

**FINAL**

**MINUTES OF THE  
RIVER PLACE NORTH HOUSING CORPORATION  
BOARD MEETING  
January 18, 2022  
VIRTUAL MEETING**

I. **CALL TO ORDER:** Mr. Miller called the meeting to order at 5:35 p.m.

Directors Present: Mr. Andrew Spell, President  
Mr. Raymond Miller, Vice President  
Ms. Jennifer Yonkos, Treasurer  
Ms. Alis Marachelian, Secretary  
Ms. Sabrina Faber, Director  
Mr. Hashmat Ali, Director  
Mr. Lewis Gorman, Director

Directors Absent: None.

Management: Building Manager, Ms. Daisy Angelino.

Residents: Rhona Sloan, Jessica Harris, Liza Albright, Jesse Rifkin, Patty Prior.

II. **RESIDENT PARTICIPATION:**

Ms. Prior #141 said she was a new owner who is renting a unit and wanted to see what happens at a Board meeting. Ms. Albright #1006 wanted to know about her request to secure her storage bin. Mr. Spell said there was a concern with the fire code. He suggested that Ms. Albright contact the ombudsman for Arlington County to direct her to the right office on fire code information. She can then send the information to Ms. Angelino who can send it to the Board. Ms. Albright also said that she reported that lights were out in the storage room on the 1<sup>st</sup> level and haven't been replaced. Ms. Angelino said that issues must be prioritized because of limited staff and parts that have been delayed. Next, Ms. Prior said she emailed about water penetrating her wall because of landscaping that is pitched toward her bedroom.

III. **AGENDA:**

**MOTION: Mr. Ali moved, Ms. Faber seconded, to approve the agenda as amended. The motion passed (7-0-0).**

IV. **APPROVAL OF MINUTES:**

**MOTION: Ms. Marachelian moved, Mr. Gorman seconded, to approve the minutes of November 16, 2021 as amended. The motion passed (7-0-0).**

V. **REPORTS:**

A. President: Mr. Spell presented his proposal for a pedestrian entrance to River Place that would include improvements to landscaping, a crosswalk, and curb cuts. He said that the OA was now getting bids to refresh landscaping and this plan could be incorporated. He added that it will be an OA decision. Ms. Marachelian said that lighting should also be included. Mr. Spell said that future iterations can incorporate lighting. He then said that Virginia law requires an electronic meeting policy. He suggested that the Board study his draft and comment. He asked that the topic be added to next month's agenda.

B. Treasurer: Ms. Yonkos gave the Treasurer's report:

Operating cash-\$80,738  
 Operating Reserves-\$76,848  
 Replacement Reserves-\$4,479,059  
 Total operating and replacement reserves-\$4,636,645

Ms. Angelino then said that delinquencies were down and that the corporation was doing very well.

C. OA Representative: Ms. Faber said that she had no report because the OA will be meeting on Thursday and no budget will be available until February. Responding to Mr. Ali's question on the status of the gym, Ms. Faber said that the gym was open from 9 a.m. to 10 p.m. which seems to be meeting residents' needs.

D. Manager:

- o Annual Fire Alarm and Flow Test: Systems are functioning well including the audible alarms in the building.
- o Financials: Delinquencies have been reduced to \$4,255.
- o Risk Control: Travelers Insurance have provided a list of such recommendations as trash chute protection; self-closing door inspection and testing; a thermographic inspection program; closed fire doors; and automatic sprinkler inspection extension.
- o RPOA Assessments: December check has not cleared. RPN has requested preventive maintenance of sprinklers in the MP garage and clarification of the OA scope of services paid for by RPN membership.
- o Facilities Items in Progress:
  - Recirculatory water pumps have been ordered but have been delayed by the manufacturer.
  - Boiler #1 needs damper control replacement; bids are being solicited.
  - Air handler needs control replacement; bids are being solicited.
  - Fans in the cooling tower need gear box replacement.
  - Lighting around the boilers should be upgraded to provide sufficient lighting for working on and maintaining boilers.
- o Events:

- The call for nominations has gone out with a deadline of February 15 and Annual Meeting notices have been sent out.
- Quarterly taxes have been paid.
- Salary reviews will be done in February.
- Budget preparation is being coordinated with the Treasurer.
- Trash chute and compactor cleaning is on schedule.
- Annual fire alarm testing has been completed.
- Package Delivery-problems are occurring because deliveries have increased. Ms. Angelino suggested making modifications to the lobby renovation project to include a package room with a door and electronic access that is accessible to the concierge and near the entrance.
- Audit Support for Goldklang is in process.
- Rate for natural gas has been locked in and will help with the budget.

VI. **NEW BUSINESS:**

A. Abatement Work: The Board approved \$22,500 for abatement work by email vote.

**MOTION: Mr. Gorman moved, Mr. Ali seconded, to confirm the email approval of environmental abatement work at a cost of \$22,500. The motion passed (7-0-0).**

B. FY 2023 Draft Budget: Ms. Angelino and Ms. Yonkos will be meeting next week to discuss the 2023 budget.

C. Resident Background Checks: Mr. Spell suggested addressing issues at hand and evaluating each as they come up for now. The matter was tabled to the May meeting.

VII. **OLD BUSINESS:**

A. Legal Counsel: A number of recommendations were made.

B. Chiller Replacement Contract: The new chiller is scheduled to arrive at the end of February.

C. Updates on Projects:

1. Ceiling project- on hold until chiller is installed.
2. Energy Savings - light bulbs are being replaced in-house with LED bulbs as bulbs break.

D. Commercial Space Access Control: Hardware has been installed but not turned on. Registrations must be sent out and fobs delivered.

E. Common Area Improvements: Turning old phone booths into cell phone rooms has been suggested.

VIII. EXECUTIVE SESSION:

MOTION: Mr. Ali moved, Mr. Gorman seconded, to adjourn to Executive Session at 8:17 p.m. The motion passed (7-0-0).

SUBMISSION OF MINUTES

Alis Marachelian, Secretary  
River Place North  
Housing Corporation