

# The House Special



Volume 27 Issue 7

Skyline House

July 2007



## BOARD OF DIRECTORS

President, Norman Baker

The Board of Directors met on Wednesday, June 26, 2007. There were two action items. The Board approved a contract to our Consultant Engineer to develop specifications and obtain contractor bids to implement the garage structural repairs identified during a recent inspection. The Board also approved a reduction in fees charged for fax services available to residents at the front desk. Additional info can be found in the FMC and PPOC reports.

You might be curious about the construction project at the corner of S. George Mason Drive and Route 7. Here's the news. Fairfield Residential is building four (three to six story) buildings that will house an underground garage and 400+ apartments. Current plans call for rentals targeted at young professionals and "empty nesters." Occupancy is expected to range from 600 to 1000 persons beginning in late 2008 or early 2009.

Since our last meeting, the Recreation Committee held an incredibly successful pool opening/Memorial Day picnic and then, less than a week later, had a large turnout at the TGIF gathering. Even better, four East building residents joined the Committee. The Board congratulates the Co-Chairs, Committee and many volunteers who helped achieve such a successful event and are reinvigorating social activities here at Skyline House.

Resident and active Association member Helen Henderson asked that I share a message: *"A BIG THANK YOU TO ALL - Many of you were so thoughtful after my recent surgery with food, plants, fruit baskets, cakes, gift certificates and many, many cards. It makes one feel great to be remembered at such a time. Husband especially appreciated the food as it kept him out of the kitchen. I can't thank all of you enough."*

*Sincerely, Helen Henderson T2W*

*P.S. Surgery went fine and rehab is coming along very well."*

**Finally, on a very sad note, I offer my, and the Board's, sincere sympathy to long-time resident and long-serving PPOC member Cecil Williams and his daughter, Linda, on the passing of his wife and her mother, Juanita Williams (fondly known to many of us as Shorty). Our thoughts and prayers are with Cecil and Linda during this difficult time.**

## **YOUR ASSOCIATION URGENTLY NEEDS YOU**

Only a few loyal, hard-working volunteers are active in the Association's many committees and groups, all of which have a significant impact on quality of life here at Skyline House. Please help keep our home well maintained, financially sound and physically safe by devoting just an hour or two a month to attend a meeting, express your opinions and, most importantly to officially join a committee or other volunteer group.



## **Management**

### **General Manager, Gusbey Silva**

#### **East Building North & South Façade Restoration**

The work on Phase III of the façade repairs project, which included tiers 2, 3, 4, 5, 6, 7, 8, 9 and 10, was completed on Monday, June 4, 2007.

The work on Tier 13 has been completed. The work currently being performed on tiers 11, 12, 14 and 15 includes the flashing replacement and brick installation. The brick and concrete demolition on tiers 01 and 16 started the week of June 4<sup>th</sup> and is scheduled for completion by the middle of July 2007.

The final completion date for Phase IV is estimated for the end of October 2007, weather permitting. All form boards installed above windows will be removed during this month.

#### **Circle Renovation**

Based on the estimated delivery date for the pavers, three to five weeks from Monday, June 11, 2007, the start date of this project was postponed until Monday, July 9<sup>th</sup>, with an estimated completion date of Friday, August 3<sup>rd</sup>.

During this time residents must be dropped off and picked up either at the loading dock areas or at the bus stop located on S. George Mason by the ramp to the lobby entrance. Residents and guests parking in the guest parking spaces will be able to walk to the main lobby entrance using a section of sidewalk that will be available during construction.

The plants currently installed in the inner circle will be removed by the Association's landscaper on Thursday, July 5<sup>th</sup>. This task will be done as a part of the circle landscaping restoration. The area inside the inner circle will be used to store material needed to renovate the circle, i.e. pavers, gravel, etc. After renovation is completed the new plants will be installed according to the plan provided by the Landscaping Designer. During June's PPOC meeting it was decided that the fountain will be removed permanently.

#### **Asphalt Resealing**

Immediately after the circle renovation is completed the asphalt of all driveways and outside parking lots of both buildings will be resealed. Management is in the process of securing parking for one night after the parking lines are re-stripped. Notices will be posted at least two weeks in advance.

#### **Billiard Rooms**

Additional equipment has been purchased to allow the use of both tables in the same room. In the past we had only one set for each billiard room and on many occasions there had been a request to use the room by more than one resident.

