



The house special

Volume XXIII, No. 9

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September 2003



Board of Directors President, David Tilson

The Board did not meet in August; therefore, no written report. The next board meeting will be held on September 24, 2003 at 7:00 p.m. in the West Card Room.



General Manager Gusbey Silva

Garage Beams/Deck Repairs:

Al Chavies Construction Co. will perform the garage beams and deck repairs as recommended by Dr. Poston, supervised by our consultant engineer, Jeff James. The work will begin on Monday, September 15, 2003, at the upper "A" level on the east side of the garage. Notices have been posted advising residents of dates and times when all cars must be removed from a specific area while the construction is in place. For further details, please take a moment to look at the information displayed in the Main Lobby.

The Association has made arrangements with Charles E. Smith Commercial Realty to secure parking for our residents during this time. Parking will be available in the garage of the Skyline Office Buildings 4, 5 and 6. A transmittal is needed to access the garage, and a permit should be displayed

on the dashboard of your vehicle while parked in their garage.

The whole project will last three months. Please take into consideration that we have divided the project in 16 phases. A quarter of each level will be done at a time. We have reserved one day between each phase to allow time for the residents that are coming back to our garage to return the transmittals and the permits and for the residents vacating our garage to pick up both items from the Front Desk. It is very important that you return these items to the Front Desk as soon as you return your car to Skyline House. The Association has paid a large security deposit for the transmittals. A fee of \$100 will be charged to any resident who does not return the transmittal.

While this work is being performed, there will be only one lane available on the center ramp. Please drive very carefully, yield to the vehicle driving up the ramp, and follow all the detour signs posted at the end of each ramp. A quarter of each level that accesses the area being worked on will be closed while work is being performed. In this case, residents will use the opposite side ramp.

Parking permits for Skyline House guest parking area will be given only to residents with physical challenges that would make it difficult or not possible to walk back and forth from the office building's garage. Ten guest parking spaces will be reserved at the end of the West building and will be marked for this use. Only cars displaying a valid permit may park in these spaces.

OFFICE DIRECTORS

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DIRECTOR	Judith Peterson	1707 E	671-4543
	peter@metronets.com		

COMMITTEE CHAIRS/CO-CHAIRS

COMMUNITY RELATIONS

COVENANTS, Joseph Livingston	814 W	931-6923
FINANCIAL MGT, Wynfred Joshua and Chuck Ruby	1414W 1006W	820-4471 578-0896
PHYS PLANT/OPS, George Beams and Kurt Bedenbaugh	710 E 1004 E	578-9507 671-8930
RECREATION, Tony DiSalvo	502 E	824-1958
SEC/FIRE & SAFETY, Terry Sakellos	204 E	820-0455

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Gusbey Silva, General Manager	gusbey@shuoa.org
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Joyce Routt	jlrou@metronets.com
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EDITOR

Louise Albin	lalbin@metronets.com
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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. Committee reports must be submitted to the Editor by the 23rd of each month or NLT 3 days after mtg.

Information for *THE HOUSE SPECIAL* may be sent by e-mail to the Editor, dropped off at the Management office or the reception desk.

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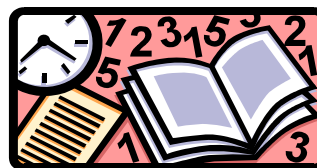
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Handicap Ramp to Bus Stop

The walkway to the bus stop will be changed from steps to a handicap ramp in the near future. This project will enable residents in wheelchairs to access the sidewalk without having to use the driveway. Notices will be posted advising residents of the project start date.

Handicap Access - East Bridge Walk Way To Garage

A handicap access, similar to the one installed at the Main Lobby entrance, will be installed at the bridge entrance to the East building from the garage. This will enable residents with physical challenges to be dropped off at the garage level A handicap ramp to enter the building.



**Editor
Louise Albin**

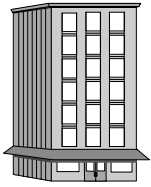
The Covenants Committee will discuss the use of the **exercise room** at their meeting on September 17, 2003, at 7:00 p.m. I encourage everyone who uses the exercise room to attend and express your opinion.

Security, Fire and Safety Committee Terry G. Sakellos, Chairman



As we all know, September has arrived and that brings many changes to our daily schedules. The school children return to school and we also have the school buses coming and going. Keep in mind the safety of everyone as we drive through the garage and on the grounds of Skyline House.

Very shortly it will be getting darker earlier; remember to use your lights in the garage and drive with caution at all times.



