



The

House Special

VOLUME XI

MAY 1991

NO. 5

REPORT FROM THE PRESIDENT

David Tilson

At the Board meeting on April 17, I announced the unanimous decision of the board, made on April 10, not to renew the management agreement with Hiban and Graffius Management, Ltd. when it expires on June 30. Hiban and Graffius has been so advised by letter. The Board made this decision after receiving a unanimous recommendation to do so from the Financial Management Committee, and after careful review of a special feasibility study and plan that had been developed by the General Manager at the Board's request. The issues were discussed by the Board at three extensive executive sessions in the last two months. The findings of the study convinced the Board that the bookkeeping, accounting, reporting, and other financial management services now being provided by Hiban and Graffius can be obtained in a more cost effective way by employing alternative arrangements, and that the arrangements could be completed before July 1.

In sum, the Board decided not to extend the Hiban and Graffius contract because we can get better services at lower cost by using another system.

The alternative arrangements entail, in essence, employing a bookkeeper on the Skyline House Staff, and entering into two contracts for supportive service -- one with ADP,

Inc., to handle payrolls records and write the payroll checks, and another with an accounting firm that specializes in serving condominiums and community associations to handle accounts receivable and accounts payable and to write all other checks. (ADP has been handling our payroll for many years under subcontracts with the Smith Companies and with Hiban and Graffius). All checks will be signed in our offices, and we will maintain direct control over our checking and money market accounts so that earnings on our balances will be maximized. The new arrangements will enable our management staff to monitor everything closely -- something that is difficult to do under the arrangements we had with Hiban and Graffius. And it will cost us about \$15,000 a year less than it would if we extended the contract with Hiban and Graffius. The savings in the first year alone probably will cover the cost of equipping our offices with the computers, software, and computer-related peripheral equipment we need.

The Board also made some associated decisions on April 10: to authorize the General Manager to employ a bookkeeper immediately, to purchase the necessary computer equipment, and to expand management office space by converting apartment 114W -- the unit that formerly had been used to house the resident manager -- to management office space. The additional office space

(Continued on page 3)



The

House Special

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LETTERS TO THE EDITOR: THE HOUSE SPECIAL welcomes brief comments from its readers. Please limit your letters to 250 words and include your name and unit number. The Association Board reserves the right to refuse incorrect or improper statements.

ADVERTISING: A rate card, showing the costs and sizes, is available from the Business Office. If there are services and/or tradespeople with whom you have dealt, let the Business Office, 578-4855, know so that we may pursue them as advertisers. The appearance of advertisements in THE HOUSE SPECIAL does not constitute endorsement by the Association.

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LETTERS TO THE EDITOR

For much of the 1980's, motorcycle classes have been held at the NVCC parking lot adjacent to Skyline House every weekend from Spring to Fall. The motorcycle noise has disturbed residents facing the college and, in my estimation, has reduced the unit property values in Skyline House by about \$10 - \$20,000.

During the upcoming construction of a garage in the parking lot, the classes will be moved temporarily to another parking lot. According to Roger Tancreti, Business Manager of NVCC, the classes will be conducted on the roof of the parking garage once it is completed. This will increase the noise, and reduce property values further.

There are about 500 units in Skyline House. Since unit selling prices are tied to recent sales of all units, if the South side unit prices are suppressed because of the motorcycle noise, the North side unit prices will be suppressed as well. For Skyline House, this means all units have been devalued by a total of \$5-10 million as a result of the motorcycle problem.

In effect, Skyline House has been robbed of \$5-10 million by NVCC. If a burglar stole \$500 from Skyline House, the police would have been called, and it would be reported in the newspaper. Yet the effective theft due to the motorcycles is allowed to take place with no resistance from the victims (us). The problem continues because those responsible, the NVCC administrators, do not live in Skyline House and do not have to bear the consequences of their actions. I request that the Skyline Board develop and implement a plan which will do whatever is required to eliminate the motorcycle noise problem before other damage is done.

Dr. Ronald N. Kostoff Unit 602W

(Continued from page 1)

is badly needed, and this apartment is the only space owned by the condominium that is suitable for this purpose.

