



The

# House Special

VOLUME XV

NOVEMBER 1995

NO. 11

## ***PRESIDENT'S REPORT***

**Gordon Frank, President**

### **Unsung Heroes!**

Not any more. As a result of a "dust up" at the September Board meeting, I was reminded of the work of a previous Landscaping Committee. Their efforts on our collective behalf had not been previously acknowledged. So somewhat belatedly, but heartfelt nonetheless, is a long overdue "thank you very much" to **Sophie Anderson, Laurie Lakey and Barbara Michelman**. They started what has become a continuing annual effort to maintain and, wherever possible, further improve the appearance of the Skyline House grounds.

### **Garage Etiquette!**

Tailgating - in the September issue of the **House Special**, the Management Report contained an excellent definition and explanation of what to do if someone tailgates you into our garage. Since that issue, I have personally had two incidents of tailgating and reported them both to management. It has occurred to me, however, that some may treat the tailgating problem as much ado about a minor infraction. Nothing could be further from the truth. Previous incidents of theft and vandalism in our garage are most likely to have been caused by trespassers who gained access to our garage by tailgating. If you tailgate, the

individual that you are following may not know whether you are a resident or a trespasser. Consequently, the safest thing to do is to report immediately the tailgater as a possible trespasser who may intend vandalism or thievery. To preserve the integrity of our garage security, please do not tailgate and report immediately anyone who does!

Leaks - environmental considerations should encourage each of us to maintain our cars properly. Fluids that leak from our cars are not only unsightly they are frequently environmental hazards and in some cases toxic. Fluid leaking from a car parked next to ours has created a puddle in our parking space that is large enough that I must take care to avoid it lest I track it in my car and on our new carpeting. The neighborly thing to do, it seems to me, is for each of us to make sure that our cars are not leaking fluids that can stain the garage floor and be tracked into our cars and our corridors.

### **Trash!**

On a recent visit to a Wal-Mart, I noted a sign that said that this past year Wal-Mart recycled over 660,000 TONS of material. While our trash collections and recycling efforts do not compare in magnitude to Wal-Mart, nonetheless we do face some of the same issues. On some occasions it appears as if much of the resources of this association are devoted to trash disposal. I see many who take



# The House Special

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(703) 578-4855

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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.

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the time and trouble to dispose of trash correctly. A few, however, persist in anti-social behavior. Some smokers take great pains to place cigarette butts and other materials in the cigarette urns BEFORE they enter the building. Others, litter the grounds with wrappers, butts, and matches. One only needs to walk the grounds and watch our staff on an almost daily basis picking up trash that residents and guests have dropped. Although I recognize a few will always be inconsiderate, I ask those of you who are thoughtlessly disposing of your trash incorrectly to consider your neighbors and the appearance of YOUR home and dispose of your trash and recyclable material properly in the appropriate receptacles.

## Water and Sewer Expenses!

As one returns to Skyline City in the evening, the residential towers in Skyline Plaza seem illuminated more than those of Skyline House. A resident here with units in both places, told me some time ago that our individual metering system for electricity helped to reduce waste and keep electric bills low (hence noticeably fewer lights on at night). Even though Skyline Plaza buys its electricity at rates that might be cheaper than our individual rates, our collective costs may still be lower due to the conservation that individual metering encourages. Similar thinking is going on now as we examine our rapidly increasing water (and attendant sewerage) bills. Those of us who are conservative in our use of water may be subsidizing those who are not because we do not have individual water metering. Technology may be about to afford us some relief. In the not-to-distant future, it may become economically viable to sub-meter individual units and permit each of us to pay only for the water that we use (plus our pro-rata share of the common area water for the pool and grounds). Waste in the individual units would then be borne by the profligate unit owners not by the rest of us.

