

THE HOUSE SPECIAL

Volume XX, No.10

www.shuoa.org

December 2000



REPORT FROM OUR PRESIDENT DAVID MAYROSE

The Board of Directors selected our Deputy General Manager, Ms Gusby Silva, to be the new General Manager of Skyline House. After a long and exhaustive search for a new GM, we concluded unanimously, the best was right here. CONGRATULATIONS, MS – SILVA. I hope all unit members will join me in congratulating Ms Silva on her promotion.

Ms. Silva's promotion leaves the next task – finding a Deputy GM to assist Ms Silva in managing the day-to-day operations of Skyline House. Ms Silva is conducting the effort to find a new Deputy GM with Board oversight. We all want to fill the Deputy GM position soon since Ms Silva has filled both GM and Deputy GM positions for some time.

Iwould like to take this opportunity to thank everyone involved with next year's annual budget – the Financial Management Committee in particular. Developing the annual budget is a lot of – work. This year, it was more work than

usual. I believe that we have the best budget possible.

Iwant to bring a serious problem to everyone's attention – birds. Many residents are bothered by bird noise and bird droppings. Management is working on the problem. Meanwhile, we ask you all to help. PLEASE, DO NOT FEED THE BIRDS! Skyline House is for people. Our fine-feathered friends can find other places to roost.

Finally, December is the month when many of us in the Skyline House community celebrate special holidays – and the coming of a New Year. The Board of Directors and Skyline House Staff wish you all a very happy holiday season.



BOARD OF DIRECTORS

PRESIDENT, David Mayrose 1406 E 845- 0234
VICE PRESIDENT, Budd Coutts 1607 E 931-3165
SECRETARY, Linda Councill 1716 E 998-7519
TREASURER, David Tilson 805 W 998-7254
DIRECTOR, , Gary Akin 1713 E 931-0918
DIRECTOR, Carol Cataldo 307 E 820-5969
DIRECTOR, Khaled Antabli 1310 E 575-8998

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COVENANTS, David Kafka 210 W 820-0195
FINANCIAL MGT, Betty G. Weber 102 E 820-3582
PHYS PLANT/OPS, George Beams 710 E 578-9507
And Kurt Bedenbauh 1004 E 671-8930
RECREATION, Tony DiSalvo 502 E 824-1958
Patricia (Tish) Linsinbigler 705 W 933-7378
SEC,FIRE & SAFETY, Bob Busby 102W 931-7322

CHIEF ENGINEER

Greg Grimm, House Maintenance @ Management Office

EDITOR

THE HOUSE SPECIAL

Michael L. Moore, 1213E 820-1429
Copy Due Date: by the 20th of each Month

WEBMASTER

WWW.SHUOA.ORG

Mohammed Ibrahim, 1705W 845-0548

LETTERS TO THE EDITOR

THE HOUSE SPECIAL welcomes brief comments from its readers. Limit your letters to 250 words or less 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 dropped off at the management office or the reception desk.

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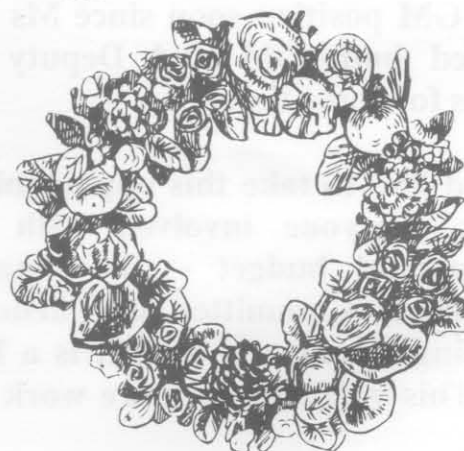
From The Editor Mike Moore

This month we have added "The Webmaster" to our list shown at the left of this column and to the ICONS representing the contributors to our Association and **THE HOUSE SPECIAL**. The Webmaster is Mr. Mohammed Ibrahim our resident neighbor who designed and maintains our internet web site www.shuoa.org. I urge our readers to check out that web site and keep up to date on matters concerning our association. Thank you Mohammed for this very important effort that can be seen by anyone in the world who has internet access.

