

**MINUTES OF THE
RIVER PLACE NORTH HOUSING CORPORATION
BOARD MEETING
June 19, 2007**

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

I. **CALL TO ORDER**: President Hashmat Ali called the meeting to order at 6:02 p.m.

Directors Present: Mr. Hashmat Ali, President
Mr. Brian Fredericks, Vice President and OA Representative

Mr. Andrew Spell, Treasurer
Ms. Chung Lai, Secretary
Ms. Sara Shahade, Director
Directors Absent: Mr. Norman Randolph and Mr. Assem Iskander, Directors.
Management: Ms. Aida Araia, Building Manager

Shareholders: None.

II. **APPROVAL OF AGENDA**:

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

III. **APPROVAL OF MINUTES**:

MOTION: Mr. Fredericks moved, Mr. Spell seconded, to table the approval of the Minutes of May 15, 2007. The motion passed unanimously (5-0-0).

IV. **REPORTS**:

A. **President**: Mr. Ali thanked Mr. Spell for negotiating the sale of Unit 230. Mr. Spell said that since the amount was similar, the sale would balance out the balcony project. Mr. Ali also said that tenants should be encouraged to write positive comments on the website, not just negative ones, since they leave a bad impression of River Place.

B. **Treasurer**: Mr. Spell reported that replacement reserves were under \$900,000.00 because of the riser project. He also said that the sale of Unit 230 would offset the cost of the balconies and that other major reserve expenses were coming up. He added that the sale of Unit 230 would add (10) months of assessments to finances. He referred the Board to the Variance Report. Ms. Araia said that there was a glitch in the Skyline system and that it did not apply the 2% increase.

Mr. Spell said that he noted no big variances. He also said that operating expenses were good and that electricity was over budgeted, but gas was under budgeted. He added that the floor was replaced in L-3 and it continues to be a problem. In response to Mr. Ali's question, Ms. Araia said that the abandoned unit (605) was now rented and that a new line item for it would be created.

C. **OA Representative**: Mr. Fredericks referred the Board to his emailed report and added that a new site manager has not been hired. He also said that the next OA meeting would be in August. He then said that although Ms. Fairman was doing a good job as interim manager, this was not a long-term solution. He also said that she had proposed a \$29,000.00 pool party and asked if the Board supported spending that much. Ms. Shahade suggested that each building contribute \$2,000.00, but Mr. Fredericks said that the Christmas party did not cost that much. Mr. Spell made a motion to spend \$500.00 for the pool party. Mr. Fredericks added that the Board had not discussed the cost of the pool party at the last meeting.

MOTION: Mr. Fredericks moved, Mr. Ali seconded, to convene an Executive Session at 6:20 p.m. There were no objections.

[Mr. Spell left the meeting at 6:24 p.m.]

MOTION: Ms. Lai moved, Ms. Shahade seconded, to close the Executive Session at 6:26 p.m. There were no objections.

D. Improved Environment: Ms. Lai said that the next orientation would be postponed to October or November.

V. **OLD BUSINESS**:

1. Blue Army Update: Ms. Araia said that the lessee wanted to settle some things before he signed the contract such as the doors that are damaged and cannot be locked and the back door that has to be replaced. Mr. Fredericks said he should sign the lease beforehand. Ms. Araia said that the lessee would charge \$5,000.00 to do both doors. She also said that the corporation would buy MP 36, but the cost would be high. She added that MP 35 could be moved to MP 36 which would be lost but the space would be bigger. Mr. Fredericks said that a real schematic or a picture with a letter was needed. Ms. Araia said that both parties signed and that they were waiting for the assignment of the lease. She also said that the lessee wanted the solicitation right for all River Place buildings, but that she told him that the North Corporation had no control over the other buildings. She added that he also wanted to put flyers under doors, but Mr. Fredericks said he could post flyers in mailrooms and on websites. Ms. Araia added that he did not want to be restricted to River Place owners and tenants. Mr. Ali said that the Corporation could not restrict the lessee from soliciting customers from outside of River Place. Mr. Fredericks suggested taking out the passage on River Place only. He also said that the Board should go ahead with the door and that the fire code required 2 doors. Mr. Ali then said that other bids on the 2 existing doors should be solicited in addition to Blue Army's. He also said that the current lock should be fixed.

