

MINUTES OF THE
RIVER PLACE NORTH HOUSING CORPORATION
BOARD MEETING

September 19, 2017
1121 Arlington Boulevard
Party Room, Lobby Level
Arlington, Virginia 2220

I. CALL TO ORDER: Ms. Yonkos called the meeting to order at 6:10 p.m.

Directors Present: Ms. Jennifer Yonkos, President
Mr. Raymond Miller, Vice President
Mr. Andrew Spell, Treasurer [arrived 6:22]
Mr. Hashmat Ali, Director [arrived 6:13]
Mr. David Weinberg, Secretary
Ms. Alis Marachelian, Director [arrived 6:15]
Mr. Shai Steinberg, Director

Directors Absent: None.

Management: Mr. Richard Haddad, Manager; Building Engineer.

Residents: None.

II. RESIDENT PARTICIPATION: None.

III. APPROVAL OF AGENDA:

MOTION: Mr. Weinberg moved, Mr. Miller seconded, to approve the agenda as presented. The motion passed unanimously (4-0-0).

IV. APPROVAL OF MINUTES:

MOTION: Mr. Weinberg moved, Mr. Steinberg seconded, to approve the Minutes of August 15, 2017 as amended. The motion passed unanimously (7-0-0).

V. REVIEW OF EVENT CALENDAR/RESERVE PROJECTS: Mr. Haddad reported that there have been no changes on contracts and that he is getting bids on insurance for the underground oil tank. Citing the calendar, Mr. Haddad said that convector cleaning is scheduled for October and the heat conversion will be available on October 15. He added that taxes were paid on Unit 605 and that the corporation would be getting partial credit.

VI. REPORTS:

A. President: Ms. Yonkos said that the next step in connection with the issues Unit 214 will be to send the owner the bill from Eddie's Plumbing (\$1100) since he declined to make repairs and to cite the proprietary lease. She added that since there were minor updates to the reserve study, the Board will need to discuss maintenance projects completed or deferred.

B. Treasurer: Mr. Spell, citing the balance sheet, said that the corporation had \$101,998 in operating reserves; \$111,571 in operating cash; \$1,998,574 in replacement reserves; and \$2,212,143 in total operating cash and reserves. He also said that he was concerned about the original, copper water pipes and suggested getting bids on analyzing pipes. He then discussed variances through August 31 and delinquencies. He recommended writing off delinquencies related to Unit 605 upon sale.

C. OA Representative: Mr. Ali cited his report included in the Board package. He also said that Mr. Haddad should boot the car parking in the RPN permanently assigned space.

D. Manager:

Virtual Registration Package System: The new system is ready for pick-up and payment at the front desk.

MOTION: Mr. Ali moved, Ms. Marachelian seconded, to approve posting the package on the website. The motion passed unanimously (7-0-0).

Settlement on Unit 605: The Board was requested to write off the \$9,600 delinquency balance.

Cooling Tower Upgrade: The CTJX proposal to install the cooling tower fill and the cleaning/coating of the cooling tower well has been finalized. Delaying the project has saved about 5%.

Replacement of Circulation Pumps: When the vendor gets more information from the manufacturer, the revised package will be sent to the Board including the technical changes made to the original approval.

Leaks in Common Element Pipes: Repairs have been made to 13 units affected by pin hole leaks in common area pipes.

Fire Hose Test Fitting: Repairs to the fire hose test fitting are scheduled for September 26.

Washington Gas Contract: Washington Gas is completing the formal contract and will send it to RPN for approval.

Termination of Hire Strategy Contract: An offer of intent will be sent to Rosa and Tito to begin employment on November 1, 2017.

VIII. NEW BUSINESS:

A. Lobby and Hallway Renovation: Tabled.

B. SOP Committee on RPN Policies and Procedures: Mr. Steinberg cited the draft copy of the Complaint Policy in terms of the role of the ombudsman in conflict resolution. The Board then discussed the deadline for the Board's decision on a dispute, the storage of information separate from RPN files, and nondisclosure agreements. The committee will update complaint policy.

C. Air BnB Policy: Although short-term leases are not allowed at River Place, it was found that 4 units were doing it. County regulations are also being violated since the resident is required to live in the unit for a minimum of 185 days and have permission from the condo association. The

