



The

House Special

VOLUME XIV

AUGUST 1994

NO. 8

THE PRESIDENT'S REPORT

David Tilson, President

The July 29 Board meeting highlights were:

Financial matters. Although our expenditures are slightly more than our revenues as of the end of June, we are fairly close to our budget projections. The excessive expenditures are attributable primarily to somewhat higher-than-expected utility costs.

The payment delinquency problem is gradually being alleviated. A couple of major long-term delinquent accounts have been -- or will be shortly -- paid off, leaving our delinquent accounts at the lowest total in many years. It is clear that the sustained attention to this matter by our accountant, Kathleen Bailey, and our attorneys, is paying off.

At the recommendation of the Financial Management Committee, the Board adopted a policy of not accepting third party checks for payments of any kind including in-unit maintenance charges. This policy goes into effect as soon as feasible. Apparently some residents have been endorsing third party checks to Skyline House rather than depositing these checks to their own accounts and then writing personal checks to Skyline House. It is bad business practice to accept third party checks, and we will therefore discontinue doing so.

The Financial Management Committee is still studying the question of whether to go to a bank-managed cash management system that will ensure that all of our funds, including our reserves, are managed professionally so as to earn the maximum interest consistent with safety. The committee's recommendations will be submitted to the Board for decision at the September Board meeting.

The Committee also recommended to the Board that Management be instructed to enforce the bylaws concerning the leasing of furnished apartments. Our bylaws require a minimum lease period of 6 months, but, according to management, this requirement is frequently ignored. The Board instructed management to take whatever steps are legally feasible to put a stop to this practice whenever it comes to their attention.

Finally, the Committee recommended that the Board reduce the move-in fee for tenants moving into a furnished apartment from \$100 to \$50 provided that several conditions were met, including a pre-move-in inspection of the apartment by management to insure that there are no leaks in the water system, there is no insect infestation, and that the apartment is actually furnished. After a lengthy discussion, the Board was unable to agree on a specific modification of the current policy. No action was taken on the Committee's recommendation, which means that the \$100 move-in fee still applies to all residents, including those moving in to furnished apartments.



The *House Special*

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Pension plan. Ed Bisgyer, chair of the ad hoc Committee on Revision of the Employees Pension Plan, presented a report to the Board recommending that the current employees pension plan be replaced by a 401(k) plan that would be administered by ADP, the organization that now prepares our staff payroll. The proposed new plan has been discussed with all fulltime employees and all are in favor of the recommended changes.

The Board unanimously approved the Committee's recommendations, and management was instructed to effect the necessary changeover with the assistance of Ed Bisgyer, Wayne Krumwiede, and Steve Matula, the other trustees of the current pension plan. If any unit owner or staff member wishes to read the committee's report, they can obtain a copy from the management office.

Status of Redecorating. Dick Noonan, chairman of the ad hoc committee on redecorating the residential corridors, reported that the committee had selected two interior designers (out of six who were invited to submit proposals) and commissioned them to prepare three designs each. During August, the committee will select three of these six designs and have display boards made. They plan to have these displays in the main lobby early in September. As soon as these designs are on display, a date for a Town Meeting will be set to give the residents an opportunity to discuss them. All unit owners will be given an opportunity -- via written ballot -- to indicate which of the designs they prefer. These unit owner preferences will then be taken into account by the decorating committee in arriving at their recommendations to the Board. Board action will probably take place at the November Board meeting.

Traffic light safety problems. Mike Moore reported that a number of residents have complained about both the pedestrian and vehicular safety problems that have emerged since the new traffic light has been functioning at the entrance/exit of our property. He spoke to the Fairfax County police about the problem and was

encouraged by them to make a video tape to illustrate the various problems as they occur. His proposal was enthusiastically endorsed by the Board.

Landscaping. No residents have volunteered to serve on the newly-authorized landscaping committee in response to my invitation in the last newsletter. **Any residents who are interested in landscaping and would like to serve on this committee, are urged to contact Barbara Michelman, 931-6093, unit 1311W, who is Board liaison to the committee.** Pending establishment of the committee, the Board instructed management to seek proposals from at least three qualified landscape architects to develop a landscape plan for our property. If a landscape committee has been established by the time these proposals have been received, they will be evaluated by that committee and a choice made. If the committee has not been established by the time the proposals have arrived, Management will work with the PPOC to make the selection. Implementation of the plan selected will be geared to the funds available in the landscaping budget. If more funds are needed, the proposal will be referred to the Financial Management Committee for review and recommendation to the Board.

