



The

House Special

VOLUME III

FEBRUARY 1983

ISSUE 4

FEBRUARY EVENTS



Abraham Lincoln
"Emancipator"
b. February 12, 1809
Kentucky



George Washington
"Father of His Country"
b. February 22, 1732
Virginia



Wm. Henry Harrison
9th President
b. February 9, 1773
Virginia



"Look for my shadow;
would I lie?"



GROUND HOG'S DAY
February 2



VALENTINE'S DAY
February 14





Skyline House

3711 SOUTH GEORGE MASON DRIVE
FALLS CHURCH, VIRGINIA 22041
703 - 578-4855

January 20, 1983

The Board of Directors
Skyline House Condominium Association

Dear Colleagues:

Since my election to the Board, and by the Board as its President, I have made every possible adjustment in my personal and business commitments in order to conduct Condominium business. However, I know now that my personal and business travel will definitely cause me to be absent excessively.

I have never been a candidate for re-election to the Board. For me to retain my membership now in the face of the desirability of Board membership being at an active full strength appears to me contrary to the best interests of the Association.

Consequently, I am resigning from the Board of Directors effective immediately.

The Board has this year on more than one occasion given evidence of that willingness to listen to one another's point of view before reaching conclusions which is requisite to group decision-making. This, in my opinion, is the Association's greatest need in the period immediately ahead as you fill this vacancy temporarily.

The co-owners of Skyline House have no idea of the hours of dedicated service you give them. You have my personal regards, and my best wishes in your desire to continue an effective administration of the Association's affairs.

Sincerely,

Merrill J. Collett

SKYLINE HOUSE HAS A NEW PRESIDENT

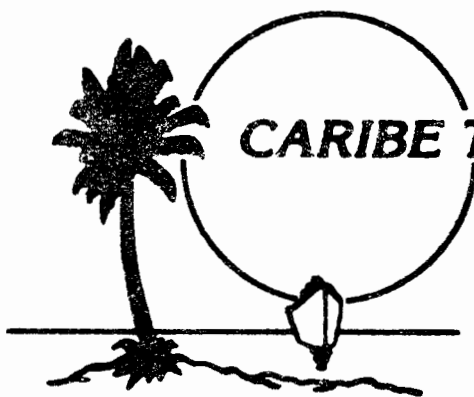
We regret that the pressure of personal business caused Merrill Collett to resign as our Board's President. We thank him for all the time and effort he devoted to our association's affairs. He helped us get started and did truly a great job. We all wish him luck in his further endeavors.

The Board has elected as our new president Ed Stolarun. We all know Ed and look forward to working with him as the association's top spokesman. To fill out Merrill Collett's term as Board member until the May 1983 elections, the Board invited Ken Gresko to join us as Board Director. Ken Gresko served last year as Treasurer and is familiar with Board affairs. We are delighted that he has accepted.

Wynfred Joshua
Vice President

* * * * *

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NOTES FROM THE BOARD



WYNFRED JOSHUA
VICE PRESIDENT

The January Board session opened with a brief report from Gordon Frank on the status of the developer's efforts to correct the building deficiencies. Mr. Frank noted that progress was very limited.

The President commended the dedicated efforts of the Grants in presenting Skyline House's position to the county authorities on the rezoning request of Pflug for establishing a fast food store at the corner of George Mason Drive. At this point the County Board has unanimously opposed the request, but another hearing has been scheduled. Meanwhile Mr. Pflug has indicated an interest in a settlement with Skyline House for repaving our driveway and planting trees at the border with our property, as he had originally promised. A member of the audience subsequently urged that Skyline House not trade its opposition to the rezoning request for a settlement with Pflug on the driveway and border issues.

Management reported that in compliance with the Board's instructions, it had found a way to clean the clothes dryer vents from the apartments at the outside of the building. The Board was concerned that the gathering of lint in the vents would present a potential fire hazard. Management's proposal to install a vent fan outlet in the vent itself was referred to the Physical Plant Operations Committee for evaluation.