If you are sharing the room with another resident please use the space and the seating located on the side of the table that you are using. When you return the equipment to the Front Desk the security guard will be sent to inspect the room to verify that no damages have been caused in case that damages are found later when the second party using the same room returns the equipment.



# INFO FROM THE ENGINEER

Chief Engineer, Greg Grimm

## Elevator Use and Safety

As the world's most widely used and safest form of public transportation, elevators provide passengers with incomparable convenience, dependability and efficiency. The United States alone has about 425,000 elevators that annually carry more than 68 billion passengers (12 times the population of the world) about 927 million passenger miles. Although elevator trips outnumber those taken on air, bus or rail systems by several times, elevators are amazingly safe.

Even though elevators have many built-in, dependable safety features, you can help to promote a safe and efficient ride by elevating your safety awareness at each stage of your journey.

### Calling The Car

Press the "Up" or "Down" button once, repeated button pushing won't bring an elevator faster. And never press both buttons – you'll just slow down the service for yourself and others. Look or listen for the signal announcing your car's arrival.

### Registering Your Floor

When you get on board press the button for your floor. Move to the back of the car to make room for other passengers. If you need to keep the doors open longer than the programmed time, press and hold the "Door Open" button.

### Do Not Touch The Doors

If the doors begin to close as you are about to enter, promptly step back and wait for the next car. **Using your hand, foot or objects like umbrellas or briefcases to stop the doors may cause injury to you and damage to the equipment.**

Don't hold the doors open by activating the door-edge safety device. If you hear a buzzing sound while you're holding the doors open, it means the system needs to get the car moving immediately. Release the door so the elevator begins its trip.

### Watch For Leveling

Today's elevators are designed to stop nearly even with the building floor. However, a misoperation could cause any elevator to mislevel. Don't just walk in or out of an elevator without looking. Check to be sure the floor surfaces are even before crossing the doorway. And, if you spot a severe misleveling situation, be sure to bring it to the attention of Management so the car can be removed from service.

### Efficiency And Courtesy

Step carefully. When an elevator arrives, stand aside and let passengers exit. Passengers nearest the door should move first. Gender and age have nothing to do with who should enter or exit first. It's common sense. The people closest to the door should move first.

**Displaying a few simple courtesies helps make the ride quick and enjoyable for all.**

- Don't allow children to push buttons for the fun of it. It slows service for everyone.
- Smoking is not allowed in Skyline House elevators.
- Don't delay other passengers by holding the door open to talk with a departing passenger.
- If the elevator makes a stop before your floor, step aside so other passengers may enter and exit quickly, easily, and safely.

## Electricity Saving Tips

- **Replace standard incandescent light bulbs with compact fluorescent light bulbs** and save up to 75% of lighting costs.
- **Unplug electronics, battery chargers and other small equipment when not in use.** Taken together, these small items can use as much power as your refrigerator. Note that turning these items off is not the same as up-plugging them, plugged in, most still consume electricity.
- **Take steps to cut water use such as installing low-flow faucet aerators and low-flow showerheads.**
- Don't let the water run while you shave or brush your teeth.
- **A 5° higher setting on your air conditioning thermostat will save about 10% on cooling costs.**
- **Always buy ENERGY STAR qualified appliances and equipment - they're up to 40% more efficient.**
- **Turn your water heater down to 120° or the "Normal" setting when home,** and to the lowest setting or off when away. Water heating accounts for about 13% of home energy costs.
- **Reduce air conditioning costs by using fans,** keeping windows and doors shut and closing shades during the day.
- Have your heat/air conditioning system tuned up once a year.
- **Turn off unnecessary lighting** and use task or desktop lamps with **compact fluorescent light bulbs** instead of overhead lights.
- **Enable "power management" on all computers** and make sure to turn them off at night. A laptop computer uses up to 90% less energy than bigger desktop models.
- When possible, **wash clothes in cold water.** About 90% of the energy use in a clothes washer goes to water heating.
- **Run your dishwasher and clothes washer only when fully loaded.** Fewer loads reduce energy and water use.
- **Make sure your dryer's outside vent is clear and clean the lint filter after every load.** When shopping for a new dryer look for one with a moisture sensor that automatically shuts off when clothes are dry.



