

LAKE RIDGE PARKS AND RECREATION ASSOCIATION, INC. (LRPRA)
MEETING OF THE BOARD
January 12, 2021 Minutes

Due to the COVID-19 pandemic, this meeting was conducted as an in-person/virtual hybrid meeting that included two board members physically present with the remainder of board members attending virtually. Members of the community were offered the ability to be in person or to join in, virtually using the software, ZOOM. They were given notice of how to receive instructions for login a week in advance. We were able to have six of the current board members that were not in person, present virtually. We also had multiple members of the community and committee members attend via ZOOM.

PRESENT: Board Members: Janet Foote (President), Michael Butler (Vice President via ZOOM), Brent Barnwell (Treasurer, via ZOOM), Tina Herndon (Secretary via ZOOM), Christopher Berry (via ZOOM), Jean Lohier (via ZOOM), Michael Stephens (via ZOOM), and Ron Yoho. **Staff:** Ike Mutlu (Chief Operating Officer/General Manager, via ZOOM), Rebecca Hale (Assistant Finance Director, via ZOOM), Doug Milburn (Director of Administration and Human Resources) **Other Attendees:** John Maher (Lake Ridge Deer Management & Conservation), Jeremy Powell (Goldklang Group CPAs, via ZOOM), Mike Zupan (MercerTrigiani), Seth Handler-Voss (Prince William County), Brendon Hanafin (Prince William County via ZOOM), Matt White (Prince William County via ZOOM), and homeowners **ABSENT: Board:** Jason Devers **Staff:** Mark Brooks (Facilities Director), Brodie Freer (Assistant Facilities Director), Laura Krauss (Recreation Director), Thomas Weldon (Covenants Director), Megan Yuenger (Assistant Covenants Director), Mike Yuenger (Director of Finance)

A. MEETING CALLED TO ORDER: Ms. Foote called the meeting to order at 7:00pm

B. CONVENE INTO EXECUTIVE SESSION: Mr. Yoho made the following motion: The LRPRA Board of Directors will convene into executive session pursuant to the Virginia Property Owners' Association Act, Section 55.1-1816, as there is a need for the board to convene into executive session during a board meeting for consideration of personnel item under VA POA. Mr. Barnwell seconded the motion, and it was approved unanimously. **(Resolution 2021/1-1)**. The board convened into Executive Session at 7:02pm.

C. OPEN FORUM: The Board reconvened into open session at 8:00pm. Ms. Foote asked if anyone would like to bring anything to the attention to the board in open forum. A homeowner expressed his concern with the trash service and missed pickups. He also spoke about his desire to have trails sections worked on concurrently rather than consecutively.

D. BOARD MEMBER TIME: Mr. Butler expressed gratitude to everyone who is running in the election for the Board of Directors and encouraged all homeowners to vote in the election. Mr. Berry recognized individuals that were involved in the process of receiving our \$100,000 Rebuild! VA grant for non-profit associations. Ms. Foote reiterated that this was a lot of hard work from our staff and will be a big help to the Association.

E. CONSENT AGENDA (MINUTES): Mr. Berry made a motion to approve the minutes for the November 10, 2020 Board Meeting and December 15, 2020 Special Board Meeting. Mr. Barnwell seconded the motion, and the minutes were approved unanimously. **(Resolution 2021/1-2)**

F. CONSENT AGENDA (COO/GM REPORT): The COO/GM report was approved by unanimous consent. **(Resolution 2021/1-3)**

G. COO/GM HIGHLIGHTS: Mr. Mutlu referenced his report that was part of the agenda. He thanked the Finance Department and the Board for their hard work in getting the Rebuild! VA grant. He stated that we

finalized our Sprint tower lease. Mr. Mutlu spoke about his anticipation in having a great election with our new vendor Vote-now.com LLC. He discussed that the staff remains healthy during the pandemic. He also spoke about our new technology for Pool passes, CellBadge. CellBadge should save us money and increase collections ability. He discussed the new Little Free Library that was installed and is now in use at Tall Oaks. Mr. Mutlu urged individuals living within the community to refrain from dumping on common ground.

H. 2022 NOMINATING COMMITTEE – BOARD APPROVAL: Ms. Foote proposed to the board that Jean Lohier be the Chair for next year’s nominating committee and that Michael Butler and Christopher Berry will serve on the committee. Mr. Barnwell made a motion to approve this proposal. Mr. Stephens seconded the motion, and it was approved unanimously. **(Resolution 2021/1-4)**

I. ACCEPTANCE OF FY2020 AUDIT REPORT BY GOLDKLANG GROUP CPAs: Jeremy Powell of Goldklang Group CPAs stated that he completed the annual financial statement audit for LRPRRA and has issued a clean opinion, which is the best opinion possible. He gave a brief overview of the audit and discussed why we received a clean audit. Mr. Stephens asked for an opinion on the Association’s interest income and investments. Mr. Powell stated that safety is important with investments and the recommendation would be to remain conservative on the approach. Mr. Yoho made a motion to accept the audit report. Mr. Lohier seconded the motion, and it was approved unanimously. **(Resolution 2021/1-5)**

J. TREASURER’S REPORT: Mr. Barnwell stated that the Finance Committee will be meeting on January 27, 2021 to discuss how our reserve money is being held and will make a recommendation for the Board at the March meeting.

K. UPDATE OF LRPRRA FINANCIAL CONDITION: Mr. Mutlu presented an update on the current LRPRRA Financial condition to include budget, income, and expenses. After the presentation, Ms. Foote stated that we are continuing to look into grants that may help with the COVID-19 pandemic.

L. POA HEARING – JANUARY 26, 2021: Ms. Foote stated the next POA hearing is scheduled on January 26, 2021 at 6:00pm.

M. PRINCE WILLIAM COUNTY PRESENTATION – TRAILS UPDATE: Prince William County presented an update on the LRPRRA Trails project and provided insight on their progress and options moving forward with the trail development. The presentation was specific to segments 2, 3, and 4. After the presentation Ms. Foote affirmed that PWC will also present a status update at the March meeting. A homeowner asked for a timeline on the completion of segments 2, 3, and 4 and how the maintenance of these segments would work. PWC believes it could be completed by early next winter and that they will keep up with the maintenance. Ms. Foote reiterated that PWC committed to updating of the signage on the trails and that maintenance is in fact the responsibility of the County as stated within the lease. She also spoke about the need for more publicity about the trails to the community from the County. A homeowner stated he is excited about the trails and asked how we can minimize disturbance and grading as well as non-native invasive plants moving into the areas. PWC stated that the engineering sediment control measures assist with this and that they work within accepted best practices to remedy these types of issues. A homeowner expressed his concern about the design of the trails. A homeowner asked the Board not to sign any amended leases to trail sections that have already been completed. Ms. Foote stated that PWS has \$750,000 allocated to improvement of existing trails.

N. COMMITTEE REPORTS: *Finance Committee:* There were no updates.

Deer Management: Mr. John Maher said that the Deer Management Committee has spent most of their time doing clean ups this year and that they have cleaned up the boat ramp twice and the area near Springwoods and the marina.

Trails Oversight Committee: There were no updates.

O. OPEN FORUM: There was no discussion at this time.

P. Mr. Lohier made a motion to adjourn the meeting. Mr. Barnwell seconded the motion, and it was approved unanimously. Ms. Foote adjourned the meeting at 9:30pm.

Tina Herndon, Board Secretary: _____

Douglas Milburn, Recording Secretary _____