Community relations. Developments in our neighborhood continue to be of concern. The Smith Companies are preparing to fix up the mini park along Seminary Road between Skyline Square and Skyline Towers. They have allocated \$50,000 for the project, which, upon completion, will be turned over to the Fairfax County Park Authority for maintenance. A new zoning application for a large Taco Bell restaurant (seating capacity 90 persons) is pending. The site is on that of the former gas station on the southwest corner of Leesburg Pike and Glencarlyn Road in the Culmore Shopping Center. We (through Barbara Michelman, our representative on the Mason District Council) plan to join other neighborhood associations in opposing this application because of the already severe traffic problems on Leesburg Pike which clearly would be exacerbated by such a large new restaurant at that

location. With the new shopping center nearing completion at the corner of Columbia Pike and Leesburg Pike, traffic on Leesburg Pike is likely to become truly nightmarish in the next several months.

RECREATION COMMITTEE

Tony Di Salvo & Dave Harvey, Co-Chairs

o The Committee met in July for a short meeting to discuss the Luau and future activities. It is an item we discuss every few months.

o The Saturday, July 9 Luau was a great success even though we were rained out again. We moved the party inside to the Lobby and everyone who attended had a great time. Lots of good food and a number of people that we had not seen in along time. Again, thanks to Liza Ruiz and Sophie Anderson for decorating the Lobby for the Luau.

An Italian Night Dinner (catered by Tony) was discussed for August but in subsequent discussions it was decided to schedule the dinner in January when many of us are housebound.

o Just a reminder for those new residents who have not attended the monthly TGIF, make August 5th your first and meet your neighbors. YOU are more than welcome and to make it easier, you are requested **not** to bring hors d'oeuvres, just your own liquid refreshments.

o The August TGIF will be Friday, August 5, in the East Party Room at 6:30 PM.

o The next Committee meeting will be on Wednesday, August 10 in the West Card Room at 7:30 pm. Why not join us?

FUTURE ACTIVITIES

TGIF	Fri Aug 5	EPR 6:30 PM
Rec Com	Wed Aug 10	WCR 7:30 PM
TGIF	Fri Sep 9	EPR 6:30 PM

PHYSICAL PLANT & OPERATIONS COMMITTEE

Gordon Frank, Acting Chair

o Eleven committee members, one potential member and two members of the Board of Directors attended the July 7, 1994 meeting of the Physical Plant and Operations Committee.

o The Acting Chair reported that at its June 14 meeting, the Board of Directors had accepted the two recommendations in the PPOC report. The PPOC had recommended that the request by a resident be approved to allow immediate installation of balcony screening to protect children. The approval should be contingent upon the resident agreeing to comply, at his own expense, with any rules and specifications which are developed later by the General Manager and the PPOC. The PPOC also recommended that the carpeting on the bridge be replaced with non-skid tile but that no action be taken at this time to replace the roof seams and side windows.

o In its review of the nineteen continuing items on its meeting agenda, the PPOC was able to eliminate seven as being either completed or ongoing and thus requiring no further action at this time by the committee. These are: NVCC boundary survey, West Building mail lobby buffer door, repainting balcony railings and panels, elevator Braille markings, repair and recoating of driveways and parking areas, replacing double doors to the swimming pool deck, and a proposed brick structure at S. George Mason Drive joint driveway entrance. Landscaping has been assigned to a new standing Landscaping Committee which was explained in the President's Report in the July issue of *the House Special*.

o Two of the continuing items will be completed later this year. These are the repair of the swimming pool deck which will begin when the pool closes and the repair of the garage entrance card stand which will be done along with the issuance of a new type of garage card.

o The PPOC expects to make its

recommendations on the following three items as soon as the General Manager completes his analysis and presents his findings to the committee. The three are: BuildAmerica boundary fence, improved garage lighting and reflective paint around light fixtures, and hand rails at the steps at the west side of the West Building.

o No solution is evident for the garage expansion joint noise reduction effort and improving the visibility of the Skyline House sign by turning it 90 degrees. The committee will continue to address these problems, however.

o Among the new issues raised at the meeting to be addressed in future meetings are: problems with the air conditioning and equipment in the exercise room, better instructions regarding what materials can be recycled, maintenance of the exterior of the buildings, the process for truck access to the East Building and puddling in the recently recoated road and parking surfaces.

o Finally, the Committee unanimously approved to request that the Board express its appreciation for the work of the former Landscaping Subcommittee of the PPOC. Clearly the grounds show a marked improvement due to their dedication and diligence. The Committee also expressed its appreciation for the outstanding leadership provided by its former Chair, Ed Ing. It also acknowledged the work of Ross McAskill and Lucy Troxel for their outstanding support of the Maintenance Log. The Committee hopes their efforts will serve as an example for others.



