

The

House Special

VOLUME XII

JANUARY 1992

NO. 1

THE PRESIDENT'S REPORT

David Tilson, President

Status of Lawsuit

On December 19, the Circuit Court of Fairfax County set a date of August 31, 1992 for the start of the trial of our suit against Hyatt and Rhoads. It will be a jury trial. As most of you know, this lawsuit was initiated last year after the Virginia Supreme Court dismissed our warranty lawsuit against the developer of Skyline House because the original filing by Hyatt and Rhoads, our former attorneys, was technically defective. We are suing Hyatt and Rhoads for the same amount (\$3.2 million) that we had claimed in the suit we had filed against the Smith Companies' subsidiary that had developed Skyline House.

Redecoration Status

The balance of the furniture for the lobby is expected about the end of January. A proposal for wall decorations in the main lobby and the galleries is expected from the art consultant we have retained early in January. If considered acceptable by the ad hoc art committee, it will be considered by the Board at its January meeting.

Financial status

The December Board meeting took place on December 18. The financial statements did not

reach the Treasurer and the other Board members until a few hours before the Board meeting so there was no time for analysis of the statements at the meeting. It was evident from a cursory glance at the report that there were some erroneous entries in some places. Subsequently, the General Manager examined the statement carefully and said it appeared to be largely accurate. We appear to be in good shape for the year. Although our operating income is almost \$22,000 less than we had budgeted (mainly because of the loss of interest income due to the substantial drop in interest rates), our expenses through November are about \$70,000 less than we had budgeted. This leaves us about \$48,000 ahead of budget if these figures are correct. Our General Manager estimates that the end of the year figure will be somewhat less, perhaps \$30-35,000, but still well in the black.

The General Manager is in the process of setting up an in-house computerized accounting system which will be ready to go on line effective January 1, 1992. We plan to retain the accounting firm we have been using for the last six months -- even though their monthly reports have not been entirely satisfactory -- at least through March to ensure that our new in-house system is functioning properly. This "parallel processing" is a necessary cost of transition to insure that no serious errors occur in our recordkeeping. In-house record-keeping will enable us to obtain much better access to our financial information on both a regular and ad hoc basis.

(Continued on Page 3)



The House Special

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

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preceding issue date

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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

Several residents continue to ignore the newly instituted "NO SMOKING" ban in the lobbies, elevators, and common areas within Skyline House. Many offenders try to mask their transgressions by holding their cigarettes down low, by their sides as they walk through. These smokers, nearly all men, don't get the point -- the smoking trail you leave is harmful to children and all other living things.

Jeff Davidson
705W

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- A REMINDER -

*Don't open the door
for someone you don't know.*

(Continued from Page 1)

New Telephone System

ORS Associates, the consulting firm we retained to advise us on purchasing new telephone equipment for Skyline House, has turned in its report. It concluded that a substantial majority of the unit owners want to continue the intercom service between the apartments and the desk, but that most unit owners are not interested in having the secretarial answering service available because of its high costs and the fact that many unit owners have installed answering machines or use the C&P answering (voice mail) service. They have prepared a Request for Proposals to solicit bids from various vendors that would meet our needs. The report and the RFP were reviewed by a subcommittee of the PPOC which made some suggestions to the General Manager for modifying it. The PPOC subcommittee agreed that the General Manager should send out this modified RFP as soon as possible. The Board endorsed the decision to replace the current switchboard equipment with modern equipment that will continue the intercom service between the apartments and the desk, but does not have secretarial service capabilities. ORS Associates

will help evaluate the bids once they come in. assuming all goes well, we should be in a position to approve action by the February Board meeting.

Brian Le Bert-Francis Party Room

On December 18, a plaque was unveiled designating the West Party Room as the Brian Le Bert-Francis Room. A ceremony recognizing this action took place during the Board meeting. Brian's untimely death a couple of years ago not only saddened everyone who knew him, but was a great loss to the Association because of his deep commitment and continuing contributions to the governance of the Association.

Date of January Board Meeting

To permit study of the financial reports, which are not available before the middle of the month, the January Board meeting will be held on Thursday, January 23, 1992. The February and March Board meetings will be held on the third Wednesdays of those months.

May 1992 be a happy and prosperous year for all!

