

River Place Owners' Association
Final Minutes from the Board of Directors' Meeting
Wednesday, June 18, 2025

In Attendance – Board of Directors and Officers of the Board

Matthias Mitman – President (Parcel 5 Commercial Village Representative)
Lauren Hall – Secretary (Parcel 5 Commercial Representative)
Andrew Spell - Treasurer (Non-Voting Officer)
Samir Hamdan - Director (North Representative) (left by 7:04pm)
Richard Hess - Director (Parcel 5 Commercial Representative)
Amy Rojas Kantorczyk - Director (South Representative)

Absent – Board of Directors

Pat Fairman - Vice President (West Representative (also alternate East Representative))
Anand Hemraj- Director (East Representative)

In Attendance – Property Management

Terry Presmont - General Manager

- I. **Call to Order:** A meeting of the River Place Owners' Association Board of Directors was called to order by Mr. Mitman at approximately 5:31 p.m. EDT.
- II. **Approval of Agenda:**
MOTION: Mr. Hess moved to approve the agenda as presented. The motion carried unanimously (5-0-0).
- III. **Approval of Prior Meeting Minutes:**
Draft meeting minutes for the May 15, 2025 Monthly Meeting.
MOTION: Mr. Hess moved to approve the minutes for the May 15, 2025, Monthly Meeting. The motion carried unanimously (5-0-0).
- IV. **President's Report:** Mr. Mitman reported on the Association's need to: 1) track reserve funds and their parking/nonparking allocation to prepare to present to the Board as a resource during each year's budget cycle due to the need for repayment of historically-borrowed funds, and 2) raise revenue outside of assessments.
ACTION: Management to help: 1) ensure that by the start of the Board's decisionmaking as part of the upcoming budget cycle, the Board has access to a balance sheet that reflects the reserves balance, movement of reserves funds in the past year, and how those reserves funds are allocated between assessments on parking spaces and on River Place entities other than parking spaces; 2) determine how to increase revenue other than via assessments.
- V. **Treasurer's Report:** The Board discussed reserve study recommendations in the context of ongoing projects and the reserves fund balance. It was noted that the Association will be undertaking asphalt repair work and also plans to implement a monitoring modernization plan in FY2026. Accordingly, logistically and financially it would be preferable to plan for the WP Garage renovation in FY2027 rather than FY2026.
DECISION: The Board decided to plan for the WP Garage project in FY2027.
- VI. **Manager's Report:** Management raised terrace parking for sale and was reminded of: 1) the Board's intent to authorize selling spaces inside garages due to the assessment fee, and 2) bidder reaction to the transaction cost from the last round of parking space sales.
ACTION: Ms. Presmont to facilitate identifying any additional inside-garage parking spots to sell in addition to the three MP terrace spots identified by the Parking Coordinator, and to ensure an estimated \$1500 transaction cost is communicated to bidders.

VII. **Committee Reports:**

- 1) **Parking:** Ms. Presmont reported on a variety of matters raised in the most recent Parking Committee meeting.
- 2) **Finance:** During the Board's discussion about issues to be addressed by the financial management agent, it was suggested there may not be a comprehensive list of issues.
ACTION: Management to ensure there is a comprehensive list of issues identified from service of the financial managing agent for Board member reference.
- 3) **Community Safety:** As part of a discussion on Commercial Village-area parking, an area adjacent to the West building at the Commercial Village entrance planters was noted to have unauthorized vehicles parked there.
ACTION: Management to alert patrol to three unstriped vehicle-sized areas in front of the planters at the south entrance to the Commercial Village that are used as parking by unauthorized vehicles.
- 4) **Landscape:** Ms. Presmont reported on the summer flower program and engagement from River Place West Housing Corporation shareholders and answered Board member questions on landscape funding.

At the start of the Landscape Committee report at 7:04pm it was noted that Mr. Hamdan was no longer in the meeting.

VIII. **Old Business:**

- 1) **WP Garage Waterproofing Project Update:** Ms. Presmont referenced previously mentioning a chain drag survey to help identify needs for renovating the WP Garage and asked for the Board's permission to seek bids from three specific contractors who had been involved in related work on the property.
DECISION: The Board authorized Ms. Presmont to solicit proposals for a chain drag survey from the cited contractors.
- 2) **Managing Agent RFP:** See Finance Committee report.
- 3) **Asphalt Project:** Ms. Presmont reported on a map distributed.
- 4) **Service Animal Policy Update:** Ms. Presmont reported on the Association's plan to bolster Assistance Animal registration procedures and confusion was noted about proper terminology for communications.
ACTION: Management to ensure that reference to the Association's policy is always verbalized as that for Assistance Animals.

IX. **New Business:** There was no New Business.

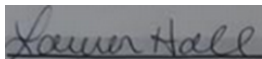
X. **Executive Session:**

DECISION: At 7:19 p.m. EDT, Mr. Mitman moved the Board to Executive Session for discussion of items on the Executive Session agenda.

XI. **Adjournment:** At the conclusion of the Executive Session, the meeting was adjourned at 7:54 p.m. EDT.

Attested By:

Board Approval Date:



7/17/2025

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