Physical Plant And Operations Committee George Beams And Kurt Bedenbaugh

The Committee met on August 14, 2003. The following subjects were discussed:

a) **Conditional Assessment Report:** A meeting was held on August 13, 2003 with the Reserve Budget Committee to discuss the findings and information reported from the Property Assessment Document prepared by Mason & Mason Incorporated. The State of Virginia requires condominium associations to retain the services of a firm on a 5-year basis to prepare a property assessment report. In summary, the report was found to be very beneficial. The report provided Management with recommendations for future repairs and replacements, life cycle cost analysis, maintainability, and replacement of parts and components. The recommendation will be sent to the Finance Committee to present to the Board. Mason & Mason will be asked to present the figures to Skyline House.

b) **Façade Repairs:** A second site inspection was done with SPS Contracting and Gardner Engineering on August 31, 2003 to address the progress of the punch list items originally given to them. There were items that needed to be addressed further, and the film of the landscaping (shot in accordance with the bid specifications) prior to the start of the work was requested to be reviewed again to ensure that all trees lost were properly replaced. After receiving reports of windows leaking on the west façade of the West building, a secondary water test was performed to determine the source of the leaks; it was found, and we are not awaiting the repair schedule.

c) **Garage Repairs:** The garage repairs will start during the second week of September 2003. We anticipate completing one-half of a garage parking level (approximately 40 spaces) at a time. Parking arrangements will be made for the temporarily lost spaces with the Skyline office building directly across the street.

d) **Handicap Access and East Garage Bridge Entrance:** Management presented the scope of work and cost proposal from Atlantic Door Control

Incorporated in the amount of \$2,478.00 to convert the East garage bridge entrance with the same automatic operator that was installed at the main lobby entrance.

e) **Handicap Ramp Leading to Bus Stop:** Management presented the scope of work and cost proposal from NVM Contractors to create a handicap access ramp from the sidewalk cul-de-sac to the city sidewalk. Daryl Hall noted to all attendees that having this work done would eliminate the inconvenience a disable person has traveling from the bus stop to the main driveway and then enter the main lobby.



Financial Management Committee

**Wynfred Joshua & Chuck Ruby
Co-Chairmen**

The Financial Management Committee (FMC) met on August 18, 2003 to review the July financial statements and other relevant issues. The summary figures for the month of July 2003 are as follows:

Total income: \$269,660.

Total Expenses: \$200,708.

Reserve Contributions: \$91,109.

Net Income before taxes: - \$22,158.

Much of the session was devoted to a discussion of the Reserve Study prepared by Mason & Mason, Capital Reserve Analysts, Inc. The study of the Reserve Schedule had been contracted for in compliance with new Virginia legislation, which stipulates that such a formal update be made every five years. The Mason and Mason report was largely a technical study reviewing each of the components that should be in the Reserve Study.

The findings of the study indicated that our Reserve Study included most required items and had generally assigned realistic values and life cycles to the various components. But whereas Skyline House followed the so-called component method for calculating the annual contribution to the Reserve Fund, Mason and Mason recommended adopting the Cash Flow method.

According to Mason and Mason, the latter method was becoming widely accepted, partly because it offered a more efficient use of capital and a more consistent basis for planning.

Our Subcommittee on the Reserve Fund had reviewed the Mason and Mason Study in detail. The Subcommittee and subsequently the PPOC had accepted the recommendations made in the study, including the one to adopt the cash flow method. The Finance Committee, however, felt that a switch to the new method involved such a major change in our system that additional time for consideration was needed. In order to make a more informed recommendation to the Board, Management was requested to give the Committee the opportunity to discuss the details with a Mason and Mason representative.

The Finance Committee subsequently established the Subcommittee on the Operating Budget and scheduled it to report back to the full Committee at the September meeting.

At that time, the Finance Committee expects to arrive at a conclusion regarding the accounting method for calculating the reserve contribution.



Covenants Committee **Joseph Livingston, Chairman**

The Covenants Committee did not meet during the month of August; however, we were at work.

The Committee is scheduled to meet on Wednesday, September 17, 2003, at 7:30 pm., in the West Card Room. At that time, the Committee will receive and consider the results of Management's recent survey of the use of the **exercise room**. Based on that survey and other data, the Committee will make recommendations to the Board. As always, you are cordially invited to attend the meeting and share your thoughts on this subject or any others you may have.

I look forward to seeing you on September 17th.



Neighborhood Watch **Judith York, Coordinator**

We hope by now that all those who need Skyline House decals for their cars have received them from the reception desk. Sometimes we purchase new vehicles (or replace vehicles in the event of an accident) and it's easy to forget to request a new decal to replace the one that remained on the old vehicle.