## COVENANTS

Chair, Joe Livingston

The Covenants Committee will meet on July 18<sup>th</sup>. The Committee will review and discuss the Election Committee's report and recommendations on the recent 2007 election for members of the Board of Directors. All unit owners are invited to attend.

Now that summer is here, we recognize that many activities compete for your time. Let me add a bit more, the governance of your community. Please come and join in a discussion of the Election Committee's assessment of the last election for the Board and consider their recommendations.

I think you would agree that it is in the interest of all owners that every effort is made to safeguard the election process; insure fairness; and to encourage more involvement. Come and share your thoughts with the Committee. You can make a difference. We look forward to seeing you, and while we are on the subject, ask a neighbor/friend to come with you. Remember, next meeting is July 18<sup>th</sup>, at 7:00 p. m. in the West Card Room.



# FINANCIAL MANAGEMENT

**Chair, Wynfred Joshua**

The Financial Management Committee (FMC) met on June 18, 2007. Total income for the month of May was \$306,450 with expenditures of \$219,061. Total income less expenditures amounted to \$87,389. The monthly Reserve Contribution was \$98,331, leaving a deficit of \$10,941 before taxes. While we are in the red this month, reflecting various bills that came due, our year-to-date income is a positive \$28,560.

Regarding old business, the General Manager assured the FMC that the painting of the garage would resume this summer.

The FMC voted to recommend to the Board to continue the fax services at the front desk, but to change the rate from \$2 for the first page and \$1 for each additional page to \$1 for the first page and \$.50 for each additional page. The new rates apply to local and domestic long distance faxes. There will be no limit to the number of pages to be transmitted, but the staff would have the discretion to delay fax sending during unusually busy interludes or to refuse transmittal if the fax was unusually long. Receipt of faxes will be free. It was noted that neither Skyline Plaza nor Skyline Square offered a similar service, although the latter offered local service for a maximum of 3 pages.

The FMC also voted to recommend to the Board to accept the proposal of Gardner James Engineering, Inc. for overseeing the project of required garage repairs. Specifically, prepare the specifications for the repairs and handle the bidding for a fee of \$5,245 and \$2,850 respectively, and oversee the administration and execution of the construction for charges based on its fee schedule. To minimize the inconvenience for our residents and recalling past experience, the FMC strongly advised the Board to stress the requirement to Gardner Engineering that the prospective contractor strictly adhere to whatever timetable will be set for completing the repairs.

The next meeting of the FMC is scheduled for Thursday, July 19<sup>th</sup>. Please note that we will be meeting next month on a Thursday, rather than on the third Monday. We welcome all those interested. Please attend.



# PHYSICAL PLANT & OPERATIONS

**Acting Chair, Al Lambert**

The PPOC committee met Thursday, June 14<sup>th</sup> to address future projects associated with Garage Structural Repairs and the Octagon (Circle) renovation and fountain replacement. Participants (Committee members and visitors) engaged in a thorough discussion in arriving at the future course of action for each project. What follows is a synopsis of each project.

**Garage Structural Repairs.** The association employs a structural engineering company on a four year cycle to inspect the condition of the garage. The garage is in reasonably good condition but there was some evidence of delamination (sub-surface separation of the deck), cracks, and exterior deterioration due to normal wear and aging of the structure. The Committee voted to recommend to the Board that the Gardner James Engineering proposal for consulting services (contract administration and construction observation) be approved in order to undertake a bidding process for awarding a contract for repair of the deficiencies. An ancillary issue to apply a sealant to the garage deck in order to prevent worsening conditions was postponed until the July meeting. Management will obtain additional information on the advantages/disadvantages of applying a sealant.

With pending installation of paver bricks replacing the concrete pavement around the octagon the Committee reviewed options for replacement of the fountain. It was determined an ornamental focal point (center piece) surrounded with appropriate shrubs,

bushes and flowers would be appropriate. Management was asked to provide samples of options for the Committee's July meeting.

As always, residents are encouraged to attend the monthly meeting to participate in the aesthetic and maintenance decisions of Skyline House (your home!). Thank You!



## **SECURITY, FIRE, & SAFETY**

**Chair, Robert De Mayo**

The Security, Fire and Safety Committee (SF&SC) met on Wednesday, June 13<sup>th</sup> at 7:00 p.m. in the Skyline House West Card Room. Committee members present were Mr. De Mayo, Chairperson, and Mr. Lambert and Ms. Ruiz. Management was represented by Ms. Silva and Ms. Haight.