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RECREATION COMMITTEE

Tony DiSalvo and Dave Harvey, Co-Chairs

- The Committee met on December 11, and the next meeting is scheduled for Wednesday, January 8, at 7:30 pm, in the East Party Room.
- We would like to report that the Annual Holiday Party was a great success. The number in attendance was much larger than our usual TGIF for which we are grateful. The residents, as usual provided a great variety of hors d'oeuvres to share. As has been the practice at previous Holiday Parties, some residents brought their favorite desserts for all to enjoy. (As for future TGIFs, we still request that you prepare a plate of hors d'oeuvres.) The Committee provided an unlimited amount of champagne to drink.
- We are tentatively planning a night at the American Showcase Theater in Alexandria for the show "Beyond the Fringe" (see the blurb in December's *House Special*) for Sunday, February 16. Also an optional dinner at one of the nearby restaurants. For those requiring transportation, no problem -- arrangements will be made to get you there and back. More details will be forthcoming in February.

◦ Being the last meeting in 1991, we reviewed the activities for 1992. We still need members who will take responsibility (we know that is a difficult word) for chairing any new activities that are to be undertaken. The same members chairing one or more activities are unwilling to add more to their full plates. For instance, we would like to have to have at least two pot lucks a year but have no one to chair the activity. There are people who will assist you.

◦ Come join the Recreation Committee at its next meeting. All residents are invited as usual.

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PHYSICAL PLANT & OPERATIONS COMMITTEE

Ed Ing, Chair

Landscaping. At its December 5, 1991 meeting the General Manager reported a delay in planting 13 cypress, 3 maple, and 1 gum trees around the East Building. These replacement trees were to have been put in the ground in November. The trees as well as tulip bulbs and decorative cruciferous plants will now be planted within the week. Additional tree replacements are planned for late winter.

Spandrel and Balcony Repairs. At the PPOC's December 5th meeting, the General Manager also reported that the repair work will continue for another week and a half. The work will then be suspended for the winter. The workers will resume and complete the job in the early spring.

Front Desk Manual. In July of 1990, the Board directed the General Manager to revise the Front Desk Manual especially in view of the Condominium's new self-managing structure. At subsequent meetings, the Board set four different deadlines for completion of the Manual. The General Manager finally submitted his final draft to the Board and the PPOC at the end of October 1991. The Board then directed the PPOC to complete its review within 60 days.

The Front Desk Manual Subcommittee of the PPOC reviewed the draft with the General Manager, corrected numerous matters, and produced a corrected copy of the Manual. The PPOC therefore recommended that the Board approve immediate use of this corrected Manual.

Condominium Telephone Replacement. The Telephone subcommittee of the PPOC met on December 15, 1991 with the General Manager and reviewed the consultant's draft Request for Proposals (RFP) for the condominium telephone system. The Subcommittee noted a number of technical as well as grammatical and spelling

errors in the RFP for the General Manager to correct. The Subcommittee raised two matters for Board consideration:

First, the Subcommittee believed that the RFP, once the errors are corrected, is acceptable as long as it is the Board's decision to drop existing secretarial service. The RFP calls for bids on an intercom system that does not provide secretarial service for residents. The Subcommittee wanted to stress to Board members that the Board must squarely decide whether to end secretarial service before it sends out this RFP.

Second, the consultant's report provides no basis for anyone to represent that it is the Condominium's consensus to drop secretarial service and retain only intercom service. The consultant's finding of a "broad consensus" that secretarial service is not needed was based on a nonrepresentative sampling using poorly worded questions. (The questions were worded for yes or no answers but the responses were not yes or no.) The "consensus" only reflected the opinion of about 22 residents; and the consultant admits that due to the relative low response rate "it is difficult to assign a specific statistical validity to the results..." (Only 33 unit owners responded -- 30% of the total 109 contacted. The report here failed to follow generally accepted statistical practice which requires a minimum response rate of 80%.)

Since the consultant's focus group survey provided no basis to conclude that a consensus exists, the Board must therefore make the decision for the Condominium as to the type of phone system which the Board believes the community wants.

Community College Parking Structure. The PPOC and the Community Relations Committee have invited Roger Tancredi, Business Manager for Northern Virginia Community College Alexandria Campus to discuss the plans for the new college parking structure. Mr. Tancredi will appear at the PPOC's next regular meeting on Thursday, January 9, 1992, at 8 pm.

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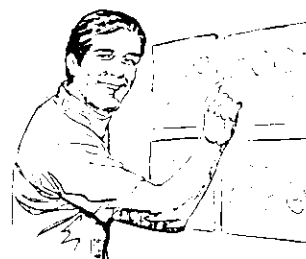
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INVITATION FROM THE CRUISE CONNECTION AND PRINCESS CRUISES

Please join us at an Open House, January 22, 2 to 8 pm, at our office, 3817-D South George Mason Drive, Falls Church. Learn about Alaska, The World's Best Cruise, and two beautiful ladies (the ROYAL and STAR PRINCESSES) who will be cruising the waters of Europe this summer.

