

**MINUTES OF THE
RIVER PLACE NORTH HOUSING CORPORATION
BOARD MEETING**

JUNE 21, 2005

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

I. **CALL TO ORDER**: President Hashmat Ali called the meeting to order at 6:10 p.m.

Directors Present: Mr. Hashmat Ali, President
 Mr. Brian Fredericks, Vice President
 Ms. Sara Shahade, Secretary
 Mr. Andrew Spell, Treasurer
 Mr. Assem Iskander, OA Representative
 Ms. Nancy Joyner, Director

Directors Absent: Mr. Norman Randolph, Director

Management: Ms. Donna Cooper, Building Manager

Others: Mr. Steve Singlar, Single Digits

II. **APPROVAL OF AGENDA**:

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

III. **WI-FI PRESENTATION**: Mr. Singlar, president and co-founder of Single Digits, said that the Board had the ability to offer a no cost or low cost wireless service to residents. He added that for 432 units in the North building the start up costs would be between \$30,000.00 and \$33,000.00, with a maintenance cost of \$3.60 per unit per month. If the corporation charged \$8.00 - \$10.00 in the first year, he said, it would break even. He also said that portal pages, access and advertising could bring in revenue. Mr. Singlar then said that Single Digits was an access controlled software company. He also said that a key component was the technical support. He added that the goals were for the Board to decide. He said that since Verizon provided the T-1 line for the South building at cost of about \$640.00 a month, the North building might share that line and sell bandwidths to businesses. He also said that the company had an office on Fort Meyer Drive. He added that the corporation might charge a flat rate of \$2.00 per unit using the service. He also said that Single Digits billed quarterly. He said that the maximum was charged in the first year and that if the second year the building experienced less usage, Single Digits would issue credit. He added that the corporation would pay 50% up front for the total job; then the rest of the payments are broken into quarters. Mr. Singlar said the benefits to the corporation were no contracts, no set up fees and the potential to sell advertising nationally. He also said that the design had three components: access controller, software, and 24/7 phone support.

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He said that bubble devices would be installed in the hallways on each floor and each wing. He also said that meetings would be scheduled at night for training. He said that the company could sell bridges for about \$65.00. He added that the main living space of each unit would have access. He suggested a 3-year contract which could be cancelled after 1 year with a \$3,000.00 penalty.

[Mr. Singlar left the meeting at 7:13 p.m.]

Mr. Ali suggested that the Board review the proposal and discuss whether to roll costs into assessments and charge per shareholder or to charge per unit.

MOTION: Mr. Spell moved, Ms. Joyner seconded, to consider the Single Digit proposal. The motion passed unanimously (6-0-0).

IV. **APPROVAL OF MINUTES:**

MOTION: Ms. Shahade moved, Mr. Iskander seconded, to approve the Minutes of May 17, 2005 as amended. The motion passed unanimously (6-0-0).

IV. **REPORTS:**

A. **President:** No report.

B. **Treasurer:** Mr. Spell reported that the corporation was doing well collecting assessments. He also said that water usage had increased and that water conservation measures could be done in house or by a licensed plumber. He added that if separate meters were installed for electricity, usage would decrease. Mr. Ali said it was too expensive. When Ms. Shahade suggested reminding residents to conserve, Ms. Cooper said that she posted a reminder in last month's newsletter. Mr. Spell referred the Board to 4 items over \$1,000 each on page 7. He also said that contributions to capital reserves were made. In response to Mr. Frederick's question, Ms. Cooper said that Spectrum was paid \$76,000.00 and \$26,902.00. She then said she was meeting with MCA Enterprises on upgrading the Skyline system. She added that 2 more computers and a server may be required and she would include hardware needs in the Board package for next month. Mr. Spell also said that the Novelle network might need to be upgraded.