**Town Meeting!**

A number of items suitable for a town meeting have surfaced. One that I consider worthy is a repeat of what I call Ed Barstow's wine and cheese "Show and Tell". Ed used to be the Chief Engineer here and on an annual basis, he used to spend an evening teaching us how to maintain the heating/cooling system in each unit, vacuuming the refrigerator, proper soaps in the washing machine and dishwasher, and other tips. With so many residents now who did not have the benefit of Ed's show, it may be time to reinstate this annual event.

Another type of information that we are considering has to do with insurance needs. Although the Association maintains adequate coverage of the common areas and the building, each owner and resident should possess either a condominium policy or a renter's policy. Remember each owner or resident is liable for the cost of repairing any

damage to common areas or another unit resulting from the unit owner or resident's actions or negligence. A presentation explaining that need may be very worthwhile.

**Governance!**

My call for new owners or long-time owners who are not yet committee members or participating in some way has been met with an almost perfect deafening silence (I did get one call!). However, I am not yet discouraged. My hope is that the Community Relations Committee will be formed and that as an early task it will take on the sponsorship with management of a future town meeting to present the items discussed above. In addition, I hope the Committee will jointly sponsor with management a wine and cheese new residents' party. The purpose of the party would be to invite residents who have joined our community within the last year or so to meet their neighbors, listen to some short presen-

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tations on what the committees and other activities such as the Good Neighbors Group do and encourage them to participate. The meeting would be open to all, although only new residents would receive an individual invitation.

### Current Heroes!

A warm thanks to **Geraldine Naveau** and **Irene Wolgamot** for the wonderful job they are doing operating the Good Neighbors Voluntaries activity. I speak for many who have been helped by this wonderful addition to our community. And a special thanks to **Tosca Prather** for her unstinting aid to **Arlene Burbank** during a difficult time. Arlene was most effusive in expressing her appreciation to me of Tosca's kindness and compassion.

Thanks also to **Ken Grant** for a continuing excellent job in compiling the latest Book of Resolutions. Ken spent most of the summer on the task. The result, as usual, was outstanding. It contains a record of all the resolutions that guide the actions of our Association.

To **Barbara Michelman**, thank you again for your work in community activities. In particular, thank you for your efforts to familiarize us with the candidates and issues in the forthcoming November elections. And to those of you who might be interested in Community activities, Barbara, **Dick Noonan** and **Tosca Prather** would welcome your help!

### Exercise Room!

Recently the General Manager and his Deputy discussed with me the possibility of expanding and improving our exercise room facilities. Our current exercise room is quite Spartan (some might call it inadequate). Plans are being formulated to move the exercise room to a larger site and to furnish it with additional equipment. As we do not yet have a plan in place, it is too early to speculate on the cost. But clearly, there would be an impact on the

budget. The question then would be, does the community wish to spend its money that way? Your comments (and participation in this project), as always, are welcome.

### Communications!

As a separate topic, I would like to thank **Law and Helen Henderson** for their work on the *House Special*. Law as editor and Helen as principle editorial assistant deserve the credit for the great improvement in appearance of our community newspaper.

During a recent trip to North Carolina, I found the material on the road signs in the September *House Special* very helpful. I used the information that the placement of the exit number signs indicated whether the upcoming exit was a left or right exit. Further, I have subsequently learned that the continuing stripe on your left on a divided highway is always yellow. If the right stripe is yellow, you have entered the highway going the wrong way! That is a useful thing to know at night on a strange divided highway.

Some of you have begun to leave messages for me in my box (1111W) at the front desk. I am always pleased to hear from you. However, during a recent chance meeting, one correspondent inquired why I had not responded to her inquiry. I had! She left a message in my front desk box; I left my reply in hers. She had failed to check, much to my surprise. So, absent of any other instructions in your message, if you leave a message for me at the front desk, I will leave my answer in your box at the front desk. And please remember that my frequent out-of-town trips may mean a short wait for your answer until my return.

