


THE HOUSE SPECIAL


NEWSLETTER OF THE SKYLINE HOUSE UNIT OWNERS' ASSOCIATION

MANAGEMENT REPORT

2019 Pool Plaza Repairs - Phase II


- 

The next phase of the pool deck project is as follows:
- A.




Ev-Air Tight -Ev-Air Tight was approved and obtained the permit from Fairfax County to demo and rebuild the pool deck's parapet wall. Mobilization in the East parking lot area began the week of October 28th. Work on the wall started 11/4/19. You can expect more noise and dust; and the entrance and exit to and from the garage may also be disrupted from time to time.

B.



Millennium Pool was awarded the bid to repair the pool, and Management received the fully executed AIA contract. They began mobilization and pool repairs the week of November 4th, 2019. The total contract cost is \$157,734.20.

C.



Temporary Parking Relocation

The East loading dock parking lot area is being used to mobilize the contractor's equipment. Cars for all 13 of the parking spaces in that area were temporarily reassigned to park across the street in PMI's garage for the duration of this project starting Sunday, October 27th. To avoid damage to cars during the pool repairs, 11 parking spaces on the West side of the garage A-level were also temporarily relocated to park across the street at the PMI garage, effective Sunday, November 3rd. The duration will be approximately two months during the pool repairs. The front guest parking spaces will not be assigned due to the upcoming holidays!

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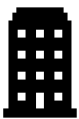
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Pool Deck Construction Progress



BuildingLink

The Building Link Agreement (Customer Order) was signed. Our databases are being reviewed. Residents (owners and tenants) will receive a memo to introduce Building Link, and a request to update current information (i.e. occupants, contact info, etc.). We have an IT consultant to assist with some of the data conversion. After we receive the updated information from our owners and residents, we will send our data to Building Link in December to upload. **Therefore, it is very important for residents to provide Management with updated information as soon as possible.** Data input and testing is expected to be the biggest consumption of time. This process will require back and forth input until the data is verified, completed, and ready for upload to Building Link. We also requested additional demos for staff. Although Building Link is very intuitive, demos for residents can be provided in 2020. We do not expect to go live and be operational until the end of the first quarter of 2020.

2020 – Phase 2 Façade and Balcony Repair

The planning process begins in November to develop an RFP (Request for Proposals) to repair isolated balconies and the West buildings front façade. For safety purposes, balconies will be closed (and not accessible) for the duration of the repairs on that tier drop while repairs are underway.

East Penthouse Glass Door Vandalism

Someone, or something broke one of the double glass doors to the East roof patio the night of 10/22/19. The broken glass was removed and caution tape was placed on the doors by Security until the door was boarded up by Maintenance. American Screen and Glass replaced the doors glass 11/4/19. For safety reasons, the Kiddie Room was temporarily closed but was reopened 11/4/19!

General Managers' Resignation

On October 23rd, I (Michelle Brown Slaughter), submitted my resignation as General Manager (GM). My last day will be January 17th, 2020. My husband (who retired 3 years ago) and I will relocate to Ohio where I plan to retire! It has been my pleasure to serve Skyline House residents over the past 8 years! A search Committee is being assembled by the Board to find a new General Manager. An Interim GM will be announced by the Board.

Attorney fees - Unit Owners Collections:

\$310 was paid to the Associations' attorney in September 2019, for routine delinquency collections.

Attorney fees - General: \$6,230

Two payments were made for General Legal services in September: (1) \$5,684 was paid to Jackson Lewis Law firm that handled the Associations case against VOSH for asbestos citations; and (2) \$546.50 for general legal matters covering damage collection for rocks thrown down the roof drain (during a party in July 2018); and for review of the AIA contract for Ev-Air Tight's pool deck parapet wall demo and rebuild.

Collections update- \$22,130 (September 2019) Delinquencies

Three units owe \$14,438 for delinquencies that are 60 days past due. Ten units owe \$7,693 for delinquencies that are 10-60 days past due. Collection is being handled by the Association's Attorney.

BOARD MEETING ACTIONS

10/23/2019

The Board approved the 2020 Operating budget and the 2020 Reserve Budget.

The Board Treasurers letter explains the 3.5% condo fee increase effective January 1st, 2020. The information package will be mailed to Owners the week of 11/8/19, and includes the 2020 approved budget spreadsheet.