C. **OA Representative:** Mr. Iskander reported that the Entertainment Center would probably open the weekend of July 4th due to several stumbling blocks. He added that carpeting would be installed this weekend and the final inspection would be on Monday. He also said that it would be a nice facility and the OA would have to keep up with maintenance. He said that Ms. Bereute was the site administrator and that Zalco was also involved. Mr. Iskander also reported that the equipment being stored by the supplier would be installed on or about June 28th. He added that Comcast would run wires to the 10 TVs and the large TV would be in the multipurpose room. In addition, he said that the conference room would accommodate OA meetings. Mr. Ali suggested posting a photo of it on the Web.

V. **UNFINISHED BUSINESS:**

A. **Loading Dock:** Mr. Iskander said that the loading dock was very crowded and 5 cars extended into the middle of the road. He suggested taking one parking space back. Ms. Cooper said she would look at space 581. She added that the construction passed final inspection and that the move was scheduled for next week. Mr. Fredericks said he was disappointed that the door in the hall had no glass panels. Ms. Cooper said the fire codes required it. Ms. Spell suggested continuing the color scheme in the halls. Mr. Ali asked the Board to make recommendations on what to put against the wall. Mr. Fredericks added that the architect should not be involved in demolition.

B. **Trash Removal:** Ms. Cooper said that PDS had to remove receptacles. She also said that AAA had smaller receptacles which would take getting used to. She added that she would be putting signs up about accessing the new trash area. Two other things, she said, were that the drain had to be raised to the level of the asphalt and that some bollards were needed to block the new air conditioning unit. She also said that she would get estimates, but thought that the cost would be about \$1,500 - \$2,000.

D. **Fire-Unit 1011:** Ms. Cooper reported that she has received a third bid from CIDG, but recommended Belfor for its familiarity with the fire damage. She also said that Belfor has already done work and has not been paid. Mr. Iskander said they should not have change orders. Mr. Ali agreed saying that the contract should be a firm fixed price. Ms. Cooper said that Belfor included Units 931 and 932 which the company has already finished. Mr. Fredericks asked if the insurance company would pay \$109,000.00. Mr. Spell suggested a contingent approval. Mr. Iskander said the Board should hire the lowest bidder and suggested calling Belfor to compete on the price. Mr. Spell said \$7,800.00 should be taken off Belfor's bid for Units 931 and 932.

MOTION: Mr. Spell moved, Ms. Shahade seconded, to move forward with getting a low bid for fixing the fire damages at a price not to exceed \$88,500.00. The motion passed (5-1-0) with Ms. Joyner opposing.

E. **Tile Project:** Tabled to the next meeting.

F. **Unit 605:** Ms. Cooper said that the unit sold for \$140,000.00 but there were title issues. She also said that Ms. Lynn and Ms. Mason were working on it.

G. **Bids for Hot Water Heater:** Ms. Cooper recommended approving the contract with Holman Boiler. Mr. Spell suggested approving the lowest bidder.

MOTION: Mr. Spell moved, Mr. Fredericks seconded, to approve the lowest bidder for the hot water heater. The motion passed unanimously (6-0-0).

Ms. Cooper also suggested holding off on the burner. Mr. Iskander suggested using the proposal for the South building as leverage. Ms. Cooper said that burners were separate. Mr. Spell said that the burners

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were on the reserve study and budgeted for under \$35,000.00, but Ms. Cooper said that each burner would cost \$24,000.00.

Other items were postponed to next month's meeting.

VI. **NEW BUSINESS**: Ms. Cooper suggested finishing the lobby window treatments consisting of Roman shades for \$6,000.00.

VII. **ADJOURNMENT**:

MOTION: Ms. Joyner moved, Mr. Spell seconded, to adjourn the open meeting at 9:01 p.m. to convene an Executive Session. There being no objections, the meeting was adjourned.

SUBMISSION OF MINUTES

Approved by:

Barbara Seaman
Recording Secretary

Sara Shahade, Secretary
River Place North
Housing Corporation