Recently, a resident complained to me that she did not know about Board meetings or anything else that was going on. I was quite surprised to hear her comments. We post all the meetings and agendas on the lobby bulletin boards, we include meeting information on Channel 12 on

the Washington Cable Service, we publish a monthly schedule in the *House Special*, we maintain a TV monitor tuned to Channel 12 at the front desk, and we post special notices on the easels and bulletin boards as appropriate. (Those with only Media General TV service can use an A/B switch to access the Washington Cable service easily and review the schedule on Channel 12.) I asked the resident what else we could do to communicate. Her response was she did not read the bulletin boards, or the House Special, or watch TV. Frankly I don't know what else to do. At some point, each owner or resident has to make SOME effort to read or view something to find out what is going on. But the question that I put to those of you who do read and view, how do we reach those who do not? Your ideas are welcome.

**RICHARD E. DURING**  
**ATTORNEY AT LAW**



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**Doug**  
**Barylski**  
 School Board - Mason District



I care about what happens in the schools- my kids are there! My daughter Joan is in 3rd grade at Bren Mar Park, and my son Tom is in kindergarten. I'm concerned about growing school violence and discipline problems. Our kids must continue to have a good learning environment, where unruly behavior is not tolerated.

I care about high-quality education. My Dad's experiences taught me that the key to a rewarding career is a solid academic foundation. I graduated in the top 10% of my high school class, and received an engineering degree from Virginia Tech. Our schools need to maintain high educational standards.

I care about wise use of money. Both in my job and with my volunteer work at a local non-profit organization, I have been a budget manager recognized for hard work and integrity. I support reduction in the bureaucracy. I do not support a tax increase.

I am endorsed by the  
 Fairfax County Federation of Teachers

- Conviction • Integrity • Hard Work
- Vote for Doug Barylski on Nov. 7th

**PAID AD**

Please help me to be elected-  
 phone 256-6717

Authorized by Doug Barylski

## DID YOU KNOW THAT.....

- ☐ One donation of blood can save three or four lives.
- ☐ Blood donated in the area stays in the area, helping people in the community.
- ☐ The Red Cross supplies 84 local hospitals with blood, plasma, and phereses.
- ☐ Local hospitals require more than 7000 units of blood per day.
- ☐ Blood provided by the Red Cross is administered to patients free of administrative charges.
- ☐ Blood donors are "Silent Heroes".

## News Friends and Old Friends

Make new friends, but keep the old;  
Those are silver, these are gold.  
New-made friendships, like new wine,  
Age will mellow and refine.  
Friendships that have stood the test--  
Time and change--are surely best;  
Brow may wrinkle, hair grow grey;  
Friendship never knows decay.  
For 'mid old friends, tried and true,  
Once more we reach and youth renew.  
But old friends, alas! may die;  
New friends must their place supply;  
Cherish friendships in your breast--  
New is good, but old is best;  
Make new friends, but keep the old;  
Those are silver, these are gold.

(Joseph Parry)

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If you think that fishermen and golfers are liars, ask your friend how many miles he jogged today.

"Doctor," the man said to hisophthamologist, "I wa slooking in the mirror this morning, and I noticed that one of my eyes is different from the other!"  
"Oh!" replied the doctor, "Which one?"



