

**LAKE MANASSAS RESIDENTIAL OWNERS ASSOCIATION (LMROA)
BOARD OF DIRECTORS MEETING
Thursday, September 25, 2014, 5:30 P.M.
Stonewall Golf Club Boardroom
15601 Turtle Point Drive**

ATTENDEES

Don Minogue, President
Bob Hale, Vice President
Peter Metrinko, Secretary
Gary Frisard, Treasurer
Ed Orsini, Director

Adrienne Harper, CMC Portfolio Manager
Michelle Wingo, CMC Onsite Manager
Kerry Schmitz, Recording Secretary
Sara Ross, Esq., Chadwick Washington
Residents at Large

CALL TO ORDER

Mr. Minogue called the LMROA Board meeting to order 5:30 p.m.

EXECUTIVE SESSION

MOTION: Mr. Minogue **MOVED** to convene into Executive Session at 5:31 p.m. for the purposes of discussing member accounts in violation and/or delinquent. Mr. Hale **SECONDED** the motion to which **PASSED** unanimously.

MOTION: Mr. Hale **MOVED** to exit Executive Session at 5:59 p.m. Mr. Orsini **SECONDED** the motion to which **PASSED** unanimously.

CALL TO ORDER

Mr. Minogue called the LMROA Board meeting to reconvene at 6:03 p.m.

BOARD'S DECISIONS/ACTIONS TO BE TAKEN FROM EXECUTIVE SESSION

MOTION: Robert Hale **MOVED** to **APPROVE** the resident parking signs at the entrance to Kamehameha Place. Ed Orsini **SECONDED** the motion which **PASSED** unanimously.

MOTION DEFERRED ON ACCOUNT: 00342-5747 -- The Board is unclear on the amount of "fees" the homeowner is actually requesting to be waived. Management will request the homeowner quantify the request of a "two-thirds waiver of fees" and present to the Board at a later date.

MOTION: Robert Hale **MOVED** to **APPROVE** a payment plan of \$300 per month for account #00373-0982. Ed Orsini **SECONDED** the motion which **PASSED** unanimously.

MOTION: Robert Hale **MOVED** to **APPROVE** account #00242-4829 make an initial payment of \$1,092.00 and pay \$200.00 per month in addition to the regular monthly assessments until the debt is paid in full. Ed Orsini **SECONDED** the motion which **PASSED** unanimously.

MOTION: Robert Hale **MOVED** to **APPROVE** account #00373-0982 pay \$500.00 to settle the debt. Ed Orsini **SECONDED** the motion which **PASSED** unanimously.

APPROVAL OF AGENDA:

MOTION: Mr. Hale **MOVED** to **APPROVE** the agenda as amended. Mr. Orsini **SECONDED** the motion to which **PASSED** unanimously.

Addition: Repair of the Stonewall gate arm

APPROVAL OF MINUTES (TAB 1):

MOTION: Mr. Hale **MOVED** to **APPROVE** the Board of Directors meeting minutes from June 26, 2014 as presented. Mr. Orsini **SECONDED** the motion **PASSED** unanimously.

RESIDENT FORUM

Mr. Seyster, a resident of Kamehameha Place asked about the decision for signage for resident and guest parking at the townhomes. As approved by the Board earlier in the evening, Management will work with the safety committee on language and placement of sign(s) and present a quote to the Board if it exceeds \$1,500.

Mr. Herzig, a resident on Link Hills Loop asked about the sealcoat on the pavement. He stated he could not see where the second application of the sealcoat covered all of the pavement. Don Minogue said he and management would take a look at the area and if necessary, he will request the company call Mr. Herzig.

MATTERS FOR BOARD DECISION

Ratify Motions Approved by Email (TAB 2)

Don Minogue **MOVED** to **RATIFY** all Motions that were unanimously approved by email by the LMROA Board of Directors between June 27, 2014 and September 19, 2014. Gary Frisard **SECONDED** the motion which **PASSED** unanimously.