The contributions from Committees and letters to the Editor must be placed in my box at the front desk (1213E) by the 20th of the month prior to publication. One exception is the reports from the Board or Committees that meet the last week of the month. In such cases, please get the text to me ASAP after the meeting so I can meet the publication deadline. The text should be placed on a diskette in MS Word along with a printed copy of the disk contents.

Normally I do not make textual changes to contributions. I may change punctuation or spelling if it is detected or I might rearrange the text so that it is compatible with the rest of the document and fills in empty spaces, etc.

I wish all of our readers a very Merry Christmas and a Happy New Year.





From The
General Manager
Gusby Silva

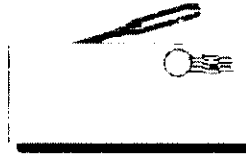
I want to commend Ms. Tycia Haight in her effort to help provide a Thanksgiving Dinner for two families in need of assistance in the Falls Church area. It was a great act of kindness that was appreciated by all.

During the week of 11/13/00 the Bicycle Rooms were reorganized. Walls in both rooms are now freshly painted and the floor has been polished. The Bicycles not removed by the residents were removed and stored by management. If your bicycle has been stored please come to the management office to claim it, during working hours, no later than 12/22/00. After that management will dispose of any unclaimed bicycle, with out further notice. Please remember to register your bicycle at the front desk before taking it back to the bicycle rooms.

Balcony Repairs were completed on 11/10/00. Please inspect your balcony for any debris left by the repair crew. The deadline for balcony repair complaints is 12/15/00. After this date there will not be a repair crew available to address any issue concerning cleaning.

Guest parking is being monitored and patrolled during the day and cars in violation are being towed without prior notice. We encourage our residents to advise their guests and contractors to properly register their cars at the front desk and to comply with any time restriction. Guest parking registration is valid for 24 hours only, please remind your guests to register their car daily. During the last two months 14 cars have been towed.

All cars parked in owner's parking spaces must display a decal. If you are renting a car or allowing someone else to use your space temporarily please get a temporary parking permit at the management office.



Letters
To The Editor

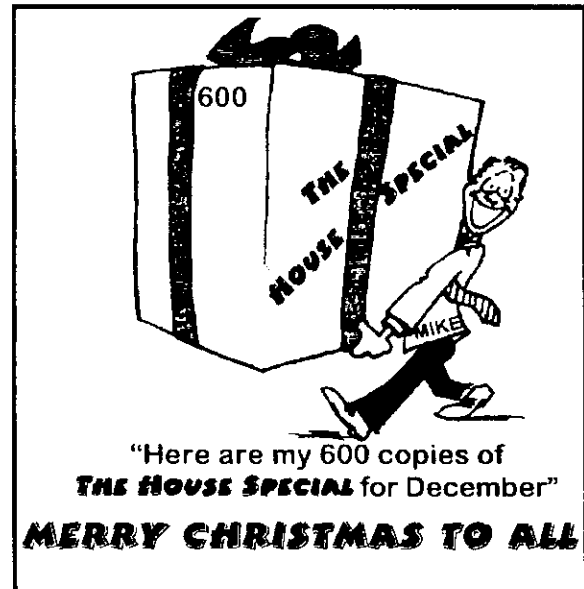
Thank you!

Thank you to everyone that participated with Skyline House Employees to provide Thanksgiving Dinner to 2 families in the area. We had a tremendous response!

With monetary donations we were able to purchase the Turkeys, and other perishable items. In addition the families also received \$20.00 each in Giant Gift Certificates to use at a later time. The families were very appreciative and not only received enough food for Thanksgiving dinner but for many days after.

Thank you again for all of your support!! ☺

*Tycia M.Haight
Accounting Office*



Our readers are always welcomed to contribute letters to the editor. When you do, it should be done in MS Word, printed out and placed on a diskette. I have a lot of problems when I download e-mail. I can received it but cannot edit it (such as justification etc.)



**Finance Committee
Betty G. Weber**

Meeting of November 21, 2000

The Financial Management Committee met on 21 November 2000 with six of the eight FMC members in attendance. Routine business consisted of a review of the financial statements and reports from the various subcommittees. No issues were raised.

This was the last FMC meeting for the calendar year 2000. During the past year we have purchased and installed new accounting software, and have endeavored to make changes in accounting reports that will make them more accurate and provide more useful information for Board of Directors and management decisions. Though the persistent efforts of our new General Manager, Ms. Silva Gusbey and our accountant, Tyco Haight, who have worked closely with the FMC, we end the year with far greater confidence in the accuracy of the Association's financial records.