# ***FLEA MARKET***



Thursday



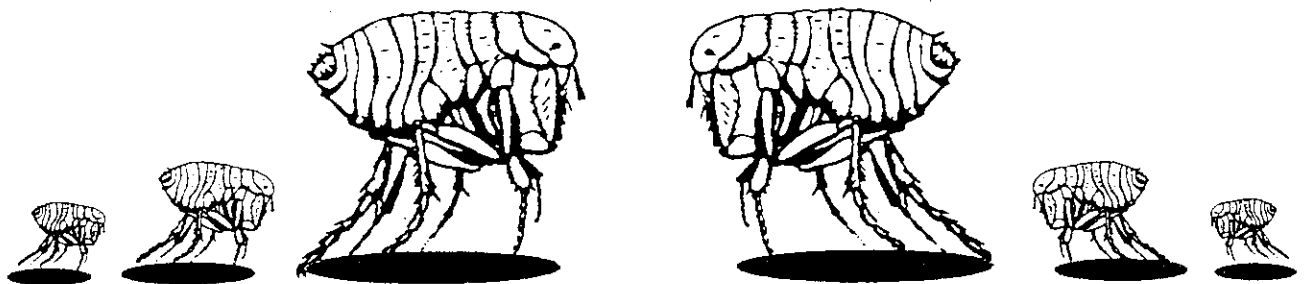
November 16th



7:00 to 9:00 PM



## **EAST PARTY ROOM**



**Sponsored by  
Skyline House Recreation Committee**

## MANAGEMENT REPORT

**Donald Fenton, General Manager**

### o BICYCLE / MOTORCYCLE DECALS

Starting November 1st for a period of 90 days ending January 31, 1996 Skyline will be decaling any bicycles stored in the East and West Bike Rooms. A recent inspection indicates a good possibility of many abandoned bikes still stored in these rooms. As a result there is very little available space in these rooms and a lot of flat tires. It is very likely that residents have left Skyline and either forgot or abandoned their bikes. At the end of the ninety day period any undecaled bikes will be disposed of. Perhaps we might have a sale with the proceeds going towards new wall-type racks or something similar. These decals will be of a different type than the vehicle ones as the adhesive will be on the rear side of the decal. Of course no name will be on this decal showing the source of residence.

This also applies to Motorcycles, especially those parked in the Special Motorcycle Parking Spaces on the B and C levels. Any undecaled motor-bikes remaining there at the end of the 90 days will be disposed of as well.

Decaling allows us to notify residents when a problem has developed with their bike such as damage or a way of notifying an ex-resident that a bike has been left behind.

Recently there have been many complaints of people riding their bikes on the G-Level especially from the East to the West Building. We know that a great many of the people use this level when returning from Skyline Plaza's playground. When confronted many have said that they were told that they could use the G-Level for such a purpose. HOWEVER, THIS DOES NOT INCLUDE THE RIGHT TO RIDE A BIKE OR ANY SIMILAR DEVICE INSIDE ANY PART OF SKYLINE HOUSE. ANYONE FOUND DOING SO WILL BE GIVEN A NOTICE TO MEET WITH A HEARING PANEL OF THE COVENANTS COMMITTEE. NOT ONLY IS THIS PRACTICE DANGEROUS, IT IS UNLAWFUL. CONSIDERABLE DAMAGE TO OUR NEW REDECORATION CAN OCCUR AS WELL AS THE DISTURBANCE TO RESIDENTS WHO RESIDE ON THIS LEVEL.

ANOTHER PROBLEM ARISES WITH THE STORING OF A BIKE(S) IN A UNIT. This of course is legal as long as the bike is not stored on the balcony or patio. In addition the "Service/Freight" Elevator is to be used when transporting from the loading dock, (bikes are allowed to go in and out only through the loading dock areas). Sometimes however the Service Elevator is locked off for a move etc. and is not available. In that case you may notify the Front Desk via the phone in the loading dock and be able to use a PAX elevator.

Rules covering bicycles at Skyline House may be found in your Rules & Regulations, especially in Rules 9, 12, 15, 17 and 18.

### o REDECORATION

The redecoration is 99% complete at this writing and may well be 100% by time of publication. We are going back and touching up the walls as well as the carpet installer completing his "punch list". If you notice any area not completed please describe it in writing and leave it in the management office.

### o CAR/BURGLAR, ETC. ALARMS

Off. P.J. Taylor, FCPD, has provided us with a copy of the Fairfax guidelines regarding alarms. He also has reminded us that NOVA and the Coke Plant are not in Fairfax County but are in Alexandria, therefore, Fairfax County law does not apply. He has provided us with the phone numbers of Alexandria (703)838-4700 and Arlington (703)358-4460 in case you might need them. The guidelines can be found in another section of this newsletter.

In addition he has included the guidelines applying to people who are allowed to carry concealed handguns.

