



The

House Special

VOLUME XII

FEBRUARY 1992

NO. 2

THE PRESIDENT'S REPORT

David Tilson, President

The following matters were discussed at the January 23 Board meeting:

Status of the Lawsuit against Hyatt and Rhoads

Active preparations for pursuing this suit are underway. With the trial date set for the end of August 1992, a great deal of work is required to prepare for trial. The Board has conferred in executive session with our attorneys about the case and we are satisfied that the interests of the Association are being served properly. Unfortunately, the legal constraints of lawyer-client confidentiality make it impossible to disclose any substantive details.

Annual Meeting and Election of Board Members

The 1992 Annual Meeting of the Skyline House Unit Owners Association will take place in the main lobby on the evening of March 31. Two 3-year Board positions will be filled by the election to be held that evening. It is very important that some well-qualified candidates volunteer to run for these positions. The deadline for filing applications for candidates for these vacancies is March 10. Applications are available at the front desk. A town meeting at which all candidates can speak to unit owners and respond

to their questions will take place on March 24 in the evening. The Covenants Committee, Chaired by Ms. Stephney Keyser, is responsible for all matters pertaining to the election.

Under our by-laws, the Board is responsible for all of the major decisions affecting the governance and management of Skyline House. They approve the budget, set condo fees and special assessments as needed, hire the general manager, approve contracts and major procurements of supplies, services, and equipment, and make or change rules affecting use and access to all the common areas. Thus, the quality of our management and of our living environment is very dependent on our having a good Board -- one comprised of unit owners with broad experience, sound judgement, and mature perspective. Since we are a self-governing community, it is essential that all unit owners take seriously their responsibility for assuring the election of well-qualified Board members each year.

Financial Statements

Financial statements for the month of December were not available to the Board because they had not been delivered by our accounting firm. The reason is that the mainframe computer into which all of the data had been entered "crashed" and was not functioning for several days. All of our data was backed up, but it will have to be reentered and checked, so it will take some time. Mr. Fenton said that the in-house

(Continued on Page 3)



The

House Special

Editor:

Law Henderson

Advertising:

**Skyline House
Business Office
(703) 578-4855**

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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.

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Treasurer
Secretary
Director
Director
Director**

**David Tilson
Ed Bisgyer
Wayne Krumwiede
Helen Henderson
Millie Foley
Dolores Littles
Sam Blumberg**



HEAR YE

HEAR YE

HEAR YE

ELECTION DAY COMING

BOARD OF DIRECTORS

On Tuesday, March 31, 1992, an election will be held at Skyline House to elect two Unit Owners as members of the Board of Directors of the Skyline House Unit Owners' Association. The terms shall be for three years terminating in 1995.

It is essential to maintain the highly efficient Board of Directors to which the Unit Owners' Association has come to expect over the year. We therefore urge and encourage interested and capable owners to submit an application for nomination to the Board of Directors. Applications are available at the front desk. Please submit your application together with a black and white passport photo to the Management Office upon completion. The deadline is March 10 but we urge you to submit your application early. If you know someone having the talents and expertise which you expect of a Board Member please urge that individual to apply.

If you have any questions concerning the nomination process please call:

**Stephney J. Keyser, Chair, Covenants Committee
Unit 413-E Phone: 671-8545**

(Continued from Page 1) accounting system is almost completely set up. He expects to have it fully functional by next month. He will end the contract with our accounting firm as soon as our own system is fully functional and has been checked out carefully.

He said that he is still confident that we ended the 1991 budget year with a surplus of about \$25-30,000.


Telephone System

A Request for Proposals was sent out to a number of vendors of telephone equipment of the type we need to replace our current switchboard and intercom. If this results in a satisfactory proposal in the next few weeks, the Board may be

in a position to approve at its February meeting the acquisition and installation of a new phone system.

Community College Garage

The PPOC expressed concern over some of the security implications of the 2-level parking garage that NOVA Community College plans to build immediately adjacent to our property. They also requested more complete information on the architectural plans. It was agreed that Mr. Ed Ing, chair of the PPOC, and Mr. Fenton, our general manager, will discuss what we would like to communicate with the College authorities and then have the letter drafted and sent by our attorney.