Mr. De Mayo stated for the record that he will continue to gist items from *Mason Matters*, Mason District Police dispatches, and other sources and produce the 1-2 page CRIME WATCH bulletin posted in our lobbies every 2 weeks. He will focus on newsworthy events and security/safety issues in our neighborhood and the general Falls Church area.

### **Security, Fire and Safety Incident Report:**

The Management Office had nothing to report. Ms. Ruiz reported spotting a Pepsi-Cola truck parked for a very long time at the rear of the West Building; it was determined it was making an authorized delivery for a resident party. Management was urged to ensure our loading docks are policed periodically by Security to prevent congestion.

An attending resident stated that he verbally challenged a young man without a key fob scooting in behind him via the West Building mail lobby door. The young man verbally retaliated, threatening the resident with bodily harm. Management was notified and follow up action was taken (i.e., a letter being issued to the resident being visited by the young man). The SF&SC will follow up on this issue with the Mason District Police Department to ascertain: (a) if such threats constitute a criminal offense worthy of arrest and prosecution for intent of bodily harm; and/or (b) if detention by the Mason District Police Department for trespassing on Skyline House property without an authorized, present escort is warranted when the trespasser threatens a resident.

### **Smoke Detector Issue – Follow up:**

Mr. Lambert summarized the ongoing issue with the state of Smoke Detectors currently installed in our condo units. He researched that the smoke detectors installed at the time of Skyline House's opening, many years ago, were hard-wired into the condo power system. Through the years, many of our condo units have changed ownership, been remodeled, repainted and renovated. During these processes, smoke detectors, such as those, have become inadvertently decoupled or purposefully uninstalled from the power supply; some have been replaced with resident-purchased, battery-operated smoke detectors. In an effort to maintain a secure level of fire safety, owners were urged by the SF&SC in March to test their smoke detectors by pressing the test button for an active "chirp." Unfortunately, this only tests the currency of any battery that is installed, or if it is hooked up to electrical power. It does not test/prove the overall effectiveness of the sensor within that smoke detector.

As to the future of this issue, the SF&SC/Management will pursue with our area Fire Marshall what is the best type of modern smoke detector(s) (i.e., options) to be used by our residents to ensure the *best and highest* level of detection for fire safety. Skyline Plaza and Skyline Square will also be polled on the types of detectors they utilize. The SF&SC will present these findings to our residents, Management, and the Board.

**Yield vs. Stop Signs – West Building roadway:** Mr. De Mayo acknowledged the concerns raised by a resident-owner on pedestrian safety on our grounds which are:

The YIELD sign on the west side of the West building where it curves west to east and meets the S. George Mason entrance/exit was covered by a large bush and could not be seen from an exiting auto; it poses an immediate personal safety issue since pedestrians walking west on that side of the roadway are also totally hidden by the landscaping.

The existing YIELD sign may not be effective to deter exiting drivers in moving vehicles to be alert for pedestrians walking to and from our guest parking on that roadway, or crossing from the street sidewalk towards the main lobby, or from the West building roadway toward the street sidewalk. It is opined that a STOP sign would be a much more reasonable, improved pedestrian safety and accident preventative measure.

A Committee member suggested that the SF&SC also evaluate the installation of a speed bump in that specific area to slow down vehicles both approaching the traffic exit (i.e., YIELD sign area) on the west roadway, and for vehicles making a turn off of S. George Mason and turning right into (i.e. west) the curving west roadway. The objective would be to ensure the best, highest level of pedestrian safety (i.e., for residents and resident's guests) on our grounds. There was SF&SC and attending resident discussion about speed bumps with both "pro" and "con." One suggestion was to enforce "on-grounds" traffic speeds via low-level speed bumps along with street-surface signage/paint (i.e., STOP, SLOW, etc) in white or yellow. The SF&SC will investigate, evaluate and make a recommendation at or before the next meeting. If a low-level speed bump or two is deemed wise, construction could be completed during the August resurfacing project. Management will inquire with the Fairfax Police Department. how the additional signage can be installed. One resident noted that our Skyline Plaza neighbors have STOP signs installed along with a modest roadway investment in speed bumps, not YIELD signs.