- 1) Move to Approve a Change order to the 2014 Brothers Paving concrete contract to include additional concrete and asphalt work at a cost of \$8,903.00, for a total project/contract amount of \$63,271 to be expended from GL3280 (Reserves).
- 2) Move to Approve the work authorization with Area Enterprises for repairs to the irrigation system on Turtle Point Drive at the Amsterdam Gate, in an amount not to exceed \$4,000.00, with repairs to be charged to GL 3280 (Reserves).
- 3) Move to Approve the mobile patrol contract with Securitas at a rate of five hours per week with funds to be expended from GL5316, Police Patrols.

- 4) Move to Approve the Contract with Brothers Paving in the amount of \$54,368 for concrete repairs to common area driveway aprons, curbs, gutters and sidewalks, with funds to be expended from GL 3280 (Reserves).
- 5) Move to Approve Application #14-20 for the installation of a patio, as outlined in the application on the side of the home, with the stipulation that landscaping is installed as proposed by the homeowner.
- 6) Move to Approve Application #14-19 to install a back-up generator on the left side of the home as presented in the alternate location behind the bump out with the generator to be screened by landscaping as proposed.
- 7) Move to Approve Bill Moore as a member of the CSVAC.
- 8) Move to Accept the Snow Removal contract as written, from Brothers Paving for the 2014-2015 winter season.
- 9) Move to Approve a payment plan on account number 0035-0738 of \$380 per month until all past due assessments are paid, but deny the waiver of fees assessed to the account.
- 10) Move to Approve up to \$19,000 for landscape replacement contracts with funds to be expended from GL 3280 (Reserves).

CD Reinvestment (TAB 3)

Don Minogue MOVED to Approve the investment of \$80,002.00 in the highest yielding account available per Middleburg Bank recommendation. Gary Frisard SECONDED the Motion which PASSED unanimously.

MATTERS FOR BOARD REVIEW AND INFORMATION

Committee Reports/Requests/Minutes

The committees will provide their reports at the Annual Meeting held directly after the Board meeting.

Covenants Report

There have been 11 applications, 88 violations, and 8 resale inspections between July and September 2014.

Board Discussion

Homeowner Emails/Concerns

This item was deferred due to time constraints.

July 2014 Financial Report

Adrienne Harper reported on the financial status to the Board of Directors. There are some positive variances on the income statement and the delinquency rate is 4.2% which is lower than the standard. The financial statement will be posted on the LMROA website after the meeting for residents to view.

NEW BUSINESS

Repair of Stonewall Gate Arm (Added to Agenda)

The safety committee recommended the acquisition and installation of two new barrier gate operators and arms at the Stonewall Gate (similar to the Amsterdam Gate).

Don Minogue suggested three options:

- 1) Put in a new arm in the current location
- 2) Make investment; move location of arms and re-install. (Committee recommendation)
- 3) Rent rubber speed bumps for temporary use to slow down traffic.

Robert Hale **MOVED** to install 2 temporary removable speed bumps; one for the ingress and one for the egress. Gary Frisard **SECONDED** the Motion which **PASSED** Unanimously. Management will obtain quotes to present to the Board for Approval.

New Board Member Positions

Robert Hale **MOVED** to **APPROVE** Don Minogue-President, Robert Hale-Vice President, John Coyle-Treasurer, Ed Orsini-Secretary, and Gary Border-Director. Ed Orsini **SECONDED** the MOTION which **PASSED** unanimously.

SUMMARY OF BOARD ACTIONS/DECISIONS

- Approved June 2014 Minutes
- Approved CD Reinvestment
- Approved temporary speed bumps at Stonewall Gate
- Ratified multiple email decisions
- Reviewed the July 2014 Financial Report
- New Board member positions

ADJOURNMENT

MOTION: Mr. Minogue **MOVED** and Mr. Hale **SECONDED** the motion to adjourn the Board of Directors meeting at 8:29 p.m. The motion **PASSED** unanimously.

Respectfully Submitted:

Kerry Schmitz, Recording Secretary

Date Approved: December 19, 2014