



The

# House Special

VOLUME IX

AUGUST 1989

No. 8

## NOTES FROM THE BOARD

Dave Harvey, Vice President

The July meeting of the Skyline House Board of Directors was held on Tuesday, the 18th in the East Card Room. There were about 35 visitors present.

The meeting started off by the President, Larry Ingels, giving his report. Larry reported that he had received a letter from an owner expressed his thanks to the Board for a "job well done!" during the trying times over the past several weeks.

Ed Bisgyer, the Treasurer, then gave his report. Ed reported on the status of treasury bills held by the Association and details of setting up a special account for the balcony repair project. He also reported that the Finance Committee will have an early start on reviewing the 1990 budget; there are still a number of delinquent owners that have not paid their assessments, two of which, add up to a sizable sum. Skyline House continues to have problems with the accounting department of our management agent, Charles E. Smith, still trying to get a good quality product from them.

The Property Manager, Sara Schlichting, then gave her report. Many items reported on the

Protection Inspection report last month have been corrected. Work is still in progress on trying to correct the malfunctioning garage entrance door. In regard to the garage exit door sensor for those cars coming from the "D" level, that sensor will not be fixed. Management stated that the sensor was disconnected many years ago because it interacted with the main sensor. Extreme caution is advised, therefore, when darting out from level D to trip the other sensor, to prevent an accident. The contractor for repair of the East sundeck and roof will start work on July 24 and is expected to complete his work on August 28th. Requests for proposal for a maintenance agreement for the antenna distribution system has been sent out. RFP's have also been sent out for a Reserve For Replacement Study and Expenditure Schedule. Some bids have been received on both of

(continued next page)

T.G.I. Saturday  
AUG. 5, LUAU

WEST PARTY ROOM,  
7.00 P.M.  
See Committee  
Report

FROM THE BOARD (continued)

these. There was further discussion on the continuing leaks in the bridge going from the East Building to the garage centering on what options were available to correct or lessen the problem. Management will get their mechanical department to inspect the bridge and provide recommendations of what should be done.

The Board approved the Mission Statement that was previously forwarded to the Committees for review.

The last item on the agenda was the matter of providing the option to residents to receive Media General (MG) Cable. At their previous meetings, the Covenants and the Physical Plant Committees voted to recommend to the Board that owners be surveyed to get their opinion on whether MG should be allowed to run their cable in the hallways and stairwells (as was done in Skyline Plaza) before any work was started. Some of the pros and cons discussed were: the cables that would carry the signals, although hidden from view inside molding, would alter the appearance of the hallways; Skyline House is the only condo in the Baileys Crossroads area that doesn't have MG thereby decreasing marketable value of our units at a time when the housing market in the area is depressed; if the MG cables are installed, it will have no impact on owners that don't want cable because cabling will only run into units that want to subscribe to the service; there seems to be some uncertainty as to how much longer Washington Cable will be able to provide their services (there could be a temporary or permanent break in their service depending on if they have to move their antenna); MG will install the cabling at no cost to the Association or individual owners

After much discussion among the Board and the visitors present, the Board voted to do the following: have a Town Meeting during the first part of September, with representatives from MG and Washington Cable invited, to discuss the details of providing cable service. Owners will be provided with materials before the meeting giving some of the details involved in the providing of this service. After the town meeting, a survey form will be sent to all owners to get their opinion on whether we should allow MG to wire the building. The survey form will be prepared by an ad-hoc committee beforehand. The Board of Directors meeting then adjourned. The next meeting of the Board of Directors will be in September as there is no meeting in August.

**J.T. SATTERWHITE**  
PRESIDENT



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# Committee Reports

## PHYSICAL PLANT & OPERATIONS COMMITTEE

Gordon Frank, Chairman



Prior to the July meeting, Jeanne Burgess, 313E reported that she had to discontinue her membership in the PPOC because she was moving. Thank you very much for your participation and hard work over the years Jeanne. Our best wishes go with you to your new home. We shall all miss you!

In addition to Jeanne there were 27 residents present at the July meeting of the PPOC including four members of the Board. The latter deserve special acknowledgement for their willingness to give so much of their time to Association affairs.

The PPOC is continuing its efforts to improve the operation of the Maintenance Log. The purpose of the Log is to facilitate the timely correction of needed maintenance and repair actions. The committee is asking the Board to: (1) approve a revised Maintenance Log Form, (2) require Management to record the closing of each action, and (3) place the Log in a more prominent location at the front desk. An analysis of the May Maintenance Log entries indicated that of 47 items entered, 21 were annotated as corrected, 18 were open, 5 appeared to be inappropriate entries and 3 were duplicates. Thus, there was no indication of any action taken on almost half of the entries. This is not to say action was not taken, only that any action taken was not recorded.