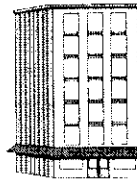
On the down side, the FMC began the year with 13 members and ends with 8 members. Several members who resigned, such as George Beams, Cecil Williams, and Bill Miller, had volunteered their financial expertise for the benefit of the Association for many years and have earned our thanks and gratitude. The historical and financial knowledge they brought to the FMC will be greatly missed.

So far, we are well within our operating budget for this year. The following chart shows the Association's operating expenditures and budget status for Calendar year 2000 through the month ending October 31, 2000. This chart does not include the expenditures for items included in the reserves budget. We did not do as well regarding our reserves budget and actual expenditures as you can see in the table below. Figures are expenses through October 31, 2000.

Reserves Beginning Balance	\$754,781
CY2000 Contributions	\$609,199
2000 Expenses thru 10/31	\$749,538*
Reserves Ending Balance	\$614,442

*Note: Planned reserve expenditures for CY2000 totaled \$379,581; in other words, we are \$369,957 over budgeted reserve expenditures for CY2000 (\$749,538 - \$379,581). Obviously, we have spent nearly twice what we had planned to spend this year on replacement reserves and periodic maintenance.

Next FMC Meeting 16 January 2001
7:00 M. in the WCR



**Physical Plant
And Operations Committee
George Beams
And Kurt Bedenbaugh**

Minutes, November 9, 2000

Co-Chair George Beams called the meeting to order at 7:00 PM. Dave Mayrose sat in for Board Liaison Budd Coutts.

1. The minutes of the October 12, 2000 meeting were approved with the addition of an omitted sentence on p. 3, #6, 3rd paragraph, 5th line from the bottom, which should read: The Committee recommends that all security locks providing access to the building be re-keyed; funds for re-keying are already available.
2. Co-Chair Reports: George Beams reported that the balcony work on both buildings should be completed by 11/01, except for some minor items. Commercial Roofing will use a one man basket to complete the work by 11/10, weather permitting.

As noted in the last meeting Minutes, elevator door repairs are to be started this month.

They have started in the East Building and will start in the West Building next week. It is expected that it will take two to four weeks to do each elevator tier.

During PPOC and Management's weekly progress meeting with Commercial Roofing and our consulting engineering firm, Gardner Engineering, the Commercial Roofing foreman invited us to view a problem he noted near the cooling towers of each building. Management will include the details in its report. (See 3.a.).

Kurt Bedenbaugh brought the Committee up-to-date on the problems we are having with the work done by Brothers Paving & Concrete Corp. on the East parking lot and roadway: A written description about the drain system installed was finally received from the manufacturer. The manufacturer's engineer verified to Kurt that the drain system installed can be used underneath a roadway condition.

Brothers Paving has acknowledged that the asphalt is porous and they will seal the entire area at their expense. This will probably not be done until next Spring. Management is withholding \$1,968.00 of payment until the 1,355 square yard area where the asphalt was applied, plus the 1,050 square yards originally in the contract, are all chemically sealed. In response to questions, Kurt said achieving the specified two inch thickness at the roadway should be sufficient because the new asphalt topping (whether it is 1 1/2 inches) plus the existing substrate after the top layer was removed exceeds two inches. The areas in question less than two inches thick where the contractor decided not to take asphalt cores along the outer edges of the parking lot will sustain the impact of cars versus high traffic at the roadway. If the parking lot or roadway shows any indication (visually) of displaying a depressed surface, management should take action to replace the problem areas. The ten year warranty issued by Brothers Paving will be effected and justification for replacement will be required.

Kurt reported that he consulted with a Trane representative about the rooftop condenser unit furnished over the exercise room. He was told that the fan assembly built for this unit cannot be muffled. The advice provided by the engineer to reduce the noise level would be to construct a housing cover. Dimensions for such housing was issued in writing and Kurt will do some further research into this matter. A general contractor will be needed to do the work, which must be completed by summertime.

