

LAKE RIDGE PARKS AND RECREATION ASSOCIATION, INC. (LRPRA)
MEETING OF THE BOARD
March 9, 2021 Minutes

Due to the COVID-19 pandemic, this meeting was conducted as an in-person/virtual hybrid meeting that included four 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 four 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:, Christopher Berry (via ZOOM for Executive Session, in person at 8:00 for open session), Michael Butler (via ZOOM), Janet Foote, Tina Herndon (via ZOOM), Jean Lohier (via ZOOM), Bill Milne, Michael Stephens (via ZOOM), and Ron Yoho. **Staff:** Ike Mutlu (Chief Operating Officer/General Manager, via ZOOM), Brodie Freer (Assistant Facilities Director), Rebecca Hale (Assistant Finance Director, via ZOOM), Laura Krauss (Director of Recreation), Doug Milburn (Director of Administration and Human Resources), Megan Yuenger (Assistant Covenants Director), Michael Yuenger (Director of Finance and IT via ZOOM) **Other Attendees:** Ben Ginnetti (PM+ Reserves via ZOOM), Brendon Hanafin (Prince William County via ZOOM), Seth Handler-Voss (Prince William County via ZOOM), John Maher (Lake Ridge Deer Management & Conservation) Mike Zupan (MercerTrigiani), and homeowners **ABSENT: Board:** Jason Devers **Staff:** Mark Brooks (Facilities Director), Thomas Weldon (Covenants Director)

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

B. CONVENE INTO EXECUTIVE SESSION: Mr. Milne 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 to confer with legal counsel on changes to the Virginia law regarding home-based businesses. Ms. Herndon seconded the motion, and it was approved unanimously. **(Resolution 2021/3-1)**. 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 discussed his appreciation for the movement we are now making on the trails. He also spoke about his desire to have trails maintained efficiently by Prince William County. A homeowner expressed her concerns about residents in her area using string lights in their backyards.

D. BOARD MEMBER TIME: Mr. Butler was impressed with the amount of people within our community that joined in for the meeting and expressed his gratitude for that. Mr. Lohier reiterated those points. Mr. Berry spoke about the LRPRA 50th anniversary that is coming up in one year, on February 4th, 2022 and is hoping we can have a spectacular event to honor this.

E. ELECTION OF OFFICERS: The 2021 Board of Directors selected the following to serve as officers:

Janet Foote, President **(Resolution 2021-3/6)**
Michael Butler, Vice President **(Resolution 2021-3/7)**
Ron Yoho, Treasurer **(Resolution 2021-3/8)**
Tina Herndon, Secretary **(Resolution 2021-3/9)**

F. PRESIDENT'S GOALS: Listed below are the President's goals for the coming year:

- Continue to maintain financial stability throughout the COVID-19 pandemic.

- Gain approval on the LRPRA application for a Paycheck Protection Program.
- Select a new accounting and information system.
- Increase communication within the community.

G. CONSENT AGENDA (MINUTES): Ms. Herndon made a motion to approve the minutes for the January 12, 2021 Board Meeting, January 26, 2021 POA Hearing, and February 18, 2021 Special Board Meeting. Mr. Milne seconded the motion, and the minutes were approved unanimously. **(Resolution 2021/3-2)**

H. CONSENT AGENDA (DIRECTOR'S REPORTS): Mr. Yoho made a motion to approve all the Director's Reports. Mr. Milne seconded the motion, and the reports were approved unanimously. **(Resolution 2021/3-3)**

I. COO/GM HIGHLIGHTS: Mr. Mutlu discussed the January financials and how the management team is continuing to focus on keeping expenses down. He is anticipating opening the preschool. Mr. Mutlu stated the Sprint Tower Lease was completed. It took almost a year to complete the lease because of a corporate buy-out. A slight increase in the lease was negotiated that will generate a slight increase in income over the coming years. The dog park lease was also renewed by Prince William County. Mr. Mutlu advised that renovations on the pool houses and updates of painting and lighting for the community centers were underway and marked significant improvements in the appearance of these amenities. Mr. Mutlu discussed the grants for which LRPRA has applied. Mr. Mutlu spoke to the community about the illegal dumping within the common areas of community. He also stated that LRPRA will host a segment on the television show "House Hunters" at the end of the month.

J. FY2021 RESERVE STUDY: Mr. Ben Ginnetti discussed our reserve study, the first he has done in three years for LRPRA. He indicated LRPRA has made some excellent improvements to the community and summarized that the community is in a fine position financially, capable of moving forward with all plans. He thanked the Facilities and Finance teams for their assistance with the updated study and stated that Lake Ridge is being kept in good repair.

K. PRINCE WILLIAM COUNTY TRAILS UPDATE: Seth Handler-Voss and Brendon Hanafin of the Prince William County Parks department gave an update of trails segments 3 and 4. Mr. Milne asked for clarification on funding, and it was explained the amount that PWC has budgeted is an estimate specifically for engineering drawings and not construction funding. Funds for construction will follow with subsequent appropriations. Mr. Neil Nelson expressed gratitude for the site visit provided by PWC Parks and Recs Department. Mr. Hanafin discussed that the site plan for segment 4, which relates to the bridge, has been submitted for permitting. It was discussed that segment 3 will be completed before work begins on segment 4.