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PHYSICAL PLANT & OPERATIONS COMMITTEE

Ed Ing, Chair

College Parking Garage. The PPOC and Community Relations Committee jointly hosted a presentation on the Community College's new parking structure which is now being built. Roger J. Tancreti, Jr., Business Manager of the Alexandria Campus of the Northern Virginia Community College, presented the college's plans.

Previous designs had called for a seven story parking structure -- three stories below ground and four stories above ground -- adjacent to Skyline House. The college has drastically scaled back its designs. The structure now under construction will provide only two parking decks. One deck will be the existing parking lot surface and the second deck will be built atop the present lot. Mr. Tancreti said that the structure will not support the addition of more decks in the future.

In response to the committee's request, Mr. Tancreti later provided the specific elevation for the structure. The present parking lot will serve as the first level of the new parking structure. The spandrel or parapet of the second deck is now designed to be about fourteen feet above the surface of the first deck. (The parapet will protrude about three feet above the second level deck surface.) The top of the stairwell housings will stand above the spandrel by seven feet and above the first level by twenty-one feet.

The structure will roughly follow the dimensions of the present parking lot. The columns supporting the second deck will be spaced about thirty feet apart. The sides of the first deck will be completely open. There will not be any additional columns, grill work, facade, or fencing to enclose the first level.

Entrances to the upper and lower decks of the parking structure will be on the side facing Skyline House.

Preparatory work has already started. The work crew will drive supporting piles for the second deck in April. Although the garage will be finished and put in use at the end of August, the workers will remain on the site through September and October for clean up. Mr. Tancreti assured the audience that construction work will occur only on weekdays during regular work hours from 7 a.m. to 3 p.m.

Mr. Tancreti explained that current enrollment especially for evening classes overwhelms the college's present parking facilities for 1,500 cars. Last fall, 11,000 students enrolled at the college. For the spring term, over 11,000 students are enrolled.

The parking structure will cost approximately \$3.1 million. A state bond issue will cover the cost, and the bonds will be repaid with income from student parking fees. The structure will more than double present parking capacity on that lot from 429 spaces to about 1,000.

During construction, the college has moved fifteen classes off campus to ease the parking situation. A temporary lot was also leveled on Dawes Street across from the engineering building. Motorcycle instruction will be shifted to a lot on Beauregard Street. If this site proves satisfactory for motorcycle training, the college may make the move permanent.

A longstanding easement allows the college to connect with a storm easement that runs along and through Skyline House property. State law also requires the college to erect runoff and soil catchments to prevent siltation of the storm drains. For these reasons and also for safety, the construction site fencing extends over Skyline House property.

The college has surveyed and will mark with stakes its exact boundary line with Skyline House. Mr. Tancreti stated that any disturbance will be corrected after the construction. All vegetation will be restored. The construction

company will prevent any erosion of the hillside and the hillside will be mulched during construction and reseeded when the parking structure is finished. Various white pine, deodar cedar, austrian pine, and bald cypress trees will be planted immediately alongside the structure. The plantings will be eight to 10 feet tall.

Residents' questions and subsequent discussion reflected significant concern over: (1) Security, because a parking structure will harbor and encourage criminal activity. Residents were particularly concerned that the parking structure will have open sides and not be secured. The college has no plan to erect any fence or barrier between the parking structure and Skyline House. (2) Ground maintenance of the hillside after construction, because Skyline House now cleans, plants, and maintains the college's land on the hillside. (3) Visual intrusion, because of the height and appearance of the parking structure. (4) Disturbance, because of the garage lights and misuse of the parking structure by hot rodders. (5) Possible damage to Skyline House, because of

the pile driving. (6) Restoration of the hillside, because the plantings are modest in size and sparse in number.

Condominium Telephone System.

Following Mr. Tancreti's presentation, the PPOC commenced its regular meeting. It was reported that the board decided to eliminate secretarial answering service for residents when it authorized the general manager to seek bids for the new telephone system.

Landscaping. The committee noted the deterioration of condominium grounds particularly due to the fact that the landscape maintenance contract was terminated and that there has been no service contract for the past year.