PRESIDENT'S REPORT

BY RICHARD PORTER, PRESIDENT



The big news for October is that we have decided to go ahead with pool repair rather than replacement. At the moment, this means we're on track to meet our pool opening date of Memorial Day 2020. There is, however, the possibility that more serious repairs may appear as we proceed, in which case we may revisit the timing and pool work to be done.

With this decided, we are now able to move ahead with the apron on the pool, and we are able to plan for extended side work over the next four years at a pace commiserate with our budget. We are also moving ahead with finishing the plaza deck waterproofing and placing the final new pavers on the deck.

Kudos to our construction committee which has consistently advised Management and the Board on which choices to make as we face difficult scheduling issues on our construction projects now and for the foreseeable future.

STAFF SPOTLIGHT - ARTURO MELENDEZ

BY A CONTRIBUTING WRITER



In October, Arturo Melendez reached his 20-year milestone. Arturo is part of the in-house Painting and Repair team. The occasion for 20, 30, and 40 years of service are usually marked by a special lunch and cake with the employees, and the Association presents the staff member with a monetary gift. Oftentimes, residents drop off cards or gifts at the management office.

Congratulations, Arturo. The Skyline House family appreciates your dedication and salutes you.



Arturo Melendez



SKYLINE HOUSE 2020 Election Calendar

January 2 Nominations Open

February 3 Nominations Close

February 24 Mailout to owners

March 10 Meet the Candidates Night

March 24 Annual Board Elections

2 Seats for 3 Years Each

PACKAGE DELIVERY & ONLINE SHOPPING



Notice to all Residents who shop on line and have packages delivered to the front desk:

With the holidays rapidly approaching, below are reminders to have a successful package experience:



You may get alerts from the shipper that your package has been delivered. Please do not go straight to the front desk. Please either wait for an email from the front desk or call the front desk to confirm that your package was delivered and processed and is ready for pick up.

When you pick up your package from the front desk, please confirm your name and unit # is on the package.

Please also remember as a courtesy, not a requirement, we only call the intercom to remind you of your package delivery if it is not picked up within three days. Please ensure you have a working intercom in your unit.

Due to our limited space to store packages, we ask that you pick up packages promptly once you have received notification or verbally verified that your package is at the front desk. Please also note we have no place to store perishable packages. Please plan to pick up promptly.

If packages are held over seven days, they will be returned to the shipper, so please either make arrangements with a neighbor to pick up your package. Please note: The front desk email notification is for outbound emails only. That email is not monitored and if you send an email you will not receive a response.

The front desk cannot accept any oversized packages. You must make arrangements with the courier directly.

Thank you for your patience and assistance.
Skyline House Management

CHILDREN'S INTEREST COMMITTEE

BY ARA ALAN, CO-CHAIR

CIC thanks all of our residents for their help with the festivities during the month of October. Thank you all for your donations and support starting with the bake sale that was held on OCT 4th and 5th.



Halloween Party held on OCT 27th and it was a huge success among residents and especially our kids. We had a great turnout with lots of activities and plenty of Pizza, all thanks to donations from the Bake sale.



OCT 31 with the fear of tornado and storms looming in the air, Skyline House was the perfect place for trick and treaters. Many thanks to our lovely residents that signed-up to allow storms of kids at times to knock on their doors. Special THANKS to **West building 5th floor** that had most residents signed-up.



FINANCIAL MANAGEMENT

BY JUNE BAKER, COMMITTEE CHAIR



The Financial Management Committee (FMC) met on Monday, October 21, 2019.

Financial figures for the month of **September 2019** were:

Total Income	\$ 384,005
Total Expense	\$ 252,551
Reserves Contributions*	\$ 128,334
Federal & State income tax payments	\$ 6,500
Net Income*	\$ -\$3,380

* YTD net income is a positive \$68,766

The Board of Directors, PPOC, and FMC have been justifiably concerned with the unforeseen expansion of the original Atlantic Company façade contract because of defects uncovered as the contractor worked on the end caps. Because of intrusions into many units, SHUOA has had to pay for repairs to ceilings, floors, window treatments, etc. I asked Deputy General Manager Tycia Haight for a summary of what we've paid to date – and perhaps to understand what may face us as extra expenses in 2020 as façade work continues. As of the beginning of October, costs came to just less than \$10,000, which is reasonable. The costs Ms. Haight presented did not include labor for SHUOA painters.

As a reminder of a service to our residents, several years ago Management arranged to have an ATM installed in the lobby (one of our FMC members recommended this to the Committee originally). We receive a small amount of money for the transactions each month, although this was never intended as a revenue generator. The August check that we received was \$141.70 for 218 transactions.