At the April 17 meeting, the Board appointed Ed Bisgyer, Wayne Krumweide, and Joe Strahs to serve as Trustees of the Skyline House Employees Pension Fund. They also approved a revised charter for the Financial Management Committee, with the understanding that it may be revised again when the ad hoc Committee on Governance reviews all standing committee charters in the next few weeks. The Acting Treasurer, Ed Bisgyer, reported that we are well ahead of budget through March of this Fiscal year. After some discussion about the status of our reserves and their use to cover deficits, the Board requested a special report on the status of the reserve funds at the next meeting. The General Manager recommended that the current rules regarding the obligation of unit owners to provide copies of rental leases to management be changed to require that such leases be submitted to management upon execution. The reason is to insure that the leases specify that the tenants are obligated to obey all Skyline House rules, and that they be furnished with a copy of the rules and regulations. The Board referred this matter to the Covenants Committee with a request that they advise the Board of their recommendations at the May Board meeting. The Board then approved the General Manager's recommendation that the contract of pest control services be renewed. The Media General schedule is still firm. Opportunity to sign up will be available starting the week of April 22.

Mr. Fenton said that the painting and papering of the galleries and the main lobby will be completed by April 26. Unfortunately, the carpeting will not be delivered

until about mid-June, according to the latest word from the manufacturer. The furniture has started to arrive, but will not be delivered until the carpeting has been installed. The redecoration should be complete in June.

The PPOC recommended that the Board reconsider its decision to ban carpeting from balconies. The Board, after receiving additional information from the General Manager, agreed to permit carpeting on the balconies with the following conditions: (1) the carpeting cannot be rubber-backed; (2) the carpeting cannot be glued down, but double-stick tape may be used to hold the edges in place; (3) the carpeting must be removed from the balcony during the months when freezing temperatures may be expected. Skyline House will store the carpeting for residents (at no charge).

The PPOC also requested that the pay phone on the Terrace level be removed. After extended discussion, when it became clear that the issue was not security, but rather a noise nuisance, it was agreed that the phone would not be removed, but that the asphalt tile in that part of the Terrace level would be replaced by carpeting -- possibly the old carpeting that will be removed from the galleries in June. This would eliminate the nose problem.

There was a lengthy discussion of mandatory annual inspections of all units to prevent serious water leaks that pose damage risks to other units and to common areas. There appears to be substantial consensus on the desirability of requiring such mandatory inspections, but there was no clear consensus on who should be responsible for making any necessary repairs that are identified by the inspectors. The General manager was asked to discuss this further with the PPOC and come back with recommendations to the Board at the May meeting.

ATTENTION BRIDGE PLAYERS

HEAR YE

HEAR YE

HEAR YE

The Skyline House Bridge group, under the sponsorship of the Recreation Committee, has been inactive for the past several years.

In an effort to re-establish the former weekly bridge sessions please join us each Tuesday evening at 7:30 in the East Card Room.

If you do not have a partner just show up anyway as an attempt will be made to provide one for you.

For further information, please contact Connie Potter at 931-6280.

A NOTE FROM FAIRFAX COUNTY:

1991 Fairfax County automobile decals must be displayed by May 1. If you haven't applied yours by now, you are late. The County requires that purchasers of new cars and new residents car owners must register those vehicles with the County and purchase decals within 30 days of purchase or residency. For information, contact the Office of assessments at 591-8521.

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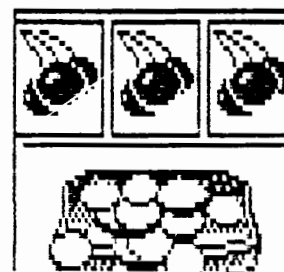
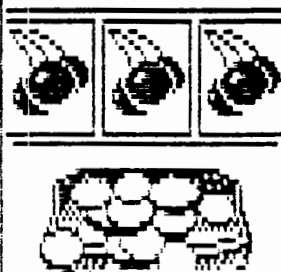
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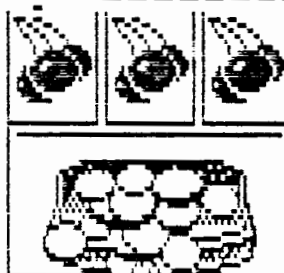
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SECURITY AND SAFETY COMMITTEE

Rob Sherrer, Chair

Six residents attended the Committee meeting of April 14. After discussing the agenda items and other topics raised by those present, the meeting participants adjourned to the Terrace level to inspect possible alternative locations for the pay telephone and at that time conducted some experiments to determine how loudly telephone conversations would carry at various phone locations down the linoleum-floored hallway. The committee felt that the present location did not present a safety risk but that its location and associated accoustics presented a noise-nuisance to residents of the first and possibly second apartments on the east and west sides on that level. Ginger Rogers obtained business information on possible relocation or accoustical treatment of the phone from a colleague at her office at C&P Telephone Company. This information and the results of the Committee's investigation of the issue were presented to the Board at its April 17 meeting. The Board decided to keep the phone where it is, install carpeting to cut down the noise, and install convex mirrors so that the corridor can be viewed prior to entry.