The greenery has grown well this year with the plentiful rain. If you see shrubbery or branches obscuring traffic signs, place a call to VDOT at 703-368-8368 to report the situation. Driving conditions are difficult enough in our area, and you may be able to prevent accidents by alerting VDOT to possible blind spots in the area.

The DMVs are now checking that driving licenses are replacing the social security numbers with new customer numbers in order to reduce identity theft, which is the fastest growing crime in the country. It can take several years to correct the damage done by someone stealing your identity and, like those who deliberately seek to disrupt computer work by introducing viruses to destroy systems, the punishment so far does not rival anywhere near the seriousness of the crime.

Don't forget to attend the Mason District Station Open House on Friday, September 19, 2003, from 4pm to 8pm. This is an excellent way to meet our community Police Officers and other Neighborhood Watch colleagues. The open training sessions are Tuesdays, September 2, 2003 and December 2, 2003, and the Neighborhood Watch coordinators' meetings are Tuesdays, October 14, 2003 and December 9, 2003. All meetings start at 7:00 p.m. (the Citizens' Advisory Committee (CAC) takes place at 7:30 p.m. and follows the Neighborhood Watch meetings). Location is the Mason District Police Station, 6507 Columbia Pike, Annandale VA 22003 (703-354-5889).

Please note that I keep a blue-colored folder at the reception desk that contains Mason District

newsletters over the past year. There is information on safety tips, general events in the Mason District area, and various community programs. Feel free to read up on various local safety issues. I will be out of the area from September 8, 2003 to September 29, 2003 and would greatly appreciate you contacting Darryl Hall, the Deputy General Manager, or any of the Neighborhood Watch volunteers during my absence if you would like to join our Neighborhood Watch program. The T-shirt and exercise are both FREE.



The Chief Engineer Greg Grimm

Check your Icemaker Water Supply Line:

Recently we have had a few icemaker water lines leak, some causing damage to flooring and walls. These leaks are occurring in the water lines that are made from plastic. If your icemaker water supply line is copper, there is no need to worry.

If you find a plastic water line (this is not the water line that runs down the back of your refrigerator, rather it's the water line going to your refrigerator) please call the Management Office to arrange a replacement, or call any vendor of your choice.



Recreation Committee Tony DiSalvo Chairman

The Flea Market held on August 20th was a great success. We had 10 tables reserved for selling, and it was believed all who came and purchased items had a great time. The question was asked - "when is the next Flea Market."

A covered dish is scheduled for Tuesday, September 9, 2003, in the West Party Room. The ground rules are rather simple. You are requested to bring a main entrée, vegetable dish or dessert. Couples bring enough food for EIGHT persons and

SINGLES bring enough food for FOUR PERSONS. Bring your own liquid refreshment. Ice and glasses will be provided. Rolls and coffee will also be provided. Please sign up at the front desk. Additional details will be found on the flyer found elsewhere in the Newsletter

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

The next TGIF is scheduled for Friday, September 5, 2003, at 6:30 p.m. in the East Party Room.

The Recreation Committee will meet Wednesday, October 8, 2003, at 7:00 p.m. in the West Card Room.

COMING EVENTS:

TGIF: Friday, September 5th in the East Party Room at 6:30 p.m.

Covered Dish Dinner: Tuesday, Sept. 9th in the West Party Room.



Good Neighbors Committee Co-Chairs

Toska Prather 703-379-7849
Ann Preston 703-931-7679

Good Neighbors for September 2003

Ernest Loyola	703-671-0384
Stephany Kaiser	703-671-8545

The Good Neighbors are available to assist all residents who are in need of temporary help due to illness or emergency.

We are always in need of new members to assist those in need. If you are interested in serving your neighbors, please call one of the co-chairs and join us.

SPECIAL EVENTS AT SKYLINE HOUSE September 2003

SUN	MON	TUE	WED	THU	FRI	SAT
	1 LABOR DAY LIBRARY CLOSED	2	3	4	5 TGIF 6:30 PM EPR	6
7	8 LIBRARY OPEN 7:00-8:00 ECR	9 COVERED DISH PARTY COCKTAILS: 6:30 DINNER: 7:30 WCR	10 SECURITY 7:00-8:00 WCR	11 PPOC 7:00 PM WCR	12	13
14	15 FIN MGT 7:00 PM WCR LIBRARY OPEN 7:00-8:00 ECR	16	17 COVENANTS 7:00-8:00 PM WCR	18	19	20
21	22 LIBRARY OPEN 7:00-8:00 ECR	23	24 BOARD 7:00-8:00 PM WCR	25	26	27
28	29 LIBRARY OPEN 7:00-8:00 ECR	30				ROSH HASHANNAH

**Skyline House Unit Owners' Association, Inc.,
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