

**LAKE RIDGE PARKS AND RECREATION ASSOCIATION, INC.**  
**MEETING OF THE BOARD**  
**September 10, 2019 Minutes**

**PRESENT: Board Members:** Janet Foote (President), Neil Nelson (Vice President), Brent Barnwell (Treasurer), Christopher Berry, Michael Butler, Jason Devers, and Mike Stephens

**Staff:** Ike Mutlu (General Manager), Brodie Freer (Assistant Facilities Director), Laura Krauss (Recreation Director), Marian Morrill (Director of Administration and Human Resources), Barbara Ramey (Covenants Director), and Michael Yuenger (Finance and IT Director)

**Other Attendees:** Pia Trigiani (MercerTrigiani), John Maher (Lake Ridge Deer Management & Conservation, and homeowners)

**ABSENT: Board Members:** Ruby Arthur and Tina Herndon (Secretary)

**Staff:** Mark Brooks (Facilities Director)

**A. CONVENE INTO EXECUTIVE SESSION:** Mr. Berry made a motion to convene into executive session. Mr. Barnwell seconded the motion, and the Board convened into executive session at 7:01pm. **(Resolution 2019/9-1)**

**B. OPEN MEETING:** Ms. Foote opened the meeting at 8:00pm.

**C. OPEN FORUM:** During executive session, Ms. Trigiani discussed legalities regarding capital reserves versus capital improvement funds as well as email privacy and cyber security.

One homeowner noted that he is pleased that the Board will be discussing new preschool tuition rates. Another homeowner said that the Creative Preschool is a worthwhile asset in the community, but that it must stand on its own.

**D. CREATIVE PRESCHOOL TUITION RATES FOR 20/21 SCHOOL YEAR:** Mr. Barnwell made a motion to approve the finance committee's recommendation approving the 20/21 Creative Preschool tuition rates. Mr. Stephens seconded the motion, and it was unanimously approved.

**E. TITLE CHANGE – GENERAL MANAGER POSITION:** Mr. Butler made a motion to change the title to Chief Operating Officer/General Manager. Mr. Devers seconded the motion, and it was approved with a vote of 6 to 1.

**F. BOARD MEMBER TIME:** Mr. Devers requested updates on both the website as well as the media specialist position and why it was not being filled. Mr. Mutlu noted that the website is near completion, and at this time there is no appropriate space for the media design specialist.

Mr. Nelson noted that Westridge Homeowners Association's trail renovation project is using specific contractors and requested that LRPA staff find out information regarding Westridge's experience with contractor/costs/experiences. Mr. Freer will contact Westridge Association. Mr. Berry proposed that homeowners come in to review the new website. Ms. Foote noted that the POA Hearing is on September 17 as well as the survey committee meeting.

**G. CONSENT AGENDA:** It was approved by unanimous consent.

**H. HEALTH INSURANCE UPDATE:** There will not be an increase in the dental plan, and Mr. Mutlu is working with USI for a health plan that is affordable as well as beneficial.

**I. MEMBER CODE OF CONDUCT:** The Board is seeking guidance from legal counsel.

**J. DIRECTOR QUALIFICATION RULE:** The rule was voted on in April 2019 and ratified in July 2019. Legal counsel has recorded the amendment.

**K. STRATEGIC PLAN:** Mr. Stephens moved that the Board adopt the draft Strategic Plan. Mr. Devers seconded the motion; it was approved with a vote of 6 to 1.

**L. COMMITTEE REPORTS:** *Deer Management:* Mr. Maher noted the conservation work being done and informed the Board that there are currently 32 hunters in the program. *Finance Committee:* Mr. Barnwell noted that 100% of investments are in CDs. He also mentioned that Community Associations Institute's (CAI) Dollars for Doors program was discussed in executive session. This program addresses lobbying efforts geared toward HOAs. *Nominating Committee:* The committee will meet on September 12 to review the 2020 candidate application as well as the upcoming election timeline. *Survey Committee:* The survey will be coming out in October 2019 (online as well as in *Lake Ridge Today*) with the results being presented to the Board at its January 2020 meeting. *Trails Oversight Committee:* There is no construction on the trails at this time, and Prince William County is doing a feasibility study of the areas around Tanyard Hill Road and Hooes Run. Mr. Freer noted that Supervisor Anderson's office printed trifold brochures of the completed sections of the trail. The LRPA office has a limited number of brochures available.

**M. OPEN FORUM:** One homeowner asked if the media specialist job is a full-time position and if that position is budgeted. Mr. Mutlu said that it is. The homeowner also talked about an invasive species that he sees growing in the common area and mentioned a product used in the eradication of that growth. Mr. Freer is aware of the product.

Another homeowner thanked the Board for its vote on the 20/21 tuition rate change. He feels that the Association will see a positive change in enrollment.

A representative from Community Resources for Independence (CRI) – a nonprofit organization focusing on independent living for people with disabilities -- thanked LRPA for its support noting that CRI currently has purchased four homes in Prince William County..

**N. ADJOURNMENT:** Mr. Stephens made a motion to adjourn. Mr. Nelson seconded the motion, and the meeting was adjourned at 8:45pm.

*Tina Herndon, Board Secretary*

*Marian Morrill, Recording Secretary*