



The *House Special*

Vol. IV

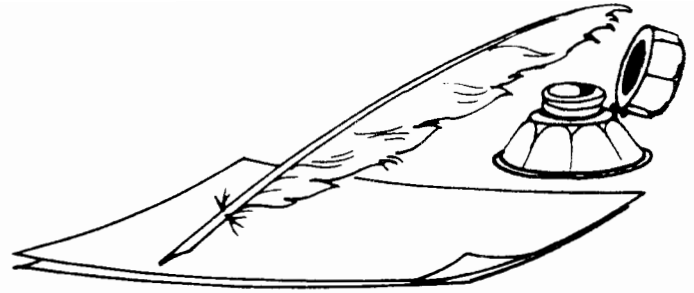
June 1984

Issue 6



From the Board

Wynfred Joshua, Vice President



Much of the May session of the Board was devoted to the Property Manager's report. He reported that the installation of Fluidmasters in the toilets of our apartments has already drastically cut down water usage. Expenditure for this installation will be recovered in about three months. As to the meter totalizing project, the contract is expected shortly.

In response to a request from one of the committees to check whether Skyline House should acquire a mini-computer, the Property Manager pointed out that we are already using a computer for those activities that should be handled by a computer, e.g., accounting reports, payroll, etc. The management company provides this service. The Resident Manager pointed out that the initial request was for a second typewriter which was subsequently turned into one for a word processor, which then became one for a computer. They both concur that at this stage there is no need for either a computer or a word processor. The Board accepted their recommendation and jettisoned the project.

The Property Manager reported that he had just received bids for resealing and repairing the driveway which would be distributed shortly. Meanwhile, he alerted the Security Committee to look at the proposed traffic pattern to be painted on the driveway; the contractors proposed a somewhat different pattern to the one suggested by the Committee.

As a result of the exceptionally severe winter, several of our plants have died. The Property Manager explained that as a consequence, the bids for replanting and replacing the various shrubs are running about \$1,500 more than the Budget allocation of \$1,200. After a lengthy

discussion, the Board concurred with the recommendation of the Financial Management Committee to maintain the quality of our environment and gave approval for replacing the plants that had not survived. An inquiry into the performance of our present contractor, Lancaster Landscapes, indicates that he has given us good service and high quality.

The Vice President of the Board gave a progress report on the work of the Management Contract Committee. At this point, the Committee expects to complete its work in August.

Mrs. Ruth Ballard informed the Board that the Architectural Control Committee is exploring the possibility of a different color for the hallways. The Committee is looking to pick up the light rose tone in the corridor carpet in order to soften the look of the hallways. The Committee is searching for an alternative to what it views as the austere and cold grey walls.

The Board accepted the Security Committee's recommendation to install a "NO Wheelchairs" sign at the ramps on the D, C and B levels of the garage of the East Building. A lady in a wheelchair was driven off one of the ramps and fell out of the chair. In response to the Security Committee's request, the Board asked the Property Manager to explore whether anything can be done to mitigate the steep grade of the ramps.

The July Board meeting is cancelled due to several special meetings. June and August meetings remain as scheduled.

Committee Communiqués

COMMUNITY NOTES

Elizabeth Grant

HOSPICE. On May 22nd a group of interested residents gathered in the East Party Room to hear Mrs. Maralyn Causa speak on the concept of the Hospice: what can be done to support a terminally ill patient and his family.

This is a program designed to meet the physical, emotional, social and spiritual needs which arise in the face of imminent death. Patients are helped to remain as alert, free from pain, and as much in control of their lives as possible. Family members are supported in their efforts to remain together, to care for the patient, and to return to a full life following the death of their loved one.

Such a program has three components: home care, in-patient care and bereavement. The latter, grief work, begins during the terminal illness, and ongoing contact is maintained with family members for up to 13 months following the patient's death.

An inquiry about admission may be made by anyone aware of patient/family interest in Hospice care. For information, call the Admissions Secretary at 525-7070.

MEDICAL SERIES. The June program will be the last in the series until fall. The next session is particularly timely. Jan Glover of National Hospital will speak on 'Hot Weather Heart Safety.' The exact date has not been fixed, so watch the bulletin boards for the day, hour and place.

