

MINUTES OF THE
RIVER PLACE NORTH HOUSING CORPORATION
BOARD MEETING
November 19, 2019
1121 Arlington Boulevard
Party Room, Lobby Level
Arlington, Virginia 22209

I. **CALL TO ORDER:** Mr. Ali called the meeting to order at 6:00 p.m.

Directors Present: Mr. Hashmat Ali, President
Mr. Raymond Miller, Vice President
Mr. Andrew Spell, Treasurer
Ms. Jennifer Yonkos, Director
Mr. Shai Steinberg, Director
Ms. Alis Marachelian, Director

Directors Absent: None

Management: Ms. Daisy Angelino, Building Manager

Residents: None

II. **RESIDENT PARTICIPATION:** None

III. **APPROVAL OF AGENDA:**

MOTION: Mr. Spell moved, Mrs. Yonkos seconded, to approve the agenda as amended. The motion passed unanimously (6-0-0).

IV. **APPROVAL OF MINUTES:**

MOTION: Mr. Steinberg moved, Mrs. Yonkos seconded, to approve the Minutes of October 15, 2019 as amended. The motion passed unanimously (6-0-0).

V. **REVIEW OF CONTRACTS:** Ms. Angelino reported that Starry came to do a field study and are working on an installation plan.

EVENTS CALENDAR: Ms. Angelino said that fire extinguisher inspection, budget preparation, holiday breakfast and annual audit preparation were upcoming.

RESERVE REPORT: There were no updates to report.

VI. **REPORTS:**

A. **President/OA Representative:** Mr. Ali reported on management status of Owner's Association. He said Ms. Nafeesa is currently acting manager.

B. Mr. Ali said OA is discussing the possibility of bringing in contractors for patrol.

B. Treasurer: Mr. Spell said that the operations account has over \$160,000 and that Replacement Reserves and Operating account over \$3,050,000.00. He also stated that an additional account with Capitol One for \$200,000 is earning 2% interest per year.

C. Manager: Ms. Angelino, citing her report, said that the semi-annual maintenance is underway. Ms. Angelino also said that the Water Savings project will be discussed later in the meeting. She added upcoming events including resident holiday breakfast, staff and board holiday dinner.

VII. **NEW BUSINESS:**

A. Vacant Board Seat Appointment: Mr. Ali read through the candidacy forms received for the open seat on the board.

MOTION: Mrs, Yonkos moved, Mr. Steinberg seconded, to appoint Sabrina Faber for the vacant seat. The motion passed unanimously (6-0-0).

B. North Building Alternate Rep. to RPOA: The Board discussed appointing an alternate OA representative.

MOTION: Mrs, Yonkos moved, Mr. Steinberg seconded, to name Alis Marachelian an alternate representative to OA. The motion passed unanimously (6-0-0).

C. Boilers: Ms. Angelino reported that a boiler inspection found items that need to be further tested. She stated that a hydrostatic test, dye penetrate test were necessary to asses possible repairs. Ms. Angelino discussed three bids received.

MOTION: Mr. Spell moved, Ms. Yonkos seconded, to spend up to \$2,000 for additional boiler testing with a vendor selected by the manager. The motion passed unanimously (6-0-0).

D. Elevator Quality Control Evaluation: Ms. Angelino reported that AMICUS, the elevator consultants determined that an elevator modernization is not needed. AMICUS found deficiencies in performance from the current maintenance vendor.

E. Energy Deregulation & Savings: Ms. Angelino reported on deregulation in the energy market and explained that River Place North could benefit from locking in a rate in the open market from an energy supplier. Ms. Angelino presented an energy analysis and two contracts.

MOTION: Mr. Spell moved, Ms. Yonkos seconded, to lock in a rate Direct Energy through Bollinger for 12 months. The motion passed unanimously (6-0-0).

VIII. **OLD BUSINESS:**

A. Water Savings: Ms. Angelino explained the scope of the water savings project. Ms. Angelino said the project will have an ongoing maintenance for the next five years that covers repairing dripping faucets, broken or leaking faucet handles, defective or leaking shower heads and tub faucets, running or leaking commodes and flush handles.

IX. **EXECUTIVE SESSION:**

MOTION: Ms. Yonkos moved, Mr. Steinberg seconded, to adjourn to Executive Session at 7:58 p.m. There were no objections.

SUBMISSION OF MINUTES

Daisy Angelino,
General Manager

Approved by:
Shai Steinberg, Secretary
River Place North
Housing Corporation

Income variance report over \$1000 **Also includes notes on possible trends**
Includes Month to Date (MTD) and Year to Date (YTD)

ACCOUNTS	MTD Current/Budget YTD Current/Budget Will Round	FAVORABLE / (UNFAVORABLE)
Operating Assessments	MTD 176.4K / 172.6K YTD 1.05M / 1.03M	MTD 3.8K YTD 20K - Pre-paid and Delinquencies collected
Laundry	MTD 5.7 / 3.6K YTD 22.3K / 22.1K	MTD 1.9K YTD on track
Misc.	MTD 50K / 208 YTD 50K / 1K	MTD 50K YTD 49K – Laundry Bonus Check
Employee Benefits	MTD 224 / 3.6K YTD 17K / 21.8K	MTD 3.4K – Credits YTD 4.7K – Savings
Payroll	MTD 27.6K / 29.6K YTD 184K / 192K	MTD 2K YTD 8K – Staff Transition
Electric	MTD 36.1K / 17.3K YTD 107.3K / 146.3K	MTD (18.7K) – 2 months reflected YTD 39K – Actual
Gas	MTD 9.4K / 4.5K YTD 19K / 37K	MTD (4.9K) – 2 months reflected on one account YTD 17.8K - Savings
Water	MTD 28.2 / 22.5K YTD 110K / 135K	MTD (5.7K) - YTD 24K – Actual
Repairs Maintenance	MTD 9.2K / 6.7K YTD 34.7K / 38.9K	MTD (2.5K) - Boiler and Plumbing Repairs YTD 4K
Water Damage	MTD 2.3K / 333 YTD 7.1K / 1.9K	MTD (2K) YTD (5.1K) – repairs as needed
Contributing Reserves	MTD 100K / 50K YTD 250K / 300K	MTD (50K) – 2 months reflected YTD 50K – will reflect in next month's financials
Ground Rent	MTD 5.7K / 0 YTD 11.4K / 11.4K	MTD (5.7K) – Budget Spread YTD on track
Licenses	MTD 1.7K / 213 YTD 1.9K / 1.2K	MTD (1.4K) – Annual Corp Filing YTD (691)
Audit / Tax Prep	MTD 0 / 9.2K YTD 0 / 9.2K	MTD 9.2K YTD 9.2K – Budget Spread