

River Place Owners' Association
Final Minutes from the Board of Directors' Meeting
Thursday, August 18, 2022

In Attendance – Board of Directors

James Marandi – President (Parcel 5 Commercial Representative)
Andrew Spell – Vice President (North Representative)
Lauren Hall – Secretary (South Representative)
Troy Dibley – Treasurer (Non-Voting Member)
Pat Fairman – Director (West Representative)
Richard Hess – Director (Parcel 5 Commercial Representative)
Jim Wolf – Director (Parcel 5 Commercial Village Representative)
Nina Yeh – Director (East Representative) (until 7:30 p.m.)

In Attendance – Property Management

Terry Presmont, General Manager

I. Call to Order

A meeting of the River Place Owners' Association Board of Directors was held on Thursday, August 18, 2022, at 5p.m. EDT. Board President James Marandi called the meeting to order at 5:03 p.m. EDT.

II. Approval of the Agenda

MOTION: Mr. Wolf moved the agenda be approved as presented. The motion carried unanimously (7-0-0).

III. Approval of Minutes

Meeting Minutes for June 16, 2022

Substantive errors were discovered in the previously approved June 16, 2022, meeting minutes.

MOTION: Mr. Hess moved to rescind and reapprove the June 16, 2022, meeting minutes as amended and circulated by Ms. Hall in advance of the meeting. The motion carried with one abstention and none opposed (6-1-0).

Draft Meeting Minutes for July 21, 2022

Ms. Hall requested to defer approval of the July 21, 2022, meeting minutes to allow more time for preparation.

DECISION: The Board agreed to defer approval of the July 21, 2022, meeting minutes.

IV. Reports

1. President's Report: Mr. Marandi reported on a variety of topics including the following, which resulted in Board actions: 1) events that transpired regarding an invoice presented by Bill Freyvogel, which led to a discussion resulting in a request for a motion to determine whether a current contract exists undergirding Mr. Freyvogel's services; and 2) transition of the North Board representative to the OA from Ms. Faber to Mr. Spell. **MOTIONS: Mr. Wolf moved that Mr. Spell take over all of Ms. Faber's duties. The motion carried unanimously (7-0-0). Ms. Hall moved to see the contract between Bill Freyvogel and River Place Owners' Association. The motion carried unanimously (7-0-0).**

2. Treasurer's Report: Mr. Dibley's report on routine financial matters led to a discussion about the impact of parking spaces on the budget and the conclusion that parking rent is priced too low.

ACTION: Management to raise parking rent.

3. Manager's Report: Ms. Presmont reported on a variety of matters for information only in which no board action resulted, and one routine matter of exercising the contract option to extend the pool season for two additional weekends, which resulted in a board vote following a discussion about priorities.

MOTION: Mr. Hess moved to exercise the contract option to extend the pool season for the two consecutive weekends immediately after Labor Day. The motion carried with one opposed and no abstentions (6-1-0).

4. Committee Reports:

i – Amenities Advisory Committee: There was no report.

ii - Architectural Control Committee: There was no report.

iii – Community Safety Committee: The Board discussed the Committee's proposed community code of conduct and smoking concerns.

DECISION: The Board directed the Community Safety Committee to revise the Committee's proposed community code of conduct.

MOTION: Ms. Yeh moved to direct the OA to post signage communicating that smoking is not allowed 25 feet from any structures, such as the pool and the convenience store. The motion carried unanimously (7-0-0).

iv – Compensation Committee: A few requests were brought before the Board for approval leading to a discussion on funding priorities and implications of a potential temporary increase of service hours.

MOTION: Mr. Hess moved to approve position descriptions for Assistant General Manager, the front office supervisor, the parking office coordinator and the project coordinator. The motion carried with three abstentions and none opposed (4-3-0).

MOTION: Mr. Hess moved to approve authorization of funds not to exceed \$5,000 to compensate existing staff for working overtime to monitor the gym during times of perceived demand for use of the gym. The motion carried with one opposed and one abstention (5-1-1).

MOTION: Mr. Hess moved to approve the proposed human resources policy. The motion carried with three abstentions and none opposed (4-3-0).

v - Insurance Committee: The Committee has been seeking an appraisal for the replacement value of the existing structures as an input for its master insurance policy.

MOTION: Mr. Wolf moved to authorize MidAtlantic Inspections to determine the replacement value for which the OA is responsible at a cost not to exceed \$2,000. The motion carried with one abstention and none opposed (6-1-0).

vi - Joette Waters Memorial Garden Committee (ad hoc): There was no report.

vii – Land Lease Committee: There was no report.

viii – Parking Committee: Mr. Marandi briefed the Board on considerations regarding implementing electric vehicle charging stations into campus parking.

V. Old Business

1. 2022 Landscape Plan: Management reported on the anticipated timeline for receipt of design for the Phase 1 and Joette Waters' Memorial Garden from Rasevic and Directors Spell and Wolf reported teaming and budgeting information for the separately planned landscape updates to the pedestrian entrance along North Lynn Street.

2. River Place Appraisal: This was discussed during the Insurance Committee report.

3. Garage Cleaning Proposals: Management recapped the previous meeting's discussion and noted information pending on this topic.

4. LFCU ATM Lease: Mr. Hess raised a request to terminate payment to RPS for space within RPS for the LFCU atm and a discussion ensued.

During this discussion Ms. Yeb left the meeting at 7:30 p.m.

MOTION: Mr. Hess moved to notify RPS and LFCU that RPOA is terminating the \$500/mo payment that funds the leased space inside RPS for the LFCU atm. The motion carried unanimously (6-0-0).

5. Asphalt, Concrete, and Sidewalk Repairs: Management secured three contracts to support previously agreed upon phased work. Walker Consultants was the lowest priced bidder.

MOTION: Mr. Hess moved to approve a contract with Walker Consultants for \$16k (11.5K for a conditions assessment and survey and \$4.5k for design and bidding services to help the OA manage the asphalt, concrete and sidewalk repairs. The motion carried unanimously (6-0-0).

VI. New Business:

1. EV Charging Station Proposals: It was reported that the Parking Committee needed to continue work to determine answers to outstanding questions.

2. Updated Camera, Access Control & Life Safety Proposals: Ms. Presmont reported that, in response to Mr. Hess' questions regarding cost and complexity of monitoring systems, the Community Safety Committee's support is needed to help analyze the information.

3. Parking Transfer Approvals/Processing: It was reported that a process improvement plan working group is being established to improve the manageability of the parking transfer process.

VII. Executive Session

The Board went into Executive Session at 7:47 p.m. At 8:01 p.m., Mr. Marandi returned the Board to Regular Session to report on the following actions resulting from Executive Session:

1. **DECISION: The Board tabled a decision to write off bad debt until the next meeting.**
2. **DECISION: The Board agreed that the Association's counsel would pursue legal action regarding nonpayment of fees in a disputed matter.**
3. **DECISION: The Board decided to send a letter of suspension to a tenant and shareholder of RPN522.**

VIII. Adjournment

Mr. Spell moved to adjourn the meeting at 8:02p. The motion carried unanimously (6-0-0).

Attested By:

Board Approval Date:



12/15/2022

Lauren Hall, Secretary
River Place Owners' Association Board of Directors