Management further reported that it had been able to identify only one location on the grounds of the House for a potential car wash place. This spot was at the back of the East Building. Management warned, however, that a car wash place would create mud and keep the parking places opposite with water. On the condition that the Board would not be committed in one way or another, the project was referred to the Physical Plant Operations Committee for assessment.

The issue was raised of move-in fees for renters or owners who vacate their apartment, rent it to another and subsequently move back into their apartment. The Board decided not to change the rules and to continue to levy a move-in fee.

The Security Committee's recommendation to install key switches outside the freight elevators on the ground floor was endorsed by the Physical Plant Operations Committee. The Board approved the proposal with the provision that the tumblers would be modified so that if a tradesman would get a key to use the freight elevator, he would get a key that could only be used for the elevator and not the same key the residents had that would give access to all entrance doors and the freight elevator. The Security Committee's suggestion to paint white dividing lines at the driveway entrance of the House was also accepted.

The Board discussed a proposal to replace the current telephone switchboard with a new computerized desk intercom system. The new system would be more efficient and would offer the residents more possibilities for having the receptionist handle their incoming calls when not at home. The Board had a demonstration of the system at Skyline Square where it is in use. The discussions at the Square indicated that the new system would be more expensive. A motion to appoint an adhoc committee to assess the proposed system and other alternatives was tabled and no action was taken.

Notes From The Board Con't.

Although the plans of the Smith Companies to establish an amusement arcade in Skyline Mall were firm, the Board decided to go on record opposing the arcade.

The Board voted on a series of maintenance and other contracts that were up for renewal or for replacement by another contract.

In response to a statement from the floor, the Board will call on the Architectural Control Committee to review the recommendation for building a wall between our property and that of Pflug. The purpose of this wall is to protect Skyline House grounds against trespassers.

* * * * *



ELECTION OF BOARD OF DIRECTORS

On May 3, 1983, an election will be held to elect two unit owners for three-year terms to the Board of Directors of Skyline House Unit Owners' Association.

Beginning February 10, 1983, applications for nominations will be available at the front desk. Deadline for applications will be 8:00 p.m., March 10, 1983.

"Meet the Candidates" nights will be held during the month of April so that all unit owners may become familiar with the nominees' qualifications.

Watch the bulletin boards for dates.

REMEMBER -- YOUR VOTE COUNTS!!!

W. H. McClennan
Chairman, Nomination Committee

* * *

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From Management



GOODBYE GREG

As most of you know, Greg Grimm has left our employment and has purchased a house near the bay in Maryland. We wish Greg all the best.

WELCOME BOB

We have a new face at Skyline House. His name is Bob Lilly and he is the Assistant Engineer. Bob will live on-site and is ready and willing to work and help all of us as needed. Please introduce yourselves to him as you see him working around the building.

Bob is very pleasant and comes to us with good recommendations from Foxchase of Alexandria.

CONDOMINIUM ASSESSMENT FEES

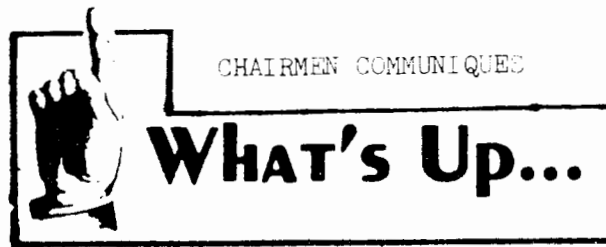
Please be sure that the correct amount is paid in February. Some of you have received notices to pay an additional amount for February because your January check was incorrect. Please check the bulletin board or call the Management Office for the correct amount for your unit.

Remember, the fee schedule is set according to the "TIER" not the floor on which you live. All checks are to be made payable to Skyline House Condominium.

HUMIDIFIERS

This is the season when humidifiers are being used and the drain water is going into the condensate line. In some units the drain water has to pass through the pan beneath the water heater. Water level in the hot water heater pan should not be more than half-full.

Check occasionally to see that the drain is not plugged, causing the water to overflow. A mixture of vinegar and water (half and half) will stop the algae growth and keep the line open.