3. Management Report - Gusbey Silva

a. Re-bar Spalling: A Commercial Roofing staff member informed the management office of locations where spalling concrete was found in the concrete beams and columns at the West and East cooling towers: Visual evidence shows the re-bars are too close to the edge of the concrete surface. Rust has formed on the re-bars. Management recommended retaining Commercial Roofing because their equipment for the balcony repairs is still in place, and they have given us a cost proposal of \$4,500 for each tower for a total of \$9,000. Our 2000 budget shows \$2,000.00 left for concrete work. However, an estimated \$26,000.00 is left in the overall budget, and the \$7,000.00 shortfall can be deducted from that. Jeff James, of Gardner Engineering, would supervise the work, under the approved amount of \$20,000.00 for balcony consultation.

b. Motion: The PPOC recommends that the Board agree with the Committee to suspend the procurement procedure for obtaining multiple bids, and issue a change order for \$9,000.00 to Commercial Roofing (because they are on our premises and have done excellent work to date) to repair the concrete spalling and to seal the re-bars of the cooling towers in both East and West buildings.

- c. Lobby Door Threshold: Ms. Silva reported that the threshold of the lobby doors has been replaced. She is now looking for a way to match the new concrete with the color of the facade bricks.
- d. East Building Landscaping: The contractor has finished the work at the front of the East building, putting in azaleas, rhododendrons, and bushes. A holly tree has been planted at the back of the East building, paid for under an insurance claim.
- e. The dead English Oaks will be replaced next week.
- f. Millar has started work on the elevator door replacements, with work on the third tier in the East building and the first tier in West.
- g. Work on the roof antenna should be completed by 11/18. We have already received payment by the company.
- h. MetroNets: Verizon's work will be done by 11/13 and Cobat (DSL specialist) will be done by 11/20. Verizon is looking for a way to get more phone lines into the building; they are planning on 244.
- i. Project Current Choice: Residents have received a form to join the project, and each resident is to choose whether or not to participate. The Association has already subscribed to the project for common area electricity.
- j. Balcony repairs: Work in the East building is complete, and scaffolding has been removed. Water proofing repairs and the lobby facade work will be done under the contract amount. This work will continue using one-man baskets. Jeff James will continue to supervise the work.
- k. October Maintenance Log Analysis: Eight residents (four each from the two buildings) generated 16 entries, one of which was a compliment to the staff for the good work they did on the lobby flooring. Another entry resulted in the removal of a mammal at the West lobby

door which was eating spilled garbage. Our concerns this month were water leaks, lights that were out, door closure adjustments, an open garage entry door, a dead tree, an abandoned tire, grease on hallway carpeting, a dent and dirt on hallway walls, water pressure in an exercise room shower, and freight elevator noise heard in a unit.

- l. Property Inspection: The next inspection will be of the cooling tower re-bar work, and the group will meet in the lobby at 3:00 p.m. on 11/20. Ms. Silva was asked to post notices and to ask Greg to list the meeting on Channel 12.
- m. Other Items: As a result of last month's Property Inspection, Bob Lowry offered two suggestions:
- n. That the N.E. grounds have been neglected; he suggested a ground cover, such as ivy, be planted. Ms. Silva said the landscaper would be making a proposal for the area. Barbara Michelman reminded the Committee that salt swept from the walkway after a snowstorm has in the past created problems for growing things in that area.
- o. Bob thinks we have a fire hazard in a fence that blocks an exit from our grounds at the back of our building, and suggests that we consult the Fire Marshall.



Covenants Committee David Kafka

The Covenants Committee met on Wednesday, November 15, 2000.

The incident report showed 4 violations during this period, all concerning the garage. The infractions included no headlights or speeding in the garage.

The no headlight problem seems to be ongoing. Drivers should be aware that sometimes their

automatic headlights do not come on automatically. There is a small difference in the inside and outside light. Be aware and turn your headlights on manually. Headlights must be on when driving in the garage.

There were 10 cars towed during this period. This is a direct result of the increased enforcement of our parking rules. Ignoring the 30 minute maximum for parking in the guest parking area and at the loading docks, the 10 minute limit on parking by the fountain and the no parking under any circumstances in the fire lanes will result in the vehicle being towed, at the owner's expense, without any warning. Please observe the parking limits. It can be very inconvenient and expensive if you are towed.

The Committee voted to submit 2 new rules to the Committee for Covenants and suggestions. Please read them and make your comments to the committee in writing. The proposed rules are printed elsewhere in this House Special.