SUMMER FUN IN FAIRFAX COUNTY.

Now that the fine weather has arrived, it is time to consider out-of-door activities. Recently all residents of the County received in the mail the publication 'UPDATE' put out by the Fairfax County Public Schools, the Department of Recreation, and the Park Authority. For those of you who threw it away without realizing its value, here are a few of the upcoming events:

-- On June 16 & 17 the Third Annual Fairfax Fair will be held on the grounds of George Mason University (off Chain Bridge Road, Route 123, in Fairfax). Hours: Sat. noon to 8pm; Sun. noon to 5pm. Admission to the grounds is free with non-stop entertainment, family activities, chili cook-off, skydivers, rides, celebrities, and more. Watch your area paper for details about the country-western concert scheduled for Saturday . . . rain or shine! For more details, call 691-FAIR.

-- Are you aware that our county has more than 14,000 acres of parkland, with 300 parks? Every Wednesday from July 11 to August 29 there will be live music at the amphitheater in Lee District Park from 7-9pm. It will range from bluegrass to jazz to rock 'n roll. In case of rain, the concert will be moved inside. There is no charge.

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What's Up . . .

-- From August 2-30, every Thursday evening you can watch classic horror, adventure films at the same Lee Dist. Park amphitheatre (inside if it rains). Admission prices will vary with each movie.

-- On Sunday, June 10th, there will be an antique car show at Sully from 10am-3:30pm. Over 400 antique cars will be on display, along with a flea market and musical entertainment. Cost: \$3 adults; \$1 children.

-- On Wednesday, June 13th, the U.S. Air Force Band will give a FREE concert at the Providence Recreation

Center from 7-8pm. Bring a picnic and enjoy the music . . . if it doesn't rain.

These are just a few of the many activities sponsored by Fairfax County for summer enjoyment. If you wish to know where these parks are or want more information on the events, call 941-5000.

NEXT MEETING. After June 5th, the Community Relations Committee will not hold formal monthly meetings until the fall. On behalf of its members, the wish for a happy, relaxed summer is hereby proffered. Enjoy! Enjoy!

#



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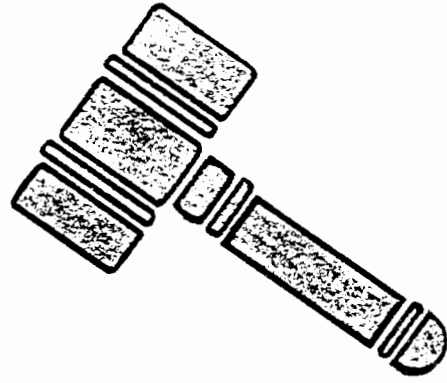
3821-A S. George Mason Dr.
Bailey's Crossroads, Va. 22041

Telephone
931-WINE



COVENANTS COMMITTEE

Howie McClellan, Chairman



Election Results. This topic was included on the agenda for the April 26 meeting because of concern with regard to proxy voting. According to Howie McClellan, it appeared that in the first half hour everyone knew how the others had voted, and a candidate was even told that a particular person had not voted for him. In the past, proxies were placed in sealed envelopes, but this procedure was not followed this year. The Chairman therefore suggested that work be done on a secret ballot before the next elections are held.

B. LeBert-Francis pointed out that the secret nature of a vote is lost when a ballot is handed to someone instead of being placed in a ballot box. He also questioned the need to wait for a specific time to vote. He suggested that a working group convene to draft procedures and documentation, producing a firm procedure to maintain the secrecy of ballots.

The Management Office will have to do advance work and prepare for the election, ensuring that the information on new unit owners is kept up to date. The Committee as a whole felt that a subcommittee should be organized to study the election procedure for the protection of the secret ballot.

Hearing Request. According to Ralph Huppert, nothing has been done to date concerning the matter of requesting a hearing to review violations of House Rules and Regulations, and he suggested that it might be wise to talk to an attorney. In addition, when the Hearing Subcommittee is appointed, the offending owner should receive advance notice of a hearing date so that he has the chance to

redeem the situation and perhaps avoid a hearing. It was remarked that the Chairman of the Hearing Subcommittee be appointed by the President of the Board of Directors.