PHYSICAL PLANT AND OPERATIONS COMMITTEE

By Diets Gerstner

On January 13, 1983, at 8:00 p.m. in the West Card Room, the Physical Plant and Operations Committee held its monthly meeting, which was attended by nine members. Also present at the meeting were two board members, Bob Lowry, who is the board liaison to the committee, and Gordon Frank, who is conducting the negotiations with the developer to correct Skyline House warranty items.

In the past two issues of the HOUSE SPECIAL we reported on two major warranty items that still require corrective action by the developer, and gave estimates on what it would cost to repair them. These two items were the garage expansion joints -- estimated to cost \$59,500 to repair, and the aluminum fencing around the pool and the east and west penthouse sundeck areas -- estimated to cost \$12,800 to repair. The estimates came from the final report that was done by ALPHATEC, an engineering consulting firm located in Washington, D.C. ALPHATEC was hired by our Board of Directors to perform an engineering evaluation and study of the building systems of Skyline House Condominium. The objective of hiring ALPHATEC was to get an independent and expert assessment of the structural, mechanical, and electrical condition of Skyline House as it was built by the developer. ALPHATEC, as part of its job, identified deficiencies in the buildings and grounds, recommended corrective repairs, and provided cost estimates for these repairs. The final ALPHATEC report was submitted to our Board of Directors on March 5, 1982, and described deficiencies in the common areas of the east and west buildings, garage, and grounds. Many of the deficiencies still remain to be corrected by the developer.

Besides the two warranty items already reported on, a third item that will require extensive correction is the brickwork of our complex. There are long vertical cracks in the brick facade of the garage. These cracks are present in the north, east, and south exterior walls of the garage. The north wall of the exercise room has a crack, and there are several cracks in the long brick wall that borders South George Mason Drive. Also, the brick walls that surround the electric transformers located on the north side of the west building are cracked. In addition, open and cracked brickwork is present in the exterior east wall of the TV antenna room which sits atop the penthouse of the west building. The ALPHATEC report estimated that it would cost \$39,700 to repair the cracks.

Although the majority of the warranty items remain to be corrected, some repair work has been done by the developer. We reported on this in a previous edition of the HOUSE SPECIAL. In order to speed up the repairs, two members of the Board of Directors of Skyline House and the Chairman of the Physical Plant and

Operations Committee met with Robert Malone, a Richmarr construction foreman, to view the defects in garage construction that had been previously reported to the developer. This walkthrough of the garage and pool promenade areas took place on December 20, 1982. A consolidated list had been prepared to record each problem. Problems ranged in severity from water leaks which could damage residents' cars, to misaligned railings which are merely unsightly. Mr. Malone indicated that work would begin shortly, and arrangements have been made to notify the developer, in writing, as each group of repairs is accepted on behalf of the Association. Similar lists will be prepared by the Physical Plant and Operations Committee for both the east and west buildings. Hopefully, work to correct all remaining defects will have begun by early spring.

The matter of performance bonds the developer may have posted, and how these bonds could be used to facilitate repairs was brought before the committee for action. The Physical Plant and Operations Committee voted unanimously to recommend through its board liaison that the Board of Directors ask the Association's legal counsel to investigate this area. In particular, the legal counsel should examine all relevant aspects of any performance bonds posted by the developer or other groups with Fairfax County or other authorities concerning Skyline House Condominium. After such an examination, the legal counsel was to recommend a course of action to be taken in connection with any bonds that could increase the probability that defects in the condominium would be corrected.

Proposed contracts for the operation of the pool and the collection of garbage during 1983 were considered by the committee. The committee had been asked to review the proposed contracts and provide comments to the Chairman of the Board of Directors. After reviewing the contracts, the committee determined that there was insufficient information on which to base an evaluation. The committee through its board liaison submitted to the Board of Directors a request for additional information and background. This request contained specific questions for which the committee required answers before it could make an intelligent evaluation.

