

BPRA Committee Reports and Updates for the February 2021 BPRA Board of Trustees Meeting

These updates are distributed to the BPRA Board prior to the monthly meetings and included with the minutes.

1) Pool & Recreational Facilities Committee (Ted Bechtol, Chair):

The Board approved and a contract was signed with Georgetown Aquatics to be our pool service provider for the 2021 season. Bidders not selected were notified and thanked for their time and interest.

Filter Housing Project: A contract was signed with Georgetown Aquatics to provide all materials, labor and permits necessary to replace 4 sand filters, including new media, associated piping, valves, flowmeter and gauges for a cost of \$14,960. This is essentially a replacement in kind scope of project. Joe Moeller will be the BPRA point of contact for this project.

Phil Kominski has expressed a willingness in becoming Chair of this Committee and we feel that with his experience with the Dolphins and his current involvement that he would do an excellent job in this capacity.

2) Entertainment & Recreation Committee (Chris Swan, Chair):

a. Spring Thing

Last year, we cancelled the 2020 Spring Thing because of the COVID-19 pandemic. Recommendations for whether we should try to have it in 2021 will be presented to the Board for the March Board meeting. Traditionally, the Spring Thing is held the third Saturday in May (which would be May 15 this year).

If we are not going to have a Spring Thing this year, then I would like to try to organize some sort of community activity for the spring. Perhaps a scavenger hunt? **Ideas would be welcome!**

b. Movies at the Pool Parking Lot

The Strathmore Bel Pre Civic Association (our partner in the Summer Entertainment Series) has expressed an interest in having a drive-in movie this spring, before the pool season starts. More details should be available by the March BPRA Board meeting.

c. Summer Market & Yard Sale

The Civic Association traditionally sponsors a community yard sale in the pool parking lot on the Saturday after Labor Day. Because of the pandemic, the Civic Association Board has not begun to plan the event. Will keep the BPRA Board advised as the Civic Association develops its plans.

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3) Neighborhood Dispute Resolution Committee (Chair TBD):

Nothing to report. Kp

4) Finance Committee (Dave Pullen, Chair):

a. Bookkeeper

At the January 5 meeting, the Board approved retention of Rita Vaught through the end of 2021, with the right of either party to terminate the agreement with 30 days' notice. I have conversed with a friend who is a former Vice President of the MD Assoc. Of Non-Profit Accountants and he believes he can identify 2-3 firms/candidates suitable for our needs, which would allow us a representative sample from which to determine next steps.

b. Overdue Collections (Dave Pullen):

Decisions from the 1/5 Board meeting have been communicated to the Schild Law firm. Since that time, several additional property owners have resolved their arrearages, either by payment to the Association or as part of the "closing" process associated with sale of their property. Some have paid the balance owed us, but NOT the legal fees incurred in referral to the law firm. Schild is following up with those owners. (As a rule of thumb, once we refer an account to Schild, they are in control of the settlement process. Where a homeowner bypasses the firm and sends us a payment directly, I advise the firm and get their advice whether to deposit the check. Invariably, their advice is to cash the check and they will contact the homeowner regarding the legal expenses.)

c. Assessment Assistance Committee (Dave Pullen)

Of the 4 remaining unresolved 2020 cases:

one requires further discussion with the current homeowner, but has been clarified substantially by the Board's decision to write-off that portion of the arrearage associated with this property that attaches to the prior owner, who is deceased.

one remains with Schild, who has had conversations with the owner(s) but not yet reached resolution.

one has been resolved in full by payment of the outstanding balance plus interest and collection costs. And

one involves a homeowner who, due to loss of income associated with the COVID pandemic, simply did not have the funds to make payment. The homeowner paid roughly one-half of the 2020 Assessment but has been unable to pay the balance. I have sent a follow-up letter requesting payment of the 2020 balance before the 2021 Assessment becomes due.

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In preparation for the 2021 Assessment season, the Committee has drafted a simple form that homeowners requesting relief must complete. The form will be distributed to Board members in advance of the Feb. 2 Board meeting, where approval will be requested.

d. Review of Electronic/on-line Pool Management Services Providers (Dave Pullen)

A contract has been signed by BPRA and PPC for use of its eSoft Planner platform. Development of the infrastructure has begun, with the expectation that the online payment feature be completed, tested, and operational by the March 1 Assessment due date.

e. Audit Coordinator (Mark Foraker):

The audits are in process. Mark is coordinating with Dave Pullen and Larry Vaught to start work on the financial requests from the auditor and a revised timeline will be available in late February.

f. Budget Planning (Dave Pullen)

The Board approved the FY 2022 budget at the January 5 meeting, after determining that the Annual Assessment for that year be fixed at \$325 (as authorized by the membership in 2020).