Ms. Araia said that the lessee wanted to put a sign with hours of operation on the door, which the Board agreed to. Ms. Lai said that since the Board has made concessions, the lessee needed to sign the lease agreement. Mr. Ali added that the lessee wanted the carpet removed, but Ms. Araia said there was no place to store the 7 rolls. Mr. Ali suggested advertising the carpet on Craig's List. Mr. Fredericks suggested putting the carpet in the back of his storage area. Mr. Ali also said to hire people to move the carpet rolls. Ms. Araia then concluded that she would try to store it first and, if she cannot do that she will advertise it on E-bay.

2. Balcony Project: Mr. Fredericks said that he needed a decision on the three bids. He also said that Leach Wallace would not recommend any company. Referring the Board to the proposals, he said that the difference was that Atlantic wanted to put scaffolding on the outside of the building and to replace all railings. He also said that Envirotech Chemicals, Inc. did work at the West building and that they were very responsive. The company would not replace railings unless they are rusted and would replace a post at \$175.00 if needed. He then recommended hiring Envirotech even though they would go through units to get to the balconies. He said he maintained that tap water from units could not be used for pressure washing. He added that it would take about 45 days per building and that the price was close to the budgeted amount.

MOTION: Ms. Lai moved, Ms. Shahade seconded, to approve the proposal of \$222,012.00 from Envirotech Chemicals, Inc. for balcony work. The motion passed unanimously (4-0-0).

Ms. Shahade added that Mr. Iskander, who via mail opposed the proposal, said it was too expensive.

3. Verizon Fiber Optic Proposal: Ms. Araia said that Verizon did a site study, but she has not heard from them about the results. Mr. Fredericks said that a representative was coming to the East building and that he would ask questions on installation, implementation, and other items. He also said that the issue was all the boxes and the required 110 volt power. He added that he was looking for a simple explanation. He suggested that interested people should come to the East Board meeting.

4. Increasing the T-1 Line: Mr. Ali said the line was getting overloaded. He also said that antennas were insufficient. He also said that there were 2 options: increasing the existing T-1 line to 5 or 10 mgs. The cost for 5 mgs would go up from \$452.00/month to \$812.00/month.

MOTION: Mr. Fredericks moved, Ms. Shahade seconded, to approve the upgrade of the T-1 line from 1 to 5 mgs from Trident. The motion passed unanimously (4-0-0).

Mr. Ali said that since the mgs might have to be increased, he suggested doing it for one year even though Trident offered a 5% discount on a two year contract. Ms. Araia said she would talk to the sales representative to clarify where installation would take place. Mr. Ali suggested discussing the matter with a technician at Trident. In response to Mr. Fredericks' question, Ms. Araia said that WiFi income was not deposited in May. Mr. Ali said there should be a separate line for that income to evaluate the cost-benefit of WiFi. Ms. Araia said she would look into a one-year contract and installation.

5. Potomac Disposal Service Contract: Ms. Araia said that the corporation would have to stick with AAA since the contract was past the deadline to terminate. Mr. Fredericks suggested listing contracts with expiration dates so that the Board could make decisions as they come due.

MOTION: Mr. Fredericks moved, Ms. Lai seconded, to convene an Executive Session at 7:15 p.m. and returned to the open session at 7:20 p.m. There were no objections.

MOTION: Mr. Fredericks moved, Ms. Lai seconded, to approve an amount not to exceed \$1,200.00 for the trash corral beautification as long as other bids were sought. The motion passed unanimously (4-0-0).

VI. NEW BUSINESS:

1. I.D. Card Printer: Ms. Araia said that the current printer was not good. Mr. Fredericks recommended buying one that could handle the volume.

MOTION: Ms. Shahade moved, Ms. Lai seconded, to approve the purchase of a new I.D. card printer for an amount not to exceed \$2,000.00. The motion passed unanimously (4-0-0).

Ms. Arai said that the office also needed a scanner.

2. Unit 943 Work: Mr. Fredericks said that the owner wanted to add a dedicated electrical line for a modern electric stove. However, he said that only a gas stove was allowed, that power could not be increased, and that a licensed contractor must be used. He also said that permits had to be acquired and County inspections had to be done.

VII. ADJOURNMENT:

MOTION: There being no objections, the Board meeting was adjourned at 7:37 p.m.

SUBMISSION OF MINUTES

Barbara Seaman, Approved by:

Recording Secretary Chung Lai, Secretary

River Place North

Housing Corporation