

MINUTES OF THE
RIVER PLACE NORTH HOUSING CORPORATION
BOARD MEETING

February 21, 2006

1121 Arlington Boulevard
Party Room, Lobby Level
Arlington, Virginia 22209

I. CALL TO ORDER: President Hashmat Ali called the meeting to order at 6:13 p.m.

Directors Present: Mr. Hashmat Ali, President
Mr. Brian Fredericks, Vice President
Mr. Andrew Spell, Treasurer
Mr. Assem Iskander, OA Representative [late]
Mr. Norman Randolph, Director
Ms. Nancy Joyner, Director

Directors Absent: Ms. Sara Shahade, Secretary

Management: Mr. Brendan Swartz, Building Manager

II. RESIDENT PARTICIPATION: None.

III. APPROVAL OF AGENDA:

MOTION: Ms. Joyner moved, Mr. Fredericks seconded, to approve the agenda as presented. The motion passed unanimously (5-0-0).

IV. APPROVAL OF MINUTES:

MOTION: Mr. Iskander moved, Ms. Joyner seconded, to approve the Minutes of January 17, 2006 as amended. The motion passed unanimously (5-0-0).

V. REPORTS:

A. President: Mr. Ali asked Mr. Swartz to prepare a brief summary of projects for the Annual Meeting. He also said that 5 people were running for 3 Board positions, but that Ms. Joyner would not continue on the Board. He added that the audit for fiscal year 2004-2005 was complete and without qualifications. Mr. Ali then said that the office would be leased. Next, he reminded the Board that the Comcast lease would end in April and that a 60-day notice to end was required.

[Mr. Iskander arrived at 6:21 p.m.]

Mr. Spell added that the building owned the conduit and could run something else. Mr. Ali suggested negotiating a better rate. Mr. Swartz said he had another proposal from another service.

MOTION: Mr. Spell moved, Ms. Joyner seconded, to take the preliminary study to the South building. The motion passed unanimously (6-0-0).

B. Treasurer: Mr. Spell said that reserves would be \$900,000.00 next month with no major expenses coming up. Mr. Fredericks then observed that the cost of gas was driving all but \$2,000.00 in variances, so that basically expenses were on track. Mr. Spell said that the heaviest usage was in the 2 winter months and that costs would "true up" at the end. Mr. Swartz added that consumption was the same as last year. In response to Mr. Fredericks' question, Mr. Spell said that \$140,000.00 was budgeted for gas. Mr. Ali then stated that energy usage and costs would dictate the budget for the next year. In terms of the delinquency report, Mr. Swartz said he would send out notices before the Annual Meeting with the criteria for voting. Mr. Spell added that amounts for former tenants should be written off. Mr. Ali then asked Mr. Swartz to look into those who are no longer shareholders and the Board would decide on the write off at the next meeting.

In terms of the budget, Mr. Swartz said that the suggested increase in fees was 9.5%. He also said that the issue was whether the reserve contributions were consistent with the reserve study. Mr. Swartz said the last reserve study was in 2000 and that some items were outdated. He added that he couldn't give exact numbers without input from Leach-Wallace on priorities and rates. Moving to trash removal, Mr. Swartz said he got a better price, but that a fee was added for pulling out the corral. Mr. Spell then said that the cost of water repairs was rising since the corporation had to pay for the pipe and what was ruined. Mr. Ali added that the problem was old shut off valves and suggested fixing them. Mr. Iskander said that only one company can custom make the old valves and the cost was \$150.00 each. Mr. Fredericks then made a motion to charge a \$50.00 fee each time water is turned off in the building for a renovation. Mr. Swartz said that only 2 renovations a month were done. The motion died. Mr. Ali said that people should be encouraged to change valves. Mr. Iskander then went on to say that the biggest expense was utilities.

VI. **EXECUTIVE SESSION:**

V. **REPORTS-continued:**

C. OA Representative: Mr. Fredericks said that Mr. Ingram was to meet with Koger and if the issue was not resolved by the end of the month, then the OA would take Koger to court. Mr. Iskander said that Zalco was not doing a good job and said that the OA was reducing the contract.

VII. **UNFINISHED BUSINESS:**

A. L-3 Lease Agreement: Mr. Swartz said that a 2-year lease was signed with a 3% increase each year. He said that the lessee paid a one-month deposit and asked for 4 id's for the Entertainment Center. Mr. Iskander said that the OA agreed to give only one id to commercial tenants; after that, the passes would cost \$50.00 each. Mr. Spell said that he would hate to lose the lease over \$140.00. Mr. Iskander said that the tenant should be told of the OA policy. Ms. Joyner suggested giving the passes if the person disagrees with the policy. Mr. Swartz added that the tenant

River Place North

February 21, 2006

Page 3

wanted to keep a small pet, but Mr. Ali said that the bylaws did not allow it. Mr. Swartz also said the agreement was not yet signed.