The committee took three other actions at its meeting. It recommended a solution for increasing the security of the loading dock area in the east building; it considered a complaint about the noise of the elevators in the east building and asked that it be investigated by the developer; and it decided on the procedure to be used by committee members in compiling a list of warranty items for the common areas of the east and west buildings.

With regard to actions by the Resident Manager to correct the maintenance items that are submitted monthly by the committee, progress continues to be good. As of January 13, 1983, six monthly lists had been submitted. They contained a total of 128 items, of which 93 had been repaired.

The next monthly meeting of the Physical Plant and Operations Committee is scheduled for February 10, 1983, at 8:00 p.m., in the East Card Room. The major agenda item will be warranty work to be done by the developer.

* * * *

NOTICE: Advertisements appearing in this Newsletter do not constitute endorsement nor reflect approval thereof by Skyline House Condominium Association or its Board of Directors.

SECURITY AND FIRE SAFETY COMMITTEE

By Margaret Gassler

The "Rape Awareness" program went very well on January 17. Officer Larry Clark showed an informative 20-minute film presenting actual victims and rapists discussing their reactions. Afterwards, the mixed audience of thirty or so people participated in an informal discussion with Officer Clark on various measures to take to prevent rape and burglaries.

One of the most important points made was that there are no blanket rules to follow to prevent crime. Only a certain amount of things can be done. It is always possible that you can be victimized.

The best defense is awareness. One should be constantly aware of possibilities that give criminals access to your person or belongings. Understanding the criminal mind is important. Criminals think of their victims as objects, not persons. When they are committing a crime, their adrenalin level is high, making them dangerous. They have planned what they are going to do. Victims should keep their wits about them and watch for a possible opportunity to save themselves.

Officer Clark mentioned that the chances of being raped or robbed inside our complex is less than in other locations, but cautioned against actions of residents that breach the security of the Skyline House buildings. For example, he has noted residents letting people they are not certain are residents follow them into the building. Every resident, he asserts, has the responsibility to the entire complex for keeping doors locked and preventing strangers from coming into the buildings.

Some crime prevention tips:

1. Be constantly on the alert.
2. Never travel alone in unpopulated places.
3. Never hitchhike. Most rape-homicides occur in hitchhiking situations.
4. Be careful with casual acquaintances, as this situation provides opportunity for rape and robberies.
5. Avoid being alone in an elevator with someone you feel uncomfortable about. If alone on an elevator, stay close to the control panel. Get off if a suspicious person gets on.
6. When using the trash disposal room, push the door all the way to the wall before entering.
7. Keep in mind that purse snatchers watch shoppers. When preparing for a shopping tour, take only necessary cash and credit cards. Purchase expensive items last, so that you will be carrying them the shortest time. Do not flaunt anything of value -- cash or otherwise.

8. Be wary about giving information over the telephone. Report repeated unidentified calls to the police.
9. When going to and from a building or car, have your keys in your fist with the key you will be using protruding between the fingers. Use it as a weapon if necessary. Keep in mind that injuring someone without cause is a felony in Virginia.
10. If you are attacked, a hard blow to the groin of the attacker is effective.
11. Sound is one of the best deterrents. Loud screaming is effective. Also, investigate the aerosol screamers on the market.
12. Carry a flashlight if you will be passing through poorly lighted areas.
13. Before getting out of a car check for possible assailants in the area. If you should be in our garage and see someone suspicious, stay in your car and drive to the front lobby to make a report on your sighting.
14. Keep your apartment and automobile locked at all times. If you live at ground level, be sure your balcony door has a deadbolt lock. Fix your windows so that entrance cannot be gained through them.

If you have a problem, the Fairfax County Police Department is ready to help.

For an emergency, dial: 911.

In non-emergency situations, dial: 691-2131.

If you need help or advice, call: 691-3253.

* * * *

Unauthorized Entry: On January 5, 1983 about 10:45 P.M. upon entering Skyline House garage, the driver noticed 4 individuals loitering near the entrance. Two actually followed the vehicle into the garage. The resident immediately reported the incident to the front desk. Security guards were alerted and they apprehended two individuals in the garage and two in the bushes near the entrance. Three were adults and one a juvenile.

