

MINUTES OF THE
RIVER PLACE NORTH HOUSING CORPORATION
BOARD MEETING
May 16, 2017
1121 Arlington Boulevard
Party Room, Lobby Level
Arlington, Virginia 22209

I. CALL TO ORDER: Ms. Yonkos called the meeting to order at 6:02 p.m.

Directors Present: Ms. Jennifer Yonkos, President
 Mr. Raymond Miller, Vice President
 Mr. Hashmat Ali, Director
 Mr. David Weinberg, Secretary
 Ms. Alis Marachelian, Director
 Mr. Shai Steinberg, Director

Directors Absent: Mr. Andrew Spell, Treasurer

Management: Mr. Richard Haddad, Manager

Residents: Mr. Felix Fazliddin #310.

II. RESIDENT PARTICIPATION: None.

III. APPROVAL OF AGENDA:

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

IV. APPROVAL OF MINUTES:

MOTION: Mr. Weinberg moved, Mr. Miller seconded, to approve the Minutes of February 21, 2017 as amended. The motion passed unanimously (6-0-0).

MOTION: Ms. Marachelian moved, Mr. Ali seconded, to approve the Minutes of April 18, 2017 as amended. The motion passed unanimously (6-0-0).

V. REVIEW OF EVENT CALENDAR/RESERVE PROJECTS: Mr. Haddad reported that the A/C was on and that the windows will be washed in June, and that taxes on Units 607 and 730 will be processed. He also said that on July 1 the compactor will be checked, and that by the end of June most of the fiduciary requirements should be complete. In terms of contracts, Mr. Haddad will update vendors and terms.

VI. REPORTS:

A. President: Ms. Yonkos said she had 1 item to discuss in Executive Session. She also said that the Board will assess reserve projects starting with those that need to be done and will decide on which will be deferred or eliminated. Mr. Haddad suggested that some work for the lobby project can be done in-house, such as painting. He also cited the C & L lighting study that summarizes savings by switching to LED lighting. He will send the Board the final version of the reserve study.

B. Treasurer: Reporting for Mr. Spell, Ms. Yonkos said that operating cash totaled \$44,389; operating reserves were \$1,979; replacement reserves were \$1,953,576; and total assets of \$2,152,400. The Board then reviewed the delinquency report. Mr. Haddad will determine issues and send out letters when appropriate and follow the process for handling delinquencies.

C. OA Representative: Mr. Ali referred the Board to his written report.

VII. MANAGER'S REPORT:

- A. Packages at the Front Desk: Steps have been taken to improve log-in procedures, inventory management, and resident notification.
- B. Renewal of Lease for Unit 605: The tenant wants to renew the lease in June on a monthly basis but does not want to purchase the unit. Mr. Haddad said that the unit can be renovated and appliances upgraded for a cost of about \$2,000. The consensus of the Board was to renovate the unit. Ms. Yonkos suggested tabling the discussion to sell the unit.
- C. Sale of Unit 730: The settlement date is scheduled for June 30.
- D. Cooling Tower Refurbishment: The cooling tower was cleaned, chemically treated, and on May 7 was ready to turn on. Since the fill has not yet been delivered, the plan is to take delivery and store it on site until October when the fill will be installed and the cooling tower will be coated.
- E. Second Boiler Burner: The burner was installed and 6 tubes were replaced. Electrical wiring and gas piping are still in progress.
- F. Installation of LED Lighting: Mr. Haddad cited the C& L Contractors' lighting study and their proposal to remove current light fixtures in hallways and install high efficiency, long lasting LED lighting.
[The Board took a field trip from 7:09-7:15 p.m. to see the proposed fixture installed on the 5th floor]
[The lighting discussion was tabled until Ms. Marachelian assesses the brightness of the light and any alternatives.]
- G. Landscaping/Curb Appeal Projects: Mr. Haddad met with the OA site manager on landscape design and suggested using RPN as a model for improving the fronts of all buildings, signs, etc.
- H. Performance Reviews: To be discussed in Executive Session.

VIII. NEW BUSINESS:

- A. Elevator Test Results: In Board package.
- B. Fire Alarm Test Results: Issues found were corrected and the system was re-inspected. One issue is still open related to the fire panel in L3 installed by the tenant. Mr. Haddad suggested terminating the panel and installing smoke detectors. Ms. Marachelian also suggested posting a sign telling residents to call 911 if they hear the alarm.

IX. EXECUTIVE SESSION:

MOTION: Mr. Weinberg moved, Mr. Steinberg seconded, to adjourn the meeting at 7:36 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