ALASKA

Alaska's glaciers have been around for centuries but Early Booking Savings melt away on February 14. Sail through forests and fjords to the ice-age wonders of Glacier Bay. Explore rustic gold rush towns. Pan for gold along pristine mountain streams. Flightsee over the Juneau Ice fields. Go river rafting, sportfishing, or enjoy a traditional salmon bake. Princess offers more ways to experience the Last Frontier than any other cruise line. In 7 days you can travel the entire Inside Passage or sail from Vancouver to Anchorage. In 10 days you can enjoy a leisurely Canada/Alaska adventure.

EUROPE

See Paris, Rome, and Athens. Join the jet-set on the French Riviera. Glide down Venice's Grand Canal. Explore the Parthenon. See the Leaning Tower of Pisa. Marvel at the wonders of St. Petersburg. There are five 12-day and 14-day itineraries to enjoy aboard the 5-star Royal Princess or the celebrated Star Princess. Plus fine dining, smashing Broadway style entertainment, and the warm, friendly service that makes Princess the Love Boat. There will never be a better time to travel through Europe in style.

Remember, Valentine's Day is the Love Boat's National Holiday. Celebrate by booking an Alaska Adventure or a romantic European cruise by February 14.

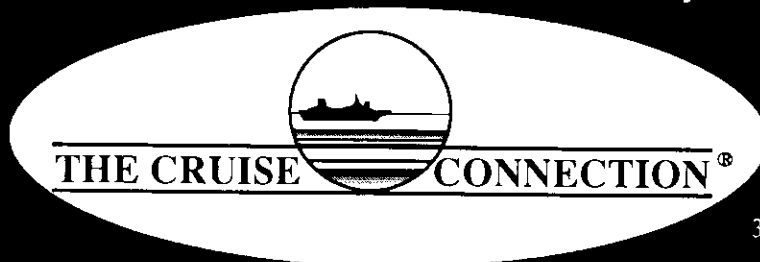
Reserve early for best choice of accommodations and call us, or better yet, stop in and learn of the spectacular deals available only to our clients. For example, you can realize savings up to \$450 per person on Alaskan and up to \$800 on European cruises, if booked by February 14. In addition, Princess has made available, only to clients of THE CRUISE CONNECTION, a \$50 per cabin credit to be used for purchases aboard ship, as well as an opportunity to purchase an additional \$250 credit for only \$125.

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SECURITY, FIRE, AND SAFETY COMMITTEE

Rob Sherrer, Chair

As we residents of Skyline House head into 1992, we look forward to continuing our enjoyable lifestyle with the many amenities available here. The Committee thanks those who attended our meetings in the past, as well as those countless residents who supported the community-wide effort that is needed to assure that the House, our home, remains a secure place to live. We hope this new year will bring all the best to you and those who are so very special to you.

On December 11, Officer Josh Brown of the Fairfax County Police Department and the crime prevention officer of the Mason District Station spoke to the residents in the West Party Room on crime prevention and personal safety. Officer Brown's presentation was very informative, up to date and interesting, and was very much appreciated by those in the audience. So that more residents may benefit from his presentation, following are some of the key points he made.

- o If in a Mall parking lot you are attacked, take yourself out of the picture by dropping to the ground and rolling and screaming. This puts the criminal on center stage -- he is highlighted as if he has a spotlight on him. In such a situation, the attacker will in all likelihood get out of there fast.

- o Don't accept the fact that you are going to be a victim -- don't be victim oriented. Mentally, take a step back and look at the situation. Be observant; see what is around you. If it looks like a situation or someone might be dangerous, avoid it -- move away. Use common sense -- be alert!

- o If you feel insecure about something, believe in your feelings. -- act accordingly.

- o If someone is close or approaching you, and you believe he may be up to no good, look him in the eye, make eye contact. This often plants the thought in his mind that you would be able to

identify him, and, as a result, he will be much less likely to try anything.

- o The best approach to personal safety is the non-confrontational one. Avoid what appears to be potentially dangerous situations, and simply walk away if something does not seem right. Again, trust your feelings.


- o If you are driving on a dark lonely road and another car strikes you from behind, **do not** get out to inspect the damage; it might be a setup. Drive to a lighted and populated location before getting out of the car.