**Security, Fire
And Safety Committee
Robert Busby**

Meeting of November 8, 2000

The Security Committee discussed:

**Parking (rules, permits, passes
and registration).**

Residents need to check with management when unsure about current parking guidance for guests and residents.

Due to indifference by some residents and guest, management has had to have numerous vehicles towed from the guest, fire zone and loading dock parking areas. Residents and guest are responsible for adhering to the current parking rules. Management is enforcing Skyline House parking rules, so all residents enjoy the Skyline House parking facilities.

All residents and guest are responsible to ensure that they have the proper permit, pass and Registration when parking their vehicle at Skyline House.

Towing (new towing company)

The previous towing company was not Responding in a timely manner to management request to have illegally parked vehicles towed. The new towing company (Franks) will be working with management to ensure all parking violator s are towed from Skyline House in a timely manner.

Residents parked in the fire zones will be towed. Do not park your car in a fire zone for any reason.

Management is no longer notifying residents and guest prior to a vehicle being towed.

Tailgating

Tailgating into the garage is still a problem. Residents and guest, who follow another vehicle into the garage without using their pass card or door opener, will be reported to the Covenants committee.

Headlights

Residents are still entering the garage without turning on their vehicle headlights. Residents must turn on their headlights; your vehicle automatic lighting system may or may not work in time to turn your vehicle lights on. Residents who enter the garage without their headlights on will be reported to the Covenants committee.

Safety in the Skyline House parking garage is a major issue. Skyline House residents must use their garage door opener when entering the garage, manually turn on their vehicle headlights if necessary, and drive in accordance with the posted speed limit while in the garage.

Security Matters

The current Security Company has started providing Skyline House with some unsuitable Security Officers. Security Officers have been

pulling double shifts, arriving late for duty, leaving their shift early, have not been showing up for duty, have been sleeping on duty, and have not been following the direction of Skyline House management

Management has started deducting money from the monthly payments to the Security Company when they do not perform contracted duties.

Management is currently looking for another Security Company that will perform it's duties in accordance with the Security contract.

Management will continue to place notices in the lobby and elevators regarding security, fire and safety matters.



Recreation Committee
Tony DiSalvo
Patricia (Tish) Linsinbigler



SKYLINE HOUSE: THE SKYLINE HOUSE

DESIGN AND LAYOUT: PUBLISHING BY MIKE MIXER

Mark Saturday, December 9, 2000, on your calendar for the Skyline House Annual Holiday Party. This party is held on the second Saturday of December at 7:00 p.m. in lieu of the monthly Friday TGIF. This is a semi dress-up

night. Residents outdo themselves in preparing hors d'oeuvres for that evening.

The Committee met on November 8th in the West Card Room to review the coming Holiday Party shown above. The Committee will meet again on Wednesday, December 6th at 7:00 p.m. in the West Card Room to finalize arrangements for that Holiday Party.

The next TGIF is scheduled for Friday, January 5th at 6:30 p.m. in the East Party Room. Join us. If you are a resident and have not attended the monthly TGIF, make this one 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

- Committee Meeting Wednesday December 6th at 7:00 p.m. in the West Card Room.
- Annual Holiday Party Saturday December 9th at 7:00 p.m. in the West Party Room.
- TGIF Friday January 5th 6:30 p.m. in the East Party Room.



Good Neighbors Committee
Co-Chairs

Toska Prather 703-379-7849
Virginia Wallace 703-671-7648

Good Neighbors for December, 2000

Glendis Taylor 703-998-7871
David Tilson 703-998-7254

The Good Neighbors are available to assist all residents who are in need of temporary help due to illness or an emergency. We are also asking again for new members. During the past year we have lost several longtime members who are unable to perform this worthwhile service any longer. Please come forward.

"Nobody can help everybody. But, everybody can help somebody."

Call one of the Co-chairs and Join us!



**The Chief Engineer
Greg Grimm**

SMOKE DETECTOR ALERT

Do you still have an original Honeywell smoke detector in your unit? If you do, the time has long passed to change it to a new unit.

Although an old detector may work when tested, it becomes unreliable after about ten years and all agencies recommend that, after ten years, any type of smoke detector be replaced.

