

Casa Del Sol
DRAFT Minutes of the Board of Directors Meeting
August 18, 2020

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

Lou Napoli called the meeting to order at 8:05p.m. via Zoom.

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

Board Members Absent: Tom Owens.

1. READING AND APPROVAL OF DRAFT MINUTES OF CDS BOARD MEETING of 6-16-2020. *A motion to approve the draft minutes of the CDS Board Meeting of 6-16-2020 was made by John Foulkes, seconded by Adele Bradley and passed unanimously.*

2. FINANCIAL REPORT. Mike Bufano reviewed the Financial Report, current as of August 13, 2020:

a. Checking (1012) \$ 151,307

b. Reserves

i. Money Market Improvement Fund (1060)	\$ 71,787
ii. Farmers Bank CD (1090)	\$ 103,145
iii. Farmers Bank CD (1211)	\$ 67,000
iv. Taylor Bank Money Market (1213)	\$ 175,131
iii. Discover Bank (1071)	\$ 80,649
iv. Discover Bank (1072)	\$ 80,564
v. Discover Bank (1073)	\$ 80,669

Reserves Total: \$ 658,945

c. Assessments Receivable

i. Condo Fees (1310) \$ 8,250

As of the August 13, 2020 financial report, there are nine (9) unit owners in arrears of the April 1, 2020 quarterly dues, for a total of \$8,250. One owner is in arrears of the last 2 payments. Notices have been sent to the owners by Mann Properties.

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d. Bills Paid (June 15 – August 13):

06/15/20	AP4097	1833	233.38	BLF ENTERPRISES	646 SIDING REPAIR
06/15/20	AP4097	1834	69.38	DELMARVA POWER	5500 8678 124
06/15/20	AP4097	1835	1,602.00	MCCARTHY ENTERPRISES, LLC	Restoration of 1 woodpile
06/15/20	AP4097	1836	294.00	TOWN OF OCEAN CITY	WATER USAGE
07/01/20	AP4108	1837	167.48	BLF ENTERPRISES	RAIL AND DOCK BOARD
07/01/20	AP4108	1838	145.00	CLAY MIKOLASY	INSURABLE REPORT
07/01/20	AP4108	1839	177.82	DELMARVA POWER	5500 9769 211
07/01/20	AP4108	1840	75.00	FIRE PROTECTIVE SERVICES	EXTINGUISHER SERVICE
07/01/20	AP4108	1841	1,198.20	MID-ATLANTIC WASTE SYST.	300 GALLON
07/01/20	AP4108	1842	1,160.00	MANN PROPERTIES, INC.	MANAGEMENT FEE 7/20
07/13/20	AP4114	1843	198.56	BLF ENTERPRISES	670 BALCONY RAIL
07/13/20	AP4114	1844	600.00	COMPT. OF MARYLAND	52-1223780 2019 TAX EXT
08/03/20	AP4130	1845	85.00	BLF ENTERPRISES	GUTTER REPAIR
08/03/20	AP4130	1846	39.02	DELMARVA POWER	5500 9769 211
08/03/20	AP4130	1847	324.48	EHRlich	TERMITE WARRANTY
08/03/20	AP4130	1848	1,160.00	MANN PROPERTIES, INC.	MANAGEMENT FEE 8/20
08/03/20	AP4130	1849	11,174.00	SELECTIVE INSURANCE-FLOOD	FLD1123479
08/03/20	AP4130	1850	350.00	W. BRUCE WAGNER PROP.	SET ROD/CAP NAILS ONLINE

3. BUSINESS OF THE CONDOMINIUM:

a. Annual Association Meeting. The CDS Annual Association Meeting has been scheduled for Saturday, August 29, 2020 at 1:00pm at the Art League Center on 94th street. Mann Properties sent the meeting notice (with Proxy form), nominations for officers, and the agenda to all unit owners on July 8. Efforts will be made to contact all unit owners by phone call or email about the meeting and to send in proxies in case of absence.

4. OLD BUSINESS:

a. Bulkhead Erosion Concerns between the 700-Building and 686C 94th Street. On June 16, 2020 a motion was approved to accept the from Murtech, Inc. to repair the washout under the deck and bulkhead between the eastern end of the 700-building and the neighboring units at 686 94th Street (not part of the association), contingent on the results of the survey, which was performed on July 16, 2020 by Bruce Wagner Associates.

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As a result of the survey, the pipeline, majority of the ditch and hole in the bulkhead is on their property, and unfortunately it created a problem on our property under our boardwalk. Consequently, Mann Properties sent an email on July 17, 2020 to the Town of Ocean City summarizing these results and requesting that the Town make the neighboring units make the repairs. As of this Board meeting, Igor Conev reported that he has not heard back from the Town; further, he stated that he sent another request a few days ago. Also, Adele Bradley stated that she will call our association's attorney, Chris Woodley, to discuss next steps to include sending a letter to each of the owners on the neighboring property.

b. Repaving the Asphalt Driveways. Adele Bradley reported that we currently have 3 quotes for repaving of the parking lots: Peninsula Paving, Terra Firma, and S&M Paving. At this Board meeting, Adele discussed the S&M proposal and indicated she would send it to Bob Surette for his review. Lou Napoli stated that it is his intention to call for a vote at the next Board meeting (immediately following the Annual Association meeting).