REPEATING the special plea .... if there is anyone that is being disturbed by office/car/burglar alarms going off at different hours, especially in the early a.m., please contact the management office. We would like dates, times, possible locations etc. Any help you can give will be appreciated. We ran this ad last month and got no takers. It is important that if there are alarms bothering residents to let us know. If only one or two people complain, the police may well place a lesser importance on the event.



## LANDSCAPING

Well, the drought is over and so far almost everything has survived. We are still looking for volunteers to help with the FALL pansy plantings. Also if anyone wants pansies, once again we will have them at a nominal charge. The Hornbeam tree that was growing into the bridgeway was moved up the line to replace another Hornbeam that had succumbed to previous ice storms.

## INCOMING

The lobby/exercise room roof is complete except for the installation of the top cap and grounds restoration. A new ceiling, carpeting and wall painting of the exercise room is well underway.

The new garage expansion joint has been installed and the evaluation has commenced. The joint is installed on the upper A level. Any comments from residents are encouraged and welcome.

## Neighborhood Watch with P.J. Taylor.

The last citizen watch meeting I attended went very well. Several issues were discussed. I researched concerns that arose at this meeting. In my response are the answers and information as to concerns with parking in fire lanes and reckless driving on private property as well as alarms. I will be enforcing fire lane violations (ed. note: wait till you see the charge (\$)) on that one) and reckless driving. Every weekend it seems that across from Skyline House alarms are sounding. For your information I have obtained the FCPD procedures for alarms (printed elsewhere in this issue).

Through a cooperative effort from residents I think we can have a fantastic Watch Program. I will continue to answer any questions my fellow residents have regarding our security. See you at the next watch meeting.

With the Holiday season just around the corner this month's "Quips" is once again devoted to the Association's method of the handling of packages. In the last few months we have experienced a dramatic increase in the amount and size of packages. Management would like to remind one and all that our package room is very small and our operation is not meant to handle large and/or heavy packages. In some cases packages in excess

of 60 lbs have made their way to Skyline House. Because of the limited space please check the front desk daily for letters and packages. If you are called from the front desk because a package has been received, please pick it up as soon as possible. Your cooperation is appreciated.

## SEASONAL SECURITY

This is a special time of the year when thieves are most active. Therefore we should remain more alert than usual for our personal safety. Some things you can do to insure a happier season are:

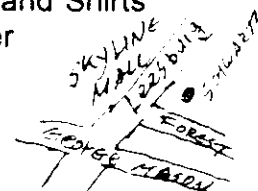
1. Join your Neighborhood Watch
2. Don't leave purchases in plain sight in your car. Place them in your trunk or cover them with a blanket if you have a hatchback.
3. Report suspicious individuals to the front desk or 911.
4. Shop with a friend and if you carry a handbag keep a hand on it. A wallet should be kept in suit coat inside pocket.
5. Be Aware of what is going on around you. Act confidently and know where you are going before you go. A recent survey indicate that car theft had increased 41% in Alexandria (remember just in back us), Arlington 21% and a lesser percentage in Fairfax County. I remember the actual story here not too long ago where a resident opened the garage entrance door only to find his other car coming out the entrance. The tailgater may doing his XMAS shopping and your car may be the present. Report all tailgaters from the first available phone.

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**RECREATION COMMITTEE****Tony DiSalvo, Chair**

The committee met on October 10 in the West Card Room. Four members were excused.

The Italian Nite held on October 12 was very successful. Received a number of calls saying that they really enjoyed the dinner. First of all thanks to my wife **Nancy** who assisted in the preparation prior to the dinner. Thanks to **Mimi Frank** and **Carroll Thompson** who served the sit down dinner. And thanks again to Mimi and Nancy who assisted in cleaning up the pots and pans in the kitchen.

