

**Lake Manassas Residential Owners Association
Board of Directors Meeting
March 23, 2017
5:30 p.m. Executive Session/ 6:00 p.m. Open Session**

CALL TO ORDER

G. Border MOVED to call the meeting to order at 5:30p.m. B. Hale SECONDED the MOTION, which **PASSED UNANIMOUSLY**.

EXECUTIVE SESSION

B. Hale MOVED to enter Executive Session at 5:31 p.m.

S. Jansen SECONDED the MOTION, which **PASSED UNANIMOUSLY**.

B. Hale MOVED to exit Executive Session at 5:58 p.m.

S. Jansen SECONDED the MOTION, which **PASSED UNANIMOUSLY**.

APPROVAL OF THE AGENDA

Bob Hale MOVED to **APPROVE** the agenda as presented. S. Jansen SECONDED the MOTION which **PASSED UNANIMOUSLY**.

APPROVAL OF THE MINUTES

B. Hale MOVED to **APPROVE** the meeting minutes from the December 12, 2016 meeting. S. Jansen SECONDED the MOTION **PASSED UNANIMOUSLY**.

MATTERS FOR BOARD DECISION

Ratify Motions Approved by Email

S. Jansen MOVED to **RATIFY** all MOTIONS that were unanimously **APPROVED** by email by the LMROA Board of Directors between December 13, 2016 and March 23, 2017. R. Luzader SECONDED the MOTION, which **PASSED UNANIMOUSLY**.

1. Move to Approve fence repairs on Baltusrol Drive by Armor Fencing in an amount not to exceed \$3690.
2. Move to Approve KCS proposal for \$2,597 to prune, replace and restore the bed on Turtle Point Drive inside the gatehouse with costs to be expended from GL3280 (Reserves).
3. Move to Approve KCS proposal 16134-914 in the amount of \$740.94 to install sod and plants to replace previously removed dead and declining plants with costs to be expended from GL 3280 (Reserves).
4. Move to Approve KCS proposal 16134-924 in the amount of \$2,262.00 to restore/rearrange/replace planting at the entrances to Valderrama and Kamechameha with costs expended from GL 3280 (Reserves).

5. Move to Approve KCS proposal 16134-922 in the amount of \$1,522.20 to create an edge behind the town homes at 8008-8012 Kamehameha with funds expended from GL 3280 (Reserves).
6. Move to Approve KCS proposal 16134-921 in the amount of \$4,160.00 to clean the native area behind Kamehameha Place with funds expended from GL 9814.
7. Move to Approve Jim Short as a member of the LMROA Budget and Finance Committee.
8. Move to Reject the payment plan as proposed by the homeowner with account number 00345-0738.
9. Move to Approve a payment plan on account number 00345-0738 with the homeowner to begin paying \$600.00 each month from February 2017 through May 2017 with final payment of \$1,427.19 (plus accrued interest) in June 2017.
10. Move to Reject the payment plan offer of \$50 per month on account on account number 342-9426.
11. Move to Approve a counteroffer on account number 342-9426 to pay \$100.00 per month towards the amount owed of \$17,718.97 contingent upon receipt of signed promissory note for the amount of \$2,235.88 representing assessments and late fees not currently secured by judgment.
12. Move to Approve the Minutes of the December 12, 2016 LMROA meeting of the Board of Directors.
13. Move to Approve \$9615.62 for the re-strapping of pool chairs by Criterion Inc. with the cost expended from General Ledger Number 3280 (Reserves).
14. Move to Approve a waiver for requested extension of thirty days to complete construction for primary residence at 8440 Link Hills Loop as well as an extension of time until March, 5, 2018 for the completion of the landscape plan.
15. Move to Approve a late fee waiver in the amount of \$106.00 on account number 00342-7289 in order to facilitate settlement on this account.

RESIDENT OPEN FORUM

No Comments

MATTERS FOR BORD INFORMATION/DISCUSSION

Committee Minutes/Reports

Budget and Finance

Will begin work on the budget next week.

Communications

Dick talked about the new website, great progress on the website, digital signage/bulletin board proposals from Signera and will present the board with a proposal soon.

CSVAC

Stonewall Gate Attendant Vendor

R. Luzader **MOVED** that the Board select SOS Security LLC as the Stonewall Gate Attendant vendor for a five year contract period at the rates set forth in Warren Watkins February 24, 2017 email containing the revised negotiated rates for three vendors, SOS, Securitas, and Dunbar. Be it further moved that the Board's representative to the LMA Board of Advisors be authorized to represent LMROA's selection when selecting a vendor for the Bultrusrol Gate. This approval is subject to final SOS contract review and approval by the Board. Should the LMA Board of Advisors select a different vendor then the LMROA selection will be subject to another vote after further discussions. B. Hale **SECONDED** the MOTION, which **PASSED UNANIMOUSLY**.

* M. Wingo will work with SOS Security LLC to retain recommended personnel if possible.

Traffic Calming Study

R. Luzader **MOVED** to **ACCEPT** the traffic calming study and move forward with a proposal. B. Hale **SECONDED** the MOTION, which **PASSED UNANIMOUSLY**.

MCC and STC also contributed reports to the Board Package.

Management & Violation Reports

14 modification applications and 55 violations from December 2016 through March 2017.

Stonewall Gate Update

Joe Greenlee informed the Board that there has been progress on getting cost estimates for the Stonewall Gate Improvement Project. Gate Logic, the selected Program Manager for this effort, indicated that the RFP was sent to 4 vendors who were asked to provide cost estimates for the project. However, only two indicated an interest. The other two vendors indicated that the project was too small for them. One vendor submitted a cost estimate but it was extremely high. The PM reviewed the cost estimate and then asked the vendor to resubmit their cost estimate with modifications which they agreed to do. The cost estimate was still high.

Since Dewberry's estimate to build the proposed third lane was much lower than the vendor's cost estimate the PM was concerned that Dewberry's estimate might be too low and inaccurate. I contacted Dewberry and informed them of the PM concern. Dewberry

was also concerned and believed the cost estimate from the vendors was way too high and thought it was because the PM was working with "large company" vendors that they weren't really interested in such a small project. Dewberry then agree to provide the names of two "smaller" vendors that have credentials for Prince William County that might be interested in the project. The vendor's names were provided to the PM to solicit cost estimates. The PM would reach out to each of the new vendors for cost estimates. Stay tuned for future updates.

FINANCIALS

January 2017 financials were provided by email to the Board and February financials will be delivered on Friday, March 23rd.

NEW BUSINESS

No New Business

ADJOURNMENT

G. Border **MOVED** to **ADJOURN** the meeting at 6:58 p.m. B. Hale **SECONDED** the **MOTION**, which **PASSED UNANIMOUSLY**.

Recording Secretary: Kerry Schmitz
Date Approved: April 3, 2017