Call the office and schedule an appointment today to have your old smoke detector replaced.



www.shuoa.org
Mohammed Ibrahim

Thank you very much for your questions and comments regarding the www.shuoa.org website. Sometimes in the next few weeks the web site will be updated. New features and new content will be added. First and foremost, the new site will be hosted from a high-speed connection, enabling us to send data to the net much faster than before. Even if you have a slow connection when you go to our website you should see improved download time.

Keep checking www.shuoa.org to check for the new site, and when it is uploaded, I look forward to receiving your comments and suggestions. (Yeah, we got rid of the music)

Look for the following exciting features on the new site: Web forums, Local Weather, Online Maintenance Form, Community Calendar, Improved Layout, and much more.

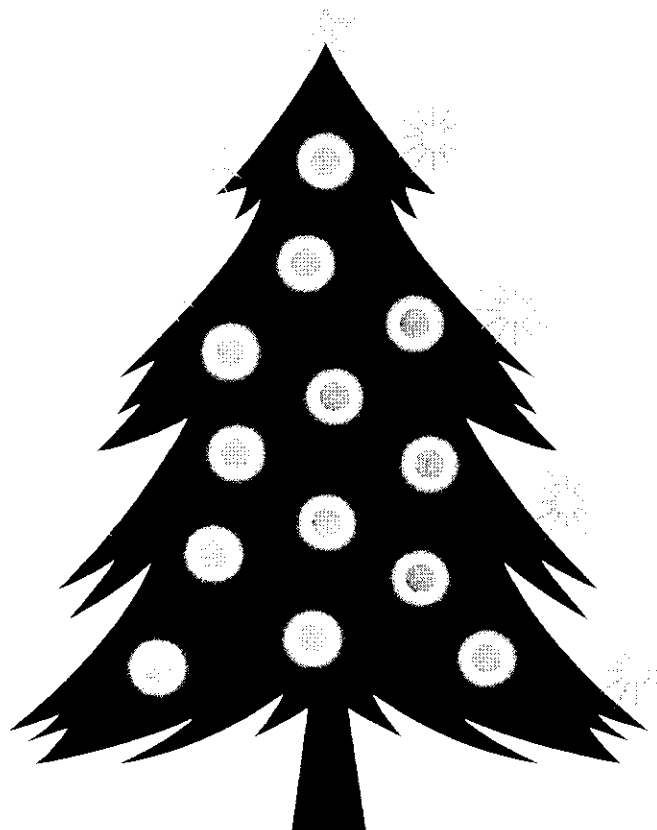
I would like to thank Greg Grimm for his generous help on this article and to the Skyline House website. Thank you.



**The House Library
Barbara Michelman**

Greetings from your librarian. I want to take this opportunity to thank all of you who have been using the library and welcome the rest of our residents to come and see what a great selection you will find for your enjoyment.

I wish all of you a very Merry Christmas and a Happy New Year.



HAPPY HOLIDAYS

ATTENTION ALL RESIDENTS

In accordance with the procedures on amending and/or adding rules to the Skyline House Rules and Regulations. The Covenants Committee submits the following 2 additions to the community for its comments, suggestions and recommendations.

The time period for receiving comments, suggestions and recommendations is 30 days from the date of publishing the notice in the House Special.

All replies shall be in writing and addressed to the Covenants Committee.

#1 Change of the Current Rule:

Rule 24: Swimming Pool - #K

Appropriate swimming attire shall be worn in the pool. Appropriate swimming attire is defined as clothing expressly designed for swimming that is freshly laundered, sanitized and snug fitting. Cut-off denims and dungarees or other attire considered to be street clothes are prohibited. Street shoes are also prohibited.

#2 New Rule:


Rule 18 - E - #11 Parking/Vehicular Responsibilities

Any vehicle leaking transmission oil or other fluids parked in the Skyline House garage must be removed or it will be towed by management, at the owner's expense, if such leak constitutes one or more of the following:

1. Risk of Fire
2. Potential for personal injury
3. Damage to the fabric of the garage

DECEMBER

Special Events at Skyline House

Sun	Mon	Tue	Wed	Thu	Fri	Sat
					1	2
3	4 Library Open 7:00-8:00 ECR	5	6 Recreation Committee 7:00 pm WCR	7	8	9 Annual Holiday Party 7:00 pm WPR
10	11 Library Open 7:00-8:00 ECR	12	13	14	15	16
17	18 Library Open 7:00-8:00 ECR	19				22
24	25	26				23
27	28	29	30			
31 