

River Place Owners' Association
Final Minutes from the Board of Directors' Meeting
Thursday, May 26, 2022

In Attendance – Board of Directors

James Marandi – President (Parcel 5 Commercial Representative)
Sabrina Faber – 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)

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, May 26, 2022. To accommodate a change in availability, the meeting was moved from its regularly scheduled time of 6 p.m. local time to 12:00 p.m. EDT. The meeting was convened via Zoom conferencing. Board President Sabrina Faber called the meeting to order at 12:04 p.m. EDT.

II. Organizational Meeting (Appointment of Officers)

Motions were made for nominees for President. Following a discussion about the importance of rotating the Presidency among the building representatives, having a resident President, and a nominee's potential to streamline initiatives, votes were taken.

MOTION: Ms. Hall nominated Ms. Faber for President. The motion failed with three votes in favor.

MOTION: Ms. Fairman nominated Mr. Marandi for President. The motion passed with four votes in favor.

MOTION: Ms. Hall nominated Ms. Faber for Vice President. The motion carried unanimously (7-0-0).

MOTION: Ms. Faber nominated Ms. Hall for Secretary. The motion carried unanimously (7-0-0).

MOTION: Ms. Faber nominated Mr. Dibley for Treasurer. The motion carried unanimously (7-0-0).

III. Approval of the Agenda

MOTION: Mr. Hess moved to approve the agenda as presented. The motion carried unanimously (7-0-0).

IV. Approval of Prior Meeting Minutes

MOTION: Mr. Hess moved to approve the revised draft meeting minutes for March 18, 2022, as most recently circulated. The motion passed with six in favor, none opposed and one abstention (6-0-1).

MOTION: Mr. Wolf moved to approve the draft meeting minutes for April 21, 2022, as amended. The motion passed with six in favor, none opposed and one abstention (6-0-1).

V. Reports

1. President's Report: Newly elected President Marandi deferred to immediately past President Faber, who indicated that in addition to the topics in the Management Report she would like parking concerns to be addressed in the meeting.

2. Manager's Report: Ms. Presmont highlighted items from the written management report, including those below, which resulted in a vote or a board-directed action for management.

i – There was concern about how to prevent person(s) who cause trouble for one River Place entity from causing trouble for other River Place entities.

MOTION: Ms. Faber moved to establish a Community Safety Committee to address issues of the RPOA with regards to patrol and activities that occur between and among the buildings, with an action to develop an enforceable written policy. The motion passed unanimously (7-0-0).

Ms. Yeh and Ms. Fairman will serve on the Committee.

ii – The Entertainment Center carpet is among flooring due for replacement and one of multiple bids solicited fell within the budgeted amount for this reserves item.

MOTION: Mr. Hess moved Ms. Presmont's recommendation to have lowest-price-bidder Precision Flooring Services install luxury vinyl plank flooring in areas of the Entertainment Center except where there is existing rubberized flooring for the within-budget amount of \$34,255.95. The motion carried unanimously (7-0-0).

iii – Management recommended painting the gym walls in conjunction with replacing the gym floor, but Board members were concerned about how long the gym would be closed to do the work.

ACTION: Ms. Presmont to find out what the timeline would be for painting the gym and replacing the flooring.

iv- There was concern about prioritization of projects and staffing expectations and it was noted staff position descriptions had not been finalized.

ACTION: Ms. Presmont to check on the status of the position descriptions and circulate them to Compensation Committee members.

3. Committee Reports:

i – Architectural Control Committee: See VII.1, New Business.

ii - Parking Committee: Mr. Marandi reported this would be discussed during Old Business.

iii – Land Lease Committee: Mr. Marandi indicated this would also be discussed during Old Business.

iv – Joette Waters Memorial Garden Committee (ad hoc): See VI.5, Old Business.

v - Compensation Committee: See II.4, Manager's Report.

vi - Amenities Advisory Committee: In discussing committees it was thought that a Community Engagement Committee had been initiated but it was not on the meeting agenda.

ACTION: Ms. Presmont to look into whether this Committee was initiated and if it was, add it to the next meeting agenda.

vii - Insurance Committee: The Committee circulated its recommendations for next steps in determining proper coverage for the Association's master insurance policy.

