

MINUTES OF THE  
RIVER PLACE NORTH HOUSING CORPORATION  
BOARD MEETING

August 18, 2009

1121 Arlington Boulevard  
Party Room, Lobby Level  
Arlington, Virginia 22209

I. CALL TO ORDER: Chair Troy Dibley called the meeting to order at 6:17 p.m.

Directors Present: Mr. Hashmat Ali, President  
Mr. Raymond Miller, Vice President  
Mr. Andrew Spell, Treasurer  
Ms. Jennifer Pitz, Secretary  
Mr. Robert Turman, Director  
Mr. Troy Dibley, Director

Directors Absent: Mr. Don Nachtwey, OA Representative

Management: Mr. Francisco Foschi, Building Manager

Shareholders: Mr. Bruce Farrell, Unit #914

II. RESIDENT PARTICIPATION: Mr. Bruce Farrell gave an update on the renovation contest and suggested doing a pilot project in the fall. Mr. Spell said that pictures can be submitted and said he would do certificates for winners. Ms. Pitz volunteered to be a judge.

III. APPROVAL OF AGENDA:

MOTION: Mr. Ali moved, Mr. Miller seconded, to approve the agenda as written. The motion passed unanimously (6-0-0).

IV. APPROVAL OF MINUTES:

MOTION: Ms. Pitz moved, Mr. Spell seconded, to table approval of the Minutes of July 22, 2009 until Mr. Dibley updated the wording. The motion passed unanimously (6-0-0).

MOTION: Mr. Spell moved, Mr. Turman seconded, to approve the Minutes of April 22, 2009. The motion passed (5-0-1) with Ms. Pitz abstaining.

V. REPORTS:

A. President: Mr. Ali said he was concerned about the condition of the building and said that one solution might be to help dispose of unwanted furniture. He also said that the a/c units outside L-3 could be damaged by the dust and that the outer lobby doors are hard to open.

**Action 1: Mr. Foschi will have a/c units covered.**

**Action 2: Mr. Foschi will have the front lobby doors fixed.**

B. Treasurer: Referring the Board to the financial report, Mr. Spell said that the operating account was over \$40,000 and replacement reserves were at about \$1.5 million. He also said that contributions to reserves were not reflected in the numbers. Mr. Foschi then explained the Variance Report.

## July 2009 Variance Report

Income variance report over \$1000

\*\*Also includes notes on possible trends\*\*

Includes Month to Date (MTD) and Year to Date (YTD)

	MTD Current/Budget YTD Current/Budget Will Round	FAVORABLE/(UNFAVORABLE)
Operating Assessments	MTD 155 K/ 136K YTD 428 K/ 410K	18 K Assessments. Several units paid six months in advance.
Work orders	MTD 2 K/ 0.2 K YTD 4.1 K/5.1K	1.7 K N-1008 \$800.00 reimburse for repairs.
Cont. Capital reserves	MTD 50 K/ 31 K YTD 50 K/ 93 K	(19 K)- Two months were paid (25K each)
Ground rent	MTD 5.7 K/ 0 K YTD <del>14 K</del> 16K <i>5750</i>	(5.7) K – Land lease first quarter.
Trash removal	YTD 1.4 K/ 3.5 K YTD 23.8 K/ 23.3K	2.1 K- Monthly savings for July.
Electricity	MTD 22 K/ 24 K YTD 59 K/ 62 K	1.7 K- Savings.
Water/Sewer	MTD 16 K/ 35K YTD 39 K/ 35 K	19 K – Savings.

**Notes:**

-Approximately \$2000.00 from last year assessments was collected this month.

-Last meeting we had a variation on desk staff payroll, this month was corrected and all payroll accounts are on track.

-Last meeting WIFI License quarterly payment was coded under WIFI expense account, it was corrected for this month and we are on track for the Year.

C. OA Report: It was reported that the OA Board would consider insurance separate from the circuit breaker project. Since the current insurance was extended, they will wait for a bid from Mr. Rice to compare to the one from Wells Fargo.

D. Manager's Report:

1. Single Digits: Mr. Foschi reported that Single Digits was scheduled to bring a new box and that it was working on the 9<sup>th</sup> and 6<sup>th</sup> floors.