L. TRAILS OVERSIGHT COMMITTEE RECOMMENDATION ON SIGNAGE: Ms. Foote discussed the recommendations that have been made to the Prince William County Parks & Recreation Department to their signage and map. They are listed below:

- Use correct name – Lake Ridge Parks and Recreation Association, Inc. (in place of Lake Ridge Park and Recreation Association).
- Use the Lake Ridge logo on the sign (and map)
- Indicate that the segments currently open for public use have blue blaze markings.
- Add segment length to the map, displayed with Segment number near the line marking the trail route. For example, Segment 1 should indicate 3.6 miles.
- The committee noted that the Greenway map currently shows planned trail routes crossing a privately-owned parcel on Tanyard Hill Road, in the Segment 8 area (shown on the map below). This may have been intentional. The committee wishes to ensure that DPRT is aware of this and that it may raise questions.

A motion to accept these recommendations was made by Ms. Herndon. Mr. Berry seconded the motion, and it was approved unanimously. **(Resolution 2021/3-10)**

Ms. Herndon made a motion to appoint Jason Harbison (11543 Bertram Street) to the Lake Ridge Parks and Recreation Association Trails Oversight Committee. Mr. Milnes seconded the motion, and it was approved unanimously. **(Resolution 2021/3-4)**

M. ARCHITECTURAL COMMITTEE VACANCY: Ms. Foote explained that we have a vacancy within our Architectural Committee. Mr. Yoho nominated Ms. Naomi Snell to fill the vacancy and moved to appoint her. Mr. Berry seconded the motion. Mr. Milne abstained from voting due to his previous and recent resignation from the Architectural Committee. All other Board members voted in favor. **(Resolution 2021/3-11)** Ms. Snell was appointed to the LRPRA Architectural Committee. There was a need to appoint an alternate member to the Architectural Committee. Mr. Milne nominated Mr. Ben Latagan as alternate. Mr. Yoho made a motion to appoint Mr. Latagan as alternate on the LRPRA Architectural Committee. Mr. Milne seconded the motion, and it was approved unanimously. **(Resolution 2021/3-12)** Mr. Latagan was appointed as alternate to the LRPRA Architectural Committee.

N. CONSIDERATION OF SPRAY PARK CLOSING DUE TO COVID-19: Mr. Mutlu explained that currently within our contract with Premier Aquatics we must inform them that we plan on closing the spray park by April 1st to receive a full refund. Current state restrictions would not allow the opening of the spray park. Ms. Krauss reiterated these points and that a decision must be made. Ms. Foote spoke to the fact that the plan is to open all 5 pools regardless of the decision that is made on the spray park. Ms. Herndon made a motion to accept the following:

“Motion to authorize LRPRA management not to open the Springwoods Spray Park for the 2021 pool season by notifying Premier Aquatics by April 1, 2021 per our contract agreement.”

Mr. Yoho seconded the motion and discussion was asked for by Mr. Stephens. Mr. Stephens asked the motion to be read off. Mr. Yoho discussed that he understands that it is management’s belief that spray parks will probably receive approval to open this year, but we won’t know that before the contract date for decision. Mr. Mutlu agreed with his assessment and explained that the experts he has consulted agree. Mr. Yoho pointed out that if these restrictions are lifted, management will negotiate with Premier Aquatics to open the spray park. (Spray Park only requires one attendant and is easily opened). Ms. Foote agreed that we should authorize the motion at this point with the understanding that a re-negotiation could happen in the future. The motion carried with a vote of 6-1.

O. FY2022 BUDGET TIMELINE: Ms. Foote discussed the proposed FY2022 Budget Timeline and asked Mr. Michael Yuenger, LRPRA Director of Finance to discuss important points. Mr. Yuenger focused on the timeline and recommended that the June 29th Special Board meeting be focused on the budget. Mr. Yuenger also recommended that a draft budget discussion between the finance committee and the Board be had after the May Board of Directors meeting before going to the public in the June meeting.

P. COMMITTEE REPORTS:

Deer Management: Mr. John Maher discussed his report that he provided to the board as part of the agenda and focused on the following:

- They have harvested 21 deer and performed 147.5 hours of volunteer work.
- Due to COVID restrictions, small working parties are focused on picking up trash to supplement the efforts of LRPRA Facilities. The secondary impact of COVID restrictions (e.g., virtual schooling, illness) did limit hunting and conservation opportunities.
- They have sowed the Native Wildflower/Pollinator plot and hope to see that start to bloom this year.

- The coming conservation efforts will focus on finishing English ivy area (Hedges Run & Cotton Mill), Mullein and Mile-A-Minute by Wildflower Plot (Woodfern), Mile-A-Minute on Governors, and Pond 28.

Trails Oversight Committee: The committee is happy to now have Jason Harbison as a member. He has been actively volunteering the past year.

Q. OPEN FORUM: A homeowner discussed that sprinklers could be a fun way to have your own spray park at home.

R. ADJOURNMENT: Ms. Herndon made a motion to adjourn the meeting. Mr. Berry seconded the motion, and it was approved unanimously. Ms. Foote adjourned the meeting at 9:13pm.

Tina Herndon, Board Secretary: _____

Douglas Milburn, Recording Secretary _____