**South George Mason Drive - Parking update:** Mr. De Mayo has been in frequent e-mail and telephone contact with the Fairfax Police Department, our Community Police Office (SPO Carolyn Kinney), and the county Traffic/Parking Enforcement supervisor over the past two months. His first task from the Board was to explore what could be done about apparently inoperable, "junk" cars parked on S. George Mason in the vicinity of our condo. His second task was to urge action by Fairfax County Police on the "long-term" parking of vehicles – some for months/years - on S. George Mason. His third task was to explore the possibility of reserving our streets for "resident permit parking."

(1) On the first two tasks, Fairfax County Traffic Enforcement Division officers have assured us that due to our resident concerns, they are now actively monitoring parked vehicles and chalking tires on S. George Mason to ensure vehicles are not in a state of "long-term" parking. Results are that several cars with expired plates, or that are visibly inoperative, have been ticketed/towed. **They also informed us that county parking laws state that all vehicles on county or state roads must adhere to two important regulations which they will vigorously enforce:**

(a) They must possess/display a current license tag with dates clearly visible. Concomitantly, the VIN (Vehicle Identification Number) must be clearly visible from the outside of the vehicle (i.e., not covered up by trash, paper, sunglasses, etc. on the dashboard) by the traffic officer in case he/she - if concerned if the vehicle is stolen - wishes to "run the VIN" through the police computer. Violators will be ticketed; possibly towed. This is especially true for out-of-state vehicles.

**(b) Vehicles may park in the same spot on S. George Mason for a maximum of ten (10) days; then they must be moved or they will be considered in violation and ticketed/fined. If not moved four (4) days after being ticketed, the vehicle will be towed by the County (\$110 est. fine + towing fees).**

(2) "Resident permit parking" appears to be a very convoluted, complex issue as reported recently to the Board. Fairfax County Traffic referred us to VDOT; VDOT referred us to County Representative, Penny Gross. The SF&SC will continue to fact-find on this issue.

The Committee's next meeting will be Wednesday, July 11<sup>th</sup>. Please join us.



# NEIGHBORHOOD WATCH

**Coordinator, Judith York**

Please see below for upcoming neighborhood watch meetings at the Mason District Police Station (there are no meetings in July). We celebrate National Night Out (NNO) on August 7<sup>th</sup>. Our preliminary plans for NNO are for Skyline House, Skyline Plaza and Skyline Square to have a unified celebration - residents will be given details later when the activity is finalized. Our first meetings are in September.

August 7            National Night Out (most neighborhood watch residents either plan an event with other nearby groups or have their own celebration)

September 4    6:30pm            Neighborhood Watch Coordinators  
                         7:00pm            Neighborhood Watch Training  
                         7:30pm            Citizen Advisory Council (CAC)

I am presently attending a 5-week Fairfax County Culmore Area Citizens Police Academy (CPA) (June 21 – July 29, no class during July 2 week) Below are my notes from the June 21<sup>st</sup> session.

The following Fairfax County police department staff were all present at this, the first community-based class held:

- Col. Suzanne Devlin (Acting Chief of Police, 2004)
- Captain Michael Dittmer (Commander, Mason District)
- Lt. Ed O'Carroll (Commander, Field Support Division)
- PSC Jacqueline Hogue (Public Safety Communications Center)
- Auxiliary Police Officer, William Ridgeway;
- Volunteers in Police Service Tracey Ryan (Director) and Julie Stepp-Davis.

Fifteen CPAs have taken place so far. The 32 or so participants in the Culmore area CPA were neighborhood watch volunteers or volunteers linked with the program. Each person introduced himself/herself after which Penny Gross, Mason District Superintendent, gave a welcoming speech.

Fairfax County has a population of 1.1 million and residents have good relations with the police officers. Our police officers want to work in partnership with the residents as a way to keep the crime rate down, maintain open communications with the population, and extend citizens' understanding of police operations and the challenges faced by our officers in their daily work.

In Fairfax County, we have 1,400 paid officers and 100 auxiliary officers. The Fairfax County Police Dept. is the 37<sup>th</sup> or 38<sup>th</sup> largest in the nation. There are 52 police officers assigned to our schools, as the concept of developing and maintaining good relations with Fairfax County residents also extends to our younger county residents.

The Fairfax County Police Dept. was created in 1979 (before then, the Sheriff's Department took care of police work). The Citizen Advisory Council (CAC), and the Neighborhood Watch and Crime Solvers programs were also started around this time.

