

River Place Owners' Association
FINAL Minutes from the Board of Directors' Meeting
Thursday, June 17, 2021

In Attendance – Board of Directors

Sabrina Faber - President (Director, North)
Anthony Priest – Vice President (Director, East) (joined at 6:13 p.m.)
Lauren Hall – Secretary (Secretary, South)
Richard Hess - Director (Parcel 5 Commercial Representative)
James Marandi - Director (Parcel 5 Commercial Representative)
Jim Wolf - Director (Parcel 5 Commercial Village Representative)

Regrets - Board of Directors

Pat Fairman - Director (President, West)
Troy Dibley – Treasurer (Non-Voting Member)

In Attendance – Property Management and Guest Presenter

Aurelius Kitchens – Front Office Supervisor
Chad Rinard, Partner with Whiteford, Taylor, & Preston, LLP

I. Call to Order

A meeting of the River Place Owners' Association Board of Directors was held on Thursday, June 17, 2021. All board members in attendance were via Zoom conferencing. Board President Sabrina Faber called the meeting to order at 6:05 p.m.

II. Approval of the Agenda

MOTION: Ms. Hall moved to approve the June 17, 2021 Board of Directors Meeting agenda as amended after moving the presentation from Attorney Chad Rinard to occur after “Approval of the Agenda”. Mr. Hess seconded. The motion carried unanimously (5-0-0).

III. Parking Presentation

Attorney Chad Rinard, Partner with Whiteford, Taylor, & Preston, LLP, explained to the Board the process undertaken to address parking delinquencies.

(Mr. Priest joined the meeting at this juncture at 6:13 p.m.)

A discussion was held regarding one specific delinquent account and the collection of late fees. It was noted that a case with a very small built-up arrearage in legal fees (only, the assessment was paid, late) be dropped because: 1) it would allow that lease assignee to use autopay, and 2) it would cost more of the Association's funds to pursue collecting it than the amount that could be collected. The Board also considered waiting until the lease assignment holder paid the next payment in a timely fashion before taking action, and acknowledged the longer the process takes, the more: 1) opportunity for legal support, 2) funds spent, and 3) staff time spent.

MOTION: Mr. Hess moved to waive the lingering late fee for the delinquent account in question. Mr. Wolf seconded, and the motion carried unanimously (6-0-0).

ACTION: Ms. Gutierrez Guerrero of the Parking Office to email shareholder notification of forgiven fine.

IV. Approval of Prior Meeting Minutes

It was requested that an extraneous point be removed from the April 2021 minutes and the minutes be reapproved by the 2020-2021 Board. It was conveyed this must be done by email as there are not enough members of the 2020-2021 Board on the 2021-2022 Board.

ACTION: Ms. Hall to recirculate the April 2021 minutes to reapprove the amendment to the previously approved minutes.

MOTION: Mr. Hess moved to approve the minutes from the May 20, 2021 Board of Directors' Meeting as amended. Ms. Hall seconded. The motion carried unanimously (6-0-0).

MOTION: Ms. Hall moved to approve the minutes from the June 3, 2021 Board of Directors' Special Meeting as amended. Mr. Hess seconded. The motion carried unanimously (6-0-0).

Board members also discussed ways to increase OA transparency.

ACTION: The Board to discuss bylaws, communications in a future meeting(s).

V. Reports

A. President's Report: Ms. Faber reported the following information:

1. Staff identified Juneteenth as a federal holiday and noted the gym will be closed on June 19th at 2:30pm accordingly. A notice was distributed regarding this matter.

ACTION: Mr. Kitchens is working to rearrange staffing.

2. The Board continues to want to facilitate progress by meeting more frequently.

MOTION: Ms. Hall moved to have the next Owners' Association Board of Directors Meeting on Thursday, July 1, 2021 at 6:00 p.m. Mr. Hess seconded. The motion carried unanimously (6-0-0).

3. Some progress has been made with setting up files to appear on the new platform, but the Board is still waiting on staff to follow provided instructions to direct the River Place url to take viewers to the new platform.

ACTIONS: staff to: 1) organize the remaining documents that are to be appear on the new platform in the appropriate backend directories; and 2) follow provided instructions to direct the River Place url to take viewers to the new platform. Ms. Hall to prepare the approved May 20 and June 3 minutes for posting to the new platform when it is live.

4. The Land Lease Committee is planning to present the survey results with an infographic Thursday, July 1, 2021. Invoices were distributed to each River Place entity on Wednesday, June 16, 2021 for the infographic.

