

**River Place Owners' Association**  
Final Minutes from the Board of Directors' Meeting  
Thursday, September 18, 2025

**In Attendance – Board of Directors**

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)  
Samir Hamdan - Director (North Representative)  
Anand Hemraj- Director (East Representative)  
Richard Hess - Director (Parcel 5 Commercial Representative)  
Amy Rojas Kantorczyk - Director (South Representative) (stepped away from the meeting at approximately 6:10p.m. EDT during the Community Safety Committee Report, returned at approximately 6:15p.m. EDT during the Finance Committee Report, and left again at approximately 7p.m. EDT during the Lantern Fly discussion.).

**Absent – Officer of the Board**

Andrew Spell - Treasurer (Non-Voting Officer)

**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 5:30 p.m. EDT.
  
- II. **Approval of Agenda:**  
**MOTION: Mr. Hess moved to approve the agenda as presented. The motion carried unanimously (7-0-0).**
  
- III. **Approval of Prior Meeting Minutes:**  
Draft meeting minutes for the August 20, 2025 Monthly Meeting.  
**MOTION: Ms. Hall moved to approve the minutes for the August 20, 2025, Monthly Meeting as presented, with the exception of the Modernization Project item, to be worked through between Management and the Secretary following the meeting. The motion carried unanimously (7-0-0).**
  
- IV. **President's Report:** Mr. Mitman reflected on a couple of matters pertaining to certain commercial entities on the campus.
  
- V. **Treasurer's Report:** Potential reasons for the lack of parking space bidders and for an unexpectedly larger-than-budgeted bill were discussed. It was noted information was just received regarding the parking space sales process from one building's management, but no notices were recalled from a couple of the other buildings' management. Regarding the bill, it was noted this type of bill was challenging to plan for, but it would be helpful if it could be reconciled so board members had visibility into the component charges to better understand what caused the larger-than-budgeted amount. It was noted reconciling this bill at the end of any month in which it comes in unexpectedly large would mitigate against any surprises reacted to through Board discussion. Mr. Mitman asked Ms. Presmont to present the reconciled bill at the next Board meeting.  
**ACTIONS: Ms. Presmont to: 1) check in with the building managers regarding the distribution of the parking space sales notice and get the notice posted in the buildings on September 19, 2025, and 2) reconcile the larger-than-budgeted bill and share with Board members in time for the next month's meeting.**
  
- VI. **Manager's Report:** Ms. Presmont communicated her report was as submitted and highlighted guest parking revenue and an insurance requirement.

**VII. Committee Reports:**

- 1) Parking Committee: Noting resolutions were separately on the agenda, Ms. Presmont and Ms. Fairman reported an update on a legal matter.
- 2) Landscape Committee: While Management raised an interest in a meeting regarding fake plants for winter, Ms. Hall noted there was no Committee report for the Board to consider.
- 3) Community Safety Committee: Ms. Kantorczyk reported that all changes requested to the most recently circulated Community Rules & Regulations document had been made. Mr. Mitman noted that while additional changes may be of interest, there would be future opportunities to make changes, and there was an interest in not holding up further the finalization of the current version. Ms. Kantorczyk also raised a request for the Committee to conduct a community survey, noting it was unclear what the goals were. It was noted the survey request evolved from an interest in having staff refresh data about fitness center offerings.

**MOTION: Ms. Kantorczyk moved that the Rules and Regulations be approved that night as edited. The motion carried with two abstentions (5-0-2).**

**ACTION: Ms. Presmont to send the Board the single-subject survey staff developed about the steam room and the fitness center survey conducted in 2020 for future consideration.**

*At approximately 6:10p.m. EDT, shortly after the beginning of the Community Safety Committee report and before the vote, Ms. Kantorczyk stepped away from the meeting, returning at approximately 6:15p.m. EDT. In the interim, the Board heard the Financial Committee report, returning to the Community Safety Committee report upon the return of Ms. Kantorczyk.*

- 4) Finance Committee: Mr. Hess reported on the status of matters pertaining to the financial managing vendor and a Board discussion ensued.
- 5) Land Lease Committee: Mr. Mitman reported on the timing and goals of the Committee's kickoff meeting.

**VIII. Old Business:**

- 1) RPOA Community Rules & Regulations: This item was addressed during the Community Safety Committee report.

**IX. New Business:**

- 1) Master Policy Renewal: Ms. Presmont reported on preliminary information on the Association's master insurance policy, noting the Association's insurance broker is due to present final information to the Board at the October monthly meeting. Mr. Mitman noted the interest rate the Association would pay if the policy is financed is approximately twice the interest rate the Association would benefit from in interest from saved funds.

**ACTIONS: Ms. Presmont to: 1) provide the documents Joe Rice will reference in his October meeting presentation to the Board at least a week in advance, and 2) consult with Mr. Spell regarding whether there is expected to be enough operating funds to pay the master insurance policy bill without financing.**

- 2) Towing Resolution: Ms. Presmont reported that the Parking Committee developed a procedure, in the form of a resolution, to define how towing is done in the community.

**MOTION: Ms. Fairman moved to adopt the towing resolution. The motion carried with two abstentions (5-0-2).**

- 3) Collections Resolution: The Parking Committee developed a resolution based on existing procedures that also shortens the amount of time by half (to 120 days) an account can be in the Association's legal collections, which enables the Association to ask for a reason should an account's time in collections extend beyond 120 days. The Association has been interested in expediting the collections process once an account is in legal collections. Ms. Presmont also noted that "financial manager" rather than "managing agent", as used in the version distributed to the Board, is the more proper term.

**MOTION: Mr. Hess moved to approve the collections resolution as amended to use "financial manager" rather than "managing agent". The motion carried with one abstention (6-0-1).**

*At this juncture Ms. Presmont took up the Lantern Flies item.*

4) T4 Architectural Change Request: Mr. Mitman recapped for the Board what information the Board is waiting on and anticipated next steps.

5) Lantern Flies: Ms. Fairman's concern that the lantern fly infestation will destroy the complex's landscaping and knowledge that the invasive Tree of Heaven on the property is a lantern fly host spurred a proposal to have the Association's groundsman remove the invasive Tree of Heaven. A range of guidance from industry recommending how to address the fly was gathered. Mr. Mitman wanted to know how much of the groundsman's time removing the Tree of Heaven on property would take, in light of a lull in the groundsman's workload and the Association's leave carryover policy.

**DECISION:** The Board decided that Ms. Presmont is to start the process of removing the invasive Tree of Heaven plants that are on the River Place property, which are hosts to the lantern fly.

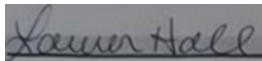
**ACTION:** Ms. Presmont to: 1) request guidance from the Association's landscape vendor about anything else the Association should do to mitigate against the lantern fly, 2) work with staff to identify and quantify how much labor is involved, if they need material, and how much will be committed to.

*At this juncture, Mr. Mitman took up the T4 Architectural Change Request item.*

X. **Adjournment:** Ms. Hall moved to adjourn the meeting at 7:08p.m. EDT.

Attested By:

Board Approval Date:



10/16/2025

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