Incidents: (1) A small fire was spotted in mulch near a patio at the end of the West Building which was probably caused by a carelessly discarded cigarette. Mr. Fenton and a guard put it out. (2) Various doors (card room, equipment room, other) were discovered unlocked by the guards, who locked them. (3) Various elevators stuck with people on aboard; occupants exited safely in each case. (4) Two "saw someone suspicious" reports were filed (one in the garage, one in the building); the guard investigated in each case

and found no one. (5) Newspapers were reported missing from 4th floor, West Building; surveillance was increased.

In March, the Committee had recommended to the Board that a simple log be maintained at the front desk recording each police and fire department visit to Skyline House. Basic information on the number of these visits would serve as a general indicator of what is happening safety and security-wise in the building. At its meeting of April 17, the Board approved maintaining such a log.

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RULE 24 SWIMMING POOL RULES AND REGULATIONS

For the purpose of these rules and regulations, the term "pool area" is as defined in the Fairfax County Code, that is, "the pool(s) and all equipment and structure appurtenant thereto, including all areas located within the perimeter security fence or barriers." The Skyline House swimming pool meets the definition of a "public pool" as defined by the Fairfax County Swimming Pool and Health Spa Ordinance (Section 69-1-1 to 69-3-14 of the Fairfax County Code) and is therefore subject to suspension of operation if the life, health or safety of its users is endangered. The Fairfax County Code further provides for the imprisonment for not to exceed thirty (30) days or fine of not to exceed One Thousand Dollars (\$1,000), or both, of anyone who violates any provision of the Fairfax County Swimming Pool and Health Spa Ordinance. The following rules and regulations apply to the use of the pool area:

- A. Unit Owners/Residents and their guests may use the facilities located in the pool area with the understanding that they will comply with the rules and regulations. It will be the duty of Unit Owners/Residents to ensure that their guests are informed of such rules and regulations. The Pool Manager may evict violators and the Board or its agents and employees shall bar violators for a period of time to be determined based on a recommendation from the Pool Manager as to the nature and seriousness of the violation.
 - B. Unit Owners/Residents will be admitted on a no-charge basis. At the beginning of each swimming season, they will be issued a given number of pool identification cards based on the occupancy restrictions of their Units as set forth in ARTICLE X, Section 3(1) of the BY-LAWS, which provides as follows:
 - 4 in a 3-bedroom Unit or in a 2-bedroom and den Unit
 - 3 in a 2-bedroom Unit or in a 1-bedroom and den Unit
 - 2 in a 1 bedroom Unit or in an efficiency Unit
- Such cards will be transferrable and may be used for guests. If an identification card is lost, a replacement will be issued by the General Manager and the prevailing fee will be charged.
- C. On weekends and holidays each Unit Owner/Resident may purchase, not to exceed four (4) single day guest passes, or an aggregate number for the complex not to exceed twenty (20) guest passes. Such passes may be purchased at the lobby desk up to 48 hours in advance on a non-refundable basis and are valid only for the date for which issued. At all other times and within the limits of available space in the Pool Area, as determined at the time by the Pool Manager or Lifeguard on duty, Unit Owners/Residents may purchase non-refundable guest passes which are valid only for the date for which issued. A fee at the prevailing rate will be charged for passes.
 - D. The inclusive dates and hours during which the swimming pool will be open will be announced just prior to seasonal opening. Any subsequent changes in the dates and hours will be posted on the bulletin boards in each lobby as far in advance as possible. Tuesday and Thursday evenings (between 5:00 PM and closing) use of the Pool Area shall be restricted to individuals sixteen (16) and over.
 - E. The pool may be closed at any time due to breakdown, weather conditions, or other operational difficulties and at the discretion of the Pool Manager or lifeguard on duty.
 - F. Pool identification cards and guest passes must be shown to the pool attendant upon entering the pool area. In addition, pool identification cards and guest passes must be shown to the Pool Manager, lifeguards, or General Manager upon request.
 - G. Unit Owners/Residents will be held responsible for the actions of their children and their guests. The cost of any property damage will be charged to the responsible UNIT OWNER/RESIDENT.
 - H. In order to be admitted to the pool area, children under 12 years of age must be accompanied by an adult (21 or over), who must remain with the children during the entire time they are in the pool area. Babies in diapers must wear rubber pants in the pool.
 - I. The Association will not be responsible for any loss or damage of personal property of any kind.
 - J. Boisterous or rough play and running at any swimming facility is prohibited by Fairfax County Code.
 - K. No food or drink may remain or be consumed inside the pool area. No chewing gum will be allowed in the pool area.
 - L. No glassware of any kind will be permitted within the pool and adjacent sundeck area.
 - M. Training devices such as tubes and waterwings, for inexperienced swimmers and children may be permitted at the discretion of the Pool Manager or lifeguards. Rubber rafts, balls, play equipment, etc., are strictly prohibited.
 - N. The Fairfax County Code requires that any person having an obvious skin disease, nasal or ear discharge, inflamed eyes, or any communicable disease be denied admission to the pool area.
 - O. Expectoration or blowing of nose in the pool is prohibited.
 - P. Persons obviously under the influence of intoxicants or drugs will not be permitted in the pool area.
 - Q. Wheeled vehicles, except wheelchairs or similar vehicles serving the same function, will not be allowed in the pool area.
 - R. Robes or other suitable outer garments and shoes or sandals must be worn to and from the pool area. Dripping bathing suits in building areas must be avoided. Bathers are to use the ground (G) level corridors to and from the pool/mezzanine elevators.
 - S. The volume of any radio, record player, television, tape recorder or musical instrument in the pool area shall be kept sufficiently reduced at all times so as not to disturb others in the immediate vicinity.
 - T. No abusive or profane language or breach of peace will be tolerated.
 - U. STUNT DIVING IS NOT PERMITTED. Any diving will be at the diver's risk.
 - V. All accidents, regardless of how minor, must be reported to the pool attendant on duty. First aid assistance and supplies may be obtained from the lifeguard.

