



The

House Special

VOLUME XI

NOVEMBER 1991

NO. 11

REPORT FROM THE PRESIDENT

David Tilson, President

DEPUTY GENERAL MANAGER

The search for a new Deputy General Manager to replace Bob O'Toole has been successfully concluded with the selection of Nancy Reed, who was the unanimous choice of Don Fenton and the Board Search Committee which consisted of Dolores Littles, Ed Bisgyer, Wayne Krumwiede, and myself. Ms. Reed, who is currently working as the General Manager of a large, luxury high-rise apartment building in Miami Beach, was the first Resident Manager of Skyline House. Many of the residents who were here in 1980-81 may remember her. She moved from here to Skyline Square in 1982 where she served as the initial Resident Manager, and moved to Florida in 1985. Her background and experience are excellent and her perspective on the important management issues for which she will be responsible impressed all of us as being insightful and appropriate for our circumstances. She and Don Fenton should make a strong team. Ms. Reed will live in Unit 114W (the Association-owned apartment for the Resident Manager) and will commence work here on November 12.

FINANCIAL STATUS

Although a full set of financial reports for the month of September were not available for review by the Board, the General Manager reported that we are ahead of our budget for the year by more than \$30,000. He promised that we will have a complete set of financial reports for the Board by the next Board meeting in November. It has taken our financial management contractor somewhat longer than

anticipated to effect the transition from Hiban and Graffius. Mr. Bisgyer reported that the delinquencies on condominium fees is now the lowest it has been in the last four years

TELEPHONE CONSULTANT REPORT

The telephone switchboard and associated equipment in Skyline House is antiquated and difficult and expensive to maintain. Spare parts are no longer available. Consequently, we must replace this equipment fairly soon. This is a complex decision that has both technical and cost issues intertwined with value judgements as to the array of services we wish to provide. We have retained a telecommunications consulting firm, Orr Associates, to help us decide on what replacement telephone equipment we should select. As part of their study, Orr Associates is planning to sample resident unit owner opinions on the types of services they desire and are willing to pay for. It will do this by randomly selecting unit owners to participate in small discussion groups. This will be done either the week of November 4 or the following week. Those selected will receive letters from me with the specifics of the meetings. If you are selected, I hope you will make a special effort to participate in the discussions.

CABLE SERVICE

Media General has completed the wiring of both buildings and should start marketing immediately. Service for subscribers should start in November.

BALCONY RESTORATION

The work on the East Building is expected to be

(Continued on Page 3)



The

House Special

Editor: Law Henderson

Advertising: Skyline House
Business Office
(703) 578-4855

Copy Due Date: 20th of the month
preceding issue date.

Published: Monthly

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.

PUBLISHED BY: SKYLINE HOUSE UNIT OWNERS' ASSOCIATION, INC., 3709-13 So. George Mason Dr., Falls Church, VA 22041, (703) 578-4855.

PRINTED BY: Curry Printing and Copy Center
Alexandria, VA

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LETTERS TO THE EDITOR

I would like to thank all my friends at Skyline House who called me, sent encouraging Get Well cards and notes during my recent hospital stay, convalescence and return to the hospital. I also want to thank those who offered their services for whatever I might have needed. I am well on the way to recovery and I will be getting back into action shortly. Again, my warmest thanks for your concern on my behalf, and for all your kind wishes.

Nancy DiSalvo
502E

NEW PROPOSED CONSTRUCTION AT SKYLINE

No hotel in Skyline Center...that is what the Charles E. Smith Companies would like to hear! Instead they hope to build a residential rental facility, with provision for a Child-Care Center in the unbuilt-upon areas between the Square and the Towers. Primary access would be from Route 7 and Seminary Road.

The five-story buildings would contain 255 units, instead of the 287 hotel rooms previously planned. In size, the units would range from 700 to 1150 square feet and expect to rent for \$700 to \$900 per month. The Child-Care Center would occupy 5,000 square feet, have its own fenced play areas and provision made for the discharge and pick-up of the children via the garage entrance.

A number of the residents of the Square have objections to this proposed change in the land-use. They cite, for example, the possibility of decreased property values with such a high-density building as a next-door neighbor. There is also concern that the number of additional residents would place a strain on the services and amenities of this area, in addition to the problem of increased traffic in and around Skyline Center.

The Smith proposal is now undergoing the Fairfax County Review process, first by the Mason District Land-Use Task Force and later by the Fairfax Planning Commission. In order to fairly take community views into consideration, our Association is being asked to officially express its position on the proposed change. For an informed decision, input from Skyline House Community is necessary. Please address your comments and concerns to Board Chairman, David Tilson (Unit 805-W) by November 10th.