MOTION: Mr. Hess moved the Committee's recommended next step to issue an RFP to determine replacement value of campus structures. The motion passed unanimously (7-0-0).

4. Treasurer's Report: Mr. Dibley updated the Board on various topics within his purview, including a reminder of a pending meeting with *FirstService Residential (FSR)*.

ACTION: Ms. Presmont to contact FSR to reinitiate scheduling a meeting with them and Board members.

VI. Old Business

1. Cameras & Access Control: As part of this discussion it was noted that the navigability of the Management Report would be improved with an appendix and table of contents.

ACTION: Ms. Presmont to incorporate an appendix and table of contents in the Management Report.

2. Reserve Study Update: Management anticipates finalization of this study in June and in response to a reminder about a previous action, reported that the study only incorporates existing campus features.

3. Asphalt, Concrete, and Sidewalk Repairs: Ms. Presmont is in the process of soliciting competitive bids for an overseeing engineer for these projects.

4. Garage Scrubber: Bids were solicited for the recommended purchase of this equipment and there was interest in determining whether contracting with a service provider would be more economical than purchasing equipment to maintain the garage in-house.

ACTION: Ms. Presmont to solicit bids for providers of this service.

5. 2022 Landscape Plan: Management is awaiting Rasevic's Phase 1 design.

6. Gate Replacement: Due to County preferences, Management is awaiting the contractor's application for an electrical permit.

7. River Place Appraisal: See V.3.vii, Insurance Committee report.

8. Fitness Center Extended Hours: This is pending discussion in a future Compensation Committee meeting.

9. LFCU ATM Lease: Mr. Hess reported on his research regarding the agreement to house an ATM machine in the South building and next steps.

10. Annual Maintenance Calendar: With only weekly tasks left for populating the fully developed calendar is anticipated for presentation by the next meeting.

VII. New Business:

1. RPS Stucco Paint Color Resolution: South building management requested to use GE Silshield 3100 Earthtone to paint the top floor façade and only presented an assertion from contract personnel that the specified color was the color previously used by North and West buildings. The Association's Architectural Control Committee is required to approve requests for paint color such that consistency among the buildings' façade is maintained. Accordingly, Board members were asked to affirm that the specified color was the color previously used. No historical documentation evidencing color previously used, nor affirming that no such information was available, was presented, though requested. It was also noted that East building's façade appeared most uniform. Management was asked to address one aspect of the draft resolution regarding a technicality.

MOTION: Ms. Faber moved to approve GE Silshield 3100 Earthtone as the color for South building to use for painting the top floor façade. The motion passed with one opposed and no abstentions (6-1-0).

ACTION: Management to look into how to address resolution technicality and report back.

2. Square Bank Account Resolution: Management requested a Board resolution regarding the opening of a new bank account to separate types of funds, an advised prerequisite for OA's use of new technology.

MOTION: Ms. Faber moved to open the account. The motion carried unanimously (7-0-0).

ACTION: Ms. Presmont to remove the bank name from the resolution.

3. EV Charging Station Proposals: Mr. Marandi reported the Parking Committee is still considering the benefits and drawbacks pertaining to this issue.

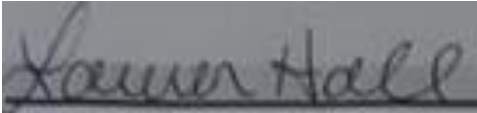
4. Parking Boss & Amenities Boss Update: OA is still working through setting up Parking Boss and therefore could not activate Amenities Boss in time for pool season, so OA reverted to use previous keytag entry system for summer pool access.

VIII. Adjournment

DECISION: The Board agreed to generally meet at 5pm local time on the third Thursday of the month, acknowledging that adjustments may need to be made based on currently unknown scheduling conflicts. The Board will next meet at 5pm on Thursday, June 16th.

MOTION: At 1:56p.m. EDT Mr. Wolf moved that the meeting adjourn. The motion carried unanimously (7-0-0).

Attested By:



Board Approval Date:

7/21/2022

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