The Chair led a discussion on PPOC voting rules. The rules were based on a "white paper" entitled "Board of Directors and Committees" dated 1/4/84, a portion of which reads as follows: "D. Formalization of Committee membership requirements

and responsibilities including: (1) Registration with agreement to serve and to attend meetings regularly. (2) Loss of voting privileges after missing, without good reasons, three consecutive meetings and such privileges restored after participation in two consecutive meetings. (3) Full participation of renters." Each month the Chair publishes an attendance history indicating those eligible to vote at the forthcoming meeting. The current PPOC interpretation is intended to be neighborly rather than legalistic yet meet the intent of the white paper. The consensus was that the PPOC should continue to operate as it has and not to seek any further changes in the rules at this time.

Some recommended additions to the Strategic Plan for the Association were presented. This Board initiative will continue to be discussed at the next PPOC meeting because of its importance to our community. The PPOC considered and rejected the idea of replacing the current complaint form and Maintenance Log with a single form. The committee agreed to request that the Board ask the Property Manager to evaluate the economic, security, safety and other considerations of installing a radio control for the garage entrance door. The committee has asked for a report by September 15, 1989 so that it can consider the matter at its October 1989 meeting. If the control were installed, transmitters could be purchased by residents. The system would be similar to that now offered to Skyline Plaza residents.

(continued on page 9)

## THE HOUSE SPECIAL

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**LETTERS TO THE EDITOR:** THE HOUSE SPECIAL welcomes brief comments from readers. Please limit your letters to 250 words. The letter shall be signed and contain the unit number. The Condominium Association Board reserves the right to refrain from publishing incorrect or improper statements.

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### NEWSLETTER DEADLINES



Committee Chairpersons are reminded that the deadline for the Newsletter is the 20th of each month. In the event that the committee meets after that date, please contact the Editor so that report may be included.



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# Committee Reports

## COVENANTS COMMITTEE

Howie McClennan, Chairman



The meeting was held on June 22 in the East Card Room with 16 members present.

One car was towed in May.

Five complaints were submitted. Two noise complaints, blowing their car horn and shouting to people in their units. Noise in unit above re possible lack of carpets in unit. Letters were written to each unit reminding them of the Rules. Fire reported from a grill on balcony with flames shooting out. Letter written telling occupants of the rules and regulations and the County ordinances prohibiting such actions. And finally, a naked man was reported on the balcony of his unit. A letter to the resident reminded him of the rules on unlawful actions. Cooking odors in corridor. Letter was sent to resident.

Referring to the Mission Statement (Board Strategic Plan for 89-90), it was discussed by the Committee and considered it a step in the right direction. The Committee approves of the objectives and at a later date will make a recommendation.

There was a discussion on voting at committee meetings. The rule is that if you attend three consecutive meetings on the third meeting you can vote. You lose your rights with two consecutive unexcused absences. The idea is to deal with people coming in on one issue to sway the Association and who never come to the other meetings. This does not restrict any member of the Association from participating in debates and expressing concerns.

The group felt that the rule should be left as is.

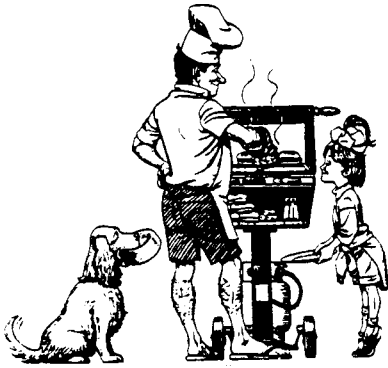
Cable TV and Media General was discussed and it was up to the Board to make a decision. Speeding signs in the garage was discussed as well as driving without car lights on. The chairman has shown the Resident Manager (RM) where the signs should be placed. The RM was going to discuss this with the Security Committee but no signs as yet. Arlington County which has flashing lights indicating how fast you are speeding might be considered. All this argues for speed bumps. The only alternative is for residents to drive slower.

A discussion took place on new employees and their lack of familiarity of the property and the facilities. The Committee discussed a staff training session for new employees. This will be taken up with the Resident Manager.

At a recent afternoon activity in the Party Room, it was noted that because of the lack of curtains it was difficult to show a program on a screen. It was suggested that afternoon activities take place in the Card Room.

Guest Parking. U-hauls and other vehicles can be found in guest parking exceeding the allowable space. The regulation should apply to the guest parking as well as the owners' spaces. The regulations should read "garage and outside spaces." A motion to this effect was passed. The Chairman will forward this recommendation.