\*\*\*\*\*

**FLEA MARKET  
THURSDAY, NOVEMBER 16  
EAST PARTY ROOM**

**RESERVE YOUR TABLE  
(NO CHARGE)  
CALL TONY DISALVO  
824-1958**

**TABLES FOR SKYLINE  
HOUSE RESIDENTS ONLY  
(SPACE LIMITED)  
SET UP AT 6:30 P.M.  
DOORS OPEN 7 - 9 P.M.**

**SPONSORED BY  
SKYLINE HOUSE  
RECREATION COMMITTEE**

\*\*\*\*\*

If you are a new resident and have not attended the monthly TGIF, make this your first and meet your neighbors. YOU are more than welcome and to make it easier, you are requested NOT to bring a plate of *hors d'oeuvres*, just your own liquid refreshment.

There will be a meeting of the Recreation committee on Wednesday, November 8, in the East Card Room at 7:30 PM. Please join us.

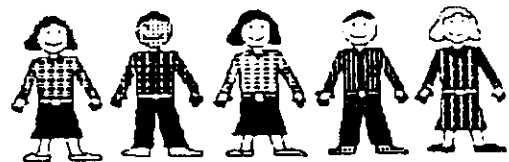
**Coming Events:**

TGIF	Fri	Nov 3	EPR	6:30 PM
Rec Com	Wed	Nov 8	ECR	7:30 PM
Flea Mkt	Thurs	Nov 16	EPR	7:00 PM
Rec Com	Wed	Dec 6	ECR	7:30 pm
Annual Holiday Party				
	Sat	Dec 9	WPR	7:00 PM

\*\*\*\*\*

**THE GOOD NEIGHBOR GROUP**

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



The volunteers for November are:

**SKYLINE HOUSE GOOD NEIGHBORS  
October 1995**

**Geraldine Naveau 931-4643  
Joan Collins 998-0788**

The Good Neighbor Volunteers had a potluck dinner on October 28 in the West Party Room. They enjoyed socializing, eating good food and celebrating their satisfaction in providing a unique service to Skyline House residents. It was an opportunity to share experiences and plan to make the program as helpful as possible.

We hope that residents will call on us if they need temporary help due to illness, emergency or disability.

## BEFORE CARRYING! THINK SAFETY!

### Guidelines to Use When Licensed to Carry a Concealed Handgun

Prepared by the Fairfax County  
Criminal Justice Academy.

#### PROHIBITED ACTS:

The granting of a concealed handgun permit shall not authorize the possession of a handgun or other weapon on any property where prohibited by the property owner, or in any place where such possession is otherwise prohibited by law:

- o Schools (Va. Code 18.2-301)
- o Churches (Va. Code 18.2-283)
- o Courthouses (Va. Code 18.2-283.1)

Any person may have his/her permit suspended if they are arrested for a felony offense, or if they are arrested for:

- o stalking
- o assault
- o assault and battery
- o sexual battery
- o discharging a firearm
- o brandishing

No person shall carry a concealed handgun into **any place of business or special event for which a license to sell or serve alcoholic beverages on the premises** has been granted.

Any person permitted to carry a concealed weapon who is under the influence of alcohol or illegal drugs while carrying such weapon in a public place, shall be guilty of a Class 1 misdemeanor.

Any person convicted of an

offense that would disqualify that person from obtaining a permit shall forfeit his/her permit for a concealed weapon to the court.

### Be legal... Be smart... Be safe!

The Fairfax County Police Department suggests that the actions listed herein be taken if you are stopped by a police officer. When you follow them, your encounter with the police will likely be brief, positive, and much safer for both you and the officer.

The mere presence of a firearm poses a unique stress to police officers. Regardless of your intention, never display, brandish or retrieve a firearm when an officer is present.

#### Consider that the officer:

- o Usually does not have any previous knowledge of you.
- o Is trained to remain in a position that enhances his or her safety.
- o Does not intend to offend you.
- o May not be stopping you for the same reason that you perceive.

#### **Any person issued a concealed handgun permit shall:**

- o Have such permit on his/her person at all times when carrying a concealed handgun.
- o Display the permit and photo-identification issued by a government agency of the

Commonwealth or U.S. State Department (passport) upon demand by a law enforcement officer.