Some important 3-digit phone numbers were given out to the participants:

911 – emergency only (dial 703-691-2131 for non-emergency),

511 – state traffic, travel and weather information, and

211 – Fairfax County government health and human resources information (this phone number is presently being updated).

#77 – interstate traffic/main roads (I-95, the beltway and 66, etc.),

In Fairfax County police stations, there is always a back-up system for phone calls in case of a power failure or when the main system goes down. The fire stations in Fairfax County have paid fire department personnel, with some fire stations also supported by



volunteers. However, the number of volunteers has declined in recent years because of the need for residents to seek paid work in our ever more expensive area.

In most Fairfax County police stations, there are three staff members (all in the same room) who handle incoming emergency calls. The station dispatcher takes all incoming calls and routes them to the police and/or fire personnel in the room. Those personnel, in turn, contact all appropriate staff needed to handle the phoned-in emergencies. These three staff members carry a heavy load and have undergone strenuous training, which includes the more recent addition of "Amber Alert" procedures.

Class 2 of this 5-week course will be held on June 28<sup>th</sup>. I intend to write summary notes to distribute to the Neighborhood Watch Volunteers as these classes take place. My notes will be filed in the green folder kept at the front desk. More detailed information (that is, the binder given by Mason District Police Station to all CPA participants) will be placed at the front desk beside the green folder after the course has ended.

If anyone in Skyline House would like to become a Neighborhood Watch volunteer, please give me a call on 703-671-2267. I'll be happy to explain our program to you.



## **RECREATION**

**Co-Chairs, Betty Turner and Nadyne McKelvey**

The Recreation Committee met on Tuesday, June 19<sup>th</sup>. There were 8 in attendance.

We are pleased to announce that we have 4 new members, Donna Heflin, Janet Shipko, Cindy Judy and Gladys Manrique.

The Memorial Day/pool opening Picnic was reviewed. It was great to have so many residents participate and bring so much food to share. When food was purchased, we thought there would be about 125 attending, SURPRISE, the total count was 160 - maybe more. We ran out of charcoal, hot dogs, and paper products. We need to find a better way to calculate the attendance. We have received many "thank you's", and have heard rumors that some residents did not know that there was a picnic area. Yes, we are proud to have pleased so many residents.

Several activities are being considered for future months. A CHILI- COOK-OFF for the Labor Day/end of summer time frame was suggested. We expect to advertise this, and will make the decision based on the number of positive responses we receive. It was also suggested that a "Women Only" event might be of interest to many residents. We welcome all suggestions. All are invited.

The next TGIF gathering will be in the EAST party room on July 6<sup>th</sup> 6:30-8:30 p.m.

## **GOOD NEIGHBORS**

**Good Neighbors will assist residents in need of temporary help due to illness or emergency.**

### **JULY GOOD NEIGHBORS\***

**VIRGINIA FISSMER 703-379-2901**

**FRAN STAMM 703-998-8221**

**(\*GOOD NEIGHBOR CONTACT INFO CAN ALSO BE FOUND ON THE CALENDAR PAGE)**

Good Neighbors always welcomes new members to assist those in need. If you are interested in serving your neighbors, please call Coordinator Toska Prather or Ernest Loyola. Their contact information is listed in the newsletter directory on the calendar page.

For everyone's information, what follows is a new "***Did You Know.....?***" document, compiled by Board member Evelyn Haught to be provided to new residents in a Welcoming packet of information materials. Read through it. Even though you already reside in Skyline House, you might discover something you didn't know or have long forgotten.

## ***Did You Know. . . . .?***

### **Skyline House Offers Many Features to Increase Your Living Pleasure\***

\*For more information, refer to the *Rules & Regulations* booklet pages wherever noted below.