2. L-3 Repairs: Mr. Foschi said that a punch list for repairs was being done, but that he was concerned about the a/c. Mr. Spell also said that 100 square feet of flooring was missing and suggested fixing what was necessary to be able to show the space.

**ACTION 3: Mr. Foschi will have 100 square feet of flooring replaced and use carpeting in storage to replace older carpeting in other areas, get an estimate to fix the a/c, and create a punch list for other repairs.**

Ms. Pitz added that the engineer should evaluate the structure of the loft. Mr. Ali said that Mr. Foschi can spend a small amount on repairs and that the Board can approve others by email.

**ACTION 4: Ms. Pitz and Mr. Spell will coordinate with the building manager on the repairs/renovation of L-3.**

E. Engineer's Report: Mr. Spell suggested using reference numbers from the reserve study in the report and to go back to the previous reserve study to determine what work has been done.

**ACTION 5: Mr. Foschi will put the engineer's report in EXCEL and will get it to Ms. Pitz and Mr. Spell.**

VI. OLD BUSINESS:

A. Party Room Upgrade: Mr. Spell said that he has been looking at floor tiles without grout and at furniture.

B. L-3 Rental: Ms. Pitz said that she had one potential renter.

C. Trash Corral: Mr. Foschi said he was researching options. Mr. Spell suggested tabling the matter until the next meeting.

VII. NEW BUSINESS:

A. Air Handler Unit Replacement: Mr. Foschi said he received bids from Densel and Precision Mechanics. He said they both had a 1-year warrantee and that Mario recommended Densel. He added that he was concerned about water leaks from condensation in the summer.

**MOTION: Mr. Spell moved, Mr. Ali seconded, to approve the Densel proposal contingent upon responses to the Board's questions. The motion passed unanimously (6-0-0).**

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B. Letter from #107 and #207: Mr. Ali said that water leaked from #207 into #107, but that the 2 owners could not resolve the matter. He suggested letting them resolve the issue. Ms. Pitz said that the owners of #107 should be given all the information on what has been done as well as to the owner of #207. Mr. Dibley suggested letting the owners of #107 know if the engineer has determined that the leak appears to have been fixed.

C. Building Exterior: Discussion tabled to next meeting.

D. Call from Shareholder of #127: Mr. Ali said that the company requires a resolution from the Board so that shares can be transferred to the wife.

**ACTION 6: Mr. Ali will sign a resolution in response to the request of the shareholder of #127.**

VIII. ADJOURNMENT:

**MOTION: Mr. Spell moved, Ms. Pitz seconded, to adjourn the meeting at 9:01 p.m. The motion passed unanimously (6-0-0).**

SUBMISSION OF MINUTES

Barbara Seaman,  
Recording Secretary

Approved by:

Jennifer Pitz, Secretary  
River Place North  
Housing Corporation

**ACTIONS TAKEN BY THE BOARD**

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**Action 1: Mr. Foschi will have a/c units covered.**

**Action 2: Mr. Foschi will have the front lobby doors fixed.**

ACTION 3: Mr. Foschi will have 100 square feet of flooring replaced with carpeting in storage, get an estimate to fix the a/c, and create a punch list for other repairs.

ACTION 4: Ms. Pitz and Mr. Spell with coordinate with the building manager on the repairs/renovation of L-3.

ACTION 5: Mr. Foschi will put the engineer's report in EXCEL and will get it to Ms. Pitz and Mr. Spell.

ACTION 6: Mr. Ali will prepare a resolution in response to the request of the shareholder of #127.

#### ACTIONS NOT COMPLETED

ACTION 2: Mr. Foschi will find out why taxes increased.

ACTION 3: Mr. Spell and Mr. Dibley will continue to investigate how to pay for circuit breakers.

ACTION 4: The new insurance proposal will be sent to Mr. Spell and Mr. Dibley.

ACTION 5: The process under consideration by the South building will be sent to Mr. Spell and Mr. Dibley and the proposals for installing circuit breakers that have been submitted will be sent to the building engineer.

ACTION 6: Mr. Spell, Ms. Pitz, Mr. Foschi and the building engineer will look at the L-3 space to identify the required work and costs.

ACTION 9: Mr. Foschi will find out about the coverage Care First provides.

ACTION 10: Mr. Foschi will look into potential vendors with suggested solutions for the trash corral.