5) Governing Documents Committee (Elliot Chabot, Chair):

a. HOA document requests

Requests for HOA documents, etc. handled by the Chair of the Governing Documents Committee (January 2021):

1. 14125 Beechvue Lane - HOA documents
2. 14125 Beechvue Lane - status of accounts
3. 3513 Beret Lane - status of accounts
4. 13905 Blair Stone Lane - status of accounts
5. 2828 Blue Spruce Lane - status of accounts
6. 13406 Hathaway Drive - HOA documents
7. 2905 Regina Drive - certificate of insurance
8. 13402 Rippling Brook Drive - status of accounts
9. 2808 Village Lane - solar panel covenants

b. Documents Retention Policy

The Governing Documents Committee needs to finish drafting the Documents Retention Policy.

c. Covenant enforcement

Once work is done on the Documents Retention Policy, the Committee plans to focus on developing a written policy on covenant enforcement. Issues to be examined include:

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- Pool and Assessments Covenants vs. Land Use Covenants
- Funding covenant enforcement
- Cost of enforcement litigation
- Fairness in use of BPRA resources
- What is the level of community support for expanded covenant enforcement?
- Is traditional HOA enforcement of land use covenants adversarial?
- What is the enforcement tradition in our community?
- How does BPRA's tax status impact covenant enforcement?
- What is the overlap between the land use covenants and current county, state, and federal laws?
- Practicality of enforcement
- Property values and covenant enforcement
- Right of individual members to enforce by law suit
- Right of neighborhoods to amend the land use covenants
- How to respond to individual requests for BPRA enforcement
- Comparison of the Land Use Covenants in different Sections within Strathmore at Bel Pre
- Did Levitt & Sons intend that the BPRA enforce the Land Use Covenants?
- Who are the successors to Levitt & Sons?

d. Proposed amendments to the ByLaws and Plan of Organization

Items to be included in the next update to the Plan of Organization:

- In **§ 7A**, replace "Long Range" with "Long Term". This will make § 7A consistent with § 1(a)(7).
- Authorization by members to receive electronic mail notification of annual (and special) general membership meetings, the annual report of the Nominating Committee, and the annual assessment letter are set out in §§ 13(e), 13(f), and 14(a), respectively, of the Plan of Organization. The Plan should be amended to specify which officer or official of the BPPA is to certify in writing that the BPRA provided notice as authorized by the member. Section 113.1(a)(3) of the Maryland Homeowners Association Act requires that for a notice by e-mail to be valid, that "An officer or agent of the homeowners association certifies in writing that the homeowners association has provided notice of a meeting or delivered material or information as authorized by the lot owner." A review of how the annual notices required in our governing documents mesh with Maryland Homeowners Association Act is available.
- New - Section 14(a) currently specifies that the annual notice about the availability of dispute resolution, education, and other services to owners and residents of common ownership communities through the CCOC, is to be included with the annual assessment letter. In recent years, because of space limitations, this notice has actually

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been included with the Annual Meeting notice, instead. The Plan of Organization should be updated to reflect this change in practice.

- Any others?

e. Special Projects

- Identifying the section number for each street address within the BPRA. Once this is done, the list can be used to greatly simplify the process of responding to HOA document package requests.

6) Nominating Committee Report (Mark Foraker, Chair):

Outreach to the community regarding committee and Board service is ongoing.

7) Long Term Planning Committee (Karen Purdy, Chair):

No meetings currently scheduled. Next steps: find an architect to discuss bathhouse concepts and options with.

8) Grounds and Landscaping Report (Ted Bechtol, Chair):

Will approach Kollins again about adding new gravel around the outside of the pool deck and request a proposal for the 2021 season

Have not heard back from Casey Tree regarding the assessment.

Nothing new on the Memorial tree for Louisa Hoar.