- Every unit must have a **2-line telephone** to receive **intercom calls** from within the building.
- The **Front Desk is staffed 24 hours**. Staff will call on Line 2 of your telephone when you have a guest, package, or delivery. To call the Front Desk, press Line 2. Depending on your phone type, you may then need to press 0 to have the Front Desk staff pick up.
- For a modest fee, you may **send a fax** at the Front Desk, and have an **item photocopied** (page 8). You may also **receive a fax** there at no charge. The Management Office provides **free notarization services** to residents.
- Two **luggage carts** are available for your use for up to one hour at the Front Desk. Leave a photo ID while using them (page 9).
- When you are away, the postal carrier can **hold your mail** from 3 to 30 days. Leave a note for the carrier in the back of your mailbox.
- Whether you park indoors or out, you must **register your car** and attach a Skyline House **decals** to your window to avoid being towed. The decal should be placed on the rear side window behind the driver's seat. If you have a loaner or rental car, obtain a temporary permit from the Front Desk to avoid being towed.
- **Four elevators service the garage**: two (side-by-side) are located adjacent to the East Building and serve garage levels D, C, B, and A. Exit on Level A and enter the East Building via the clear-roofed footbridge. The other two garage elevators, designed to service the West Building, are located inside the Central Lobby Building at the other end of the garage and can be accessed from levels D, C, B, and A. Enter the Central Lobby Building door on any level to gain access to these elevators. Should any garage elevator be out of service, residents of both buildings can enter by using any of the working garage elevators.
- Use the **loading dock and service elevator for deliveries**. To ensure availability of the service elevator when you are expecting a delivery, fill out a scheduling form in the Management Office. Use the house phone by the elevator to request that the overhead door be opened—and closed when your delivery is complete (page 9).
- A well-equipped **Exercise Room** with **sauna** and **steam room** is available 24 hours on the Mezzanine Level. Leave a photo ID at the Front Desk to obtain the key, which also opens the restrooms on the Mezzanine Level. Use the elevators in the main lobby and press M. Hours are: Women—Monday, Wednesday, Friday, 10 a.m.-3 p.m.; Men—Tuesday, Thursday, Saturday, 10 a.m.-3 p.m.; co-ed all other times (page 21).
- A **swimming pool** and **toddler pool** are open on the Mezzanine Level from Memorial Day to Labor Day. Access via the elevators in the Central Lobby by pressing M. These elevators can also be reached via the Ground Level, which makes compliance with the dress code simpler and helps residents avoid dripping water in the lobby area. Owners receive their pool passes each spring. A **picnic area** is adjacent to the pool (pages 18-21).
- **Sundecks** furnished with comfortable lounge chairs are located on the Penthouse Levels of both buildings.
- East and West buildings have **bicycle storage rooms** with spaces on a first-come basis. Check with the Management Office on availability.
- You may **dispose of bulky items** for a modest fee. Contact the Management Office.
- Meet fellow residents at **socials** held monthly in one of the lovely party rooms on the Penthouse Level. Check bulletin boards for dates and details.
- Schedule your own parties in one of the **party rooms** in both buildings. They offer spectacular views, bars, attractive décor, and catering kitchens. Reserve in the Management Office (pages 15-18).
- Do you like to play pool? Enjoy the **Billiard Rooms** on the Penthouse Levels. Obtain a key by presenting a photo ID at the Front Desk (page 21).
- Need a repair in your unit? Want a light fixture changed? Could your mechanical systems benefit from an audit? In-house engineers provide many **maintenance services** at reasonable rates. Contact the Management Office.

