

Casa Del Sol
DRAFT Minutes of the Board of Directors Meeting
July 18, 2013

Casa Del Sol Webpage: <http://www.casadelsol-ocmd.com>

Joe Sheare called the meeting to order at 8:03 p.m. via conference call.

Participants: Joe Sheare, Lou Napoli, Mike Bufano, Tom Bell, Bob Surrette, Joe Pasqualine, and Igor Conev (Mann Properties).

Board Members Absent: John Foulkes.

1. Reading and Approval of the Draft Minutes of the CDS Board Meeting of 06-20-13. *A motion to approve the draft minutes of the CDS Board Meeting of 06-20-13 was made by Tom Bell and seconded by Bob Surrette, and passed unanimously.*

2. Financial Review: Mike Bufano and Igor Conev reviewed the financial information health of the association, current as of July 15, 2013.

a. Checking (1012)	\$ 78,748
b. Future Capital Improvement Fund (1080)	\$ 148,317
c. Assessments Receivable	
i. Condo Fees (1310)	\$ 22,782.50
d. Accounts Payable (3010)	\$ 0

Bills Paid since 06-03-13:

07/01/13	AP2595 1347	442.23	BEACH BROTHERS, INC. FUEL.BULBS
07/01/13	AP2595 1348	122.37	ROBERT SURRETTE SAFETY SIGNS & LOWES
07/01/13	AP2595 1349	268.52	DELMARVA POWER 2114 0689 9990
07/01/13	AP2595 1350	211.48	MID-ATLANTIC WASTE SYST. REPLACE LID
07/01/13	AP2595 1351	1,054.50	MANN PROPERTIES, INC. MANAGEMENT FEE 7/13
07/01/13	AP2595 1352	235.60	TOWN OF OCEAN CITY 13827-54958 WATER

3. Business of the Condominium:

a. Request from Owner of Unit 680 – Request Approval. The owner of Unit 680 is requesting approval from the Board for the (1) installation of main entry door (glass will not exceed more than ½ of the upper portion of the door) painted with BEHR Premium Plus Ultra Exterior Semi-Gloss Enamel: Custom Color Match – Base: 3050 Bar Code 250912173024; and, (2) Storm door installation: EMCO “Forever – Traditional Store in Door” in white. *Bob Surrette made a motion to approve the request, seconded by Joe Pasqualine. The motion passed unanimously.*

Casa Del Sol
DRAFT Minutes of the Board of Directors Meeting
July 18, 2013

Casa Del Sol Webpage: <http://www.casadelsol-ocmd.com>

b. Request from Owner of Unit 678 – Request Approval. The owner is requesting approval to install an EMCO Forever Traditional Storm Door, color white, and a railing on her finger pier. *Tom Bell made a motion to accept both proposals, seconded by Joe Pasqualine. The motion passed unanimously.*

4. New Business:

a. Children Playing in the Parking Lots. The owner of unit 638 has expressed concern about children playing in the parking lots of the CDS buildings. *Mike Bufano spoke about children playing in the parking lots and requested that the minutes reflect the statement that parking lots are dangerous places and parents have to be vigilant especially with younger children. He also wants to remind CDS owners and renters/guests that skateboarding, roller blading and ball playing are not permitted in CDS parking lots. Joe Sheare added that there is a very nice park playground, basketball courts and tennis courts a very short distance from CDS.*

b. Delmarva Power and Light (DPL) Work at Eastern End of 700-Building. *Joe Sheare discussed DPW's demolition on July 14 of the cement slabs that the garbage cans sit on at the eastern end of the 700 building. Evidently, DPL struck the water main to the 700 building and the building lost water. DPL called the OC Water Authority, who arrived and fixed the water main damage, however it was subsequently discovered that they had just filled the hole with gravel instead of a concrete finish. In a reply to Igor from Sandy McGee of the Town of OC, DPL should be pouring back the sidewalk next week.*

c. Over-occupancy Violations. *Joe Sheare discussed revisiting the issue of whether the By-Laws should be altered to establish a maximum number of people occupying a single unit, making it a violation if the maximum number is exceeded. Igor Conev pointed out that this is a zoning issue and that OC limits the occupancy of all buildings. Igor will contact the City and find out what number has been established for the CDS units and provide the information to the Board.*

d. Insurance Issue. Recently, the owner of unit 630 had a flood in the unit, and Igor Conev reported that the owner signed a Wet Waiver. *Igor subsequently requested an insurance adjuster to determine damage costs. Igor will keep the Board informed of the progress.*

Casa Del Sol
DRAFT Minutes of the Board of Directors Meeting
July 18, 2013

Casa Del Sol Webpage: <http://www.casadelsol-ocmd.com>

5. Old Business – Capital Reserve Analysis. *Joe Sheare raised the topic of contracting with another firm for a more comprehensive replacement reserve analysis. After a brief discussion, it was decided that all Board members should read the Miller Dodson Capital Reserve Report that was done for Harbour Island II. In addition, it was requested that Joe Sheare's list be resent to the Board members. It is attached to these minutes.*

6. Committee Reports: None.

7. Violations:

- a. Violation Notice on Unit 664: Excessive noise; July 1 from unit 652. *The Board members unanimously voted to fine the owner of unit 664 \$750.*
- b. Violation Notice on Unit 664: Over-occupancy; June 30–July 6 from unit 678. *The Board members unanimously voted to fine the owner of unit 664 \$750.*
- c. Violation Notice on Unit 664: Over-occupancy; July 6 from unit 662. *The Board members unanimously voted to fine the owner of unit 664 \$750.*
- d. Violation Notice on Unit 664: Long-term excessive bad behavior, from unit 666. *The Board members unanimously voted to fine the owner of unit 664 \$750.*

8. Adjournment. Having no further business, the meeting was adjourned at 9:12pm.

9. NEXT CDS BOD MEETING – *Thursday, August 20, 2013, at 8:00pm via conference call.*

Attachment: 5. Old Business: Capital Reserve Analysis

The New Study Needs;

- “Real Life” estimates of costs.
- Projections of costs based on time and on more than one type of product. For example, the common deck replacement projection should be given for two separate products, one made of composite/synthetic materials vs. pressure treated wood.
- The study should have more breakdowns such as:
 1. Bulkhead and differentiated materials.
 2. Common Deck Walkway and differentiated materials.
 3. Finger Peers and differentiated materials with New Posts.
 4. Finger Peers and differentiated materials without New Posts.
 5. Fire Alarm – Whole System
 6. Fire Alarm – Just Box, or just Bells, or just Wiring or combinations.
 7. Replacement of the East & West side fences and differentiated materials.
 8. Creating a Garbage Container solution to minimize truck damage to containers, damage to the fences, and protection from wind and storms.
 9. Rear Decks repaired/replaced with which material – composite or pressure treated?
 10. Sealing all rear common and individual unit decks.
 11. Repair/replace side walkway gates and differentiated materials.
 12. Replacing Heat Tapes?
 13. Replacing Exterior Lighting?
 14. Carport Repainting – How often?
 15. Carport Cubby hardware replacement?
- How do we know when a parking lot needs replacement verses repair?