

River Place Owners' Association
FINAL Minutes from the Board of Directors' Monthly Meeting
Tuesday, May 14, 2019

In Attendance – Board of Directors

Pat Fairman – President (President, West)
Lauren Hall – Vice President (Parcel 5 Representative)
M.J. Schmelzer – Secretary (President, East)
Troy Dibley – Treasurer (via telephone)
Hashmat Ali – Director (President, North)
Janice Mays – Director (President, South/Parcel 5, Commercial Village Representative)
Vikram Reddy – Director (Parcel 5 Representative)
Sara Shahade – Director (Director, South)

In Attendance – Property Management

Bill Smith – General Manager
Nafeesa Saafir – Assistant General Manager

I. Call to Order

A meeting of the River Place Owners' Association Board of Directors convened on Tuesday, May 14, 2019 in the South Building's Entertainment Center. Board President Pat Fairman called the meeting to order at 6:01 p.m.

II. Approval of Meeting Agenda

MOTION: Ms. Mays moved to approve the May 14, 2019 meeting agenda with the addition of an initiative by Ms. Schmelzer. Ms. Shahade seconded, and the motion carried unanimously.

III. Election of Officers

MOTION: Ms. Shahade moved to re-appoint Pat Fairman as Board President. Dr. Reddy seconded, and the motion carried unanimously (7-0-0).

MOTION: Dr. Reddy moved to approve Lauren Hall as Board Vice President. Ms. Mays seconded, and the motion carried unanimously (7-0-0).

MOTION: Dr. Reddy moved to appoint M.J. Schmelzer as Board Secretary. Ms. Mays seconded, and the motion carried unanimously (7-0-0).

The Board of Directors agreed by unanimous consent that Troy Dibley will continue serving as Board Treasurer.

IV. Approval of Prior Monthly Meeting Minutes

MOTION: Ms. Mays moved to approve the minutes from the April 9, 2018 Board of Directors meeting as presented. Ms. Shahade seconded, and the motion carried by a vote of six in favor, zero opposed and one abstained (Ms. Hall) (6-0-1).

V. Initiative

Following incidents of hate speech on the property, Ms. Schmelzer drafted a preliminary policy to deal with incidents of hate speech, assault and the use of hate emblems in the River Place community. The document outlines the process that would be used to address such incidents; and states that, for Association personnel, engaging in such behavior would be grounds for automatic termination; and that shareholders engaging in such behavior would be at risk of having their shares revoked or of losing privilege to access common areas and attend Association events. This preliminary policy will assure victims of such behavior that the Association does not

tolerate hateful behavior, and will support victims in seeking police involvement, etc. *The OA Board agreed that the draft policy on hate speech, assault and the use of hate emblems will be sent to the Boards and management staff for each River Place building, and to the Owners Association's legal counsel for feedback.*

(Hashmat Ali arrived at this juncture at 6:11 p.m.)

VI. Reports

- A. President's Report: Ms. Fairman reported that OA projects are progressing favorably. The MP Garage project is preparing to move into Phase II. The coating on the MP level of the garage was damaged, as it had not been properly maintained. The remains of the existing coating must be sanded off, and then the surface will be pressure washed so that a new coating can be installed. The Board has also asked the manufacturer to provide care instructions to ensure that the new coating is not damaged.
- B. Managers' Monthly Meeting Report: Mr. Smith reported the next Managers' Monthly Meeting will be held on Thursday, May 16, 2019.
- C. Manager's Report: Mr. Smith presented the following information:
1. Sprinkler Room Work: The MP Garage corner heating apparatus was moved higher up the wall to prevent water intrusion. The area was also sealed and coated.
 2. Drainage Trench: A drainage trench was added to prevent water intrusion into the garage.
 3. Bollard Light Repair: A bollard light was knocked down, likely after being struck by a vehicle. The area has been patched, and management is awaiting the replacement bollard to install.
 4. Gatehouse Work: It took approximately one year to receive a check from the government after the gatehouse was damaged by a school bus. The HVAC unit has been added to the gatehouse area, and installation of new bricks is almost complete.
 5. North Sign Solar Panel: Due to issues with conduits from the North Building to the sign, the parking lot would need to be dug up to alter any wiring. Solar charging is also sporadic in that area due to the weather. The sign will be relocated to the front of the building, which will prevent both issues. A concrete slab has been installed in the location where the sign will be moved. However, it was angled in the wrong direction and will be redone.
 6. Pool Project: The pool project is progressing well. New tile, coping and stones have all be installed, and some areas need to be cleaned. The color selected by the Board of Directors was mislabeled as Terracotta and was actually Kahlua. However, the proper color has been reordered. The deck is currently being sprayed down. Work should be done within a day or two, weather permitting, and will require an additional day or two to dry. After the deck work has been completed, work on the interior of the pool clubhouse will begin. New furniture has been delivered, and painting will be done in some areas.
 7. HVAC Project: One HVAC unit has been moved slightly so that there is now more space to access the unit for maintenance. The system is now up to code and is functioning well.
 8. Back Gate: Management is working on the conductivity issues in the rear of the property, and the gates will soon be repaired.
 9. Gym Maintenance: The leg press machine is again functional.
- D. Treasurer's Report: Mr. Dibley reported the 2018-2019 fiscal year ended on April 30, 2019, and a year-end financial report will be presented during the next Board meeting.

