment.

No member of this Association — in good financial standing or otherwise — should doubt the unrelenting resolve of this Board of Directors to collect every dollar owed the Association, be it for General Assessment, Special Assessment, In-Unit Maintenance or any other just debt.

Fortunately, the amount we already have collected has enabled us to pay off the funds we borrowed from the National Cooperative Bank, and we have more than sufficient funds remaining in this account to finance the remaining repairs envisioned under the Special Assessment.

NEW BOARD MEMBERS NEEDED

For the past seventeen months I have been blessed with a strong Board of Directors. The terms of four members of the present Board expire at the end of March. It is tremendously important to all of us that members in good standing elect four capable unit owners to help govern our community through the 2000 - 2001 term and beyond.

In the past two years the Board has had to deal with very expensive garage repairs that required us to borrow money, levy a Special Assessment and with other matters, including changes in management and staff. Your elected Board — all of whom are unit owners — is charged with making the key decisions that affect the quality of life at Skyline House and which have a direct impact on your pocketbook. Your Board, under the Virginia Condominium Law, is, in effect, a sub-unit of local government. The Board has the authority and responsibility to hire and fire the management, to set rules for all residents, and to set the amount of regular condo fees (the "General Assessment"), Special Assessment and other service charges and fees. The Association requires a Board composed of people with common sense, the ability to grasp and wrestle with options and opportunities and the courage to confront what are occasionally difficult and contentious issues.

With 556 units, we have among our unit owners many people with excellent qualifications to serve on the Board. I know that some of you have already turned in an application to run for the Board and that several others among you are considering doing so. I strongly encourage anyone with an interest in serving on the Board to register his or her candidacy. Forms are available in the Management Office and at the Front Desk, and any Board member would be happy to answer any specific questions you may have about service on the Board. Yes, it does take some time and effort to serve on the Board. But there is tremendous satisfaction in knowing that you are contributing to maintaining the Skyline House as an attractive place to live. And, as current and past Board members can tell you, the occasional word of thanks or encouragement from a neighbor is priceless.

"But what if I lose?" The 1997 election results are instructive. Fourteen candidates ran. Four were elected. Two subsequently moved away (one after being married). One has not been

asked to do anything (although he still might be). One has been asked to serve as a committee chair and declined. Two have served as committee chairs. The remaining four were appointed or elected to terms on the Board, and one of these is presently serving as a very active committee chair. Just raise your hand. You'll get a chance to serve.

Today is the 3rd: "Call people by name. The sweetest music to anyone's ears is the sound of his or her own name."

Charley Roberts, President

FINANCIAL MANAGEMENT COMMITTEE

The Finance Committee met on January 17, 2000 at 7:00 P.M. In attendance were nine committee members with three members being absent.

The main topic of discussion was the recommendations made by the audit team that performed our 1998 audit this past year. In an effort to address the issues raised by Resnick et al, four additional subcommittees were formed to supplement the work being done by the Documents Review Subcommittee. The four new subcommittees that will be reporting to the FMC on a monthly basis are the:

Payroll Review Subcommittee
The General Ledger Review Subcommittee
The Inventory Review Subcommittee
The Reserves Review Subcommittee

These committees, along with the Documents Review Subcommittee will perform the oversight activities that were recommended by the auditors following our last audit.

The FMC discussed bids for the CY 1999 audit and, in the interest of expediency, requested that the Treasurer, Mr. Krumwiede, recommend the auditor for next year based on bids that have been received.

Because time was insufficient to address all items on the agenda, the FMC plans to meet again on February 1 to begin the process of reviewing proposals, qualifications, and requirements as a first step toward selection of a potential resource should the Association decide to outsource our accounting functions.

Betty Weber, Chairperson

PHYSICAL PLANT AND OPERATIONS (PPOC)

The PPOC met at 7 P.M., January 13, 2000. Twelve members and the Board Representative, Mr. David Mayrose, were present.

For a change, there was some good news. Dr. Poston has completed his analysis of the garage beams and has informed the General Manager that no further repairs are necessary at this time. He suggested another analysis be done in a couple of years. Additional good news was that SPS, the contractor who did beam repair in the garage, has accepted Dr. Poston's design for the repair of damaged (over-stressed) beams. This is at no cost to the Association. It will be necessary to move 9 to 10 cars, at a time, out of the garage. Guest parking spots will be utilized for those people displaced. Work was scheduled to begin on January 17, depending upon when SPS could obtain the work permit from Fairfax County.

Work on the East roof has been completed except for a drywall overhang that came down from wind velocity. Repairs have been made.

Co-chairman, Mr. Kurt Bedenbaugh, pointed out that the decks in the garage are not properly sloped to provide drainage. Water, therefore, on the garage floors, must be squeezed and removed. This action will eliminate future water damage.

A motion was passed asking the Board to accept Management's proposal for replacement of cooling towers on both buildings. KMN Mechanical Services submitted a bid of\$190,875 to do the work. This was the low bid of the three bids received. Mr. Lyon stated that this firm has the ability to utilize their own staff to complete the job. The other two firms would have to sub-contract. The firm selected has an excellent reputation in this area.

While Commercial Roofing was doing work on the East Terrace, they discovered the concrete on the sundeck area of the West Terrace had deteriorated. It was suggested that the concrete be dug up and replaced by pavers. The Committee passed a motion to the Board that Commercial Roofing's contract be amended to cover the estimated cost for this work of \$94,000. Funds, which had been set aside for additional beam repairs and would not be needed, could be used for this project. The estimated cost is calculated on the same cost per square foot as the work on the East Terrace. As the contractor already has the necessary equipment on the property, if he can continue on the same contract, it would save any set-up cost involved.