A person who carries a firearm assumes a great responsibility. Make firearm safety a priority whenever you carry a weapon or leave a weapon unattended. Remember, it is unlawful for any person to recklessly leave a loaded, unsecured firearm in such a manner as to endanger the life or limb of any child under the age of fourteen (Va. Code 18.2-56.2).

See **18.2-308 Code of Virginia** for exemptions and permit application requirements.

### WHEN APPROACHED BY A POLICE OFFICER:

#### 1. LISTEN!

Obey **all** of the officer's commands.

#### 2. Keep your **hands** clearly **visible**.

#### 3. Make every movement **slowly**.

#### 4. **Verbally** inform the officer of the location of the weapon and permit.

#### 5. **Wait** for specific instructions, and **comply as directed!**

## FALSE ALARMS!

A burglar alarm can be a valuable tool in protecting your home or business from crime. But false alarms can erode both your protection and peace of mind and take away needed police services from other types of complaints. They also can cause undue disturbances to neighbors or fellow business persons.

While the installation of a burglar alarm used to be complicated and costly, today's systems are considerably less cumbersome and more affordable. With an ever-increasing number of these systems in use, the police department seeks voluntary cooperation from homeowners and the business community to help reduce the incidence of unnecessary alarms. To assist in controlling the number of alarms activations, Fairfax County has a security alarm ordinance governing their use in the county.

Most unnecessary alarm activations can be prevented by taking some simple steps. This is designed to inform you on alarm system malfunctions, and help you make your system more reliable.

### What Causes False Alarms?

Most accidental activations occur because of improper design or installation, mechanical or electrical failure, or owner negligence.

Modern alarm systems are more resistant to some types of unnecessary activation caused by external factors such as weather conditions or telephone line problems. Infrared motion detectors occasionally activate an alarm system because of the presence of pets or the operation of heating equipment, but a properly designed, installed and maintained system is the best prevention against these types of unnecessary activations.

### Preventing False Alarms

Whether your system protects a home or business, here are several tips which can prevent accidental activations in both cases:

**Maintenance...**Faulty equipment is a major cause of unnecessary alarms. Simple routine maintenance is necessary for all types of burglar detection systems to insure their reliability. Check with your installer or manufacturer to see what maintenance schedule to follow. The best way to evaluate whether your system requires maintenance is through regular system checks. A few minutes several times a year may be all that is necessary to guarantee proper operation. If your system utilizes wireless radio transmitters, remember to change the batteries as often as is necessary. A few dollars spent to replace all the batteries once or twice a year is an inexpensive investment as a reliable alarm system.

**User Training...**Every system operator must be familiar with the system and properly trained in its use. Many systems require the entry of a code number to disarm the system -- a number which users frequently change to prevent security breaches. All authorized users must know the code and be notified when it has been changed. Central station alarms require an abort code to cancel an alarm activation. All users must know this code as well, and how to notify the alarm company of an accidental activation.

**Secure The Perimeter...**Before arming your system, make sure that all doors, windows and other protected locations are properly secured. Some systems have a "ready" light which indicates that all entry points are secure.

**Develop A Routine...**An alarm system is only as good as its operator. Your chances of avoiding inadvertant alarms are greatly enhanced by establishing an operator check list for arming and disarming the system.

**Plan Ahead...**If you have a residential alarm

system and you are going to be away from home, make sure a neighbor knows how to disarm it. The neighbor who normally collects your mail and looks after your house while you're gone is the logical choice. For your business or commercial alarm system, clearly post the name and telephone number of the person responsible for securing the building should a break-in or alarm occur. This information should be visible from the outside of the business so police or other business persons will know who to call. Additionally, make sure the business' emergency contact information is up to date at the district police station which serves your area.

**Additional Tips For Businesses...** Develop a cooperative relationship with the company which monitors your alarm system. If you have employees who may be reporting early or staying late, the alarm company should be notified. The alarm company should also be made aware of any change of business hours, policy or personnel.

