

MINUTES OF THE  
RIVER PLACE NORTH HOUSING CORPORATION  
BOARD MEETING  
September 20, 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  
Mr. Andrew Spell, Treasurer  
Mr. David Weinberg, Secretary [arrived at 8:57]  
Mr. Robert Turman, OA Representative  
Mr. Hashmat Ali, Director  
Ms. Alis Marachelian, Director [arrived at 6:21]

Directors Absent: None.

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

Residents: Musa Nasir #114.

II. RESIDENT PARTICIPATION: Mr. Nasir said he was renting since 2000 and was given storage unit #215. When he looked into the unit in July, he found everything missing, the lock changed, and someone else's things inside. Mr. Foschi will talk to the resident of Unit 215 and will go through videos with Mr. Nasir.

III. APPROVAL OF AGENDA:

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

IV. PRESENTATION BY HAMBLETON CONSTRUCTION: David Hambleton, President and Owner, said the goal of the design schemes was to refresh the space and bring value. He then introduced his colleagues: Joe Burton, architect, and Andrea Olsen, interior design consultant. Mr. Burton presented 2 concepts and said that there were lots of options. Ms. Olsen then presented plans for colors, tiles, furniture, and lighting. Referring the Board to the design packet, Mr. Hambleton said that the cost estimate was \$942,000 and that the pricing was good for 60 days.

V. APPROVAL OF MINUTES:

MOTION: Mr. Spell moved, Mr. Miller seconded, to approve the Minutes of August 16, 2016 as amended. The motion passed unanimously (6-0-0).

VI. REVIEW OF EVENT CALENDAR/RESERVE PROJECTS: Mr. Foschi reported that parking for L-3 and L-5 will be revised so that both end at the same time. He said that the annual registration for the state corporations will be filed by Linowes & Bloch. He also said that real estate taxes on #605 and #703 were due and that on October 15 the heat will be turned on.

VII. REPORTS:

A. President: Ms. Yonkos tabled her report to Executive Session

B. Treasurer: Mr. Spell reported that operating cash was \$155,679; operating reserves were \$1,979; replacement reserves were \$1,575,283; and total operating and replacement reserves were \$1,577,262.

**ACTION: The money from Comcast (\$64,000) will be deposited in the operating account.**

Mr. Foschi then gave the Variance Report for the period ending August 31, 2016.

C. OA Representative: Mr. Turman reported that the OA was planning to renovate the MP garage. He also said the Board discussed the fines for short-term rentals and that there was an incident at the cookout. Mr. Ali said a car was leaking oil at #503 and Mr. Spell suggested repairing the pool tables at the Entertainment Center.

D. Manager's Report: Mr. Foschi cited his report in the Board package and said that the water damage from 116 cost \$3,540 excluding legal fees (\$1,440). The owner can be sent an invoice with a deadline before the matter is referred to the attorney.

VIII. **NEW BUSINESS:**

A. Cleaning Equipment; The Board agreed to purchase a floor polisher from the cleaning company.

B. Online Payment Options: Ms. Angelino said that work on the Skyline Dashboard is ongoing. It can be used to print out reports, charges, etc. and can save leases. The cost of Skyline is \$440 with an additional \$100/month for the work order feature.

**MOTION: Mr. Turman moved, Mr. Miller seconded, to approve the additional \$100 for the extra Skyline feature. The motion passed unanimously (6-0-0).**

IX. **OLD BUSINESS:**

A. Lobby and First Floor Design: The Board will review the Hambleton designs.

B. Reserve Study: Ms. Marachelian did a walk through and noted differences between the FEA recommendations and what she found. Mr. Foschi said he called FEA about meeting on a number of items and that the Board was dissatisfied with their work. He added that it will take 2 months to get a new draft.

C. Boiler Replacement: Work will be scheduled when parts come in.

D. Response Procedure for Gas Leaks: Tabled to next month.

X. **ADJOURNMENT:**

**MOTION: Mr. Ali moved, Ms. Marachelian seconded, to adjourn the meeting at 8:58 p.m. The motion passed unanimously (6-0-0).**

**SUBMISSION OF MINUTES**

**Barbara Seaman,  
Recording Secretary**

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

**August 31, 2016 variance Report**

Income variance report over \$1000

**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 177 K/ 160 K YTD 663 K/ 640 K</b>	<b>17 K – Assessments</b>
<b>Laundry</b>	<b>MTD 7.5 K/ 3.6 K YTD 15 K/ 14.7 K</b>	<b>3.9 K – July and August commissions</b>
<b>Resident Processing</b>	<b>MTD 2.3 K/ 0.6 K YTD 4.3 K/ 2.7 K</b>	<b>1.6 K – Increase in revenue</b>
<b>Wi-Fi Income</b>	<b>MTD 65.5 K/ 0.2 K YTD 65 K/ 1.1 K</b>	<b>65 K – Comcast Mkt. Agreement</b>
<b>Medical Ins.</b>	<b>MTD 0.2 K/ 3.1 K YTD 14 K/ 13.6 K</b>	<b>8 K – August coverage was paid in July</b>
<b>Utilities</b>	<b>MTD 40 K/ 51 K YTD 174 K/ 187 K</b>	<b>11 K- Savings on gas and electricity</b>
<b>Plumbing R&amp;M</b>	<b>MTD 1.9 K/ 0.6 K YTD 4 K/ 2 K</b>	<b>(1.2 K) –Drain repair</b>
<b>Electricity</b>	<b>MTD 16 K/ 25 K YTD 47 K/ 68 K</b>	<b>8 K- Water savings</b>
<b>Janitorial Services.</b>	<b>MTD 0 K/ 4.7 K YTD 23 K/ 19K</b>	<b>4.7 K- The month of August was paid during July</b>
<b>Insurance</b>	<b>MTD 4.5 K/ 0.3 K YTD 11 K/ 1.4K</b>	<b>(4.1 K) – D&amp;O Policy annual premium</b>
<b>Water Damage</b>	<b>MTD 4.5 K/ 0.3 K YTD 11 K/ 1.4K</b>	<b>(1.9 K) – Water damage 1<sup>st</sup> floor</b>
<b>Cont. to Reserves</b>	<b>MTD 0 K/ 42 K YTD 125 K/ 171 K</b>	<b>42 K- Contribution for July and August pending for Sept.</b>