- o Remember, pay phones are free when dialing "0" or "911".

- o The effect of Mace and tear gas in stopping someone can be limited. (Check which way the wind is blowing.) They affect the nerve endings and if someone is on alcohol or drugs, they will not necessarily be very effective. Strong adrenalin can also overcome Mace and tear gas.

- o If you feel you have received a counterfeit bill, a sure way to identify it as such is to rub it on a piece of paper. If it is genuine, the green ink will rub off onto the paper.

- o According to Officer Brown, Fairfax County is the safest county, with a population of 500,000 to 1,000,000, in the U.S. He attributes this to the widespread participation in and success of the Neighborhood Watch Programs.

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MANAGEMENT QUIPS

○ If you have not received your 1992 condominium assessment payment book please advise the management office as soon as possible.

○ The coupon booklets were sent to the owner of record as of December 1, 1991 at the address last provided. New unit owners will be provided with coupon books shortly. These books will be sent to the management office for distribution. In some cases we have not yet received the new information although we are aware of either a recent or pending sale.

○ Following are a few tips on having your payments properly credited to your account:

Your condominium payments are due at the lockbox on the 1st day of the month for which they are applicable.

Your unit # and account # should be on all checks and correspondence. Please send all correspondence to your management office in the condominium. Correspondence sent with your payment will be delayed in getting to the proper party.

If you have a "billpayer account", i.e. a third party such as a bank or trust company, making your payment, please use the coupon and/or make sure

the unit # and account # are on the check. The account number is the five digit number located on the second line of the coupon under, appropriately enough, account number.

If you are making multiple payments which include both the regular and special assessments, please include coupons for each month paid.

If you are making any payments of an odd amount or frequency please advise your management office in writing.

○ Some owners may wish to prepay their special assessment for the remainder of the year. If you wish to do this, the following procedures should be used.

1. Make the payment at the condominium office.

2. Complete the form at the bottom of this page making sure that you include your account number, unit number and total amount of the payment.

3. If total payment for the special assessment is made, a new coupon book reflecting the regular assessment will be issued.

4. For your protection make sure that the acknowledgement section of the payment is completed and you receive a copy.

PREPAYMENT COUPON SPECIAL ASSESSMENT - 1992

Please find attached a check in the amount of \$ _____.00 as prepayment of my SPECIAL assessment for the year 1992. I understand that this payment, if made in full, is non-refundable and will not be used in payment of any other condominium charges.

Name of Owner: _____

Unit #: _____ Account #: _____ Check #: _____ Date: _____ Amount \$ _____

Verified: Tier #: ____ Monthly \$ _____ X ____ = \$ _____ Account #: _____ Unit #: _____

Accepted for Skyline House Unit Owners' Association, Inc: Date: _____

BAILEY'S CROSSROADS

o We live here. It's part of our lives. But do we ever think about what preceded our arrival. We resettle, moving to a new location, (most of us are fairly new here) and we take for granted and seldom even consider how a place earned its name.

o Bailey's Crossroads. Of course we realize without thinking about it that it was probably named for an early settler or developer, but that is usually as far as it goes. Most settlements are like that and one rarely recalls who that individual was but the founder of Bailey's Crossroads has another claim to fame.

o Hackaliah Bailey, "the Father of the American Circus" was a native of Westchester County, New York, a prosperous businessman and entrepreneur who entered the circus business. Needing a place where he could winter and train his animals in the Washington area, he bought 500 acres surrounding the junction of Columbia Turnpike and Leesburg Turnpike and on the border of (at that time) the District of Columbia. He and his partner, Phineas T. Barnum, are probably the most renowned circus tycoons in the history of the United States. Little now remains but the family dominated the area for most of the nineteenth century.

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COVENANTS COMMITTEE

Stephney J. Keyser, Chair

The Covenants Committee has met regularly each month since the last report of the Committee's activities in *the House Special*.

The committee confirmed its charter with minor corrections to the Committee's preamble --- the Covenants Committee has the responsibility to formulate and maintain the regulations established by the Board of Directors for the day-to-day operation of Skyline House, and to monitor compliance by unit owners and renters ---. An ad hoc committee was formed at the request of the Board of Directors to complete the revision of, and to make current, the Rules and Regulations of the Skyline House Unit Owners' Association, Inc. Elizabeth Grant is the Chair for that committee. The most recent revision, dated July 17, 1991, is available for distribution to interested owners. Comments are solicited and should be submitted in writing to Mrs. Grant, 1408W, as soon as possible.

