

MINUTES OF THE  
RIVER PLACE NORTH HOUSING CORPORATION  
BOARD MEETING  
January 21, 2020  
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. Andrew Spell, Treasurer [arrived at 6:06 p.m.]  
Ms. Jennifer Yonkos, Director  
Mr. Shai Steinberg, Director  
Ms. Alis Marachelian, Director  
Ms. Sabrina Faber, Director

Directors Absent: Mr. Raymond Miller, Vice President

Management: Ms. Daisy Angelino, Building Manager  
Ms. Amber Suggs, Assistant Manager

Residents: None

II. **RESIDENT PARTICIPATION:** None

III. **APPROVAL OF AGENDA:**

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

IV. **APPROVAL OF MINUTES:**

**MOTION:** Mr. Steinberg moved, Ms. Marachelian seconded, to approve the Minutes of November 19, 2019 as amended. The motion passed unanimously (5-0-0).

V. **REVIEW OF CONTRACTS:** Ms. Angelino reported that there were no changes but that the corporation was experiencing service problems with trash and recycling. She added that she will look into other companies. Mr. Ali suggested asking the County to send someone to educate residents but Ms. Angelino said that the County directed her to its website and to Fairfax County for information especially on recycling.

**EVENTS CALENDAR:** Ms. Angelino said that quarterly taxes were due and that the call for candidates was sent out on January 15. In February, she said, these items would be addressed: a recycling plan to Arlington County, a draft of the budget, trash chute/compactor cleaning, fire alarm testing, and notice of the Annual Meeting.

**RESERVE REPORT:** There were no updates to report.

VI. **REPORTS:**

A. President/OA Representative: Mr. Ali cited the Annual Meeting calendar. He also reported that in terms of the garage project, the finish date has been pushed to February 15 because of problems with leaks. He also said that the gym has been closed for roof repairs and other work so that no exact date for completion can be given. The next OA meeting will be on January 30/ In addition, he said, Ms. Nafeesa, the temporary OA manager, will be evaluated at the end of January; a new parking office has opened; and hiring a professional company for the gate house will be discussed at the next meeting.

B. Treasurer: Mr. Spell said that operating cash totaled \$247,502; operating reserves totaled \$77,770; and Replacement Reserves totaled \$3,308,280 with total reserves and operating cash of \$3,633,552. Ms. Angelino then gave the Variance Report for December 2019 and discussed delinquencies.

C. Manager: Ms. Angelino, citing her report, said that 3 supervisory alarms were set off by the alarm panel and the engineer has contacted boiler techs for solutions; the Water Savings Program fittings in every unit has been completed; the Annual Meeting calendar is available for review; the budget is being prepared for the February deadline; new electric terms have been delayed by Dominion Energy; elevator 2 was down for a week for repairs to the CTC board and is being monitored by AMICUS; and Amber Suggs has joined the staff as the new assistant manager.

VII. **NEW BUSINESS:**

A. Pest Control: Ms. Angelino said that problems were being treated as needed but recommends doing an initial treatment.

VIII. **OLD BUSINESS:**

A. Open Board Seat: Ms. Faber will be serving on the Board until March.

B. Alternate Representative to the OA: Ms. Marachelian will be the alternate.

C. Draft of Budget: A draft is due at the next meeting. Mr. Spell said that drivers are the OA contributions, reserves, utilities, and salaries but the unknowns are involved such as OA contributions. Ms. Yonkos added that the Board must decide on discretionary items.

D. Elevator Quality Control Evaluation: AMICUS estimated an additional 3-5 years but components can last longer. Ms. Yonkos said she will be starting on reserves and that there were 18-20 discretionary items not including the numbers for the water pipes which were omitted by the reserve study.

IX. EXECUTIVE SESSION:

**MOTION:** Ms.Yonkos moved, Mr. Steinberg seconded, to adjourn to Executive Session at 7:24 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 178.3K/ 172.6K YTD 1.4M / 1.3M	MTD 5.7K YTD 16K - Pre-paid
Laundry	MTD 10K / 3.6K YTD 32.4K / 29K	MTD 6.4K YTD on track
Payroll Manager/ Assistant	MTD 10.5K / 9.3K YTD 81.7K / 79.3K	MTD (1.2K) - Staff Transition/ overlap of temporary bookkeeping and administrative. YTD (2.3K) – Staff Transition and approved salary
Medical	MTD 129 / 2.6K YTD 10.7K / 21.1K	MTD 2.5K – cleared in January YTD 10.3K –
Electrical	MTD 29.3K / 13K YTD 137.5K / 173.3K	MTD (16.3K) – 2 months reflected YTD 35.8K -
Gas	MTD 9.7K / 14.4K YTD 51.5K / 69.9K	MTD 4.7K – account posted on January YTD 18.4K -
Water	MTD 20.6 / 22.5K YTD 130K / 180K	MTD 2K YTD 50K – Actual
Plumbing	MTD 3.9K / 1.5K YTD 9.9K / 12K	MTD (2.4K) YTD 2K - As needed
Water Damage	MTD 2.3K / 333 YTD 7.1K / 1.9K	MTD (2K) YTD (5.1K) – repairs as needed
Elevator	MTD 0K / 1.1K YTD 6.5K / 9K	MTD 1.1K – will reflect in January Financials YTD 2.4K
Meeting Reports Accountants	MTD 1.8K / 800 YTD 7.4K / 6.6K	MTD (1K) YTD 700 – meetings and reports
Licenses	MTD 1.7K / 213 YTD 1.9K / 1.2K	MTD (1.4K) – Annual Corp Filing YTD (691)
Assessment OA	MTD 0 / 27.25K YTD 218K / 218KK	MTD 27.25K – cleared prior month YTD On Track