The OA invoiced each building corporation for ¼ of the cost of the visual-intensive soft copy document created to convey results of the November 2020-approved Spring 2021 survey to shareholders. The cost falls within the amount approved for the survey by each building. The Committee point-of-contact is awaiting the invoice from the vendor for the OA to pay upon finalization of the product. Ms. Faber also affirmed that the OA is following a timeline and is checking in with the Committee.

Mr. Wolf stated that he was making a suggestion that OA board members be invited to sit in on Committee meetings to facilitate information-sharing and cooperative efforts.

B. Management Report: Mr. Kitchens highlighted the following information from the full Management Report:

1. \$10,000 in parking assessments were processed since the last monthly meeting on May 20, 2021. The parking assessment delinquency balance decreased to \$25,000.
2. NOVA Fence stated the fence for the assistance animal waste area will be installed prior to end of June 2021.
3. The OA continues efforts to secure staff to help carry out the COVID-19 guidelines, a prerequisite to a significant expansion of hours, but were able to expand hours to 7p.m. with existing staff now that outdoor classes, which they were staffing, were postponed. Mr. Wolf reported that a user recommended alternating machine availability, and Mr. Priest indicated that was planned.

ACTION: OA management to: 1) expand hours earlier & later once additional staff hours are available; 2) implement a plan to alternate machines available for reservation.

4. The pool is now open seven days per week. The hours of operation are Monday through Friday from 12:00 p.m. until 8:00 p.m., and Saturdays and Sundays from 10:00 a.m. until 8:00 p.m.
5. Axiom conducted a patrol training on Friday, June 4th and Saturday, June 5th, with Mr. Kitchens in attendance.

Mr. Kitchens reported that patrol employees emailed management that patrol employees appreciated the training as they hadn't previously been trained.

ACTION: Mr. Kitchens to forward to the Board: 1) the appreciation email and, 2) feedback from Axiom’s review of patrol reports since the training that would convey how well the patrol employees processed the training information.

6. Mr. Kitchens reported there has been a recurring issue with people causing disturbances late at night in the alley between the West Building and the pool area. Attempts to communicate civilly with the individuals, and to have the River Place patrol team address the individuals, have proven ineffective.

MOTION: Mr. Priest moved to have signs placed in the alley between the West Building and the pool area that the space is a quiet area between the hours of 11:00 p.m. and 7:00 a.m. Ms. Hall seconded. The motion carried unanimously (6-0-0).

ACTIONS: Ms. Faber will raise this matter with the Owners’ Association’s attorney. The attorney will also be asked whether it is permissible to have signage installed that indicates the area is considered a quiet area during specific hours. Mr. Kitchens to identify on future management reports which Board member brought forward topics for discussion.

7. Mr. Priest reported there is a sizable amount of crow activity on the property, which has resulted in attacks on other birds, and damage to some of the common elements due to the acidic nature of crow waste.

DECISION: After discussion Ms. Faber concluded that the building-based best practices discussed indicate this issue should be addressed at the building level.

ACTION: Mr. Priest to convey decision to East Building complainant.

8. Mr. Priest stated the East Building is looking to ban smoking on their property, but their leadership recognizes there may need to be a designated smoking spot outside and away from the East building, is interested in learning whether there is such an OA space on the property. It was noted that there is not such a space. Ms. Hall reminded everyone that the use of marijuana will be considered legal in the Commonwealth of Virginia as of Thursday, July 1, 2021.

ACTIONS: Mr. Priest to report back that the OA does not have designated smoking spaces on the property. Board members will consider a viable place on the River Place campus that can be designated as a smoking area. Arlington County’s smoking regulations will be confirmed. The topic of “Smoking” will be revisited during the next OA Board of Directors’ Meeting.

9. Mr. Kitchens reported the Arlington County Police Department has deployed their available resources to the usual fireworks viewing areas for July 4th.

VI. Treasurer’s Report

In the absence of Board Treasurer Troy Dibley, a Treasurer’s Report was not presented.

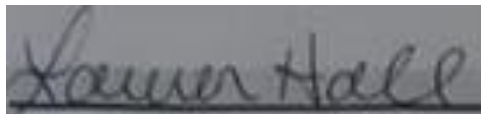
VII. Board Proposals/Action Items

No proposals were presented for the Board’s consideration. However, please see the action items noted in bold throughout these minutes.

VIII. Adjournment to Executive Session

With no other business raised, the June 17, 2021 Board of Directors meeting was adjourned at 7:14 p.m.

Attested By:



Board Approval Date:

9/16/2021

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