GENERAL INFORMATION. For health reasons, all bathers are to take a shower before entering the pool. Use a greaseless type suntan lotion instead of the oily type. Persons using the pool area are to deposit their papers, cigarettes, cigars, or other refuse in the proper receptacles furnished for the purpose. No person shall use the pool unless it is officially open and the lifeguard is on duty.

The rules and regulations and Skyline House documents will be enforced in accordance with Article XVII of the By-Laws, Section 55-79.80 of the Virginia Condominium Act and due process enforcement procedures as set forth by the Board of Directors on September 29, 1982.

COMMUNITY RELATIONS COMMITTEE

Sophie Anderson, Chair

We take this opportunity to announce the forthcoming CPR courses which should be of interest of all of us. The American Heart Association (AHA) B-course certification includes adult, child and infant Cardiopulmonary Resuscitation (CPR). In just 2 four-hour sessions you can learn how to save a life. The Alexandria Fire Department and Alexandria Hospital have joined together to offer this FREE program in honor of Emergency Medical Services (EMS) Week. To register, call (703) 379-3494. Limited space is available.

The schedule is as follows: Certification on Tuesday and Wednesday, May 14 and 15 at 6 p.m. and re-certification on Thursday, May 16 at 6 p.m.

After watching the extensive renovation being carried on in the building at Jefferson and Leesburg Pike formerly occupied by Goodyear and a bank, we note that that Olive Garden Restaurant is going to open on May 6.

A group of Skyline House residents were invited to attend a meeting at Skyline Towers with personnel from the Charles E. Smith Co. The purpose of the meeting was to present to area residents its proposal to erect a luxury rental apartment complex in the area between the Skyline Towers and Skyline Square. It would be a 256-unit apartment building and would include a Day Care Center accomodating approximately 100 children. The area is currently zoned for a hotel and rezoning would have to be obtained as a first step.

Some upcoming neighborhood events in

the area include "Bailey's Day Community Festival" to be held on Sunday, May 5th at Mason District Park, on Columbia Pike in Annandale, from 10 a.m. to 4 p.m. On Saturday, May 11, will be held "Annandale Festival of Arts", at the Annandale Campus of Northern Virginia Community College from 10 a.m. to 5 p.m.

*** WESTERN BARBEQUE ***

As noted elsewhere in this issue, a Western Barbeque is planned for June 22 in Skyline Park, adjacent to the swimming pool, mark your calendar now so it's not forgotten. A flyer will appear in the June edition of *The House Special* and also at the front desk. We had a large crowd last year and all attendees left stuffed and happy. This is another outstanding activity under the auspices of your Recreation Committee.