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FINANCIAL MANAGEMENT COMMITTEE**Bill Miller, Chair**

At the Financial Management Committee (FMC) meeting on July 21, 1994 the members voted to have several recommendations forwarded to the Board of Directors.

Three items were carryovers from the Board's June 1994 meeting.

Recommended that all cost estimates for corridor decorating be provided the Committee for review and recommendations to the Decorating Committee and the Board.

Recommend that the minimum lease period of six months be included in leases for furnished units and the original occupant be required to remain in the unit for the full six month period. In addition, the unit not be leased to another individual until the full six month period has terminated.

Also carried over was a recommendation to change the move-in fee for leased furnished units providing specific requirements as recommended by management and approved by the Board are met.

Two recommendations were submitted to the Board.

That all estimated landscaping costs be provided the FMC for review and recommendations on financial feasibility and the availability of funds. This would include the requirement for Landscaping Committee to furnish management and the FMC estimated costs for landscaping for the coming year for inclusion in the proposed budget.

The Committee also requested the Board to establish a policy requiring only first person checks be accepted by Management for payment of fees due the Association.

The FMC is charged under the FMC charter,

approved by the Board of Directors in April 1991, for the oversight of all financial matters of the Association.

A 1995 budget subcommittee has been appointed to review management's 1995 proposed budget. The subcommittee will submit a recommended proposed budget to the full FMC for review and final approval for submission to the Board. A review of the proposed budget from the subcommittee by the full FMC is anticipated to take place at our September 15, 1994 meeting.

There was a lengthy discussion of the proposed cash management system at the meeting which resulted in the measure being tabled until our September meeting. Committee members felt they required additional information in order to make a knowledgeable recommendation to the Board.

The final report of the Retirement Fund Ad Hoc Committee was explained to the Committee by Ed Bisgyer, Chair of the Ad Hoc Committee. After an individual review by each Committee member, the Committee concurred with the report and recommended a change to the 401K employee retirement system.

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THE GOOD NEIGHBOR GROUP**MANAGEMENT REPORT**

Co-Chairs: Irene Wolgamot 998-1715
Geraldine Naveau 931-4643

- o The Volunteer Good Neighbors for August are:

SKYLINE HOUSE GOOD NEIGHBORS

August 1994

Bernice Doster 820-2691
Jim Floodas 931-7568

- o Don and Isabelle Rendall, Good Neighbors for July, manned a table in the Main Lobby on July 8, from 4 to 6 o'clock, to publicize the program.

- o The Good Neighbor volunteers will have a potluck picnic supper at 6:00 PM on July 30 in the Roof Park. All Good Neighbors, Board members and Managers are invited.

- o Jean Collins has joined the Good Neighbors. Sam Blumberg, member of the Board and new volunteer Good Neighbor, is offering two new types of Good Neighbor services to Skyline House residents.

The first type is:

One hour of reading to a resident unable to read for any reason. He is willing to do this once a week.

He also offers help in the English language to residents whose education was in a foreign language and who may not yet be proficient in English. This service would include:

Help to a person in translating a letter written in English, and

Help in writing a letter in English.

If you would like help offered by Sam Blumberg, please call him at 845-8849.

Donald Fenton, General Manager

- o On July 19th, our paving contractor, Dominion Paving and Sealing, successfully resealed and restriped the East Parking Lot. Once again, due to cooperation of the residents it was unnecessary to tow any vehicles.

- o From August 1 to September 1 the second and third phases of the Security Rekeying will be in force. Phases II involves the issuance of new cards for the Garage Card Reader. These cards, while similar to our current ones, are sturdier and have the capability of being deactivated electronically. Therefore, whenever a card is reported lost or stolen, or the occupant leaves without transferring the card, we will have the ability to deactivate that particular card. Conversely, if the card is found, etc., it can be reactivated. Each garage parking space assignee or owner is entitled to a new replacement card. During this period, extra replacement cards will be available at the reduced replacement card cost. To qualify for a reduced cost replacement card you will be required to produce two old cards; one for the original issuance and one for each additional card. Any extra cards will be available at the regular price.