(continued from Page 1) completed before Thanksgiving. Unfortunately, some of the patching materials used in the early part of the work on the spandrels and balcony edges were improperly mixed at the factory and will have to be replaced at the contractor's and manufacturer's expense. This will be done next spring. Although there will be no cost to the condominium, the additional inconvenience to the residents of the affected tiers is unfortunate. On the north side of the West Building, the inspection of the balconies reveals that much additional work also will be necessary next spring. Some of this is covered by the Palmer Brothers warranty, but much is not. Negotiations are now under way to agree on how this problem will be resolved. The work will be done next spring.

VOLUNTARY WATER/PLUMBING INSPECTION

The buildings are now almost 11 years old. We are experiencing more frequent accidents with flooding in apartments and water wastage due to leaking valves, hot water heaters, and commodes. Management has proposed that a thorough inspection of all plumbing and related equipment in each unit be performed once each year and that a detailed report be provided to each unit owner detailing any repairs that should be made. The inspection would be made without charge to the unit owner. (The cost of conducting the inspections would be included in the condominiums operating budget.) Repairs would be the unit owner's responsibility and can be done by our own in-unit maintenance staff, or by anyone else the unit owner may select. The Board was unanimous in its

agreement that this is a very important program that is likely to decrease the number of floods, decrease our collective water bills, and improve the functioning of some of the equipment, such as commodes and hot water heaters. It asked the Financial Management Committee to include the necessary costs of this program in the 1992 budget.

WEST BUILDING LOBBY ENTRANCE

The PPOC recommended that the plans for a vestibule-type entrance to the West Building's lobby -- similar to the entrance to the Main Lobby -- be completed and construction bids obtained. This would be an important energy saving feature. A resident owner who is an architect, Kurt Bedenbaugh, has agreed to complete the plans. As soon as they are available, bids will be obtained. The Board made no decision on whether to proceed with construction pending availability of information on cost and appearance of the new structure. If it is to be built next year, funds will have to be included in the 1992 budget.

ENERGY CONTROL SYSTEM

The PPOC recommended that the Board include in the 1992 budget about \$40,000 to install an automatic system or energy controls that will reduce our consumption of electricity by about \$20,000 per year and also maintain more comfortable temperatures in our common spaces, particularly the residential corridors. The Board agreed on the desirability of this action and referred it

(Continued)



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(Continued) to the Financial Management Committee for inclusion in the 1992 budget.

BRICK WALL

The PPOC recommended that the Board approve the construction of a brick wall near the entrance to the driveway leading to our garage. Its purpose would be primarily aesthetic -- a landscaping feature that would hide the large transformer on our grounds. A rough estimate of the cost is \$5,000. The Board also referred this to the Financial Management Committee, with the understanding that this should be treated as a low priority item for inclusion in the 1992 budget.

REVISION OF RULES AND REGULATIONS


The new chair of the Covenants Committee, Ms. Stephney Keyser, requested Board concurrence in her setting up an ad hoc committee to review and approve the latest revision of the Skyline House Rules

and Regulations. The committee will be chaired by Elizabeth Grant and will include Arlene Burbank and Jack Herzig. She noted that the Rules Committee is supposed to be chaired by the Vice Chair of the Covenants Committee, but there is no Vice Chair at present. The Board concurred in her request. She also requested that the unit owners be notified in the House Special that an interim copy of the revised Rules and Regulations, containing all changes through July 17, 1991, will be available for distribution to unit owners pending completion of the final revisions on or before April 15, 1992. The Board agreed.

FRONT DESK MANUAL

The revised front desk manual, a project on which Millie Foley and Jack Herzig have worked on for an extended period of time, will be given a final review by this subcommittee, submitted to the PPOC for approval, and submitted to the Board at its December meeting.

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And the young lady said to her friend: "I wouldn't say anything about her unless I could say something good. And, oh boy, is this good...."

RECREATION COMMITTEE

Tony DiSalvo and Dave Harvey, Co-chairs

The Committee met on October 9 and the next meeting is scheduled for Wednesday, November 13, in the East Card Room.

Mark your calendar for the evening on November 21, for our annual Mexican Dinner. The cost will be \$9.50 per person. All residents and their guests are invited to participate. A flyer appears elsewhere in the Newsletter.

