

**River Place Owners' Association**  
Final Minutes from the Board of Directors' Meeting  
Thursday, November 21, 2024

**In Attendance – Board of Directors and Officers of the Board**

Matthias Mitman – President (Parcel 5 Commercial Village Representative)  
Lauren Hall – Secretary (South Representative)  
Andrew Spell - Treasurer (Non-Voting Officer) - until 6:22p.m. EST  
Hassan El Shazly- Director (East Representative)  
Richard Hess - Director (Parcel 5 Commercial Representative)  
Amy Rojas Kantorczyk - Director (Parcel 5 Commercial Representative) - until 8:13 p.m. EST

**Absent – Board of Directors**

Pat Fairman - Vice President (West Representative)  
Olivier Lombard - Director (North 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 Matthias Mitman at 5:33 p.m. EST.

- II. **Approval of Agenda:**  
**MOTION:** Mr. El Shazly moved to approve the agenda as amended. The motion carried unanimously (5-0-0).

*Mr. Mitman then noted that due to the limited availability of Mr. Spell, the Treasurer's Report would be given next before returning to the approved agenda.*

- III. **Approval of Prior Meeting Minutes:**  
Draft meeting minutes for the October 17, 2024 monthly meeting.  
**MOTION:** Mr. Hess moved to approve the minutes for the October 17, 2024 monthly meeting as amended. The motion carried unanimously (5-0-0).

- IV. **President's Report:** Mr. Mitman shared his philosophy of the role of the OA at River Place, including his understanding of the proper communication flow of OA information to shareholders as prescribed by the Association's governing documents and previewed an upcoming personnel and budget discussion to occur in Executive Session.

- V. **Treasurer's Report:** Mr. Spell reviewed with the Board the financial managing agent's cover memo from the monthly financial report package that highlights information, but did not specifically review the balance sheet, the statement of operations, the cash report, reserve report and delinquency report. Mr. Spell also reviewed the working spreadsheet workbook the Finance Committee developed. There was interest in creating a separate line item for hourly guest parking income and in reclassifying the concrete/paving line item to a reserves expense. Highlighting guest parking and reclassifying asphalt patching in the spreadsheet was of interest.  
**ACTIONS:** Ms. Presmont to ensure guest parking/short term parking income is separated from monthly parking rental income in the next fiscal year's budget and that the concrete/paving line item is reclassified to reserves in appropriate Association documents at the next appropriate time.

*At the conclusion of the Treasurer's Report at 6:22 p.m. EST, Mr. Spell left the meeting.*

- VI. **Manager's Report:** Ms. Presmont reported on WP garage terrace repair progress and discovered needed movement of equipment; a received insurance claim check; findings related to attempts to sell OA parking spaces; progress related to meeting with the landlord in furtherance of progress on the back gate; and progress toward

repairing the Entertainment Center's HVAC units. A Community Inspection Report and a Parking Occupancy Report were not discussed.

**VII. Committee Reports:**

- 1) Parking: In response to a Board member inquiry, Ms. Presmont clarified that the transition of a 7th parking space, adjacent to a row of guest parking spaces behind the gatehouse, was handled by management office staff.
- 2) Finance: Committee activities and information about the next meeting were reported.
- 3) Community Safety: Reasons for delaying the next Community Safety Committee meeting were reported.
- 4) Landscape: Ms. Presmont presented the Committee's most recent meeting minutes.

**VIII. Old Business:**

- 1) Midyear review FY 2024-2025: While a midyear review of the budget was on the agenda the Treasurer was unavailable to give the review.

**DECISION: The Board decided to table this item until the next meeting.**

**IX. New Business:**

- 1) FY 2025-2026 operating budget first draft: It was noted it was premature to provide a draft budget to the Board, and a Finance Committee meeting was sought as compensation and reserve information was pending.

- 2) Adopt Committee Charters and Committee Member Appointments: Ms. Presmont presented the revised charter and nominated members for the Community Safety Committee. It was reported the charter had gone through legal review along with that of the Finance Committee. Ms. Presmont noted the Parking Committee and Landscape Committee charters were still being developed. Board discussion focused on changes and questions surrounding membership. A membership question remained for one Board member.

**MOTION: Mr. Mitman moved that the charters that have been through legal be approved, and if they don't have the language specifying membership to include OA staff, that that language be added. The motion carried with one abstention (4-0-1).**

- 3) Approve 2024 Tax Returns: Ms. Presmont reported on an outstanding item regarding the 2022 taxes and Mr. Mitman reported on his signing the 2024 tax return.

**X. Executive Session:**

**MOTION: At 7:24 p.m. EST Ms. Hall moved the Board to Executive Session to discuss the Executive Session agenda. The motion carried unanimously.**

At approximately 8:14 p.m. EST the Board moved into Regular Session and reported that in Executive Session the Board discussed a range of issues regarding personnel and contracts.

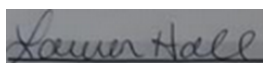
**DECISION: The Board approved bonuses in line with those proposed and with a budgetary impact of \$24,500.**

**XI. Adjournment:**

**MOTION: At approximately 8:15 p.m. EST, Ms. Hall moved to adjourn the meeting. The motion carried unanimously.**

**Attested By:**

**Board Approval Date:**



**1/16/2025**

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