Since the general manager had not completed drafting the specifications for a new grounds maintenance contract at the meeting date, the PPOC authorized its landscaping subcommittee to review and approve the specifications on behalf of the PPOC.

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American Showcase
Theatre's production of

BEYOND THE FRINGE

DATE: Sunday, February 23, 1992

SHOW TIME: 7:00 pm

COST: \$12.00 per person. This is a group rate and we must have at least 20 reservations.

DINNER: Optional dinner before the show at Joe Theismann's just across the street from the theatre at 5:00 pm



Deadline: February 9, 1992

The theatre is located at: 1822 Duke Street, Alexandria, VA - Plenty of free parking in front of the theatre.

We would like to meet in the Skyline House Lobby at 4:30 pm for those planning to have dinner at Joe T's. Contact Tony DiSalvo (824-1958) or Dave Harvey (578-4621) for specifics. Transportation can be arranged for those desiring transportation for dinner. This is, of course, optional. If you DO NOT plan to have dinner at Joe T's, go directly to the theatre. Please indicate this at time of reservation. Tickets will be handed out at the theatre shortly before 7 pm.

SPONSORED BY THE SKYLINE HOUSE RECREATION COMMITTEE

AMERICAN SHOWCASE THEATRE

Make non-refundable checks payable to: Skyline House Recreation Committee

Name(s): _____

Guest(s): _____

Unit #: _____ Phone #: _____ No. in party: _____

My check is enclosed for \$ _____ (\$12.00 per person)

Place reservation slip and check at front desk for Tony DiSalvo, 502E.
Any questions call Dave at 578-4621 or Tony at 824-1958.



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COVENANTS COMMITTEE

Stephney J. Keyser, Chair

○ The January meeting included reports of violations and the Chairperson's report of a meeting with Management regarding the plethora of complaints involving observations of a cat and a bird in Units of the West Building, unpleasant odors, clothes hung on balconies, and tailgating of cars entering the garage. Management reports that there has been significant reductions in these complaints. A decision was also made to try to telephone owners or occupants when a complaint is filed for the first time.

○ It was reported that a bag of ice was thrown from the party room causing considerable damage to a parked car. The police were called but it could not be determined who threw the ice

or where exactly it came from. It is alleged that the host of the party will pay for the repairs to the car although culpability was not acknowledged.

○ This incident led to a lengthy discussion about security and the use of the party room. One member suggested that the Board of Directors re-evaluate priorities to include more security or a different type of security for residents. However, another member stated that when one considers the state of security and cleanliness, etc., our condo is far superior to others in the metro area.

○ The meeting ran over the scheduled time, however, we ended with comments that elections are scheduled to occur on March 31, and preparations should begin now. Finally, we remind those persons who submit complaints, that they should be prepared to testify if that is needed to correct or resolve the violations.

SECURITY, FIRE, AND SAFETY COMMITTEE

Rob Sherrer, Chair

Eight residents attended the meeting of January 9. As is customary, the Committee reviewed security-guard attendance for the previous month; visits of ambulances; the police and fire departments; and security related incidents which were recorded. All guard shifts were covered for the month of December, and there were numerous visits by *Sting* supervisors to check on the performance of the guards. There were numerous ambulance visits, four recorded police department visits, but no recorded fire department visits.

The main incident was a white Acura Legend reported stolen on December 15, by an East Building resident from his parking place on the B Level. The police were called and they came and investigated. A couple of incidents of vandalism were reported by a guard on December 27 -- the phone was stolen from elevator #1 of the West Building, and the emergency light cover was broken as was the bulb in elevator #2 of the East Building.

On December 20, a resident reported that two cars had entered the garage without the drivers using their garage cards, i.e., they had tailgated into the garage. There have been other such reports and speaking to those few to whom it applies, **do not tailgate into the garage**. Not only is it dangerous, but the driver of the leading car has no idea whether you actually belong here. So, be not only safety conscious but also considerate of the feelings of the driver ahead. A few additional seconds getting to your parking spot shouldn't be that important.

Two members of the committee inspected the clarity and field-of-view that would be provided by 26-inch convex, security mirrors in the hallway on the T Level. They determined that the performance of the mirrors was adequate, and management has ordered two mirrors which upon receipt will be installed by our engineers. The

mirrors will enable residents to observe anything lurking around the corner.