A discussion took place concerning the possibility of renting a large screen TV for the Super Bowl. Further, if the Redskins make it to the final playoffs prior to the Super Bowl, maybe we would rent a large screen TV for that game also. Of course, there would be a small fee involved to cover the rental, etc. It would be a BYOB; the Committee might provide other goodies if the turnout was large enough to justify the rental. Leave a message for Tony Di Salvo, 502E at the reception desk if you are interested.

The next TGIF is scheduled for 6:30 pm, Friday, November 1, in the East Party Room. All residents are invited, just bring your own liquid refreshment, setups and a plate of hors d'oeuvres to share. No reservations required.

While you are marking your calendar enter also the next big event sponsored by the Committee. The Annual Holiday Party, 7:00 pm, Saturday, December 7, in the West Party Room.

Come join the Recreation Committee at its next meeting on November 13 in the East Card Room. All residents are invited as usual.



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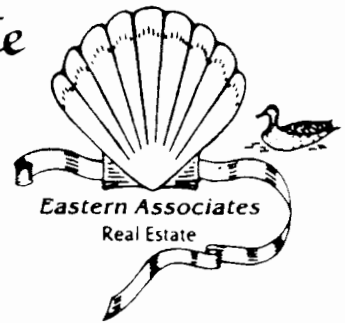
NOTICE

An ad hoc committee of the Covenants Committee is working diligently on a revision and update of the Rules and Regulations of the Skyline House Unit Owners' Association, Inc. An interim document, Rules and Regulations Revision #2, dated July 17, 1991 is available upon request in the Management Office. Your comments regarding any additions, corrections and/or revisions will be appreciated. Please notify Mrs. Elizabeth Grant 1408W not later than November 30, 1991.

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MANAGEMENT QUIPS

Media General: At last, we have been advised by Media General that on Wednesday, November 6, 1991, service applications will be accepted and service installed to any units wishing at Skyline House. On Monday they will inform us of the exact time and place of accepting applications. They will be holding sessions at Skyline House to explain the ins and outs of various types of service, costs and to make arrangements for immediate installations. We will post any and all communications from Media General on the mail room lobby bulletin boards including a temporary one in the main lobby.

Rule Number 8 of the Rules and Regulations entitled MOVE-INS, MOVE-OUTS, AND DELIVERIES. Following is the rule:

A. All move-ins and move-outs, whether commercial or self service, must be scheduled with the management office.

B. All move-in, move-out and heavy deliveries, larger items or commercial deliveries must be made via the service elevator from the loading dock area.

C. Service elevators may be used for move-ins and move-outs between the hours of 8:00 A.M. and 8:00 P.M., Monday through Saturday. No move-ins nor move-outs will be allowed on Sundays and National Holidays.

D. A charge at the prevailing rate will be made to all persons moving into or within the building regardless of the amount of furniture or personal belongings being moved.

E. Residents must complete and sign an admit slip as well as furnish keys if they wish management to permit deliveries or for service personnel to enter their unit in their absence. The association assumes no responsibility for any damage or loss caused by delivery persons or service personnel.

The continuing attempts of

individuals to move-in or out on Sunday along with several after 8PM incidents, is trying the patience of residents and staff alike. Almost every Sunday there are at least one or two attempts to move, mostly out. In these cases the first indication of a move is when someone requests to have the loading dock door opened. They are advised that this is not permitted and that no moves are allowed. All moves, see section A, are supposed to be scheduled with management prior to the move and in the case of a move-in an advance payment of a fee of \$100.00 is required. Another way of discovering a move in progress is when a resident calls and advises us. When an illegal move out/in is discovered, management has no other choice but to stop the move. All of this leads to some fairly unpleasant confrontations. Since the service elevator must be used for all move-ins, move-outs and its use is limited to the hours of 8AM to 8PM, Monday - Saturday, then move-ins/outs may only be allowed during these hours/days. These means that a move must be completed by 8PM or it must be stopped. It also means that if the move is not completed by Saturday at 8 PM you must wait until Monday at 8AM to resume moving, provided that you have reserved the service elevator for Monday or it is otherwise available.