We briefly discussed the status of the pool deck repairs, and we all eagerly await Phase 2 startup.

General Manager Michelle Brown Slaughter provided the FMC with a draft form that residents will be asked to complete to be included in the BuildingLink database. Although BuildingLink will probably not “go live” until the end of the first quarter of 2020, we suggested that we begin communicating with residents soon and often.

There were no action items for recommendation to the Board of Directors.

The next regular FMC meeting is scheduled for Monday, November 18, 2019. This will be the last regular FMC meeting of the year, and I will prepare a list of FMC's annual accomplishments. As always, all residents are welcome to attend.

TREASURER'S COMMENTARY (OCT)

BY KAREN JOHNSON,
TREASURER



Preliminary data for the month of September and for the first three quarters of the year are now available. In this report, I will update our financial condition as a result of September transactions.

For the month of September, our income net of all outlays was slightly negative. As a result, our total surplus flow for the year to date decreased. One factor in explaining the September outcome was the spending on electricity, which I noted previously. The extra spending on electricity is owed to the new equipment on the roof that controls air in the corridors. We have already taken some steps to moderate the effect of this new equipment on our expenditure on electricity. A second factor was an outlay for legal fees associated with our need to test for hazards while doing the façade work. This was a one-time expenditure. We also had a one-time per year extra cost with respect to our trash removal that is part of maintaining our facility. Finally, some extra spending went for payment of federal income taxes. Because these items will not recur monthly over the remainder of the year, it is likely that we will continue to show a positive surplus in the operating budget through December.

We made payments for spending from the reserve budget that come to over \$117,000 as reported on our balance sheet. Our contribution from income to the reserve accounts was a bit more than \$128,000, so our net financial position did not deteriorate over the month. We have entered into contracts for the final components of the mezzanine and pool project. These contracts will generate additional spending over the final three months of this year and into next year.

As of September 30, the total number of units in delinquent status to the Association fell to 13, with \$22,130 in amount due. The number of renter occupied units decreased to 141, which is 25 % of the total.

PHYSICAL PLANT AND OPERATIONS

BY BRYANT STUKES, COMMITTEE CHAIR



Welcome and remarks

The chair welcomed everyone to what was expected to be a short meeting, as it was more informational, and only one non-controversial action item was on the agenda. The chair reviewed PPOC's heavy load over the summer and expressed gratitude to the members for their hard work and due diligence. In particular, the Chair thanked the Construction Committee: Director Charley Roberts, Wali Shairzay, Greg Grimm, and GM Michelle Brown-Slaughter for shepherding the façade, pool, plaza projects through its ugly planning and implementation phase. A summer 2020 re-opening is still the goal for our pool and mezzanine.

The PPOC received the report of the General Manager with updates on: See Management Report for full updates



Actions:

PPOC unanimously decided that the All Plumbing Proposal of \$1,880 to remove old copper irrigation lines in the garage, did not require a vote of the committee, as it did not fall under the \$5,000 or more SHUOA spending approval requirement. The committee did thank the GM for bringing it to our attention.



Other Topics:

1. PPOC is working with Management to bring in Windows Plus to do a presentation to the community regarding replacement windows and doors on November 9th.
2. PPOC will initiate a Library Renovation Sub-Committee to look at modernizing our library for very minimal costs.
3. Building Link is on target to be installed by the end of the first quarter of FY 2020. The current goal is to begin the process of updating resident information, reviewing our database for inconsistencies, and aiming for a trouble-free transition to this system. Although we recognize

4. that issues will crop up, thus allowing for a three-month transition process.
5. The Chair expressed gratitude to members of the community for being willing to join the IT committee and the Cable TV Committee.
6. Management expressed that with the upcoming holidays, package receiving and storing will be an issue, as the front desk was not built to accommodate the quantity/size of packages it receives today. PPOC will look into this for 2020, once the two major building projects are completed.

At 8:15pm, the meeting was adjourned.



The next regularly scheduled meeting of the PPOC will take place Thursday, November 14, 2019 at 7:00pm. All are welcome to attend!

VETERANS DAY



Veterans Day is a federal holiday in the United States observed annually on November 11, for honoring military veterans, that is, persons who have served in the United States Armed Forces. It coincides with other holidays including Armistice Day and Remembrance Day which are celebrated in other countries



A CASABLANCA LOVE STORY AT SKYLINE HOUSE

BY FAZIA DEEN, A CONTRIBUTING WRITER

Recently I had the pleasure of meeting with Marcelle Fay, aged 98. She met me at the door with a beautiful smile and a warm welcome. George, as she kindly refers to her late husband, a veteran of the U.S. Air Force, retired at the age of 65.



