

Bel Pre Recreational Association Annual and Special Meetings Notice

All meetings take place in the all purpose room at Strathmore Elementary School, 3200 Beaverwood Lane.

Thursday, November 21, 2019

Annual General Membership Meeting

Snack Pot-Luck. Please bring cookies, cheese, crackers, pretzels, Halloween leftovers, or your favorite snack to share. Beverages will be provided. Scout Troop 763 will also be selling popcorn!

- ◆ 6:45 pm - registration
- ◆ 7:00 pm - Strathmore Bel Pre Civic Association annual general membership meeting
- ◆ 7:30 pm - Bel Pre Recreational Association annual general membership meeting
 - ➔ Election of Board members (3 seats)
 - Candidates: • Mark Foraker • Dave Pullen • Chris Swan
 - Candidates may speak for up to 5 minutes each
 - Bios of candidates can be found in the October *Bugle*
 - Ballots can be cast only after the start of the meeting
 - ➔ Del. Bonnie Cullison on HOA financial reserves legislation
 - ➔ Report of the Long Term Planning Committee
 - Community survey results
 - Condition of our facilities
 - Proposed increase of annual assessments
 - the proposal will be discussed at this meeting,
 - the January 9 special meeting will be the first vote opportunity
 - information can be found with this announcement and in the October *Bugle*
 - ➔ Presentation of the preliminary budget for March 1, 2020 to February 28, 2021
 - preliminary budget included with this announcement
- ◆ **Proxies:** Proxies may be presented to make the quorum at this meeting.
 - ➔ No proxies may be used to vote at this meeting
- ◆ **Quorum:** 72 households.
 - ➔ **No quorum:** we reconvene on December 3 before the Town Hall meeting.

Prior years' budgets, engineering reports on the pool and facilities, current contracts, meeting minutes, etc. are available at <https://www.strathmorebelpre.org/government-documents>.

Tuesday, December 3, 2019

Annual General Membership Meeting (if needed)

- ❖ 7:30 pm - registration
- ❖ 8:00 pm
 - ➔ For business not completed at the November 21 meeting
- ◆ **Proxies:** Proxies may be presented to make the quorum at this meeting.
 - ➔ No proxies may be used to vote at this meeting.
- ◆ **Quorum:** 36 households.

Town Hall Meeting (after BPRA meeting concludes)

- ◆ Informal questions and answers session (co-sponsored with the Strathmore Bel Pre Civic Association)

Thursday, January 9, 2020

Special General Membership Meeting

- ❖ 7:00 pm - registration
- ❖ 7:30 pm - proposed annual assessment increase
 - ➔ discuss proposal
 - ➔ vote on proposal
- ◆ **Proxies:** Proxies may be presented to make the quorum at this meeting, **and to vote.**
- ◆ **Quorum:** 429 households.
 - ➔ if there is not a quorum at this meeting, a vote will be held to convene a January 23 meeting, provided that there is no quorum at the January 16 meeting.
 - At the January 23 meeting, the homeowners present in person or by proxy will constitute a quorum. This is authorized by § 5-206 of the Maryland Corporations and Associations Article of the Maryland Code.

Thursday, January 16, 2020

2nd Special General Membership Meeting (if needed)

- ❖ Will only be held if there was not a quorum at the January 9 meeting.
- ❖ 7:00 pm - registration
- ❖ 7:30 pm - proposed annual assessment increase
 - ➔ discuss proposal
 - ➔ vote on proposal
- ◆ **Proxies:** Proxies may be presented to make the quorum at this meeting, **and to vote.**
- ◆ **Quorum:** 215 households.

Thursday, January 23, 2020

Additional Special General Membership Meeting (if needed)

- ❖ This meeting will only be held if there was not a quorum at the January 16 meeting.
- ❖ 7:00 pm - registration
- ❖ 7:30 pm - proposed annual assessment increase
 - ➔ discuss proposal
 - ➔ vote on proposal
- ◆ **Proxies:** Proxies may be presented to make the quorum at this meeting, **and to vote.**
- ◆ **Quorum:** The number of homeowners who are present.

Snow Days and Proxies

If the Montgomery County Government cancels events scheduled for Strathmore Elementary School on the night of November 21, that meeting will be held on December 3.

If the Montgomery County Government cancels events scheduled for Strathmore Elementary School on the night of January 9, that meeting will be held on January 16.

BPRA governing documents allow proxies to be used to reach a meeting quorum.