(Continued)

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(Continued) What does reserving the service elevator mean? Several residents can reserve the same elevator for the same date. The highest priority reservation is issued a key that locks out the elevator for their use only. This is done on a reservation basis with the first request having priority one for the day. For example, if you are planning to move in you may reserve the elevator after completing the paperwork and paying your fee, for that day for the period of 8AM - 8PM. While someone else, priority two or above, can reserve it for the same day you can preempt the elevator at any time. Nor does the higher priority have to relinquish the elevator if they do not wish. At times we have had up to 5 priorities listed in a single day on a single elevator. This also can get sticky especially when it is getting close to the 8PM deadline. Management asks that you read your rules and regulations which are part of the Covenants you agreed to when you came to Skyline House. Whether you are an owner or a tenant the Covenants apply to all. If you are a renter your unit owner is responsible for any and all acts committed by you, their tenants, governed by the Covenants. Since mid 1990 all incoming residents have had to acknowledge in writing that they have received a copy of the Rules & Regulations as part of their incoming package and I am aware that others in the past got copies of the Rules. For any one who wishes the latest copy, which is currently undergoing revision by the Covenants committee, is available in the Management office.

- o The new heavy duty entrance and exit garage doors have been adjusted to respond correctly, faster, to the comings and goings of vehicles. Remember any damage caused by a vehicle operator who attempts to tail gate another vehicle, not using their card or opener, will be charged to the operator responsible. What's the old saying "Survivors will be prosecuted".

- o I am proud to announce that William (Billy) Gricas, our East building engineer, has just been licensed as a 1ST Class Power Engineer by the Commonwealth of Virginia. Congratulations are in order.

- o Remember, we have available in the management office a list of suggested safety tips to follow when you are away written by Margaret Gassler.

- o Compliance with the NO SMOKING ORDER in Skyline House is going well. The ban affects all indoor common areas except the Party room during private parties. Signs are being made to be placed at entrance/exit doors reminding all that smoking is now banned. Smoking material receptacles are being placed at these doors and we appreciate your cooperation in complying with these changes.

- o RECYCLING - Skyline House is about to take a GIANT step forward in recycling. Within two weeks we will be handling PLASTICS, CLEAR GLASS and ALUMINUM CANS along with NEWSPAPER. Each loading dock will have 90 gallon "totables" for each recyclable. In the West loading dock, the totables will be placed in the trash room along with the replacement of the 5 metal trash cans by 3 large totables for regular trash. The East loading area, which is somewhat larger, is capable of handling the totables without change.

It is hoped that your response will be one that will require extra containers and expansion to include brown glass and green glass. For the time being we will have weekly pickups, probably on Mondays.

- o Holiday Season - It seems hard to believe but the Holiday Season is about to begin. We will shortly have available a list of recommended precautions for the Season. The list will be posted on the bulletin boards and an extract available at the Management Office.

- o The Management office has once again been consolidated in the main lobby building due to the imminent arrival of our new Deputy General Manager, Ms. Nancy Reed. She will be residing in unit 114W.

MEXICAN DINNER



MENU

Sangria
Chips with Sauce
Chicken Enchiladas
Mexican Rice
Refried Beans
Salad
Almond Pudding
Coffee and Tea

LISTA de PLATOS

Sangria
Fritos con Salsa
Enchiladas de Pollo
Arroz a La Mexicana
Frijoles Refritos
Ensalada
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THURSDAY, NOVEMBER 21, 1991

Cocktails: 6:30 p.m. (BYOB)

Dinner: 7:00 p.m.

WEST PARTY ROOM

\$9.50 Per person
Residents and guests welcome

Checks must be received no later
than NOVEMBER 13, 1991

Make your reservation early. A rectangular table will seat ten, a round table six.

Place reservation slip & check at front desk for unit 914W. Any questions, call Maria Boykin or Elsa Paez, 820-1567.

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APPRECIATION

Recently, a resident, who shall remain anonymous by choice, wrote to the Giant expressing her appreciation for the service provided in taking residents to the store to facilitate their shopping. She wrote on the premise that it is easy to forget to acknowledge the nice things that are done for us and make ourselves heard only when we wish to complain. Not expecting a reply, she was pleasantly surprised a few days ago to receive the following letter from the Giant.

Dear _____:

Thank you for your recent comment card. We are pleased to learn how much you appreciate the bus service provided from the Skyline Center to your Baileys Crossroads Giant.

We're committed to providing our customers with helpful, friendly service and we're proud to learn what a beneficial service this is for our customers in your community.

Please be assured that a copy of your remarks will be sent to the people responsible for the bus, as well as the appropriate individuals at Giant so they, too, will know how much you appreciate this service.

Again, thank you for writing. We appreciate hearing from you and look forward to serving you in Baileys Crossroads for many years to come.

Eileen Katz
Assistant Director

TOWN MEETING

A Town Meeting will be held on Tuesday, November 19 at 7:30 pm in the West Party Room. The main topic to be discussed will be the 1992 budget. This is a very important meeting which may effect all of us and we urge all to attend.

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