CARELESS!

CARELESS!

CARELESS!

These are the lead words on a safety pamphlet provided by The National Crime Prevention Council and the Metropolitan Airport Authority Police Department. Among other useful information, the pamphlet contains the following tips:

KEY SENSE

- Many stolen cars were left unlocked, some even with the key in the ignition. Lock your car and pocket the key when you leave for a while or several hours. Close the windows all the way and make sure the trunk is locked.

- Never leave an identification tag on your key ring. If your keys are lost or stolen, it could help the thief find your car and burglarize your home.

- Don't hide an extra key under the floor mat or under the hood.

PARKING

- Park in a well lighted and busy area, particularly at night or if you expect to come back to your car at night.

- If you must park in a commercial lot or garage, leave only your ignition key with the attendant.

- Avoid parking in public lots, like those of shopping malls and apartment houses, for long periods of time. These unattended lots are favorite targets for auto thieves.

- Park with front wheels turned sharply to the curb to make it difficult for thieves to tow your car away.

PROTECTING VALUABLES

- Take everything of value with you or lock it in your trunk. Don't leave luggage, packages, and other valuables inside the car to tempt a thief.
- Engrave accessories such as CB radios, stereos, tape decks, and hub caps with a unique identifying number. Consider installing special brackets that allow you to remove CBs and radios and place them in the trunk.
- Don't leave the vehicle title, credit cards, gas cards, or checkbooks in the car.

ANTI-THEFT DEVICES

- Many products now available delay the car thief and buy time. The longer it takes to steal a car, the more discouraged the thief is likely to become and the greater the chances are of being caught.

Anti-theft devices include:

- Alarms that activate a siren, the horn, or

lights when a door, trunk, or hood is opened.

- Steering column locks.
- A second ignition switch or "kill switch" which opens the circuit directly at the coil or distributor. Your car will not start unless the hidden "kill switch" is thrown.
- Smooth tapered door locks that cannot be unlocked by a wire or coat hanger.
- Tape deck lock mounts.
- Locking gas tank cap.
- A fuel switch which closes a valve that cuts off the fuel supply.

Many new car manufacturers offer various anti-theft devices as options. Check with the car dealer before you buy a new car. Some insurance companies reduce premiums for cars with such devices.

--○--

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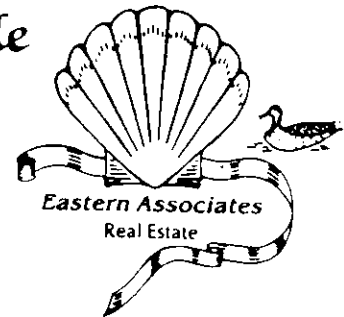
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RECREATION COMMITTEE

Tony Di Salvo and Dave Harvey, Co-Chairs

The Committee met on January 8. The attendance was not very rewarding but we hope to do better in February. The next meeting is scheduled for Wednesday, February 11, at 7:30 p.m., in the East Card Room.

AMERICAN SHOWCASE THEATRE. On Sunday, February 23, a number of seats have been reserved for the presentation of the show "*Beyond the Fringe*". The cost will be \$12.00 per person. See the theatre reservation form elsewhere in this newsletter for details. As an option we plan to have dinner at Joe Theismann's for those interested. The restaurant is located just across the street from the theatre. Further details will be provided those who are interested in dinner arrangements after making theatre reservations.

For those requiring transportation - no problem - we will endeavor to make arrangements for you to get there. Two Committee members and their spouses have been to this little theatre and enjoyed the shows very much.

No new member volunteers appeared at the last meeting so the only talk you will hear about a pot luck will be in this Newsletter. There are people who will assist.

Mark your calendar for 6:30 p.m. Friday, February 14, TGIF, Valentine's Day in the West Party Room. All residents are invited, just bring your own liquid refreshments, setups, and a **plate of hors d'oeuvres** to share.