Voting proxies may only be used on assessment changes. If you would like to vote by proxy at any of the January meetings, please contact Karen Purdy at (301) 603-9604 or klpurdy@hotmail.com. On request, Karen will hand-deliver your proxy. Blank proxy forms also will be available on the community website - <https://www.strathmorebelpre.org>.

Bel Pre Recreational Association, Inc.
Proposed FY21 Budget
For 3/1/2020 – 2/28/2021
presented by the Board of Trustees

	Actual as of August 31, 2019	FY20 Budget	Proposed FY21 Budget	Notes
Income				
Assessments	160,930	160,650	213,900	Assumes dues increase to \$300 x 713 homes
Delinquent Fees	2,034	3,000	2,000	Late fees, interest, & collection costs
Donations	873	300	750	Pet waste station donations
Guest Fees	3,416	3,000	3,000	Pool guest fees
Interest	94	200	200	Interest income from money market account
Civic Association reimbursement	-0-	-0-	250	SBPCA portion of Feb. 2020 joint membership mailing
Civic Association dues	-0-	-0-	4,000	SBCPA dues collected in Feb. 2020 joint mailing
Miscellaneous income	783	-0-	-0-	
Total Income	168,130	167,150	224,100	
Expenses				
Administrative				
Admin Assistance Fees	500	1,800	1,800	Admin Assistant & Pavilion Scheduler/Pool Pass Coordinator/Tennis Court Keys Coordinator
CCOC Fee	3,545	3,600	3,600	Annual fee from CCOC (Commission on Common Ownership Communities). Approximately \$5 per home
Meeting Expenses	111	300	300	Annual meeting and winter Board meetings
Total Administrative	4,156	5,700	5,700	
Bad Debt Expense	505	-0-	-0-	
Bookkeeping Services	260	6,000	10,000	now through American Community Management
Bugle Expense	800	800	800	Bugle space for BPRA
Civic Assoc dues reimbursement	-0-	-0-	4,000	SBPCA dues collected from Feb. 2020 joint mailing
Information Technology	754	2,000	2,000	
Insurance	4,294	4,000	4,500	
Licenses and Fees	748	500	1,000	
Pool Service & Operation	69,365	75,000	78,000	Contract with Georgetown Aquatics
Postage & Printing	619	2,000	2,500	for required mailings
Professional Services				
Attorney Fees	783	5,000	5,500	Legal fees for delinquent homeowners & filing liens

	Actual as of August 31, 2019	FY20 Budget	Proposed FY21 Budget	Notes
CPA	3,650	3,000	15,000	Audits for FY17-20
Professional services - Other	-0-	1,500	10,000	For professional services where needed, including architectural and engineering review of facilities
Total Professional Services	4,433	9,500	30,500	
Real Estate Taxes	4,607	4,600	4,700	Annual property taxes
Recreational Programs/Equipm't	648	1,000	1,000	Including replacement of damaged equipment
Repairs & Maintenance				
Building/Pool	106,957	75,000	25,000	Includes filters, chairs & tables, and security system
Fees & Supplies	-0-	4,000	4,000	Pool supplies and chemicals
Grounds	12,331	15,000	17,000	Maintenance of the grounds & playground equipment
Parking Lot	-0-	-0-	20,000	Crack filling, sealing, & restriping
Repairs & Maintenance – Other	3,775	1,000	1,000	
Tennis and Basketball Courts	-0-	5,000	25,000	Includes estimate to repair damaged tennis courts
Total Repairs & Maintenance	123,063	100,000	92,000	
Snack Bar	1,002	1,500	1,500	Snack bar fees & maintenance
Utilities	12,922	18,000	22,000	Water, gas, electric, phone, internet, and garbage
Total Expenses	228,176	230,600	260,200	
Surplus/(Shortage)	(60,046)	(63,450)	(36,100)	

If dues remain at \$225 per year

Surplus/(Shortage)	(60,046)	(63,450)	(89,575)	Dues have been (and are currently) \$225 per year since 2005.
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Bank account totals:¹

	February 28	August 30	Net +/-(-)
2016	\$249,118	\$220,970	(\$28,148)
2017	215,829	266,450	50,620
2018	211,774	274,166	62,392
2019	268,718	154,351	(114,367)

¹ Source: BPRA monthly financial statements. Totals include checking accounts and money market accounts. The last day of February is the last day of BPRA's fiscal year. August is the last full month before the preliminary budget for the next fiscal year is drafted.