- **Leaving town for a lengthy stay?** Inform Management in the event your unit must be entered during your absence to deal with problems such as leaks, fires, or similar occurrences.
- A great way to avoid a major leak problem is to have in-unit maintenance **replace your rubber washing machine hoses with steel hoses**. House engineers can supply both the steel hoses and the labor. This could prevent significant and costly damage both to your unit and to neighbors below and beside yours. If your washer is at least 12 years old, steel hoses are almost essential to avoid bursting. Your **washer drain** should be **snaked** once a year **to clear debris build-up and avoid backup**. Maintenance staff can do this for a reasonable fee. If your kitchen is adjacent to the kitchen next door, this service is free; check with Management.
- Purchase a water leakage alarm at a modest cost from the Management Office and place on your utility closet floor. It will sound an alarm whenever it detects water.
- Our engineers can provide you with easy-to-install clip **locks for your windows**. They also can **repair window screens** as part of the In-Unit Maintenance Program. Check with Management.
- If you **lock yourself out**, Management can have your door opened at no charge between 8 a.m. and 6 p.m. weekdays and for a fee after hours.
- Want a good book to take to the beach? Do your children need reference materials for their homework? Visit our volunteer-staffed **library** on the East Building's Penthouse Level every Monday 7-8 p.m.
- Want to grill dinner? Use only an **electric grill** on your balcony (page 15).
- Need help getting to the grocery store? Catch a bus sponsored by Fairfax County's **Fastran Rides for Seniors** for just \$1.00 round-trip payable as you board. Buses include two wheelchair positions. Stops include Giant, Safeway, Trader Joe's, and La Madeleine Restaurant. Check schedules on the bulletin boards.
- Using a 3" x 5" card, for a two-week posting period at no charge you can list household items as well as your unit for sale, or advertise a spare parking space for rent on the **bulletin boards** in the mail areas. Consult the Management Office.
- If you notice a burned out light bulb or something that might need immediate repair or clean-up in the public areas of the complex, please note it in the **Maintenance Log** at the Front Desk. It will get prompt attention.
- Skyline House Cablevision is available as part of your monthly condo fee from **Washington Cable** and offers 16 television channels. If you want expanded cable service, check with Fairfax County's commercial cable provider, Cox Communications.
- Keep up with Skyline House events and new developments by reading the **monthly newsletter**, *The House Special*; regularly visit **our website**, [www.shuoa.org](http://www.shuoa.org); check the **bulletin boards** daily; and tune in to our in-house television broadcast on Cablevision's **channel 12**. To receive the newsletter and important notices via e-mail, contact the Management Office.
- Our Neighborhood Watch program maintains a **Green Binder** at the Front Desk that includes **Fairfax County Mason District** public safety tips, police alerts, and local government initiatives. Just ask Front Desk staff to let you take a look.
- Purchase the *Washington Post* and *Washington Times* from a vending machine on the Ground Level of the Central Lobby Building (connecting the East & West Buildings), where you will also find a public **pay telephone**.
- While Skyline House common areas are insured under a master policy, you should contact your own insurance carrier to **obtain HO-6 coverage for damage inside your unit** and to your personal property.
- How do things get done at Skyline House? Attend a monthly meeting of the 7-member **Board of Directors**, elected by fellow unit owners, and observe your condo governance in action. New initiatives will be discussed and voted on, as will the annual budget. You can raise an issue yourself, or ask a question during the open forums that precede and follow the meeting.

**Committees**, including **Financial Management; Physical Plant and Operations; Covenants; Security, Fire & Safety; and Recreation**, also meet regularly to discuss actions that might improve our buildings, policies, and programs. They make recommendations to the Board. You are welcome to attend committee meetings and contribute your own opinions and expertise by volunteering to serve on one or even chair it. Other volunteer efforts in which you might want to become involved include **Good Neighbors**, which assists residents who might have temporary special needs following illness, etc.; **Neighborhood Watch**, which participates with local police and nearby condominiums to prevent unwelcome activities in and around our property; and **Welcome Wagon**, which aims to orient newcomers to the rich life Skyline House and the surrounding area offer.



# SKYLINE HOUSE CALENDAR

## JULY 2007

(WWW.SHUOA.ORG)



SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
1	2	3	4	5	6 TGIF 6:30 p.m. E. Party Room	7
8	9 Library Open 7:00 – 8:00 p.m. East Penthouse	10	11 Security, Fire & Safety Comm. 7:00 p.m. W. Card Room	12 Physical Plant & Operations Committee 7:00 p.m. W. Card Room	13	14
15	16 Library Open 7:00 – 8:00 p.m. East Penthouse	17	18 Covenants Committee 7:00 p.m. W. Card Room	19 Financial Mgt. Comm. 7:00 pm W. Card Room	20	21
22	23 Library Open 7:00 – 8:00 p.m. East Penthouse	24	25 BOARD MEETING 7:00 p.m. W. Card Room	26	27	28
29	30 Library Open 7:00 – 8:00 p.m. East Penthouse	31				
GOOD NEIGHBORS: VIRGINIA FISSMER (703-379-2901) AND FRAN STAMM (703-998-8221)						

### **BOARD OF DIRECTORS**

President, Norman Baker 915W 671-6759 nbaker@fjc.gov  
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### **NEIGHBORHOOD WATCH COORDINATOR**

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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 inappropriate statements. Information for THE HOUSE SPECIAL may be sent by e-mail to the Editor, dropped off at the Management office or the front desk attention EDITOR.

**ACTING EDITOR** --- Norman Baker 915W nbaker@fjc.gov 671-6759

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