[Mr. Fredericks left the meeting at 7:54 p.m.]

B. Unit 1011 Windows Ordered: Mr. Swartz said that the windows should be in soon and roof repair was scheduled for the following week.

C. Convactor Valves: Mr. Swartz said he received quotes from Holman for \$225.00 per convactor and All Plumbing for \$150.00. Ms. Joyner said that All Plumbing had the best price and included labor and materials. Mr. Swartz then said that a better alternative might be a ball valve and that parts could be replaced. He suggested that Mr. Johnson look into this option. Ms. Joyner also suggested doing a prototype, but added that the Board needed to know prices for labor and materials. Mr. Spell added that it should be user friendly.

MOTION: Mr. Spell moved, Ms. Joyner seconded, to approve the design of a prototype of a ball valve by Leach-Wallace at a cost not to exceed \$3,000.00. The motion passed unanimously (5-0-0).

In regard to the risers, Mr. Swartz said that Boyd rips up the walls and All Plumbing does the installation. He added that the ones that leak the most would be done.

MOTION: Mr. Iskander moved, Mr. Spell seconded, to replace 2 risers for an amount not to exceed \$65,000.00. The motion passed unanimously (5-0-0).

D. Contract with Comcast: Mr. Swartz referred the Board to the comparison between Comcast and Bulk TV. He added that the Comcast rate was \$40,000.00 for Basic. He said that Bulk TV would charge \$60,000.00 for installation, but that it offered more channels. The cost per unit, he added, would be \$5.00 - \$14.00, a better rate than Comcast. Mr. Ali suggested that Mr. Swartz negotiate a better deal with Comcast.

E. ACH Status: Mr. Swartz said that ACH was under way and that residents could sign up for direct debit. Mr. Iskander said it was good to implement it with the start of the fiscal year.

F. Roof Proposals and Leach-Wallace Study: Mr. Swartz referred the Board to the estimates on roof repair and maintenance for the 2 smooth-surfaced roofs. He added that the ARK estimate included a 5-year plan. Mr. Spell suggested that Mr. Johnson look into the work. Mr. Iskander said the corporation would then be paying Mr. Johnson between \$2,000.00 - \$3,000.00 on a project that costs \$7,000.00. Mr. Spell added that roofs were not yet scheduled in the reserve study. Mr. Swartz said that Leach-Wallace could give a priority list and would charge an hourly rate.

[Mr. Randolph left the meeting at 8:49 p.m.]

Mr. Iskander recommended doing the roofs without Leach-Wallace. Mr. Spell added that the electrical switch gear should be taken out. Mr. Swartz

River Place North

February 21, 2006

Page 4

recommended that Leach-Wallace look at boiler replacement and re-tubing. Mr. Spell also suggested getting a new reserve study.

MOTION: Mr. Iskander moved, Mr. Spell seconded, to approve the roofing contract with ARK for an amount not to exceed \$6,500.00. The motion passed unanimously (4-0-0).

MOTION: Mr. Iskander moved, Mr. Spell seconded, to contract with Leach-Wallace to submit specifications and scope of work for 3 items: boiler replacement, concrete balconies, brick tuckpointing (including circuit setters), for an amount not to exceed \$6,000.00. The motion passed unanimously (4-0-0).

VIII. NEW BUSINESS:

A. Carpeting Sale to West Building: Mr. Swartz proposed selling the red carpet to the West building for \$500.00. Ms. Joyner suggested selling it for \$7.00 per square yard, or \$700.00. _

B. Website Updating: Mr. Swartz said that Luis Amezcua will provide this service for \$50.00 a month.

C. Pizza Flyers: Mr. Swartz said that those companies that distribute flyers should be refused access to the complex. Mr. Spell said they should be denied access at the gate so that residents must go there to pick up their deliveries.

MOTION: Mr. Spell moved, Mr. Ali seconded, to stop companies at that gatehouse that distribute flyers in the building. The motion passed (3-1-0) with Mr. Iskander opposing.

Mr. Iskander said that implementation was not possible and that the gatehouse must be informed of the policy. Mr. Ali said that ads should be put on the website or the mailroom.

D. Resale Package: Mr. Swartz proposed increasing the cost of the resale package to \$200.00 - \$250.00. Mr. Ali said he would look into it.

IX. ADJOURNMENT:

MOTION: There being no further business, the meeting was adjourned at 9:10 p.m.

SUBMISSION OF MINUTES

**Barbara Seaman
Recording Secretary**

Approved by:

**Sara Shahade, Secretary
River Place North
Housing Corporation**