Long Term Planning Committee Assessment Recommendation, Fall 2019

The Bel Pre Recreational Association (BPRA) Board of Trustees is tasked with the operation, upkeep and maintenance of the BPRA Common Property. The Long Term Planning Committee (LTPC) has spent the last year reviewing the condition of that property and developing a long-term plan for its operation, upkeep and maintenance.

Given the increasing age of the facilities and the associated costs of operating and maintaining them, the LTPC has concluded that the current assessment of \$225 per year does not meet current and future budgetary needs. While some elements of the common property — such as the grounds — are in good condition and will remain so with regular maintenance, other elements — such as the bathhouse and tennis courts — are in poor condition and will continue to deteriorate if significant work is not performed. As such, the LTPC, with the support of the BPRA Board of Trustees, is recommending the following Assessment proposal:

Proposal:

The maximum and basis of the annual assessment of the BPRA shall be as follows:

- For the assessments due and payable March 1, 2020: \$300
- For the assessments due and payable March 1, 2021: \$325
- For the assessments due and payable March 1, 2022: \$350
- For the assessments due and payable March 1, 2023: \$375
- For the assessments due and payable March 1, 2024: \$400
- For the assessments due and payable on March 1 of each year starting March 1, 2025: the maximum and basis amount for the previous year increased (or decreased, if the amount is negative) by the appropriate U.S. Bureau of Labor Statistics' Consumer Price Index designated by the Board of Trustees.

The additional funds will address increasing costs for yearly operation, upkeep and maintenance; major (and minor) cyclical maintenance items; and build necessary reserve funds for future renovations/rebuilds and/or system failures and other emergency expenditures.

The LTPC considered numerous factors when developing the Assessment Proposal including, but not limited to:

- The condition of the common property (see Bel Pre Recreational Association, Inc. Condition of Facilities, Fall 2019, enclosed)
- Anticipated projects related to the operation, upkeep and maintenance of the common property and the associated costs (included in the BPRA Five Year Plan, to be made available at the annual meeting)
- Typical yearly operation and maintenance costs, based on past BPRA budgets and actual expenditures.
- Recommendations of engineers, architects and our pool management company (2014 and earlier reports by Ponte Mellor Architects, LTD; 2016 Holbert Apple Associates, Inc. report)
- A review of multiple assessment options (to be made available at the annual meeting)
- Possible future Replacement Reserves legislation (Thomas Schild Law Group, LLC Community Association Lawletter, Summer 2019, "Replacement Reserves," Maryland House Bill 900)
- BPRA Community Survey Results (see summary in Fall 2019 Bugle)
- Historical dues analysis (see BPRA Assessment - by the Numbers, enclosed)
- Potential property value impacts, fees for nearby pools, and the impact of well-kept common areas and community activities on the community as a whole.

More information and additional details will be available during the Nov. 21, 2019, General Membership Meeting. In addition, the LTPC is available to answer any questions you may have about the Assessment Proposal.