(continued on page 10)



# AUGUST

## 1989



SUN

MON

TUE

WED

THU

FRI

SAT

**1**  
DIABETES  
SCREENING  
EAST PARTY RM  
4 - 7:00 PM

**2**

**3**



**4**

**5**  
T.G.I. SATURDAY  
LUAU  
WPR, 7:00 PM



**6**



**7**

**8**

**9**

RECREATION COM.  
WCR, 7:30 PM

**10**

**11**

**12**

**13**

**14**

**15**



**16**

**17**

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**20**

**21**

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**23**



**24**

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**26**

**27**



**28**

**29**

**30**

**31**



## PHYSICAL PLANT (continued)

Members complained that the common area thermostats, particularly the one controlling the front lobby temperature, were set too low. Employees have been observed wearing sweaters. A motion was approved requesting that lobby and hallway thermostats be set at summer temperatures recommended by the Virginia Electric Power Company, approximately 75 degrees Fahrenheit. There was one "bad news - good news" item. The bad news is that for the second consecutive year residents were unable to observe the July 4th fireworks display from the East Building sundeck due to needed roof repairs. The good news is that the Board liaison member reported to the PPOC that the contract and contractor selection had been approved recently by the Board and that repairs to the East Building roof are expected to begin shortly.

Other physical plant items include low spots in the driveway which do not appear to have been corrected prior to the recent sealer application. Standing water after the recent rains has already been observed. Members expressed concern about the possibility of premature paving failure during subsequent winter freeze-thaw cycles. Another member reported that he thought rust spots are appearing in the pool bottom which was just whitecoated. If true, this would indicate premature deterioration of the whitecoat. The member has agreed to check the problem further and report at the August PPOC meeting. Other items which are scheduled to be discussed at future meetings include weekend management coverage, staff training, staffing patterns, and trash room door weather stripping. The July meeting adjourned at the usual 10 p.m.

The PPOC will be meeting August 3 in the West Card Room. Come on by and let us hear from you. Your views are always welcome. If you like what you see and hear, become a member. Help protect your investment and contribute to the operation of your community.

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## TOWN MEETING

MON., SEPTEMBER 11

7:00 P.M.

WEST PARTY ROOM

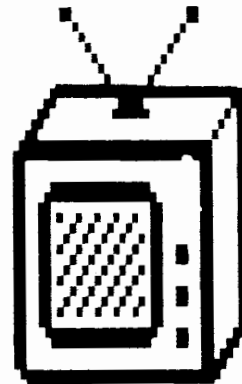
SUBJ: TELEVISION  
AT SKYLINE  
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DISCUSSION  
OF:

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### COVENANTS COMMITTEE (continued)

Carpeting on balconies. The Com. discussed damage caused to the balconies by carpeting. It was noted that the PPOC had determined that placing artificial covering on the balconies helped to cause the deterioration. The deterioration was due to other factors such as pollution and a defective mixture of concrete. If the carpeting is installed with sealing the concrete before you put it down, deterioration will not occur.

The next committee meeting will be in September.



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# Committee Reports

## RECREATION COMMITTEE

Carroll Thompson, Chairman

Early August is a time when many are on vacation or planning their departure. If you are in residence Saturday, August 5 you are invited to join neighbors at 7:00 p.m. in the West Party Room. The occasion is the Annual Luau.

Since activities move slow this time of year, we plan the luau to help ease away the mid-summer blahs. It is hoped that you will join us and share Hawaiian style hors d'oeuvres and snacks. If you are so inclined, wear your Hawaiian outfit and you will be in tune with the evening's festivities.

Often during the summer months TGIF attendance is down but a surprising number of residents attended the July TGIF. While there was not a "full house" those who were present had a very good time.

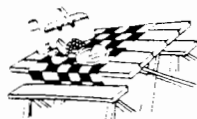
Looking ahead we are planning a picnic for the latter part of September. There will be a trip to Atlantic City in mid October. The ever popular Mexican Dinner is planned for early November. Also in November we hope to once again go to the West End Dinner Theatre.

The committee will meet on Wed., August 9 at 7:30 p.m. in the West Card Room. Please join us.

Aug 5 Luau (Saturday)  
7:00 p.m., West Party Room

Aug 9 Recreation Committee  
Meeting 7:30 p.m.  
West Card Room

Sep Picnic  
Oct Atlantic City  
Nov Mexican Night  
Nov West End Dinner Theatre



## PHYSICAL PLANT & OPERATIONS COMMITTEE

Edwin Ing



Concern over the recent Board action on cable television and the concrete slab repairs were expressed by the large number of individuals who attended the June 8th committee meeting. The session was devoted to the recent Board action; twenty-two unit owners plus four Board members participated in the session.

The committee approved the telephone switchboard maintenance contract and adopted a consensus that the Chair develop a working relationship with the Management Office to implement the repair log book.

However, members took most of the lengthy session to discuss their feelings about the Board action. The presence of Board members Dave Harvey, Ed Bisgyer, Don Fenton, and Bill McClelland permitted a wide-ranging and informed discussion. The participants raised numerous points including the repair specifications procedure, the repair schedule, the contract price, the nature and severity of the slab deterioration, potential property devaluation, the assessment, and alternatives.

On the cable television action, the committee voted to request the Board to poll the community. On the slab repair action, the committee by a tie vote turned down a motion to request the Board to refer the repair contract to the PPOC for review. However, the acting Chair requested the four Board members to consider the concerns of the unit holders expressed at the meeting in acting on the condominium slab repair.