The resident is to be commended for reporting this at once, and that immediate action could be taken by Security. For the safety and security of us all, residents should report any unusual behavior or circumstance.

COVENANTS COMMITTEE ACTIVITIES

The following modification of House Rules is published for comment by unit owners prior to formal submission to the Board for appropriate action. Comments must be submitted to the Chairman, Rules Subcommittee, by February 15, 1983.

Subject: Proposed Expansion of House Rules --
Responsibility for Conduct of Children/Minors

1. This memorandum recommends an expansion of the existing House Rules. The addition would incorporate necessary language to provide for parent/guardian legal and liability responsibility in event of misconduct, property damage, vandalism or any supervised or unsupervised activities of children, wards, minor relatives or guests of resident parents or sponsors.

2. Proposed added language is as follows:

a. Resident owners or renters who occupy units in this condominium are at all times responsible and accountable for the actions of their children, wards, minor guests, or any other children under legal age whom they sponsor within the premises. This stipulation includes financial and legal responsibility and accountability for the damages, vandalism, misconduct or objectionable behavior within the premises by children or minors so sponsored.

b. Vandalism or property damage upon the premises by children identified as sponsored by residents will be referred to the Covenants Committee for appropriate action in cases where Management is unable to gain necessary financial compensation from parents or sponsors. In such cases, the parent or sponsor may become the respondent in a hearing procedure, as may be mandated by the Covenants Committee.

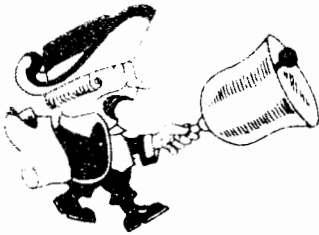
c. Conduct, behavior, dress and deportment of children and guests within the premises are governed by the same provisions in the By-Laws and House Rules as those pertaining to adult residents and guests. Any exceptions which relate specifically to minors are stipulated in appropriate sections of By-Laws and/or House Rules.

d. Management will supervise the return to unit residences of children detected in commission of the following:

- (1) Committing vandalism or property damage.
- (2) Engaged in misconduct or playing in common-use areas.
- (3) Refusing to comply with authorized requests or warnings by Management representatives.

Unit owners may submit comments, as desired, to: Fredrik H. Murrill, Chairman, Rules Subcommittee, 412-E.

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COMMUNITY RELATIONS COMMITTEE
COMMUNITY NOTES

By Elizabeth Grant

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* Does
* a sick child
* tug at your heart strings?
* **
* **
* Can you sew a little?
* **
* **
* If the answer to both these questions
* is "yes," come to Unit 1408-W Wednes-
* day morning, February 9, at 10:30 to
* find out what you can do at home to
* aid Fairfax Hospital.
*
* There will be no obligation on your
* part, and you will be offered a cup
* of coffee whether or not the project
* turns out to interest you.
*
*
* * * * *

NEW BUS SCHEDULES for Metrobuses 25A, 25B, 25S, 28A, 28B, and 28G went into effect January 24 -- in case you have been wondering whether the bus left early or you were late. Management is trying to get hold of a number of these for distribution to interested residents. So, if you do not already have the new schedule and want one -- inquire at the Front Desk.

* * * *

Have you checked the Bulletin Board for the information we promised you on school closings due to inclement weather?

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Last month's Community Notes listed topics being presented by the National Hospital for Orthopedics and Rehabilitation in its new series of community education programs. They are designed as self-help tools and not as replacements for the advice of a physician, and they are free to the public. The following subjects will be presented during February:

Diabetes: Thursday, February 3, at 7:00 p.m. Information on the disease process of diabetes will be provided. Understanding of signs and symptoms of the disease and various diabetic treatments will be discussed.

Rheumatoid Arthritis: Monday, February 14, at 7:00 p.m. The Physical and Occupational Therapy Departments will instruct participants in this program how to prevent added stress and strain to painful joints. Simple exercises to maintain mobility will also be taught.