The BPR Annual Assessment

by the Numbers

15 Years since the last assessment increase

2 Times in the last 25 years the assessment has increased (from \$150 to \$180 in 1995; to \$225 in 2005)

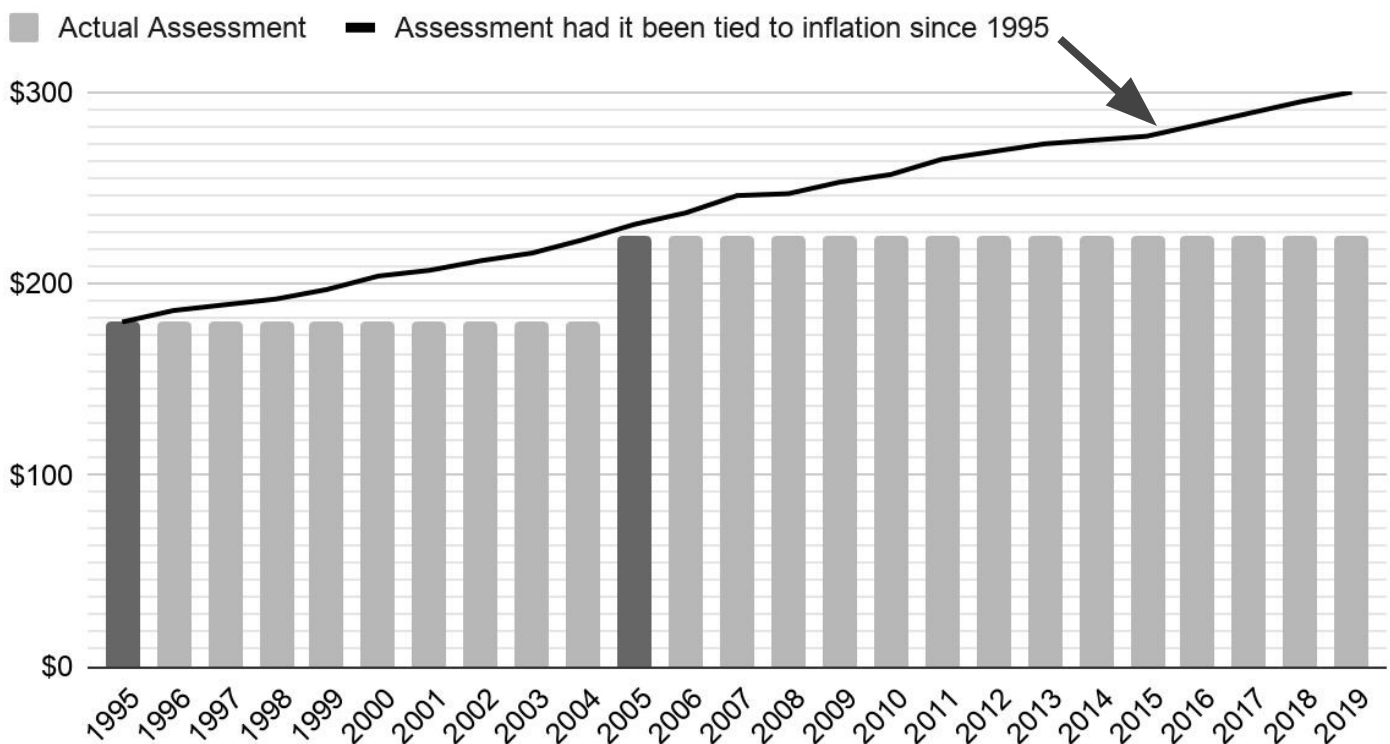
\$225 Annual assessment in 2019

~65% Total inflation in the last 25 years

\$300 What 2019's assessment would have been, had the amount been tied to inflation starting in 1995

Over \$530,000 Additional money that would have been collected from 1995 to 2019, had assessment been tied to inflation

BPR Assessment



Bel Pre Recreational Association, Inc.

Condition of Facilities, Fall 2019

13920 Bethpage Lane
Silver Spring, MD 20906



MAIN POOL: Good

White coat, tiles redone 2019. Big unknown: Condition of pool piping. Last replaced in 1996; replacement would require removing pool deck.

Potential 5 year costs: Unknown



BATH HOUSE: Poor

Walls in fair shape; roof, electrical, plumbing poor; bathroom interior, fixtures fair to poor. Renovation would trigger ADA requirements.

Potential 5 year costs: \$100-\$560k



WADING POOL: Good

Like main pool, white coat and tiles just redone. Piping issue would also affect wading pool. Has own pump room, needs periodic maintenance.

Potential 5 year costs: Unknown



PUMP ROOM: Fair

Serves main pool. Motor replaced 2019. Filtration equipment needs replacement by '21. Structure repairs likely within 5 years.

Potential 5 year costs: \$40k



PAVILION: Fair

Structure in good shape; roof in fair shape, replaced 2009. Regular gutter cleaning needed. Concrete floor could be sealed in some way.

Potential 5 year costs: \$3.2k



PLAY EQUIPMENT: Fair

Current pirate ship installed around 2009. It and small playground area both need yearly maintenance, repair. Could replace one or both.

Potential 5 year costs: \$7k



PARKING LOT: Fair

Sections near Bethpage Lane in need of crack filling and pavement sealing. Was last repaved in 2008.

Potential 5 year costs: \$20k



GROUNDS: Good

Maintenance needs include mowing, adding wood chips, grass seed, fertilizer; tree pruning and removal, clearing brush, fence repair.

Potential 5 year costs: \$100k



TENNIS COURTS: Poor

Awaiting estimate for necessary major repairs, including resurfacing, net replacement.

Potential 5 year costs: \$25-\$100k



BASKETBALL COURTS: Good

Maintenance needs include periodic sealing and replacement of nets.

Potential 5 year costs: \$3k