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

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The following article was copied in part from the *House Special* of February 1982 and is repeated here for your some reason or other:

FAREWELL TO NANCY
WELCOME TO SANDY

Mrs. Nancy Reed, our resident manager, has been offered the resident managership of Skyline Square. It stands to reason that Nancy could not decline such a promotion and she will be moving across the street to run the 900-plus apartment of the latest addition to the Skyline complex. In a resolution at the 21 January meeting the Board recognized Nancy's dedication and professionalism which she brought to her job in our condominium. We know that she will be able to meet her new challenge successfully. We will miss her and wish her god speed and good luck.

To take over.....

.....working with her.

Wynfred Joshua
Vice President of the Board

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Here's an excerpt from the *House Special* of February 1983:

GOODBYE GREG

As most of you know, Greg Grimm has left our employment and has purchased a house near the bay in Maryland. We wish Greg all the best.

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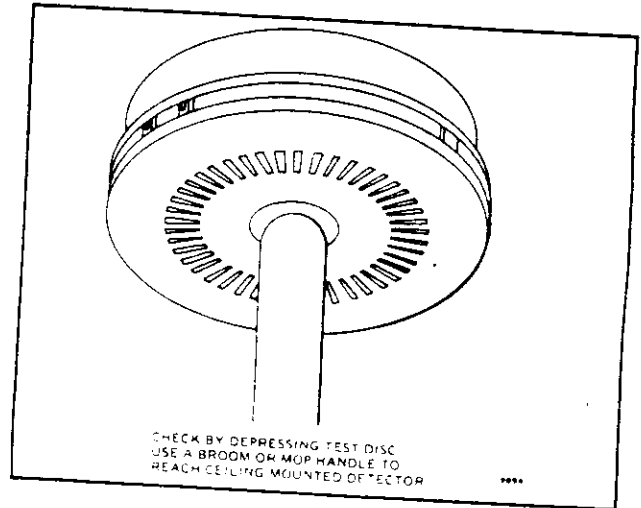
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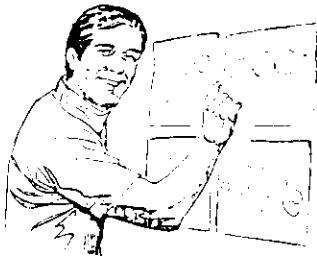
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GARAGE ETIQUETTE

Please turn on your lights when driving in or out of the garage. Headlights on during the daylight hours are for the benefit of other drivers. It permits them to see you as you approach each other. We also remind you that the speed limit is 5 MPH in the garage. Speeding is dangerous to other drivers and especially to pedestrians. If you are able to identify a vehicle by parking space number or by sticker number, please report the offender to the Management Office.

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BALCONY ETIQUETTE

Please do not use buckets of water to clean your balcony. The water flows over to other balconies making a mess. If you sweep the balcony, do not sweep the dust over the side, use a dust pan. Again we remind you not to allow cigarettes to be thrown over the side of the balcony -they burn carpets on other balconies and make an unsightly mess on the ground below. Also, do not use your balcony for storage. This includes bicycles. No clothing, rugs, etc., are to hung on the balcony railing or on clothes racks or lines on the balcony. We remind you of all these things so that our balconies will remain clean and neat, and not present an eyesore to the neighborhood.

MANAGEMENT QUIPS

○ Management is working closely with our lockbox at Horizon Bank in Merrifield to allow direct payments from your checking account electronically. The bank treasurer has assured us that they we can make arrangements to have your monthly payments deducted and transferred automatically the first of each month. We would like an expression of interest on the coupon below. The bank is writing up the procedure at this time. In short after the Association enters an agreement to allow direct payment, an application by the unit owner is required providing the necessary permission to deduct a set amount per month for the year, account identification etc. In approximately two weeks a "pre-check" is conducted on the account, that is a dummy run to assure proper routing and to expose any possible problems. If this "pre-check" is satisfactory 2 weeks later on the first of the next applicable month the Association's bank will notify your bank and the transaction will be completed. The advantages are of course that the chances of Late Charges is severely diminished, not having to remember to mail the check on time, no postage etc..

○ The bank also is investigating the distinct possibility of including payments from various PC computer payment programs such as CheckFree, etc.

