

MINUTES OF THE  
RIVER PLACE NORTH HOUSING CORPORATION  
BOARD MEETING  
June 21, 2016  
1121 Arlington Boulevard  
Party Room, Lobby Level  
Arlington, Virginia 22209

I. **CALL TO ORDER:** Ms. Yonkos called the meeting to order at 6:01 p.m.

Directors Present: Ms. Jennifer Yonkos, President  
Mr. Raymond Miller, Vice President [arrived 6:17]  
Mr. Andrew Spell, Treasurer  
Mr. David Weinberg, Secretary  
Mr. Robert Turman, OA Representative  
Mr. Hashmat Ali, Director  
Ms. Alis Marachelian, Director [arrived at 6:24]

Directors Absent: None.

Management: Mr. Francisco Foschi, Manager  
Ms. Daisy Angelino, Assistant Manager

Residents: None.

II. **APPROVAL OF AGENDA:**

**MOTION:** Mr. Turman moved, Mr. Ali seconded, to approve the agenda as amended. The motion passed unanimously (5-0-0).

III. **RESIDENT PARTICIPATION:** None.

IV. **APPROVAL OF MINUTES:**

**MOTION:** Mr. Turman moved, Mr. Ali seconded, to approve the Minutes of May 17, 2016 as written. The motion passed (4-0-1) with Mr. Ali abstaining.

V. **REVIEW OF EVENT CALENDAR/RESERVE PROJECTS:** Mr. Foschi reported that the window washing project was ongoing and that taxes for #605 and #730 are being paid twice a year.

**MOTION:** Mr. Spell moved, Mr. Turman seconded, to list Unit 730 with a real estate agent. The motion passed unanimously (5-0-0).

Mr. Foschi said that capital projects include the main lobby, boilers which are being assessed, and the electric risers. He added that he is waiting for another bid on the risers. In terms of contracts, he said that the custodial contract was coming up and that the 10-year Comcast contract will bring in \$64,000. He also said that if problems persist, he can look into another company to service the elevators.

VI. **REPORTS:**

A. **President:** Ms. Yonkos presented the differences between Design Build and Design-Bid-Build processes and that the corporation has used the latter method for most big projects. Mr. Turman said that the Design Build takes less time but suggested getting help writing the RFPs.

B. **Treasurer:** Mr. Spell reported that operating cash was \$143,959; operating reserves were \$1,979; replacement reserves were \$1,374,324 million; total assets were \$1,672,718. Mr. Foschi then gave the Variance Report for May 2016 and a report on delinquencies.

C. OA Representative: Mr. Turman said that the Board was working on a detailed calendar. He also asked the RPN Board if they would support 24/7 access to the gym. The Board agreed in theory but said that access should be controlled. Mr. Turman then said that the bids on paving were coming in and that Accounts Receivable should be tracked.

D. Manager: Mr. Foschi reported on the following items:

1. Sale of #730: Mr. Foschi said that the unit was listed for sale. The Board agreed to rent it for another 3 months.

2. Party Room: Mr. Spell suggested charging \$100 to reserve the party room since it was an amenity and required maintenance. Currently a security deposit of \$300 is charged, but the fee is refundable if there is no damage. Mr. Ali also said that the dishwasher must be removed. Mr. Spell added that the room should have an ice maker.

**MOTION: Mr. Ali moved, Mr. Turman seconded, to remove the dishwasher and close up the wall opening. The motion passed unanimously (7-0-0).**

**MOTION: Mr. Spell moved, Ms. Marachelian seconded, to charge a \$50 fee for exclusive use of the party room in addition to the security deposit. The motion passed (6-1-0) with Mr. Ali opposing.**

3. Banks: Mr. Foschi suggested consolidating banks which will take 2-3 months to decide on and that Ms. Marachelian should be one of the 2 signatories who live in the building.

4. Paperless Effort: Ms. Angelino said the software can be upgraded to a one-step system. She also said it will be better for security. The cost will be \$1,777 plus \$9.99 a month for Cloud.

**MOTION: Mr. Weinberg moved, Mr. Ali seconded, to approve the proposal for Cantech and Cloud. The motion passed unanimously (7-0-0).**

VII. NEW BUSINESS:

1. Electric Risers: Mr. Foschi said that 2 companies have submitted proposals to assess the current condition of the risers and recommend replacement or maintenance. The bid from Mosaic is \$6,900 and the one from SAI Engineering is \$5,050.

**MOTION: Mr. Weinberg moved, Mr. Miller seconded, to accept the bid from SAI. The motion passed unanimously (7-0-0).**

VIII. OLD BUSINESS:

A. Lobby and First Floor Design: Ms. Yonkos said that the committee received 4 bids for Phase 1 and must review and pick the designer.

**MOTION: Mr. Weinberg moved, Mr. Turman seconded, to approve up to \$14,000 for Phase 1 of the project. The motion passed unanimously (7-0-0).**

The Board then discussed their requirements for this project. Ms. Yonkos suggested that over the next 2 weeks they look around the building to see what is needed and email their recommendations.

B. Reserve Study Update: Mr. Foschi said the reserve study is ongoing.

C. Replacement of Boilers: Mr. Foschi said that he received the Emcor report on the condition of the boilers and recommendations are forthcoming.

D. Comcast Marketing Agreement: Mr. Foschi said he was waiting for payment.

E. Service Dog Policy: Ms. Angelino was working on policies.

IX. EXECUTIVE SESSION:

**MOTION:** Mr. Ali moved, Mr. Turman seconded, to adjourn the meeting at 8:01 p.m. The motion passed unanimously (7-0-0).

**SUBMISSION OF MINUTES**

Barbara Seaman,  
Recording Secretary

Approved by:  
David Weinberg, Secretary  
River Place North  
Housing Corporation

## June 2016 variance Report

Income variance report over \$1000

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

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

<b>ACCOUNTS</b>	<b>MTD Current/Budget YTD Current/Budget Will Round</b>	<b>FAVORABLE/(UNFAVORABLE)</b>
<b>Op. Assessments</b>	<b>MTD 155 K/ 160 K YTD 323 K/ 320 K</b>	<b>(4 K) – Assessments</b>
<b>Rental Inc. Unit</b>	<b>MTD 1.2 K/ 3 K YTD 6 K/ 6 K</b>	<b>(1.8 K) – YTD on track</b>
<b>Utility Reimbursement OA</b>	<b>MTD 2.2 K/ 0.7 K YTD 2.2 K/ 1.4 K</b>	<b>1.5 K – Electric usage reimburse</b>
<b>Payroll</b>	<b>MTD 37 K/ 25 K YTD 61 K/ 50 K</b>	<b>(12 K) – 3 Payroll periods during June</b>
<b>Utilities</b>	<b>MTD 22 K/ 46 K YTD 74 K/ 88 K</b>	<b>24 K- Electric and water</b>
<b>Plumbing R&amp;M</b>	<b>MTD 2 K/ 0.7 K YTD 2.1 K/ 1.3 K</b>	<b>(1.5 K) – 818 Drain analysis and repair</b>
<b>OA Assessment</b>	<b>MTD 80 K/ 26 K YTD 80 K/ 53 K</b>	<b>(53 K)- May-June –July Assessments paid in June</b>
<b>Cont. to Reserves.</b>	<b>MTD 82 K/ 42 K YTD 82 K/ 85 K</b>	<b>(39 K)- Two months of reserves contribution paid in June</b>