5. NEW BUSINESS:

a. Request from Owner of Unit 620: Install Boat Lift. In an email dated August 10, the owner of Unit 620 asked that the Board consider making a change to the Bylaws to allow owners to install boat lifts at their sole expense. During the discussions at this Board meeting, the following points were made:

- The Board does not have the authority to change the bylaws; any change would require the unit owner to get a petition to put the subject in front of the owners for a special owners meeting.
- The boat slips are part of the general common element and common elements cannot be assigned to a unit owner for exclusive use unless 100% of all owners and mortgage companies approve of such assignment.
- The physical requirements for a boat lift would most likely necessitate widening the existing slip(s).
- There is an option where some type of licensing can be done but this would require an attorney. Similar situations in the past indicate that this sort of licensing is very difficult to obtain.

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After some additional discussion, *Lou Napoli made a motion to deny the request to change the bylaws to accommodate a boat slip; such a change would not change ownership of the common areas. The motion was seconded by Mike Bufano and passed unanimously.*

b. Request From Unit 708: Deck Maintenance and Repair. In an email to Mann Properties and forwarded to the Board on July 7, 2020, the owner of unit 708 asked if the Board plans to include the cost of power washing and staining all the wood decks (not just second level) in next year's operating budget, and does the Board plan to replace the first level wood deck with a composite deck in the next 3-5 years?

Estimates are currently being obtained for power washing and staining the decks and balconies (see subparagraph c.). In addition, the Board will develop a plan (agenda item to be included in a future Board meeting) on how to proceed in the next 3 – 5 years regarding deck replacement.

c. Pressure Washing and Staining Quote from Beach Brothers. The Board received a quote from Beach Brothers on June 30, 2020 for pressure washing and staining the decks and balconies (not including the boardwalk or finger piers). Mike Bufano made a motion to accept the Beach Brothers proposal, seconded by Bob Surrette. Additional discussion ensued, with several Board members stating that we should get at least 3 estimates. The voting on the motion resulted in 3 "for" (John Foulkes, Mike Bufano and Bob Surrette) and "3" against (Lou Napoli, Adele Bradley, and Joe Pasqualine), so the motion failed. Igor Conev (Mann Properties) stated he could get some additional quotes, perhaps one from BLF Enterprises. A plan would be to make a decision by the October 2020 Board meeting (or perhaps at the Board meeting which follows the Annual Meeting on August 29 if the estimates are received by then).

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d. Miscellaneous

i. Repairs caused by Tropical Storm Isaias. In an email dated August 4, 2020, the owner of Unit 640 asked Mann Properties to fix a piece of loose aluminum fascia covering above the units 636/638. Igor Conev reported that repairs were made this week.

ii. Request from Owner of Unit 614: Shrubbery. In an email dated July 6, 2020, the owner of unit 640 (an end unit of the 600-building) requested to plant a bush in the bed that already exists there but has been just a dirt pile, and wanted to know what they needed to do to make that happen. After a brief discussion, the Board stated that the owner should wait until the paving of the parking lot is completed.

iii. Second Floor Balcony Railing Issue: Unit 670. In an email from Adele Bradley on June 29, 2020, she reported there was second floor railing collapse at Unit 670. A repair request was forwarded by Mann Properties to BLF Enterprises on the same day. It was also recommended that we have all the second floor balcony railings inspected. *In a series of emails from the Board members on July 13, 2020, President Napoli made a motion to hire GMB to perform an evaluation of all the second floor balcony railings. The motion was passed.* It was reported at this meeting that the evaluation has been completed and that we should have the report by the end of this week.

iv. Dock Board Repair. In an email dated June 27, 2020, a unit owner in the 600-building reported to Mann Properties of needed repairs to the dock boards at the 676 and the hand railing on the finger pier. Mann Properties forwarded the repair request to BLF Enterprises, who performed the repairs. (See Paragraph 2d, Bills Paid, item 1837).

v. Canal Side Boardwalk/Finger Pier Replacement. Discussion ensued regarding the boardwalk and finger pier decking, noting that the wood is warped and dried and basically in a significant state of disrepair. Quoting the Capital Reserve Study, Bob Surette stated that the 600-building boardwalk should have been done 2 years ago (just the boardwalk; the finger pier decking remaining life was estimated at 6 years at the time of the study, so replacement is also just about due.)

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Several Board members mentioned a product called "Deck and Dock" from Sherwin Williams which could be applied and provide a few more years of useful life. However some stated that we would be wasting the money if the decking is already bad.

Mike Bufano reported that he has received one estimate from Accent Specialists and Marine Construction for a wood replacement of the boardwalk decking (which also includes the side walkways and finger pier decking). Some Board members were interested in what the estimate would be if a composite material is used instead of wood. Bob Surrette agreed to call Accent Specialists.

It was stated that we should get some additional estimates, perhaps one from MurTech. Igor Conev (Mann Properties) stated that he knows several marine construction firms and will try and get some estimates.

It was agreed to place this item on the agenda for the next Board meeting.

6. VIOLATIONS: None reported.

7. ADJOURNMENT: The meeting adjourned at 9:30pm.

8. NEXT CDS BOD MEETING – *The next BOD meeting is scheduled immediately after the Annual Association meeting of August 29, 2020.*