

LAKE RIDGE PARKS AND RECREATION ASSOCIATION, INC. (LRPRA)

FINANCE COMMITTEE MEETING MINUTES

May 28, 2020

Tall Oaks Community Center and virtually via ZOOM

Due to the COVID-19 pandemic, this meeting was conducted as an in-person/virtual hybrid meeting that included some committee members physically present with the remainder of members attending virtually. Members of the community were offered the ability to join in, virtually using the software, ZOOM. We had multiple members of the community and committee members attend via ZOOM.

PRESENT: *Committee Members:* Brent Barnwell (Chair via ZOOM), Janet Foote (President), Michael Butler (via ZOOM), Mike Stephens (via ZOOM) (*Staff Members:* Ike Mutlu (Chief Operating Officer/General Manager), Michael Yuenger (Director of Finance and IT), Rebecca Hale (Assistant Finance Director), Doug Milburn (Director of Administration and Human Resources), Brodie Freer (Assistant Facilities Director via ZOOM), Laura Krauss (Director of Recreation via ZOOM)

OPEN MEETING: Mr. Barnwell opened the meeting at 7:00pm.

OPEN FORUM: Homeowner, Steve Murane raised the question of refund or minimal raising of assessment for lost amenities this summer if money is saved. Mr. Barnwell stated that we would like to see what our funds look like at the end of our fiscal year (August 31, 2020) as we currently are not in a situation to make these decisions. Mr. Butler and Ms. Foote let the homeowner's know that management will continue to do their best to assess the impact of the loss of funds due to community center closures, closure of the pre-school, cancellations of events, and continued maintenance of the pools and make sound decisions based off of that. Homeowner, Rosalinda Elias spoke about requesting more community alerts about what we are doing regarding funds and decisions about pool openings as they come to light. Ms. Foote thanked them for their input.

APPROVAL OF THE FEBRUARY 25, 2020 MINUTES: Ms. Foote made a motion to approve the minutes. Mr. Butler seconded the motion; the minutes were unanimously approved.

PRESENTATION OF DRAFT FY21 AND FY22 BUDGETS: Mr. Yuenger presented the draft FY21 and FY22 budgets. He opened with simple historical information about how we have improved our financial situation at the association through assessment increases and have been able to lower the percentage of assessment increases in recent years due to a stronger financial situation. The draft budget being presented is based off a modest 2.5% increase in base assessment for homeowners. He specified income and expenses on the operating budget by speaking about significant items (more than \$50,000) that were highlighted on the provided draft budget documents. The committee discussed specific numbers and budget items as necessary and provided input for improvements. Mr. Yuenger stated that he will consider all comments and look to make final improvements to the budget based off these. Mr. Yuenger moved on to presenting the draft reserve budget. He once again focused on significant items and major expenditures. Mr. Yuenger specified to look at the proposed draw down of reserves to complete the work being proposed in the draft reserve budget. A reserve study will be done this fall and it is anticipated that some changes may be made to the FY22 draft budget.

SUMMER 2020 PAVING PROPOSALS: Mr. Barnwell began discussion on paving proposals relating to the areas of Wildwood 1, Wildwood 2, and Villas. Ms. Foote made a motion that all three paving contracts be approved by the finance committee to be recommended to the board. Mr. Stephens seconded the motion and it was approved by a vote of 3-1. Mr. Freer will synopsize the bid responses for the paving contracts for the Board's decision.

OPEN FORUM: Homeowner, Rosalinda Elias asked when our last audit was completed and by whom. Mr. Yuenger stated the last audit was done at the end of our last fiscal year in August of 2019. It was completed by Goldklang, a professional HOA audit firm certified by the Community Institute Association and has been conducting the annual review for some 10 years. The report is posted on our website, www.lakeridgeva.com. He stated that audits are done yearly. Chris Berry an LRPR Board of Directors member stated that he was disappointed in the increase of reserve contribution for purchasers of homes. Mr. Stephens complimented on the quality of the renovation of the Ridgewood pool house and thanked everyone for their efforts on that. Mr. Barnwell gave compliments to the management team for the job they have done putting together the budget and the work they have done to make it happen.

ADJOURNMENT: Ms. Foote made a motion to adjourn the meeting. Mr. Stephens seconded the motion, and the meeting was adjourned at 8:15pm.