

CITY OF FAIRFAX RENAISSANCE HOUSING CORPORATION
Minutes of the Board of Directors Meeting
April 9, 2024, at 11:00 a.m.
MainStreet Bank HQ Branch - 10089 Fairfax Boulevard

CALL TO ORDER

Mr. Lestina called the meeting to order.

DIRECTORS PRESENT: Dale Lestina, President; Alan Glenn, Vice-President; Jim Shipp, Secretary; and Paul Cunningham, Director.

OTHERS PRESENT: John Carter, Board Counsel; and Tina Gillian, Executive Director.

ATTENDING

ELECTRONICALLY: None.

APPROVAL OF THE AGENDA

Motion: Mr. Glenn made a motion to amend the agenda as follows:

1. Move Item 9 (Review Projects) before Item 2 (Minutes) to accommodate the two residents in attendance.
2. Allow Ms. Marlene Mareno, 10630 Ashby Place, to update the Board of Directors on her previously approved project during Item 9.

Mr. Cunningham seconded the motion.

Action: Motion carried 4:0.

PROJECT REVIEW

10630 Ashby Place (Arze/Mareno) – Ms. Marlene Mareno attended the meeting to update the Board of Directors regarding her project. She and her husband have spoken with contractors about adding a basement vs. a crawlspace (basement was suggested by the Board of Directors during their site visit of the home). After discussing options with the contractors, she and her husband have decided to keep the crawlspace as originally planned and add a porch addition over the existing rear deck. She will work on submitting all the necessary changes so the Board can review them at their May meeting.

3700 Oak Hill Way (Kang) – Ms. Kelly Kang attended the discussion and presented her application details to the Board. During the site visit, the Board approved forwarding the application to MainStreet Bank for review once zoning has completed their review.

3500 Spring Lake Terrace (Fournier II) – Final Tour.

APPROVAL OF THE MARCH MINUTES

Motion: Mr. Cunningham made a motion to approve the minutes as presented, seconded by Mr. Shipp.

Action: Motion carried 4:0.

ESTABLISH NEXT MEETING SITE, DATE & TIME

The next meeting will be held on Tuesday, May 14, 2024. All meetings start at 11:00 a.m. in the MainStreet Bank HQ Branch unless otherwise specified.

CORRESPONDENCE REVIEW/UPDATE ON PROCESS & OUTSTANDING ISSUES

The Board reviewed the following correspondence/outstanding issues:

- March 7, 2024 Project Update Form – Braulio & Aracelly Guerrero. Project estimated to be completed by end of March.
- March 25 2024 Project Update Form – Estuardo & Elizabeth Rodriguez. Project is in progress with estimated completion in June 2024.
- March 19, 2024 Email from Ms. Gillian to the Streckfus-Greens to remind them of the 18-month deadline for their project.
- Deed of Trust and Interest Payment Agreement with revised language from John Carter. Ms. Gillian stated an earlier version of these two documents were submitted at the February meeting and were approved by the Board. She stated this set is the correct version for approval.

Motion: Mr. Glenn made a motion to approve the revised language in the Deed of Trust and Interest Payment documents, seconded by Mr. Cunningham.

Action: Motion carried 4:0,

BUDGET REVIEW

Mr. Ross was not able to attend today's meeting so there is no Treasurer's report at this time.

a. FY2024 Program Funding

Mr. Lestina discussed the funds available for the remainder of FY24 and the funding needed for the next fiscal year (FY25). He said he will be speaking about the FRHC at tonight's city council meeting. The Board discussed the funding requirements for the FRHC and agreed that Mr. Lestina will ask the city council for a supplemental appropriation of \$150,000 for the remainder of FY24 and for \$600,000 to fund the program for FY25.

The Board reviewed the FRHC Quarterly Interest Obligated document generated by Mr. Glenn. Additional discussion will take place at the next FRHC meeting.

STATUS OF CORPORATION

Mr. Carter stated there are no issues with the corporation. He said the first two certificates of satisfaction have been recorded under the new process.

LOAN APPROVAL REVIEW

There are no issues with the Loan Program Update report; a copy of which will be attached to these minutes.

LOAN / BANK ISSUES

Ms. Quackenbush was not able to attend today's meeting so there is no status update at this time.

ADDITIONAL ITEMS

No additional items to discuss.

ADJOURNMENT

The formal meeting was adjourned by consensus at 12:38 p.m. to reconvene at 3700 Oak Hill Way to begin the site tours. See "Project Review" for results of today's tours.

Dale Lestina, President

ATTEST:

Jim Shipp, Secretary