

LIFESTYLE CONDOMINIUM ASSOCIATION
BOARD OF DIRECTORS MEETING
LIFESTYLE COMMUNITY ROOM

621 Center Street
Herndon, VA 20170
January 5, 2021

ATTENDEES

Board Members Present:

Julie Betts	President
Jenny Rios-Houck	Vice President
Linda Pugh	Treasurer
Brian Rich	Secretary

Board Members Absent:

Others Present:

Elizabeth Stulga	Capitol Property Management
Amy Showker	Recording Secretary

Homeowners Present:

CALL TO ORDER

Ms. Betts called the meeting to order at 6:33 p.m. noting there was a quorum present.

APPROVAL OF MINUTES FROM PREVIOUS BOARD MEETING

MOTION: Ms. Betts moved, Ms. Pugh seconded, to approve the minutes from the October 6, 2020 meeting as presented. The motion passed unanimously (4-0-0).

HOMEOWNER FORUM

Ms. Betts stated that there were issues with illegal dumping of furniture. Management stated that they would follow-up and get a bulk pick-up to remove the items. Ms. Betts stated that she had a leak in her unit on Christmas Eve. Management stated that they received an email from Ms. Kapani regarding the potholes in the parking lot. The Board discussed the paving, milling, and drainage issues.

Mr. Rich stated that the unit above his had a leaking toilet that caused damage to his unit. Mr. Rich stated that he contacted the owner regarding the leak.

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Ms. Rios-Houck stated that she continues to have issues with mice. Ms. Betts stated that she as also had issues with mice in her unit. Management stated that she would have the exterior traps checked.

Ms. Pugh stated that she has concerns regarding the buildings getting cleaned and monitored consistently. Management outlined the cleaning schedule for the community. Management stated that they would ask Edwin to check the community room.

FINANCIALS AND MANAGEMENT REPORT

Management reviewed the Financials and outlined the large variances as presented in the Board Packet. The Board discussed the following items as part of the Administrative Report:

- 1. Resident /Management Correspondence**
2. Drainage work in in front of 615 and 625 is complete. Includes gutter, patio, drainage, and condensate lines at 625 3.
3. Need to get a new bulk trash vendor, still no word from WM.
4. Had water back up in 623 T2. Alerted by phone by 623 T1 that we will need to inspect. All correspondence from that inspection and subsequent inspection in Executive Session for discussion. Opening claim with QBE (old insurance) regarding issues dating back several years.
5. Balcony at 619 repaired.
6. Resale inspections ongoing may units have sold in recent months. Need to supply SOA to residents selling and assist the real estate agents.
7. FHA being applied for again. Information with the attorney.
8. Illegal dumping of bulk items continues.
9. Cameras installed by enclosures.

Large Variances are as follows:

- Insurance deductible shows a positive variance of \$1,250
- Audit and tax prep show a positive variance of \$1,500
- Trash shows a positive variance of \$1,299.
- Waste Management has not serviced bulk pick up since April of 2020.
- Snow shows a positive variance of \$3,750
- Building cleaning shows a negative variance of (\$3,172)
- Pool shows a positive variance of \$3,375
- Legal fees show a negative variance of (8,555)
- Plumbing shows a positive variance of \$2,029
- Water and sewer show a negative variance of (\$11,120) paid quarterly

RATIFICATION OF ITEMS TAKEN OUTSIDE A MEETING

- 2021 Snow Contract for Capitol Construction

BOARD INFORMATION AND/OR ACTION

1. **Premier Aquatics 2021 Contract** – For Board review and discussion.

MOITON: Ms. Betts moved, Mr. Rich seconded, to approve the 2021 pool contract from Premier Aquatics in the amount of \$22,920.50. The motion passed unanimously (4-0-0).

2. **Guardian Fire** – For Board review and discussion.
3. **Estimate for Bathroom Renovation** – For Board review and discussion. Management stated that they would arrange an onsite meeting with On Point.

MOITON: Ms. Rios-Houck moved, Ms. Pugh seconded, to approve the bathroom renovation contract from On Point in the amount of \$27,525.00. The motion passed unanimously (4-0-0).

4. **Posting and Community Page on Website** - For Board review and discussion.

OLD BUSINESS

There was not old business to discuss.

MOTION: Ms. Pugh moved, Ms. Rios-Houck seconded, to close the regular session meeting and enter executive session at 7:48 p.m. The motion passed unanimously (4-0-0).

EXECUTIVE SESSION

Conducted at the discretion of the Board. The Board returned to open session at 7:51 p.m.

MOITON: Ms. Betts moved, Mr. Rich seconded, to approve a waiver for a late fee in the amount \$25 for account # 202326. The motion passed unanimously (4-0-0).

ADJOURNMENT

The Board agreed by consensus to adjourn the meeting at 8:00 p.m.