VII. Board Approvals and Bids for Consideration

- A. North Building Stone Wrap-around Metal Columns: Mr. Smith presented a proposal from the North Building to install stone around the metal columns by the front entrance. He recommended drafting a resolution to present to the Boards of other buildings to gauge interest in uniform stone wrap-arounds at all buildings which would enhance the visual cohesion between the buildings. The Board further discussed the paver bricks outside each building, some areas of which present trip hazards and are not uniform between the buildings. Ms. Shahade recommended that the OA discuss taking over the replacement of paver bricks throughout the property at a later date, which would ensure that walkways throughout the property are safe and uniform.

VIII. Discussion

- A. Advertising Signs on the Property and the Use of the River Place Logo: Mr. Smith reported a realtor has placed signs on the property advertising his services, and has used the River Place logo without permission. Ms. Fairman stated she has previously spoken to the individual, and he has frequently disregarded the Board's insistence that signs are not allowed per the bylaws. Third party entities are not permitted to use the River Place logo. Ms. Hall suggested creating a more specific policy in the bylaws stating which exceptions are allowed to be made, such as notice for an open house during the specific duration of the event only; and that advertisements are not permitted otherwise.

IX. Project Reports:

Ms. Saafir orally highlighted the following items from the Reserve Projects Report:

- A. MP Garage Renovation: Phase I of the MP garage project will tentatively end on Thursday, May 30th. Phase II will begin on Monday, June 10th. After May 30th, Phase I residents will begin returning their vehicles to their designated parking spaces, and Phase II residents will be relocating their vehicles in preparation for the work. A town hall meeting will be held on Wednesday, May 22, 2019 to discuss Phase II with residents. A resident has requested that the OA pay for all vehicles on the property to be washed because of dust from the garage renovation project. Ms. Saafir indicated that owners may present personal complaints to management via email.
- B. Racial Slurs: As requested by the victim, the offending resident will be issued a warning by the Association's attorney.
- C. Community Art Day: Community Art Day will be held on Saturday, May 18th when children will participate in painting sculptures to be displayed on the property for approximately one week on either Peanut Island or near the grill area.
- D. Booting and Towing Fee Proposal: Management frequently receives complaints from residents regarding illegal parking. Typically, the vehicle is booted until the owner is identified. Management is now proposing raising the boot fee from \$50 to \$75; towing the illegally parked vehicle to a temporary spot in the contractor's lot; and charging a \$100 tow fee to be relocated on the property as well as a \$50 storage fee for the first 24 hours and \$75 per week until the car is recovered. This will prevent residents who accidentally park in the wrong space from incurring steep fees to recover their car off-property, and will prevent non-residents from illegally using River Place as a parking lot by only paying the \$50 boot fee to recover their car.

MOTION: Ms. Schmelzer moved to approve the increase in the booting and towing fees as stated above. Ms. Mays seconded, and the motion carried unanimously (8-0-0).

- E. Temporary Parking Proposal: The Association currently pays Monday Properties for temporary parking. Management has five parking tags for occasional use which have only been used infrequently. Management has proposed renting out those spaces at a cost of \$50 per week during the times when they are not being used. This would allow the Association to recover some of the money it is paying Monday Properties. This would free up the contractor's lot for use by vehicles that could potentially be towed and relocated there. **MOTION: Ms. Hall moved to allow parking on a temporary basis in the five Monday Properties parking spaces at a cost of \$50 for five days or \$75 for seven days. Ms. Schmelzer seconded, and the motion carried unanimously (8-0-0).**
- F. Gym Maintenance Personnel: Management interviewed the candidate for the Gym Maintenance Technician on Monday, March 13th, and hopes the individual accepts the position so that the Association can begin the gym projects.
- G. Outdoor Café: Arlington County has sent a notice to the OA requesting the Board's opinion about the outdoor café that will be built nearby. The Board indicated they are enthusiastic about the café, but expressed concern about potential issues with noise and disturbances to the community.

X. Adjournment to Executive Session

With no other business raised, the May 14, 2019 Board of Directors meeting was adjourned at 7:51 p.m.

The next OA Board of Directors meeting will be held on a date and time to be determined and publicized to shareholders.

These minutes were respectfully drafted and submitted by:

The Professional Documents
■■■ Service

Attested By:

Board Approval Date:

 M.J. Schmelzer, Secretary
 River Place Owners Association Board of Directors