I am sorry to say that we will be removing the old, cracked, orange barrel of cement that supports and protects the current card reader. In its stead, the new generation card reader will be slightly closer to the garage door, abutting the curb. It will be protected by twin steel-covered, cement filled bollards of about 4 inches in diameter.

Phase III, which will run concurrently, is the re-coding of the Remote Garage Door Openers. This re-coding may be accomplished when you obtain your new garage cards. Management intends to implement both phases much as it did with the door keys, i. e., extended hours and utilizing our computer system to record and track these cards and remote openers.

- o Recently, an automobile collision at the

main building driveway resulted in the destruction of a portion of the wall on the east side of the driveway. We have been assured that the damaged is covered by the automobile insurers. It is reasonable to assume that about 35 feet of the remaining wall will have to be torn down and rebuilt as it was knocked out of plumb. Management is aware of the increased visibility that the reduced wall affords and is working with PPOC and Security committees in adopting a solution that will enhance the safety and looks of the entrance.

- The Skyline area has recently experienced two armed robberies. On the night of July 10th at approximately midnight, a resident of our West Building was robbed at gunpoint as he started to open the door at the Build America end of the West Building. Two young males apparently followed him from the 7 - 11 and took his wallet and beer which he bought. He had observed them coming across the path from the rear of Build America. The robbers took off toward Skyline Mall complex and despite prompt response from the Fairfax County Police were not apprehended.

The following weekend at around 8:30 pm, a Skyline Square resident, who had parked his vehicle on South George Mason Drive, was walking up the short set of steps into Skyline Square complex, (opposite the middle of Build America) and was accosted by two young males who said they had a gun. They told him to throw down his wallet, which he did. Then they told him to throw them his keys, which he did. They were last seen driving away in the victim's car. To my knowledge, no arrests have been made at this time. **FLASH - A REPORT OF TWO SUSPECTS UNDER ARREST HAS JUST BEEN RECEIVED.**

While these incidents may be viewed as crimes of opportunity, we advise all residents to exercise caution in travelling on foot at night in the area. And, as always, you should lock your car doors while driving anywhere, night or day.

- In the new front desk setup, Security has been relocated to a desk position adjacent to the Reception Clerk and a security camera is located

between them. Management is investigating equipment which will allow our personnel to dwell a security camera on a selected area to follow up suspicious activity without halting the recording of other security cameras. In addition, Management expects to make recommendations to the Security Committee for additional camera coverage and the ability for residents to be able to look outside doors before opening them. Besides the garage, we have only three exit locations not covered by cameras.

- A study of the new traffic light at the main entrance is now underway. However, we have already noticed that many people insist on pulling out onto the sidewalk, presumably to get a better view of So. George Mason Drive, or from force of habit, rather than stopping before the white line. Number 1, it is illegal to obstruct a crosswalk, sooner or later someone will get a ticket, probably with points, for this act. Number 2, the traffic light activator is located just before the white line and that is where your front wheels should be in order to get a speedier green light. If you do not stop there you must wait until someone across the street activates it or the timed interval expires. So not only is it more polite and safer but the wait is shorter.

☆☆☆☆☆☆

AD HOC DECORATING COMMITTEE

Richard W. Noonan, Chair

- Our first meeting held on July 12, 1994 was an organizing meeting and was followed by four additional meetings at which we interviewed, one at a time, designers who submitted interest in the project.

We selected two of the four designers to submit three designs each of which a total of three will be chosen for display and consideration by the owners in order to arrive at a decor which will enhance the appearance of the corridors.

SECURITY, FIRE & SAFETY COMMITTEE

Millie Foley, Chair

o The Security Committee met on July 14 with 12 members/visitors in attendance. It was pleasing to note the rise in attendance and the Committee welcomed two new residents.

o After a review of the incidents which occurred at Skyline House during May and June, discussion centered around lighting and reflective tape in the garage.

o Elsewhere in *the House Special*, please note our General Manager's information regarding our new fire regulations and the card reader for entry into the garage.

Our next meeting will be the second Thursday in September (the 8th) in the West Card Room. Hope to see you there!

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