How Not To Be A Heart Attack Candidate: Monday, February 21, at 7:00 p.m. The Director of Cardiac Rehabilitation, who offers this course, will aid participants in discovering what their risk is of suffering a heart attack. Ways to modify behavior and habits which could lead to a heart attack and learning to recognize warning signs of impending heart disease or heart attack will be discussed.

These programs will be held in the hospital auditorium, and there will be continuing programs on these same subjects later in the year. The National Hospital is located at 2455 Army Navy Drive, Arlington, Virginia 22206. For additional information on these programs or future ones, please call the hospital's Public Affairs Office at 553-2461.

* * * *

CARING — SHARING

If you were not one of the more than forty people, interested in their community, who gathered in our West Party Room on Thursday evening, January 20th, you missed a remarkable opportunity to hear representatives of a dozen volunteer agencies speak of their work from telecommunications Exchange for the Deaf (hi-tech at its benificent best) to the Fairfax Park Authority:Conservation Division presented by the Voluntary Action Committee of Fairfax County.

The benefit of such a presentation was two-fold: hopefully, to rally additional volunteers to their standards, of course. But the Community Relations Committee was also interested in providing the opportunity for residents of the Skyline area to find out something of what is happening OUT THERE . . . to hear about the needs of the community and to meet some of the concerned people who are trying to do something about them!

* * * *



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FINANCIAL MANAGEMENT AND ADMINISTRATION COMMITTEE

By Bill Miller

The Committee met on Tuesday, January 4, 1983, with eleven members and Ed Stolarun, the Board liaison representative, being present.

Among the items which were considered and acted upon were the Association contracts for the swimming pool, grounds, emergency generator and trash pickup. The Committee's recommendations were forwarded to the Board of Directors for their consideration. Discussion of these contracts revealed the need for development of a procurement plan to be followed by the Management Agent in connection with annual contracts which, among other things, would include their timely submission to the Physical Plant and Operations Committee for review for compliance with Skyline House specifications and assessment of past performance prior to their being forwarded to the Financial Management and Administration Committee.

The new insurance contract was also discussed, and it was the consensus that, in view of the functions assigned to the Committee by the Board of Directors, it must become more involved in all the facets of this contract.

A progress report was made by the Audit Working Group on the steps being taken toward the solicitation of bid proposals for the audit of the 1982 accounts of the Association. The lack of available information in the files of the Board and the Committee as to the procedures followed from beginning to end in 1981 reveals the necessity for corrective action with regard to the files of the Association. This subject will be developed at a later meeting.

A review and investigation into the Working Capital Fund to insure adequate and correct accounting procedures used in the control of the funds and expenditures were discussed, and the Treasurer, Mr. Stolarun, was requested to obtain the necessary information from the Management Agent. A letter received from an independent C.P.A., offering to provide financial management services to the Association, was read to Committee members for their consideration and development as a future agenda item.

The review of the functions of this Committee and the establishment of its subcommittees were postponed until the next meeting.

The volume of work is increasing as we progress further into determining the Association's financial destiny and establishing financial management and administration procedures designed to protect the best interests of the unit owners. The need for additional members becomes more apparent every month. At the request of the present members, the Chairman will be contacting former members about renewing their membership.

All unit owners are again invited and encouraged to consider becoming active members of the Financial Management and Administration Committee. If you do not feel this committee is within the realm of your interests, we suggest you consider one of the other committees that may possibly be more compatible to you. FEBRUARY IS THE MONTH. SELECT A COMMITTEE AND ATTEND ITS FEBRUARY MEETING.

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NOTE OF THANKS TO
RESIGNING CHAIRPERSON
OF RECREATION COMMITTEE

Mrs. Gladys Ponce-Manrique will resign as Chairperson of the Recreation Committee effective February 3. Many thanks to Gladys for her fine support in the past. While personal reasons prevent her continuance as Chairperson, she has indicated that she plans to continue to support and participate in our upcoming activities. We need others to attend our Rec meetings and to help plan and support our functions!

Barbara Bear
Board Liaison to Recreation Committee

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