George and Marcelle

It was a love story in the midst of war: As Germans got closer to France, her family moved from there to Casablanca, Morocco in the early 1940's for political stability. Thereafter, at the age of 24, she met George, an Air Force pilot stationed in Casablanca.

In Casablanca, they met through a blind date and fell in love. It was only a few weeks later, after George had gotten permission from her father, they eventually married in the Catholic Church. They became the first married couple to move on the base, and soon had twins, (a boy and girl).

With the turbulent global war efforts, George, now ranked Captain in the Air Force, tried to move his family to his next post back in the USA. But there were Immigration hurdles to get over, which he soon overcame. Now in Mississippi, French speaking Marcelle, a pretty young white girl, had her first experience witnessing American racism, when a bus driver beckoned her to move up to the front of the bus, moving her away from the black people sitting at the back of the bus.

Marcelle, with little English, soon was left to raise her family alone while George was deployed to continue the fight in World War II. Tasked with flying injured soldiers to safety, he was gone for months at a time.

Marcelle and the children quickly adapted to young officers' family life on the base, moving every four to seven years, from Mississippi, to Louisiana, Texas, South Dakota near Mt. Rushmore, Alaska, and later to Virginia, where they finally settled.

When I asked her about the one thing that she wanted me to remember about her story, she said in her well-preserved beautiful French accent that she enjoyed her family the most after George retired. He gave up PR offers in New York, so they had an abundance of time to spend together, traveling and laughing a lot.

George retired as LT. Colonel from the US Airforce and passed away about 6 years ago.

Thank you, Marcelle, for sharing your story with the residents of our community; we thank George for serving in the Air Force and honoring those injured soldiers by getting them to safety.

Thank you to all the Veterans who serve in the U.S. Armed Forces.



Fazia and Marcelle
October 2019



George and Marcelle's twins

SKYLINE HALLOWEEN PARTY

BY A CONTRIBUTING WRITER



When I asked my 10-year-old son what he thought was the best thing about the Halloween party after we got home, he said “dressing up and making new friends!” It was heart-warming to hear because I’m sure that this was the common sentiment experienced by the dozens of children that came with their families on that beautiful Sunday afternoon. It truly was a special party for all, especially the children. They made new friends in their community, and lasting memories of decorating mini-pumpkins, dancing under the wire, playing games and eating pizza.

It was a delight to watch the children as they got into the various characters of their costumes-- cowboys, super heroes, villains, princes and princesses-- running around and playing their roles. We even had an adorable infant in attendance in a tiny Mickey Mouse costume.

It was quite a fun-filled event for the almost 80 persons who attended. We would have loved to see more of our residents who don’t necessarily have young children-- just for the sake of enjoying being a part of the Skyline community and connecting with each other as we do in other themed parties. Our get togethers are always open to everyone in the Skyline Family, so don’t miss the next one! Our annual holiday party will be held on Saturday, December 14, from 6-8pm.



IMPORTANT NEW OWNER INFORMATION

BY GREG GRIMM, CHIEF ENGINEER

HEATING SEASON



The weather is changing now, and you will soon start using heat instead of air conditioning. Please check your system to ensure that everything operates properly in heat mode. Also, don't forget to change the filter in your heat pump as needed. Dirty filters are the most common cause of system failure.



REPLACING WASHING MACHINE HOSES

It is a good rule of thumb is to replace rubber washing machine hoses every five years. That sounds good, but how do you remember? Another tip is to replace your washing machine hoses every leap year, not a bad idea. We install stainless steel braided hoses on washing machines when we are asked to change them. Stainless steel braided hoses are much more resistant to bursting, and they're inexpensive. **Call the office at 703-578-4855, 8:00am to 5:00pm, to schedule your washing machine hoses to be replaced.**

DRYER VENT CLEANING

Here at Skyline House, we clean dryer vents, from the vent hose in the back of the dryer to the outside vent for FREE. If your dryer vent has never been cleaned, now would be a good time to schedule this free service. It will help your laundry dry faster, may help prevent a dryer fire, and will save you money! There are exceptions to those that we can clean. We cannot clean your dryer vent if you live on the 17th floor of either building. We have had limited luck cleaning vents in the 5th, 6th, and 14th tiers of both buildings, as these vents are located over the dining room window.



