

RIVER PLACE EAST HOUSING CORPORATION (RPEHC)

MINUTES FROM THE BOARD OF DIRECTORS MEETING

WEDNESDAY, JUNE 15, 2022

In Attendance – Board of Directors

- Anthony Priest, President
- Hassan Al Shazly, Vice President
- Cassondra Crawford, Treasurer
- Nina Yeh, Secretary and OA Representative
- Karim Benni, Director
- Patricia Fairman, Director
- Anand Hemraj, Director

In Attendance – Property Management

- Roshell Reneau, General Manager
- Leah Issa, Assistant General Manager

I. Call to Order

The Board of Directors of the River Place East Housing Corporation convened an Open Meeting on Wednesday, June 15, 2022. The meeting was convened using Zoom technology. Board President Anthony Priest called the meeting to order at 6:32 p.m.

II. Shareholders' Participation

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

- Expressing concern that the language included in the lease addendum is too harsh for those who are working to integrate back into society. ***Mr. Priest offered to speak with legal counsel regarding the matter, and will report his findings to the inquiring shareholder.***
- Thanking Ms. Reneau for ensuring the second and third floor ceiling work was completed.
- Expressing an interest in serving on the Maintenance Cleanliness Committee. ***Ms. Reneau offered to speak with Ms. Da Costa Olivera offline regarding the committee.***
- Requesting more information about the water savings program that is being considered by the Board.

III. Approval of Meeting Minutes

Mr. Benni ***moved*** to approve the May 18, 2022 Board of Directors Meeting minutes as amended. Mr. Al Shazly ***seconded***, and the motion carried unanimously.

IV. President's Report

- A. Revision of Reports: Mr. Priest is working with management to refine some of the regular inclusions in the monthly Board packet - specifically the Management Report, Variance Report, meeting minutes, and agenda. Mr. Priest suggested having the General Manager rather than the Board Treasurer present the Variance Report going forward, as the manager is more in tune with the day-to-day financials and operations.

V. Management Report

Ms. Reneau highlighted the following information from the full June 2022 Management Report:

- A. Cooling Tower: Densel Company is scheduled to replace the cooling tower on Friday, June 17th through Thursday, June 23rd. The air conditioning will be down while the work is being performed. Management has been checking the weather forecast, which predicts a hot day for Friday, June 17th. If the project's schedule is required to change due to the weather, Ms. Reneau will inform residents in advance.
- B. Roof Replacement Project: Ms. Reneau included the project management proposal from Building Envelope Consultants & Scientists (BECS) in the Board packet for review. ***Ms. Reneau will send the project's documents to Mr. Benni for review as a member of the Ad Hoc Roof Project Committee.***

- C. Variance Report: Management and the Board of Directors reviewed and discussed the latest Variance Report. ***As a result, Ms. Reneau agreed to:***
1. ***Make an adjustment to the “Year-to-Date Variance” column by referencing the total as a dollar figure rather than a percentage.***
 2. ***List delinquent “In Unit Service” charges as a separate line item.***
 3. ***Ensure any repair items that are improperly classified as operating expenses are reclassified as reserve expenses.***

VI. Treasurer’s Report

A report was not verbally presented.

VII. Owners Association Report

Nina Yeh reported the following information:

