

# Casa Del Sol

## DRAFT Minutes of the Board of Directors Meeting

### February 19, 2015

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

Joe Sheare called the meeting to order at 8:02 p.m. via conference call.

**Participants:** Joe Sheare, Lou Napoli, Mike Bufano, John Foulkes, Joe Pasqualine, Bob Surette, and Igor Conev (Mann Properties).

**Board Members Absent:** Tom Bell.

**1. READING AND APPROVAL OF THE DRAFT MINUTES OF THE CDS BOARD MEETING OF 1-15-2015.** *A motion to approve the draft minutes of the CDS Board Meeting of 1-15-2015 was made by John Foulkes and seconded by Joe Pasqualine, and passed unanimously.*

**2. FINANCIAL REPORT.** Mike Bufano reviewed the Financial Report, which was current as of February 16, 2015:

a. Checking (1012)	\$ 109,262
b. Money Market Improvement Fund (1060)	\$ 257,283
c. Assessments Receivable	
i. Condo Fees (1310)	\$ 3,950

*There are five (5) unit owners in arrears of the 1-1-2015 condo fee payment, for a total of \$3,950.*

**d. Bills Paid since 1-1-2015:**

01/05/15 AP2926 1453	382.71	DELMARVA POWER 2144 1799 9999
01/05/15 AP2926 1454	1,080.83	MANN PROPERTIES, INC. MANAGEMENT FEE 1/15
01/05/15 AP2926 1455	60.00	TOWN OF OCEAN CITY 478/7838 FIRE ALARM
01/15/15 AP2942 1456	150.00	D & B PLUMBING SERVICES 736 LEAK REPAIR
02/02/15 AP2956 1457	556.36	DELMARVA POWER 5500 8678 124
02/02/15 AP2956 1458	410.00	MILLER DODSON ASSOCIATES RESERVE STUDY
02/02/15 AP2956 1459	1,080.83	MANN PROPERTIES, INC. MANAGEMENT FEE 2/15
02/02/15 AP2956 1460	962.50	WILLIAMS,MOORE,SHOCKLEY&H BY LAW AMENDED
02/16/15 AP2963 1461	30.00	TOWN OF OCEAN CITY 478/7837 FIRE

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**3. BUSINESS OF THE CONDOMINIUM:**

**a. Review and Update of the CDS By-Laws.** The attorney's review of the updated by-laws is being reviewed and commented on by the Board members. Joe Sheare stated that after the review has been completed, he will forward the updated final draft to Mann Properties, most likely by the end of the week of February 23. Mann Properties will then send the updated final draft to all unit owners before the Annual Association meeting. This has to be done at least 30 days prior to the Annual meeting.

**b. Rotting Wood at the 600 Building.** Joe Sheare reported that he spoke to Charles Kinelski concerning efforts to repair the wood. Charles suggested that it might be a bigger job than originally envisioned, since it might require repairing the skirting around the entire building to cover all the gaps and to provide a consistent repair around the building. Joe will contact Charles and Walt Smelter (CW Builders) for bids.

**4. OLD BUSINESS:**

**a. Capital Reserve Study.** On February 7, 2015, the Reserves Committee met with Mr. Greg Gilbert to review the updated Miller-Dodson proposal. Mr. Gilbert agreed with many of the changes, which included re-classifying some of the items into the Repairs and Maintenance category, and some price corrections. Mr. Gilbert responded to these changes on the following weekend.

Some discussion ensued at this Board meeting regarding the window/door exclusions. Mann Properties will check with the association's attorney on these. Chances are, this will necessitate another meeting with Mr. Gilbert and perhaps another revision to the study.

Joe Sheare also recommended that we consider a separate Contingency Reserve for items that are excluded from the reserve study, such as repair and maintenance of the underground waste and water lines, electrical lines, boardwalk and deck cleaning and staining, and carport repair and maintenance so that we do not reduce the yearly reserve contribution.

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**b. Canal-Side Boardwalk, Balcony and Finger Pier Cleaning and Re-Staining.** Joe Sheare reported that Charles Kinelski has completed the power-washing of all decks and boardwalks for all the units in all three buildings. The next step is to await the warmer weather of the spring for the staining to be done.

**c. 94<sup>th</sup> Street Canal Sandbar.** Terry McGean, city engineer for the Town of Ocean City, met with the state environmental agency on January 28, 2015. Our blocked canal issue was on the agenda. It looks like we have a shot at getting this resolved before the boating season arrives. Specifically, the permit agencies agreed to eliminate the time-of-year restriction for dredging for the completely bulk-headed canals if turbidity controls are installed. This will allow him to dredge the other previously approved canals later in the spring which opens up a window in March to try and tackle 94th street. However, he cautions that he still needs to work out funding and a disposal location for the dredged material.

Mann Properties (Igor Conev) stated at the Board meeting that he had not heard from Mr. McGean in the past 2 weeks and will follow up with him next week (week of February 23).

**d. Carport Issue: Unit 634.** Mann Properties (Igor Conev) reported that Walt Smelter (CW Builders) conducted a preliminary assessment of the situation, reporting back on January 27, 2015. According to Walt, it appears that the bulkhead is deteriorated and the ground is washing out slowly causing the parking area under the carport to sink. It appears this is occurring in various areas. Walt added that there are many variables involved until the area is opened up for inspection.

Mann Properties subsequently asked CW Builders for an estimate for an inspection; no word had been heard as of this Board meeting. Igor Conev stated that he will follow up with CW Builders on an estimate.

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5. **NEW BUSINESS:** - None.

6. **VIOLATIONS:** None reported.

7. **ADJOURNMENT.** The Board meeting was adjourned at 8:53pm by Joe Sheare.

8. **NEXT CDS BOD MEETING – *Wednesday, March 18, 2015 at 8pm via teleconference.***