9) Tennis Courts Committee (Dave Pullen, Chair):

Following the Board's approval to finalize a contract with Mid-Atlantic Asphalt based upon its 2020 proposal, I have spoken with MAA's rep and am awaiting receipt of updated documents reflecting revisions/decisions made since the proposal was submitted (e.g., clarification that two pickleball courts (not four) overlaid on one tennis court is desired; explanations of terms identified as needing clarity; and requests for pricing of extended warranty pricing. Once we receive the updated documents and pricing requests, a firm contract price can be established (within the upper bounds approved by the Board).

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10) Administrative Assistant's Report (Brenda Henry, Administrative Assistant):

The full Administrative Assistant's Report is distributed to the Board monthly. Please see that report. kp

11) Pavilion Scheduler/Pool Pass Coordinator/Tennis Court Keys Distributor – (TBD):

Louisa Hoar has completed her end of season tasks and turned over materials to Karen Purdy. Tennis Court key distribution responsibilities and materials have been turned over to Jim Eaton. kp

12) MapMaster Report (Paul Spelman):

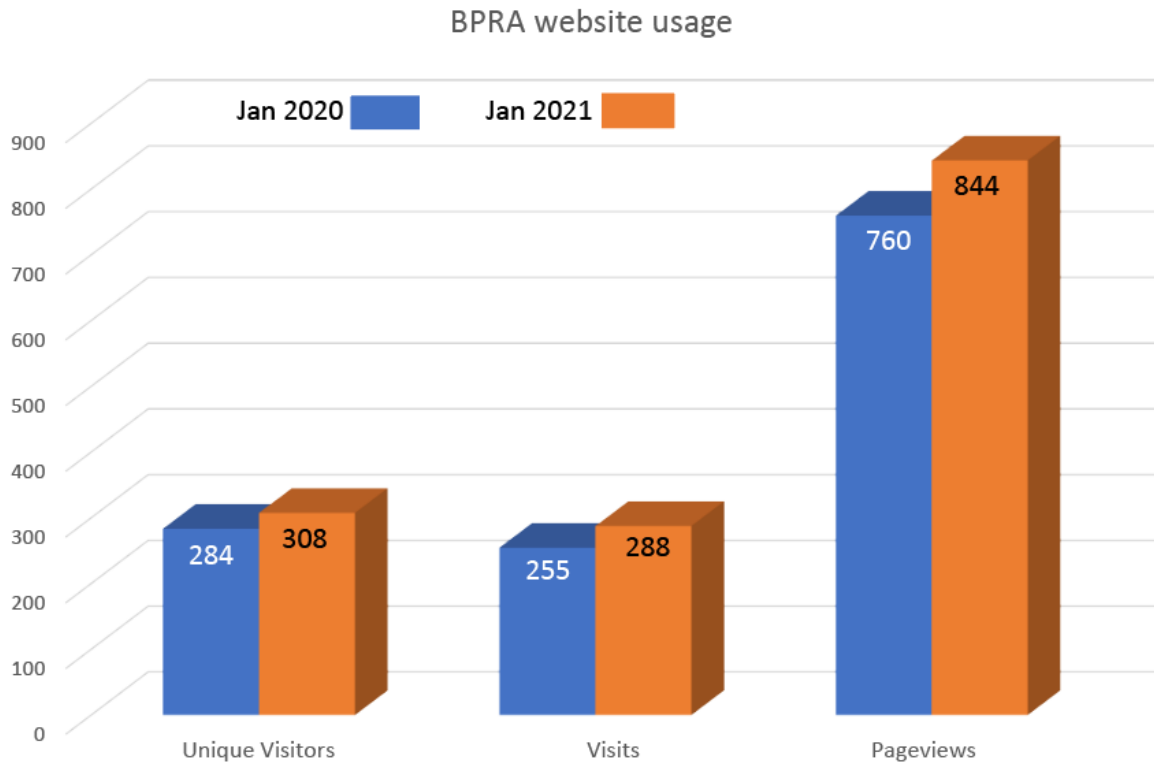
Working on adding overlay to the community map to show each of the “sections” of Strathmore Bel Pre.

13) New Member Recruitment Report (Coordinator TBD)

Nothing new to report. See Administrative Assistant's Report for current status. kp

BPRC Committee Reports and Updates for the February 2021 BPRC Board of Trustees Meeting

14) Web Master Report (Billy Ruppert):



Visits by Device	Jan 2020	Jan 2021
Desktop	180	233
Mobile	69	53
Tablet	6	2