- A. During their most recent meeting - the first for Ms. Yeh - the Owners Association Board of Directors appointed officer positions. A new President was appointed.
- B. An OSHA inspection was performed on the River Place property to identify any safety issues.
- C. The OA Board discussed community safety issues, which resulted in the formation of a Community Safety Committee. Ms. Yeh and Ms. Fairman are members of that committee. Ms. Yeh will present a charter for the Community Safety Committee during the next Owners Association Board Meeting. One of the committee’s first tasks is to develop a policy for all four River Place entities regarding evictions; and how to address residents who have been identified as nuisances.
- D. Ms. Yeh and Ms. Fairman met with Owners Association Manager Terry Presmont as well as Larry Akinimarisi, Head of the Patrol Staff, to discuss issues such as parking in the fire lanes; ways to improve security and patrolling; and replacement of the security cameras. It was noted that the patrol training manual was last updated in 1996. A plan will be developed to improve on these issues as well as the exterior lighting. Proposals are being sought for replacement security cameras, and the monitoring contract is being sent out to bid since the warranty clause is unfavorable in the existing Kastle contract.
- E. Ms. Yeh has noted an issue with people consuming alcohol and/or food at the pool, or being verbally abusive to the lifeguards. The OA will discuss how to address these issues.
- F. Negotiations are taking place in relation to the ATM in the South Building.
- G. The OA Board approved a paint color for the upper portion of the South Building.
- H. Arlington County requires a permit for the rear gate replacement.
- I. During the annual inspection, the inspector raised an issue with the rocks at the pool. However, the OA Board pushed back. The insurance company indicated the rocks can remain in place if the pool rules are revised to indicate people are not allowed to play on the rocks.
- J. The next meeting of the Owners Association Board of Directors will convene on Thursday, June 16th.

VIII. Committee Reports

- A. Smoking Committee: Ms. Yeh reported the committee awaits clarification from legal counsel about the cooperative's authority to charge a penalty for smoking violations; and, if permitted, what the amount of the penalty could be.
- B. Land Lease Committee: Mr. Priest announced the committee is planning to hold a meeting in the coming few weeks.
- C. Lobby Committee: Ms. Yeh announced she and Mr. Hemraj serve on this committee. They are working to determine what can be done quickly and economically to improve the appearance of the lobby. They identified the orange painted area as a possible location for a refresh. Mr. Hemraj is researching the cost to have that area repainted using a neutral color.
- D. Windows Committee: Mr. Priest reported Robert Conkling met with he and Ms. Reneau on Friday, June 10th to review the final version of the comprehensive windows report. A strategy will then be developed for closing out the noted issues.
- E. Maintenance Cleanliness Committee: ***Ms. Reneau will schedule a date and time for the members of the Maintenance Cleanliness Committee to hold their first meeting.***
- F. Roof Replacement Committee: Please see Section V.B of these minutes. ***Additionally, Mr. Benni stated he will review the report from BECS and submit his feedback to the entire Board.***

IX. Old Business

- A. Water Savings Program: Mr. Benni took issue with the proposed five-year contract proposed for the water savings program. Ms. Fairman noted not everyone in the East Building has had their valves replaced. Therefore, she believes the program should not be pursued until the valves have been replaced. ***Ms. Issa stated she will create an Excel spreadsheet to show the results of the valve inspections, which will include the unit valves and the main valves.***

It was reported the North Building has already approved and implemented the same water savings program, and their General Manager is pleased with the results. Ms. Reneau reported the North Building had a 91% participation rate, and realized a savings of more than \$93,000. ***The Board of Directors agreed by unanimous consent to have management visit the North Building to look at the plumbing materials that were used there. The East Board of Directors can then review the information and make a conclusive decision during the next Board Meeting.***

- B. Review of Violation Fee: Please see Section VIII.A of these minutes.
- C. Review of Pet Policy: A shareholder submitted a question related to emotional support animals. The question was forwarded to legal counsel for consideration.

X. New Business

- A. Dishwasher: Eddie _____ requested replacement of his dishwasher. ***Ms. Reneau will schedule a review of the dishwasher as well as the other appliances in the unit. They will make a note of any appliances that need to be replaced.***
- B. Registration and Renewal Fees: A discussion was held about the proposed frequency for registration renewals and fees. ***Board members agreed by unanimous consent to continue the discussion during their next meeting.***

XI. Adjournment

The June 15, 2022 Board of Directors Meeting adjourned to Executive Session at 7:54 p.m.

The initial draft of these minutes was respectfully submitted by:

The Professional Documents
Service