○ Changing the subject, in the last few weeks a few residents have come in and in the conversation it has become evident they are not aware of one of the programs Skyline House offers as part of the condominium fee. One in particular is insect control. At the front desk there is a sign up book for insect, nee roach, spraying reservations. On the first and third Mondays of each month the Association has contracted with Paramount Pest Control to provide these services in the unit. If you wish to use these services, sign up at the front desk, either be home or leave an admit slip with key at the front desk that Monday, remove all the items from the cabinets in the kitchen and remove all food from possible overspray. The presence of roaches doesn't mean you have a "dirty home". This part of the country has a permanent roach population. It is a constant "war" to control this pest. Of course if you see any in the common areas please call us.

EXPRESSION OF INTEREST - DIRECT PAYMENT

Yes I am interested in having direct deposit or a method of direct wire payment of my Condominium fees monthly. I understand that this form is only to determine the amount of interest in this method of payment and the I will be advised as soon as definitive information is received by the Association.

Name of Owner: _____

Unit #: _____ Account #: _____ Phone #: _____

WANT AD

SKYLINE HOUSE IS PREPARING TO ENTER A CONTRACT TO INSTALL AN ENERGY MANAGEMENT SYSTEM REGULATING VARIOUS ELECTRICAL AND MECHANICAL SYSTEMS. ANY RESIDENT HAVING PRACTICAL EXPERIENCE IN DESIGNING AND/OR INSTALLING THESE SYSTEMS IS ASKED TO PROVIDE COMMENTS AND POSSIBLE ASSISTANCE. THIS OF COURSE IS AN UNPAID JOB BUT ONE THAT WILL GAIN THE SUCCESSFUL APPLICANT OUR "WARM" AND "COOL" THANKS FOR A BETTER CLIMATE INSIDE SKYLINE HOUSE. PLEASE CONTACT DON FENTON ..

RECYCLING

Skyline House can now accept CLEAR GLASS, PLASTICS AND ALUMINUM in addition to NEWSPAPER in it's recycling program.

At each LOADING DOCK there are large "TOTERS" (90 gallon capacity), the labels are on the wall above the TOTER, for each recyclable as follows:

EAST: Three (3) TOTERS are located in the alcove next to the paper storage area.

WEST: Six (6) TOTERS are placed in the G-Level Resident Trash Room.

Three (3) TOTERS are for RECYCLABLES only.

Three (3) other TOTERS are for the G-Level Resident's trash .

IT IS SUGGESTED THAT RESIDENTS BRING THEIR RECYCLABLES TO THE LOADING DOCKS IN ONE BAG AND SORT THEM AT THE TOTERS.

ALL RECYCLABLES SHOULD BE RINSED THOROUGHLY

ALUMINUM: We can accept all soda cans and aluminum foil.. Please CRUSH the cans. If you can do this it will give us more room.

CLEAR GLASS: We can accept any CLEAR GLASS bottles and jars. - REMOVE ANY CAPS OR LIDS. Note: if the project is successful it may be expanded to accept certain types of colored glass.

PLASTIC: We can accept items such as Milk Jugs and Soft Drink Containers. REMOVE ANY CAPS OR LIDS. Labels need NOT be removed. On the bottom of a recyclable container will be a small circle containing a triangle surrounding a number. If it is a number 1 or 2, the container is recyclable.

NEWSPAPER: No Change: Please place in the racks located in each loading dock.

PRESIDENT'S DAY

February 17



**ABRAHAM
LINCOLN**
February 12



**GEORGE
WASHINGTON**
February 22

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Please remind your guests that only the G prefix numbered spaces are to be used by visitors at Skyline House. These spaces are well marked by signs on posts placed approximately every four to five guest parking spaces. The spaces numbered with other than the G prefix are owned by resident owners of Skyline House and are for their private and personal use. They may have violators towed from their spaces. Management does not have the authority to tow from individually owned spaces. Guest parking and fire lane violators may be towed by management. Please remind your guests that they must register their cars to park in guest parking in order to avoid being towed. We again remind all of you that parking by residents in the guest parking spaces is limited to one hour. Residents may not use guest parking to park their second vehicle for extended periods of time. Residents who persist in this unauthorized use of guest parking will be subject to being towed.



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-- ○ --

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