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RECREATION COMMITTEE

Carroll Thompson, Chair

Spring has arrived in all its
splendor,...flowering shrubs,
tulips, new green leaves on trees
and that fresh scent in the air as
we venture outside.

In keeping with the arrival of this
season your Recreation Committee has
planned several activities for your
enjoyment. First will be the annual
Birthday Party on May 4th. Since
this is the 10th anniversary of
Skyline House we hope all residents
will join in the celebration making
this a memorable party.

Next is our Spring jaunt to Atlantic

City on Thursday, May 23rd. Our
trip to Casino Town is one you have
been looking forward to since last
Fall. Flyers, with application
forms, are available at the front
desk. Mimi Frank has made the
arrangements so you can bet your
bottom dollar that accomodations
will be superb.

Remember the outstanding picnic last
year...the Western Barbeque...? We
will be repeating that on Saturday,
June 22nd. Watch for more
information later this month.
Flyers will be available at the
front desk.

We welcome any resident to our
committee to help make Skyline House
the best place in which to live.

NEWCOMERS ORIENTATION

It has been traditional at Skyline House to offer to new residents an Orientation Tour sponsored by the Community Relations Committee. This tour encompasses the individual's own unit and other facilities of Skyline House. If you are interested in this tour, please leave your name, phone number and unit number at the front desk for Tony Di Salvo, 502E, or call Tony at 824-1958. You will be contacted and arrangements for such a tour will be made.

PHYSICAL PLANT AND OPERATIONS COMMITTEE

Ed Ing, Chair

At its meeting on April 4, 1991, the committee discussed several subjects which were, in general, resolved at the Association Board meeting on April 17. Two items which are yet to be resolved are the following:

The condominium's telephone system will soon need to be replaced. The cost of a new system will depend on the level of service which the condominium wants and will pay for. The current system now provides

- (a) in-house communication,
- (b) secretarial answering service,
- (c) telephone service for the management office, and
- (d) intercom link.

The size and cost of a replacement system depends on the services which the condominium wants. A system can accommodate each of the four services noted above at an additional cost. The PPOC will draft a survey to determine the services required by our community and also to determine the community's willingness to bear the cost of new telephone system.

The Energy Conservation Subcommittee has been working with the General Manager to identify major energy consumption sources, conservation measures and VEPCO's billing procedures. Significant savings have already been realized.

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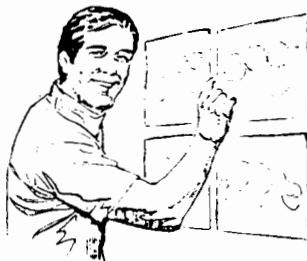
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Most customers will probably not detect the difference in their water, however, those with a keen sense of taste or smell may detect

some chlorine because of a necessary but temporary change in the way the water is disinfected. This change is only temporary and is being done to provide additional assurance that over 2,000 miles of water mains are properly maintained.

This routine change in the treatment process uses free chlorine instead of combined chlorine (also called chloramines). Free chlorine has a stronger odor than that of combined chlorine, but is not harmful. In fact, it assures your water is free of harmful bacteria.

You may wish to keep an open container of drinking water in your refrigerator if you are especially sensitive to the taste and odor of chlorine. This will enable the chlorine to dissipate and will probably result in better tasting water.

During the same season, the Authority flushes the water mains in the distribution system in order to maintain a high standard of water quality and to ensure proper and efficient operation of the fire hydrants. This year the preventive maintenance program will continue until the end of May. Water mains are normally flushed at night between 11 p.m. and 5 a.m.

Water mains are flushed by opening the fire hydrants and allowing them to flow freely for a short period of time. The flushing cleans sediment from the mains that has normally accumulated during the summer and winter months. The program also enables the Authority to test and perform routine maintenance on more than 12,000 of its fire hydrants in the Fairfax County service area.

Flushing may result in some discoloration and the presence of sediment in the water reaching your premises. Neither of these conditions will be harmful to you and should be of short duration.

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*** TOWN MEETING ***

On May 6, at 7:30 in the West Party Room, there will be a Town Meeting at which a number of pertinent issues will be discussed. These issues include: planned changes in accounting and bookkeeping; balcony repairs, inspection and carpeting; planned mandatory annual inspection of plumbing in units; replacing the telephone system; additional management office space; and decorating.

In order to gain any worthwhile results from such a meeting, dissemination of information from the board and feedback from the owners, it is imperative that a good attendance is achieved. We urge you come. Refreshments will be served.

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