

**Lake Manassas Residential Owners Association  
Board of Directors Meeting- Monday December 12, 2016  
Meeting Minutes**

**CALL TO ORDER: 5:25 P.M.**

**EXECUTIVE SESSION**

B. Hale MOVED to enter executive session at 5:30 p.m. J. Greenlee SECONDED the motion which PASSED UNANIMOUSLY.

B. Hale MOTIONED to exit executive session and enter open session. J. Greenlee SECONDED the MOTION which PASSED UNANIMOUSLY.

B. Hale MOTIONED to APPROVE a write-off for all homeowners with a current balance of \$10.00 or less on their LMROA homeowner assessment accounts. S. Jansen SECONDED the MOTION, which PASSED UNANIMOUSLY.

B. Hale MOTIONED to APPROVE a write-off on account #0342-6639 in the amount of \$92.94. S. Jansen SECONDED the MOTION, which PASSED UNANIMOUSLY.

B. Hale MOTIONED to APPROVE a write-off on account #0342-5941 in the amount of \$11,669.74. S. Jansen SECONDED the MOTION, which PASSED UNANIMOUSLY.

**APPROVAL OF AGENDA**

J. Greenlee MOTIONED to APPROVE the agenda as presented. S. Jansen SECONDED the MOTION, which PASSED UNANIMOUSLY.

**APPROVAL OF THE MINUTES**

B. Hale MOVED to APPROVE the September 19, 2016 meeting minutes, as presented. J. Greenlee SECONDED the MOTION, with S. Jansen ABSTAINING. MOTION PASSED.

**MATTERS FOR BOARD DECISION**

**Ratify Motions Approved by Email**

B. Hale MOVED to RATIFY all email motions between September 20<sup>th</sup> and December 12<sup>th</sup>, 2016. J. Greenlee SECONDED the MOTION, which was PASSED UNANIMOUSLY.

**Criterion Pool Furniture Contract**

Criterion Pool Furniture Contract will be discussed further when Management provides revised proposal comparing repair of all furniture to purchase of new furniture.

## Communications Consulting Group Contract

Communications Consulting Group Contract decision was tabled as it is still under Legal review.

## **LIDL DEVELOPMENT PRESENTATION**

Lidl exit onto Turtle Point Drive may create additional safety and Stonewall Gate congestion and is a concern. Joe Greenlee has proposed to Lidl cost sharing moving the Stonewall guardhouse further down Turtle Point to provide more room for the third lane. Lidl & Gensler will advise. A resident requested that the Board notify all residents via email blast with update regarding the Lidl Market. Management stated some information on Lidl is included in the board's message in the winter issue of the Lake Manassas Connection. Additional letters will be sent to County Commissioner Lawson indicating concern. BOD when appropriate will apply additional pressure on LMA.

## **RESIDENT OPEN FORUM**

None

## **MATTERS FOR BOARD INFORMATION/DISCUSSION**

### Committee Minutes/Reports

*Budget and Finance Committee* – Nothing new noted. Member asked Management if American Disposal Contract (ADSI) had been signed and sent back. Management will follow up with vendor

*Communications Committee* – New website discussed with further concerns of getting more residents to sign up for new website. Associa website will be shut down effective 12/31/16.

*Covenants Committee* – Lots located at Snead Loop will need waiver of 10-foot setback requirement so the MCC can move forward with approval of a screened porch; Management will send request to Board ASAP.

*CSVAC* – Lidl Market signage concerns discussed and CSVAC is waiting on feedback from Lidl. Work on speed bumps was discussed. The Committee is working on a proposal of new speed humps / tables that will be emergency response vehicle friendly in hopes of reducing speeding on all streets. RFP for Gate Attendant services will be going out on December 17<sup>th</sup>.

*MCC* – Reviewed and noted.

*STC* – Reviewed and noted. A chairman is needed for this committee. Vendors for 2017 pool contract will be interviewed in January.

## **Violations Status Reports**

Reviewed and noted.

## **Management Services Agreement**

Reviewed and noted.

## **FINANCIALS**

October financials have been posted on the website. Adrienne Harper presented the October financials; CD at maturity through Middleburg Bank and will be sent to Board for renewal prior to the January 3, 2017 renewal date.

## **NEW BUSINESS**

No new business.

## **ADJOURNEMENT**

B. Hale MOTIONED to adjourn the Lake Manassas ROA business board meeting at 6:44 p.m. J. Greenlee SECONDED the MOTION which PASSED UNANIMOUSLY.

## **ACTION ITEMS**

- Post approved minutes to website.
- Provide revised proposal comparing repair of all pool furniture to purchase of new pool furniture.
- Request email vote on homeowner back porch application.
- Post Financials on website.
- Set appointments for pool companies to meet with the Swim and Tennis & Budget & Finance Committee.

Recording Secretary: Jennifer Warren

Date Approved: December 23, 2016