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THANKSGIVING DAY

BY ANN JOHNSON, CO EDITOR

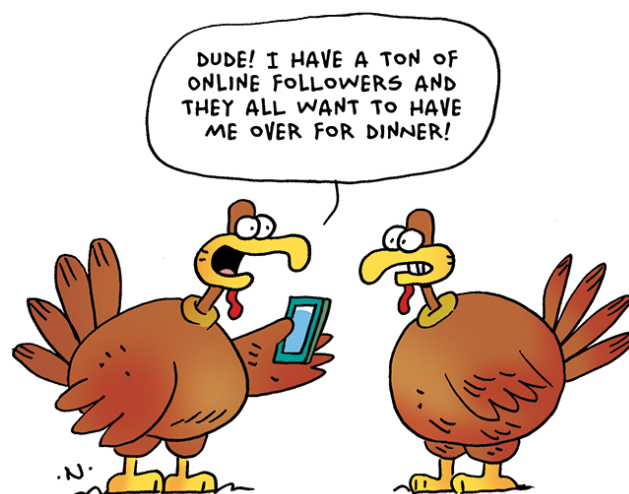


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Thanksgiving Day – November 28 – to many it means a holiday, a feast of many dishes, a glut of football, parades and super sales. But over millennia, many cultures have celebrated thanksgiving days. They gave thanks for good harvests or an end to war or a jubilee of a monarch.

But really, there is only one thing Thanksgiving should mean to all Americans. Gratitude! Gratitude for all manner of things – shelter, food, health, family, job, and most important for some of our residents, a free life in a new country. If we do not live in a spirit of gratitude, all these things mean nothing. When we are grateful for what we have, we will be perhaps led to give ourselves in service to others.

So, when you sit down to a table loaded with your favorite foods, remember all the good things in your life



and be grateful!

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SKYLINE HOUSE CALENDAR

NOVEMBER 2019

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
					1	2
3	4	5	6	7	8	9
10	11	12	13 Security/Safety &NW 7:00 PM Meeting Room	14 PPOC 7:00 PM Meeting Room	15	16
17	18 FIN MGT 7:00 PM Meeting Room	19	20 BOARD 7:00 PM Meeting Room	21	22	23
24	25	26	27 OFFICE CLOSES AT 2:00PM	28 OFFICE CLOSED	29 OFFICE CLOSED	30

Staff's November Birthdays:

Solomon Agyepong



Skyline House - Memorandum

Date: November 8th, 2019
To: All Skyline House Residents
From: Michelle Brown Slaughter- General Manager
Re: **Building Link Implementation** – A New Way to Communicate!

We are excited to announce that in 2020, a new online service called "**Building Link**" will be introduced.

Building Link will allow you to communicate with our Management office online and via email. Some of the features it will offer you are:

Incoming package tracking and notification
Submission and tracking of repair requests (work orders)
Receive important notices and or building information
Read and Post to a shared bulletin board
Check on availability of facilities

For **Building Link** to best serve you, we need to input your correct unit owner and tenant information, as well as your preferred emergency contact information. The updated information will be stored in the secure **Building Link** database. Your information will not be used for solicitations, spam, etc. and can be accessed only by SHUOA Management and Maintenance staff; as needed.

Also, you have the option to suspend notifications from **Building Link** if you so choose. However, we encourage you to stay up-to-date on building events and emergencies that may affect you.

By participating in **Building Link**, you will be alerted of emergencies, such as water leaks, power shutoffs, etc. via text, phone, and email.

Attached is a yellow form: One side is for Owner information, and one side is for Tenant information.

There are 3 ways to complete and return the requested information to the Management Office. Please fill out (PRINT ONLY) the requested information on the attached form, then:

Drop off: To the Management office, OR drop it in the Lock Box by the Accounting office

Email: For the **East Building** email completed forms to: Donte@shuoa.org
For the **West Building** email completed forms to: Noemi@shuoa.org

Direct input:

Meet with Donte (East Building Services Coordinator) to give your information in person:
(Tuesdays and Thursdays 4pm to 6pm) starting the week of November 11th, 2019

Meet with Noemi (West Building Services Coordinator) to give your information in person:
(Mondays and Wednesday 5pm to 7pm) starting the week of November 11th, 2019

Thank you for your cooperation. We look forward to providing you better, faster communication in 2020!!

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