There has been a significant increase in verbal reports and written complaints of violations of the House Rules and Regulations. Most important are the repeated complaints of tailgating at the entrance to the garage because of the slow operation of the door, speeding in the garage, clothes being hung on the balcony, obnoxious odors, trash being left in the Trash Room, and reports of animals, specifically a cat, a bird, and a dog, observed and heard on various floors in the buildings. We recognize that many may find compliance with rules and regulations both difficult to follow and even annoying at times but in order to provide a safe, pleasant and healthy environment for our residents we need the cooperation and compliance of even that small number of violators. The Covenants Committee is working with Management to formulate ways to assure compliance with the rules. We therefore urge anyone who makes a complaint to be prepared to attend a hearing and to testify if there is need for a hearing particularly in cases of

repeated violations.

The few dedicated owner volunteers who attend the committee meetings regularly and work diligently, solicit your cooperation and support. We meet regularly on the third Thursday of the month.

!! HELP WANTED !!

THE COVENANTS COMMITTEE

IN URGENT NEED

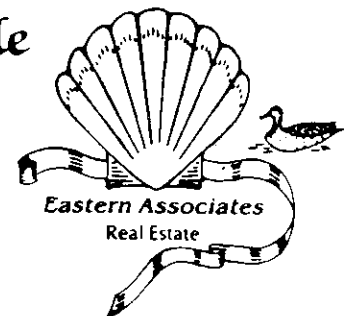
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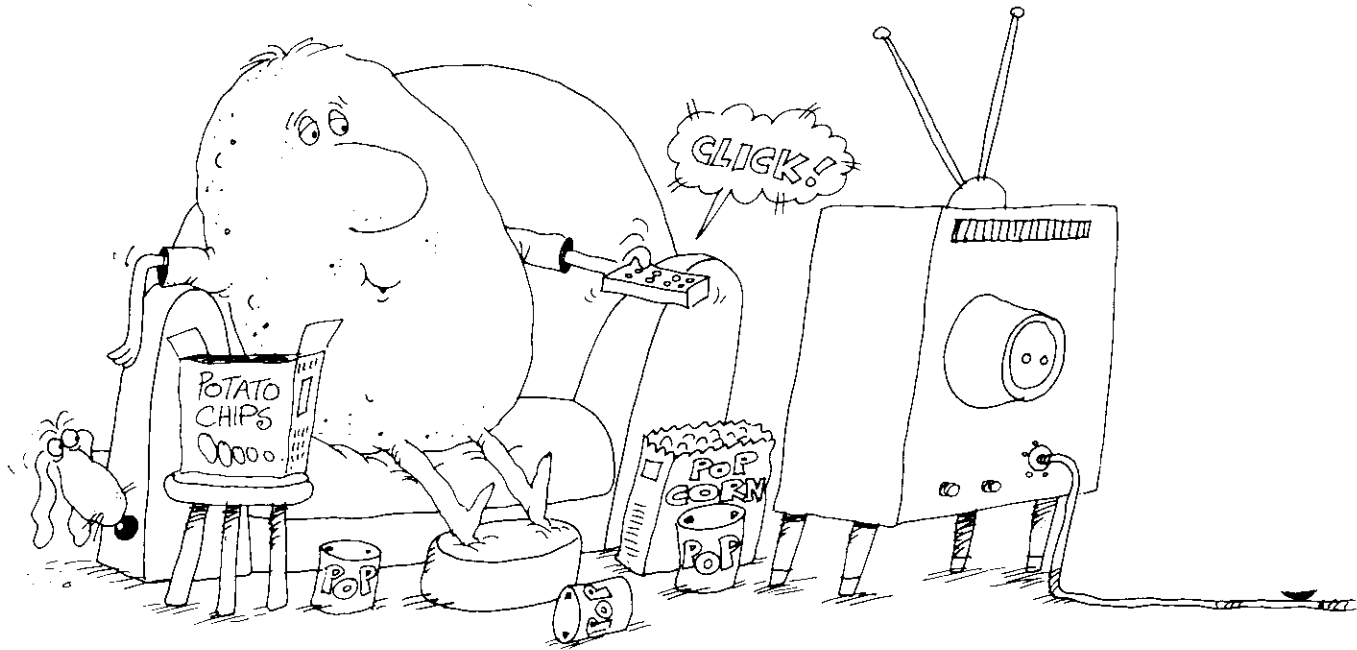


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