March Violations. F. Murrill noted that he has noticed that there are still problems with the guest and handicapped parking areas. Many residents are violating the regulations in both instances, and he feels that the regulations should be more strictly enforced. He also commented that no distinction is made on the sheet with regard to owners and renters. In addition, not all Party Room complaints are being recording -- something that was also brought up in past meetings.

With regard to the printing of the new complaint forms, it was pointed out that Board approval is necessary and that competitive bids will be required. The Committee agreed that the information on the form should include the purpose, a cost estimate for the trial run, a self-explanatory format and adoption by management.

Ralph Huppert asked whether there is still a guard to check the parking. In particular, in the East area, Plaza residents and guests continue to park in House spaces. Since perhaps many people are unaware of the difference between Plaza and House parking spaces, it was

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suggested that a logo or sign might help to ease this continuing problem.

Another parking problem pointed out by the doorman concerns cars left parked outside the front door while residents rush in momentarily, and the doorman is unsure what to do about the situation.

With respect to violations of parking in handicapped spaces or fire lanes, it is not necessary to have cars towed; the police will come and issue tickets.

In regard to speeding in the garage, it has been recommended that the installation of speed bumps would be a very effective way of dealing with this dangerous situation. This matter is being referred to the Physical Plant and Fire Safety Committees.

It is also emphasized to all residents, that drivers should not go against the proper direction of traffic in each tier of the garage.

Deanna Hammond, Secretary

ELIZABETH K. BRUNN

Attorney at Law

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Lois C. Neebe

— PRO —

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FINANCIAL MANAGEMENT & ADMINISTRATION COMMITTEE

Bill Miller, Chairman

One of the major topics of discussion at the May 1 meeting related to the Board of Directors' actions in reviewing and approving retention of the Doorman position. The Financial Management and Administration Committee members feel that the complete recommendation from the Committee was ignored, misinterpreted or misrepresented during the Board debate on this subject. The implication in "From the Board" flyer to the May HOUSE SPECIAL also misrepresented the Committee's actions and recommendations. As the Committee members desire the Unit Owners understand fully our position, the following clarification is presented.

The recommendation on removal or retention of the Doorman position by the Financial Management and Administration Committee was in response to a memorandum from the Association Secretary recommending elimination of the position and requesting recommendations from this Committee and the Security Committee. The Board action to retain the position was not related to the recommendation of either committee, but a response to the proposal of the Association Secretary to place the item on the next month's agenda after review of the duties of the position. Our Committee members recommended elimination of the position if it is to be used solely for opening the lobby door for owners, tenants and guests. We felt this would not be a prudent expenditure of Unit Owners' funds.

The Committee members also voted to eliminate this position, if such was deemed advisable, only after a full investigation had been accomplished by the responsible committees and Board representatives in regard to security, safety, lobby assistance and vehicle control. The Committee also recommended that such elimination should not be

initiated prior to review of the investigation report by all Committees of the Association and their recommendations supplied to the Board. A memorandum from the Resident Manager, received after the Committee vote had been taken, outlined the duties of the Doorman position and indicated that the position covered a much broader range of duties than just opening the lobby door. Substantiation of these duties as a result of the investigation proposed by this Committee could have changed the original opinion of the Committee members.

The audit of the Association's 1983 Financial Records and Statements is approaching completion. The Auditor has completed his work and will meet with members of the Financial Management and Administration Committee and the Association Treasurer to review the draft Audit Report. This will take place the last week in May. The Committee will then recommend, assuming the audit is accepted, presentation to the Board by the Auditor at the Board's June 1984 meeting.

Howie McClellan, one of our most staunch and energetic Committee persons, resigned from the Committee. His duties as Chairman of the Covenants Committee and non-association obligations will prevent him from providing continual time and effort to our Committee. Thanks, Howie. To say the least, your efforts and accomplishments have been exceptional and you will be sorely missed.

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The Board has established a committee to which the Chairman of this Committee has been appointed a member. Said committee will review, revise and make recommendations to the Board on the management contract and management agent. The present agreement will expire on January 1, 1985.

The Board approved the purchase of a public address/stereo system for the

Association and appointed a committee (the Association Treasurer as Chairman) to select and make the purchase within the guidelines established by the Board. This will fulfill the longstanding recommendation of Ken Grant, our Vice-Chairman.