A discussion was held on the deterioration of the elevators. After a short discussion, a motion was passed to request the Board to hire an independent consultant to bring to the Committee recommendations for consideration.

The Meeting adjourned at 8:30 P.M. The next meeting is scheduled for February 10, 2000. All owners are welcome to attend.

George Beams, Co-Chair

So far, only 1 candidate has filled in and returned the form used to declare his/her willingness to be elected to the Board of Directors. Two others have requested the form from the Management Office. This is real cause for alarm. We must have at least FOUR candidates—preferably more. We urge those of you who feel qualified to serve on the Board to fill out a candidacy form by February 15. If you know some other unit owners who you feel would make good Board members, please urge them to become candidates. Serving on the Board, and helping to find qualified candidates, are both important contributions to the well-being of this community, and also serve your own interests as unit owners. Forms are available at the Front Desk and the Management Office.

VOLUNTEERS are also urgently needed to help with the election process--BEFORE election night and on election night, March 28, 2000. Please stop by the Management Office and sign up.

GOOD NEIGHBORS

Toska Prather

Co-Chair

379-7849

Virginia Wallace

Co-Chair

671-7648

Good Neighbors for the Month of February are:

Belen Eliot

671-7045

Fran Stamm 998-8221

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

RECREATION COMMITTEE

Tony DiSalvo, Co-chair Patricia (Tish) Linsinbigler, Co-chair

The Committee met on January 12 at 7:00 P.M. in the West Card room.

The Italian Dinner is scheduled for Thursday, February 16, East Party room, 6:30 P.M. A flyer will be posted with complete details.

For those who did not watch the Redskins during early January, you missed a couple of good games with the exception of the last few minutes of their last game, which they lost. The Superbowl party on January 30 was a huge success. A large spirited group attended, and everyone enjoyed the large TV screen, and the good food.

If you are a 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 horsd'oeuvres, just your own liquid refreshment.

The next meeting of the committee will be Wednesday, March 8, 7:00 P.M., West Card room. Come join us if you have any ideas that you would like to bring to our attention. Even if you do not, please join us. You are more than welcome.

COMING EVENTS

TGIF FRI. March 3, 6:30 P.M. Recreation Committee Meeting Wednesday, March 8, 7:00 P.M. West Card room

ELECTIONS SCOREBOARD

Nominations opened:

Nominations Close
Unit Owner Mailout
Meet the Candidates Night
ELECTION:

January 4, 2000
February 15, 2000
March 7, 2000
March 20, 2000
March 28, 2000

7:15 P.M. in the Main Lobby

IMPORTANT NOTICE TO ALL RESIDENTS

Management will STRINGENTLY enforce the TOWING policies and procedures of Skyline House, which includes guest parking, fire lane, and loading docks.

Management nor the front desk is obligated to notify the residents or renters prior to towing. In the event your car should be towed, notify A-1 Towing at 931-2600.

Make sure your auto, or GUEST'S auto, is properly registered at the Front Desk. PLEASE PRINT LEGIBLY.

SKYLINE HOUSE UNIT OWNERS' ASSOCIATION, INC., RULES AND REGULATIONS STATE:

RULE 18 PARKING/VEHICULAR RESPONSIBILITIES

A. FIRE

Parking or standing in posted Fire Lanes is prohibited. Vehicles in violation are subject to being towed without warning at the owner's risk and expense.

B. Handicapped Parking

Handicapped Guest Parking spaces are limited to vehicles displaying a valid handicapped permit, decal, license plate or a Disabled Veterans plate. Vehicles without the proper identification are subject to being towed without warning at the owner's risk and expense.

C. Guest Parking

- 1 Visitors leaving their vehicles in Guest Parking spaces shall register them at the Reception Desk. Vehicles not so registered are subject to being towed without warning at the owner's risk and expense.
- 2. No vehicles owned by Residents shall be parked in Guest Parking spaces for more than one hour. Vehicles in violation are subject to being towed without warning at the owner's risk and expense.
- 3. A maximum of ten (10) minutes parking is permitted on the two sides of the octagon so marked. Vehicles parked in the yellow fire curb areas are subject to towing without notice.

D. Loading Docks

Parking is prohibited in loading docks and compactor access areas. Unauthorized vehicles are subject to being towed without warning at the owner's risk and expense. Exceptions are:

- 1. Vehicles authorized by Management to park for a specified period of time.
- 2. Vehicles bearing a current Skyline House registration decal which may park for a maximum of thirty (30) minutes.

Library

The library continues to receive new books. We continue to keep our collection current by having a rotating section of used books for sale.

We ask for your help on how to improve the use of the library. Please drop a note at the Front Desk, 1311W, with your suggestions.

Barbara Michelman

WATER HEATER NOTICE

In recent months we have had several hot water heaters rupture, causing flooding and property damage. These water heaters were all installed when the building was built and were about twenty years old.

The life of these water heaters is rated at ten years.

If you have a water heater made by State, it most likely is an original and needs to be replaced, before it forces you to replace it.

There's nothing like the experience of having your unit flooded. To avoid this, replace your old water heater NOW. If you want In-Unit Services to replace your water heater, call Tania in the Management Office for pricing and scheduling information. If you prefer an outside contractor to replace your hot water heater, call one and arrange for a new one today. In either case, don't hesitate; you could wake or be woken to a flood.

Greg Grimm

PLEASE NOTE: The Management Office and Accounting Office will be closed on Monday, February 21, in observance of Presidents Day.