Don't forget to include your janitorial or custodial staff in your alarm system training program. Even more specific instruction on the alarm system may be necessary for them since they may be in several parts of the building and working with several alarms at the same time.

Always double check customer areas prior to setting the alarms. Once the system is activated, a customer still on the premises can trigger your alarm system.

### Fairfax County's Alarm Ordinance

Fairfax County has a security alarm ordinance which governs the operation of security alarm systems in the county. The ordinance is designed to curb unnecessary police response to excessive alarm activations by requiring that such systems be installed and maintained properly. If you have a security system for your home or business you should know that:

o All security alarm systems must be registered with the police department within thirty days of their installation. There is no charge for registration. Any alarm signal by an unregistered system is considered excessive. Contact your alarm company or the police district station serving your area for the necessary form.

o Your alarm system must be equipped to prevent false alarms due to interruptions in electrical power.

o If your alarm system has a horn, bell or siren, it must be adjusted so that it will not sound for longer than fifteen minutes before resetting and silencing itself.

o The ordinance states that more than five false alarm responses in twelve months, or three in one month, are considered excessive.

o Alarm users who permit excessive false alarm responses may be subject to alarm system inspection requirements and/or administrative service fees.

The full text of the Fairfax County alarm system ordinance is available through the police department or at public libraries. For more information call the crime prevention officer at the police district station serving your area.

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Do obstacles get you down when you're trying to get something done? A excellent book, *Chicken Soup for the Soul*, asks you to consider the following:

- ☐ After Fred Astaire's first screen test, a 1933 memo from the MGM testing director said: "Can't act. Slightly bald. Can dance a little." Astaire kept that memo over the fireplace in his Beverly Hills home.
- ☐ An expert said of famous football coach Vince Lombardi: "He possesses minimal football knowledge. Lacks motivation."
- ☐ Louisa May Allcott, the author of *Little Women*, was advised by her family to find work as a servant or seamstress.

- ☐ Beethoven handled his violin awkwardly and preferred playing his own compositions instead of improving his technique. His teacher called him hopeless as a composer.

- ☐ The teacher of famous opera singer Enrico Caruso said Caruso had no voice at all and could not sing.

- ☐ Walt Disney was fired by a newspaper for lacking ideas. He also went bankrupt several times before he build Disneyland.

- ☐ Eighteen publishers turned down Richard Bach's 10,000-word story about a soaring seagull before Macmillan published it in 1970. By 1975, *Johnathan Livingston Seagull* had sold more than seven million copies in the U.S. alone.

(Jack Canfield and Mark V. Hansen)

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## MEMORANDUM

**To:** All Residents & Staff  
**From:** Donald J. Perper, Deputy General Manager  
**Subject:** Promotion of Betty McLaurin  
**Date:** October 9, 1995

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It gives me great pleasure to announce the promotion of Betty McLaurin to the position of **Lead Housekeeping Supervisor**. Betty, who has been a dedicated and loyal employee of Skyline House for many years, continues to be an invaluable part of everyone's life in this community. In addition to her many responsibilities, Betty also coordinates the setup and breakdown of the many meetings and parties that take place and often remains here to provide special event assistance. We are very grateful to Betty for her efforts both past and present.

We are most pleased that Betty has agreed to accept this new challenge in which she will oversee the total day to day housekeeping operations. Together we will strive to continue making Skyline House the best place to live. I know that you join me in wishing Betty much success for the future.

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## MEMO

## REMINDER

PER ORDER OF THE SKYLINE HOUSE BOARD OF DIRECTORS ALL CARPETING MUST BE REMOVED FROM BALCONIES AND PATIOS DURING THE "FREEZE - THAW" CYCLE ANNUALLY. THIS CYCLE IS DEFINED AS NOVEMBER - MARCH INCLUSIVE. STORAGE SPACE IS AVAILABLE - CALL IN-UNIT SERVICES TO HAVE SKYLINE STAFF ASSIST IN STORING YOUR CARPET. CARPET MUST BE ROLLED AND BOUND WITH IDENTIFICATION FOR STORAGE.