NEXT MEETING. June 5, 7:30 p.m., in the West Card Room.

#

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salud...
y
Buen Provecho

MEXICAN DINNER



WEDNESDAY — June 20, 1984

WEST PARTY ROOM

Dinner served from 7:00 to 7:30 p. m.

MENU

Beef Enchiladas - (Enchiladas de Carne)

Green Rice - (Arroz Verde)

Beans - (Frijoles)

Salad - (Ensalada)

Dessert - (Postre) - Flan

Coffee and Tea - (Cafe y Te)

Tortilla Chips - (Fritos)

Bring your own "Vino" or "Cerveza"
Glasses will be furnished

Please make your reservations early — The cut-off date is June 16, 1984, or when room capacity has been reached. Use tear-off slip below and leave it at lobby desk.

To: Les Boykin - Unit 914W

Make check payable to: Skyline House Recreation Committee

Name: (Please print) _____

Number in party: _____ @ \$5.75 each \$ _____

Unit Number: _____ Telephone: _____

Name(s) of guest(s): _____

SECURITY & FIRE/SAFETY COMMITTEE

Les Boykin, Chairman

The Committee met on May 22nd to hear a presentation by the Fairfac County Police "Bomb Squad" on the subject of bomb threats and how best to handle them. We appreciated the fact that the top three executives of our Association, Mr. Stolarun, Dr. Joshua and Mr. Frank, attended. This was important because they represent the line of authority responsible for making certain key decisions in the event of such a threat. Additionally, we were pleased that our Resident Manager, Sandy Ziegler, attended along with Assistant Resident Manager Hazel Cowles, Chief Engineer Ed Barstow, Assistant Engineer Russell Van Asperen and Wells Fargo Supervisor Ned Manuel. In the event of such a threat, these individuals would all play a vital role in handling a myriad of potential problems.

The Committee will prepare a plan addressed to 'Bomb Threats' to supply, among other things, guidelines for conducting timely and thorough common-area searches. At this time, we request the cooperation of residents from every floor in both buildings to help in the event a search is necessary. If you are willing to perform this important function on your floor, please advise Mrs. Ziegler in the Management Office. Couples and individuals of any age who are not working full time are particularly desirable for this assignment since

they could be available when the majority of residents are not at home. However, whether working or not, please don't hold back. We need your offer to be on call NOW, even though we hope never to have to call on you -- except for a brief training session.

* * *

"FASTEN AIDING" (har har)

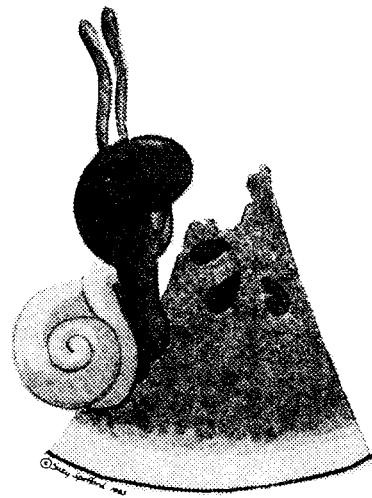
Facts on Seat Belts

The National Safety Council says:

1. Seat belts reduce the chances of being killed or seriously injured in a crash at least 60%.
2. Nearly 8 out of 10 auto accidents resulting in death and injury occur at speeds of less than 40 mph.
3. 3 out of 4 crashes occur within 25 miles of home.
4. A child-restraint seat can increase a youngster's chance of survival in a crash at least 50%.

N O T I C E: Advertisements appearing in this Newsletter do not constitute endorsement nor reflect approval thereof by Skyline House Condominium Association or its Board of Directors.

From Management



SWIMMING POOL

Pool passes may be picked up at the front desk. You will also receive a copy of the Swimming Pool Rules and Regulations.

TRASH CHUTE

Please place all garbage, trash, newspapers etc. in plastic bags before dropping them in the chute. With the arrival of warm, humid weather, it is most important that you follow this recommendation.

BATHROOM FILTERS

We have been advised that the cost of the next shipment of seed filters for the bathrooms has been increased and they will now be \$2.75 each. You may purchase seed filters and furnace filters in the Management Office.

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