

RIVER PLACE EAST HOUSING CORPORATION (RPEHC)

MINUTES FROM THE BOARD OF DIRECTORS MEETING

WEDNESDAY, APRIL 20, 2022

In Attendance – Board of Directors

- Anthony Priest, President
- Hassan Al Shazly, Vice President
- Cassondra Crawford, Treasurer
- Karim Benni, Director and OA Representative (Exited early)
- Patricia Fairman, Director
- Anand Hemraj, Director

Regrets - Board of Directors

- Nina Yeh, Secretary

In Attendance – Property Management and Guest Presenter

- Roshell Reneau, General Manager
- Leah Issa, Assistant General Manager
- Mike Reible, Director of Sales with Water Savings, Inc. (WSI)

I. Call to Order

The Board of Directors of the River Place East Housing Corporation convened an Open Meeting on Wednesday, April 20, 2022. The meeting was convened using Zoom technology. Board President Hassan Al Shazly called the meeting to order at 6:32 p.m.

II. Presentation - Water Savings, Inc. (WSI)

Mark Reible, Director of Sales with Water Savings, Inc., presented background information regarding their company, and presented an overview of their program that can be implemented at River Place East to save the cooperative money on its water bills. WSI would go to participating units and replace plumbing components that are showing signs of wear, tear, and failure (e.g., toilets, faucets, etc.) using commercial-grade materials. The replacements would be paid by WSI, and no costs would be required of the cooperative. If a savings is not achieved, River Place East would not owe anything to WSI. Any savings would be split equally between WSI and River Place East. Participation in the program would be optional for each shareholder. However, the more people that participate, the greater the savings that can be achieved.

Mr. Reible stated it is projected that River Place East can save approximately 32% on its water bills by participating in the program, bringing the cost down to \$223,000. The agreement with WSI would be for five years, and would cover labor as well as the replacement of equipment. The agreement would not cover pipes inside the walls. WSI's response time for service calls is usually 24 hours. Mr. Reible reported WSI has already worked with River Place North to secure a profit of \$98,000. River Place East is spending \$330,000 on water.

Mr. Reible answered questions posed by those in attendance, and provided his contact information before departing:

Website: www.WaterSavings.com

Telephone: (301) 946-9600

Email: Mike@WaterSavings.com

III. Shareholders' Participation

Management and the Board of Directors responded to questions and comments raised by shareholders:

- Inquiring whether there are any regulatory requirements for cleaning the building's HVAC and convactor systems.
- Reporting the common area carpeting needs to be vacuumed more frequently. ***Ms. Reneau stated the frequency for vacuuming will be increased back to every other day.***
- Reporting an issue with someone smoking by the front door; seeking clarity about the smoking regulations of the cooperative and the City of Arlington, and asking about the penalty for smoking violations. ***Ms. Reneau will send language from the Rules & Regulations to the inquiring owner (Alfredo Legaspi).***

With the goal of increasing shareholder participation, management will send out a link in advance of the next Board of Directors Meeting to be held on May 18, 2022.

IV. Approval of Meeting Minutes

Ms. Yeh *moved* to approve the February 16, 2022 Board of Directors Meeting minutes as presented. Ms. Crawford *seconded*, and the motion carried unanimously.

V. President's Report

A. Handicapped Ramp: The Board of Directors *agreed by unanimous consent to defer a decision* concerning this matter until their next meeting to allow additional time for informational review.

VI. Management Report

A. Cooling Tower: Densel Company reported the manufacturer is delayed in providing the cooling tower. The cooling tower will not be shipped until May 27, 2022. Therefore, the installation will not take place in time for the start of the upcoming cooling season. At the end of May, Ms. Reneau will have an estimated date of installation to report to shareholders. There is a possibility that the installation may have to wait until early fall 2022 if delivery of the cooling tower takes a great deal of time.

VII. Treasurer's Report

Ms. Crawford asked whether FirstService Residential (FSR) made the full payment for water and sewer services for the month of December 2021. Ms. Reneau explained FSR previously missed some of the water payments for River Place East. Therefore, River Place East has agreed to a payment plan with the water company to bring the cooperative up-to-date. Ms. Reneau also stated any discrepancies noted for the refuse (trash) bills are likely related to timing. Discussions were held regarding the Salary, Utilities, and Concierge line items of the budget.

VIII. Committee Reports

A. Roof Project Committee: *Ms. Reneau will send the language from Mr. Al Shazly to Board members for review that encourages participation in the Roof Project Committee. Once the language is approved by the Board of Directors, the notice will be sent to shareholders.*

B. Owners Association (OA): Ms. Fairman reported the following information:

1. There have been foreclosures on just under 10 parking spaces. A list is being developed with pricing for the benefit of anyone who would like to purchase a parking space. New delinquency procedures have been developed, and the prior collections attorney was terminated.
2. The pool is on track for opening on time for the 2022 season. It is to be determined whether service will be provided by international lifeguards.

IX. New Business

A. Water Management: Please see Section II of these minutes. Additionally, a discussion was held regarding whether to move forward with a water management program with Water Savings, Inc. Ms. Fairman raised concerns about the quality of materials installed by WSI, and whether any actual savings would be realized as a result of the program. Ms. Crawford noted the water bills may have increased during the past few years as a result of more people being home due to COVID. *Board members agreed by unanimous consent to consult with River Place North to determine the effectiveness of WSI's water savings program in that building; and to compare the East Building's water bills prior to and during COVID.*

- B. Officer Appointments: Mr. Al Shazly welcomed Pat Fairman and Anand Hemraj to the River Place East Board of Directors. The following officer appointments were then approved:
1. President: Mr. Al Shazly ***moved*** to appoint Anthony Priest as President of the River Place East Board of Directors. Ms. Yeh ***seconded***. The motion carried unanimously. Board members thanked Mr. Al Shazly for his service and leadership as the East Board President during the past year.
 2. Vice President: Ms. Yeh ***moved*** to appoint Hassan Al Shazly as Vice President of the River Place East Board of Directors. Ms. Crawford ***seconded***. The motion carried unanimously.
 3. Secretary: Ms. Crawford ***moved*** to re-appoint Nina Yeh as Secretary of the River Place East Board of Directors. Mr. Al Shazly ***seconded***. The motion carried unanimously.
 4. Treasurer: Ms. Yeh ***moved*** to re-appoint Cassandra Crawford as Treasurer of the River Place East Board of Directors. Mr. Al Shazly ***seconded***. The motion carried unanimously.
 5. OA Representative: Mr. Priest ***moved*** to appoint Karim Benni as the River Place East representative to the Owners Association Board of Directors. Mr. Al Shazly ***seconded***. The motion carried unanimously. It was clarified that Pat Fairman will continue to serve as a member of the OA Board.

X. Adjournment

With no other business raised, the April 20, 2022 Board of Directors Meeting was adjourned at 8:08 p.m.

The initial draft of these minutes was respectfully submitted by:

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