River Place Owners' Association

Final Minutes from the Board of Directors' Special Meeting
Thursday, April 30, 2026

<u>In Attendance – Board of Directors and Officers of the Board</u>
Matthias Mitman – President (Parcel 5 Commercial Village Representative)
Pat Fairman - Vice President (West Representative (also alternate East Representative))
Lauren Hall – Secretary (Parcel 5 Commercial Representative)
Andrew Spell - Treasurer (North Representative)
Anand Hemraj- Director (East Representative) - left at 7:00p.m. EDT
Richard Hess - Director (Parcel 5 Commercial Representative)
Amy Rojas Kantorczyk - Director (South Representative) - left at 6:45p.m. EDT

<u>In Attendance – Property Management and Guest</u>
Terry Presmont - General Manager
Waqas Ali - Incoming Parcel 5 Representative

I. **<u>Call to Order</u>:** A Special Meeting of the River Place Owners' Association Board of Directors was called for Thursday, April 30, 2026 at 5:30p.m. EDT due to a request to reschedule the April monthly meeting and difficulties in meeting quorum in a timely fashion on the initially rescheduled date. The meeting was called to order by Mr. Mitman at approximately 5:31 p.m. EDT.

II. **<u>Approval of Agenda</u>:**
MOTION: Mr. Mitman moved to approve the agenda as circulated and with the potential for ad hoc changes made by Mr. Mitman during the meeting. The motion carried unanimously (7-0-0).

III. **<u>Approval of Prior Meeting Minutes:</u>**
Draft meeting minutes for the March 2026 Monthly Meeting. One member noted he was absent from the meeting for which the minutes were proposed for approval.
MOTION: Mr. Hess moved to approve the draft minutes for the March 19, 2026, Monthly Meeting as circulated. The motion carried with two abstentions (5-0-2).

IV. **<u>President's Report</u>**: Mr. Mitman reflected on the Association's accomplishments during his last three years on the Board and goals to be achieved.

V. **<u>Treasurer's Report</u>:** Mr. Spell reported on the financial managing agent transition status and payroll processing efficiencies and Ms. Kantorczyk reported on her analysis of implementation of the operating budget.

VI. **<u>Manager's Report</u>:** Ms. Presmont reported on parking occupancy and an East building air conditioning leak claim on the Association's master insurance policy.

VII. **<u>Old Business</u>:**

1) Modernization Project Update: Mr. Mitman reported Ms. Presmont provided information on this topic and moved to the next topic.
2) Update Investment Policy Resolution: Mr. Mitman reported Ms. Presmont provided information on this topic and moved to the next topic.
3) Fire, Life & Safety Elevator Monitoring Cost Benefit Analysis: Following a cost benefit analysis of three payment scenarios of elevator monitoring technology all in a proposal from Johnson Controls, Ms. Presmont recommended the Board authorize an outright purchase of Johnson Controls' elevator monitoring technology. It was reported that: 1) it was a requirement of Management to ensure the County requirement of one central point of contact for monitoring, via the gatehouse, is met; 2) proposals for elevator monitoring by multiple vendors had been provided; 3) at least some of the Buildings established their own contracts for elevator

monitoring since contract transition from a previous vendor, with one of the Buildings under contract with the incumbent vendor and another having pursued monitoring by Johnson Controls; 4) the Association was using Johnson Controls for other monitoring; and 5) questions arose across the evolution of information associated with this project.
MOTION: Mr. Matthias moved that the Board spend a maximum of $52,800 to do an outright purchase of Johnson Controls' technology to monitor 32 elevators across the four buildings, and if there are ways that can be reduced because other buildings have signed contracts, and they want to use those contracts, then we'll need to monitor that, and Ms. Presmont will work out the details, including if any reconciliation is needed to address building contracts. The motion passed with one abstention (6-0-1).

4) Rosslyn Sanitary Sewer Relining Bypass Project, Phase III: Mr. Mitman reported Ms. Presmont and Mr. Hess provided information on this topic.
5) Smoking Policy Review & Recommendations: This item was postponed.

VIII. **New Business**:

At the start of this item Mr. Mitman added a CD Maturity and Funds Reinvestment item to the agenda. There was no opposition.

1) CD Maturity and Funds Reinvestment: Mr. Mitman reported two CDs totaling approximately $400,000 were maturing, providing an opportunity for the Association to consider reinvesting funds in financial instruments with lower tax liability on the interest generated, such as potentially U.S. Treasuries. Ms. Presmont raised being mindful of reserve spending commitments that may be agreed upon in that evening's meeting when identifying how much money to reinvest.
DECISIONS: The Board agreed that the Treasurer will work with Erkan in Merrill Lynch to determine which investment, either CD or treasury bill, has the highest of after-tax return and has the term structure that provides the Association with adequate liquidity to cover upcoming reserve and operational expenditures.
2) RPN Spring Refresh Landscaping Proposals: River Place North and River Place East leadership requested attention to various components of their front gardens to address issues (dog urine, shade and growth impacts under a King Oak tree, cut through paths, boulder too close to a garden edge, trimming of tree branches anticipated to impact building front entrance canopy). Incumbent vendor Yellowstone Landscaping provided proposals for both. Alternative proposals for North were also previously considered. It was noted shady areas of these gardens were not conducive to rodent deterring plants, but that thick groundcover was proposed by Yellowstone, which is known to provide protection for rodents. Ms. Presmont reported that in 2025 the Association paid for a refresh for River Place West at a lesser amount than one of the proposed buildings, but that the big picture of the buildings' satisfaction with their refresh, rather than a dollar amount, was what she viewed as important. It was also noted that over a 5-year period, the reserves budget was $100,000 for landscaping and that the 2025 and 2026 spending or planned spending on landscaping are approximately the same at approximately $36,000 each year. The North also requested tree removal, under a separate proposal by a separate vendor, but that was deferred to the May 14, 2026 Board meeting, for additional justification. It was also noted about $6,000 in hazardous tree removal was raised for future approval under a separate bid by a separate vendor. Ms. Presmont noted the Yellowstone garden refresh work was planned for May 11, 2026, subject to approval.
MOTION: Mr. Spell moved to approve approximately $15,000 total for Yellowstone Landscaping to implement the River Place North and River Place East Spring Refresh request proposals. The motion passed with one abstention (6-0-1).
ACTION: Ms. Presmont to forward the email Yellowstone sent regarding rodent-deterring plants on March 8, 2026 to the Landscape Committee Chair.

At the conclusion of this item at 6: 45p.m. EDT, Ms. Kantorczyk left the meeting.

3) Assistance Animal Chain Link Fence Proposals: Fencing needed repair from fallen tree parts. Bids were inconsistent in some factors and through discussion clarity was gained in the vision for the space going forward to be communicated to bidders for updated bids, to include

using a 4-foot chain link fence, replacing the fence in the current space, and alternatively, proposing a three-sided fence that uses the existing Rt. 50 fence as the fourth side. **ACTION: Ms. Presmont to seek additional information from bidders.**

During this item, Mr. Hemraj left the meeting approximately 7p.m.EDT.

IX. **Executive Session:** There was no Executive Session.

X. **Adjournment: Ms. Hall moved the meeting be adjourned at 7:07p.m. EDT. The motion carried unanimously (6-0-0).**

Attested By: **Board Approval Date:**

Amy Kantorcyzk **06/18/2026**

Amy Kantorcyzk, President
River Place Owners' Association
Board of Directors