

**Casa Del Sol**  
**DRAFT Minutes of the Board of Directors Meeting**  
**July 18, 2019**

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

**Lou Napoli called the meeting to order at 8:04p.m. via conference call.**

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

**Board Members Absent:** Mike Bufano.

**1. READING AND APPROVAL OF THE DRAFT MINUTES OF THE CDS BOARD MEETING OF 3-21-2019.** *A motion to approve the draft minutes of the CDS Board Meeting of 3-21-2019 was made by Joe Pasqualine and seconded by Adele Bradley and passed unanimously.*

**2. FINANCIAL REPORT.** Igor Conev (Mann Properties) reviewed the Financial Report, current as of July 16, 2019.

<b>a. Checking (1012)</b>	<b>\$ 167,514</b>
<b>b. Reserves</b>	
i. Money Market Improvement Fund (1060)	\$ 245,143
ii. Farmers Bank CD (1090)	\$ 101,968
iii. Discover Bank (1071)	\$ 78,460
iv. Discover Bank (1072)	\$ 77,959
v. Discover Bank (1073)	\$ 78,186
<b>Reserves Total:</b>	<b>\$ 581,716</b>

Discussion ensued regarding whether the Board should open up another CD at Farmers Bank. Although a large insurance bill (approximately \$65,000) is due next month, we might still have enough left in the operating account (1012) for another CD. After some further discussion, noting that we might have a significant bill coming due regarding the repair of the foundation, it was decided to hold off on opening another CD.

<b>c. Assessments Receivable</b>	
i. Condo Fees (1310)	<b>\$ 9,900</b>

# Casa Del Sol

## DRAFT Minutes of the Board of Directors Meeting

### July 18, 2019

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

As of the July 16, 2019 Assessment Receivables report, ten (10) unit owners are in arrears of the July 1, 2019 condominium dues payment. In addition, one unit owner is in arrears for the April 1 and July 1 payments. (Mann Properties will send a reminder letter to the owner of this unit within the next week). Total amount in arrears: \$9,900.

#### d. Bills Paid (since March 15, 2019):

03/26/19	AP3843	1746	346.00	COMPTRROLLER OF MD	52-1223780 TAX DUE 2018
03/26/19	AP3843	1747	795.00	FirePro	ALARM TEST/FILING FEE
04/01/19	AP3848	1748	1,324.91	BEACH BROTHERS, INC.	DECK SUPPORT
04/01/19	AP3848	1749	354.86	DELMARVA POWER	5500 9769 211
04/01/19	AP3848	1750	1,134.92	MANN PROPERTIES, INC.	MANAGEMENT FEE 4/19
04/17/19	AP3854	1751	206.00	FirePro	CHECK SYSTEM
04/17/19	AP3854	1752	1,387.12	GEORGE, MILES, BUHR, LLC	2/28/19-3/27/19
05/01/19	AP3858	1753	307.33	DELMARVA POWER	5500 8678 124
05/01/19	AP3858	1754	1,657.08	MANN PROPERTIES, INC.	MGMT FEE AND REIMB
<b>PARKING PERMITS</b>					
05/15/19	AP3866	1755	3,650.00	PIGG, KRAHL, STERN & CO.,	TAX RETURN
05/15/19	AP3866	1756	90.00	TOWN OF OCEAN CITY	TOW SIGNS
06/03/19	AP3873	1757	286.56	DELMARVA POWER	5500 9769 211
06/03/19	AP3873	1758	1,134.92	MANN PROPERTIES, INC.	MANAGEMENT FEE 6/19
06/03/19	AP3873	1759	15.00	TOWN OF OCEAN CITY	TOW SIGN
06/11/19	AP3877	1760	133.70	MANN PROPERTIES, INC.	GIFTS AMEX CARD
06/11/19	AP3877	1761	152.00	TOWN OF OCEAN CITY	13823-54954
07/01/19	AP3886	1762	108.60	FirePro	PANEL TROUBLE
07/01/19	AP3886	1763	1,134.92	MANN PROPERTIES, INC.	MANAGEMENT FEE 7/19
07/01/19	AP3886	1764	1,897.50	WILLIAMS,MOORE,SHOCKLEY&H	DOCUMENT REVIEW
07/15/19	AP3895	1765	170.28	BLF ENTERPRISES	PICKET
07/15/19	AP3895	1766	261.13	C/W BUILDING SERVICES	REPAIR ROOF BOOT
07/15/19	AP3895	1767	292.24	DELMARVA POWER	55009769211
07/15/19	AP3895	1768	694.00	FirePro	REPAIR WIRING
07/15/19	AP3895	1769	218.00	FIRE PROTECTIVE SERVICES	EXTINGUISHER

### 3. BUSINESS OF THE CONDOMINIUM:

**a. Casa Del Sol Web Site.** In communication with Robin Sheare, President Napoli asked if she wanted to continue managing the Casa Del Sol web site. Robin responded in the affirmative, stating that maintaining the site is basically tracking upcoming events in OC, posting minutes and new things about changes to documents, etc. She is requesting \$15 a month. If there is some major item that occurs, she would bill separately for that, but she believes that would be rare.

# Casa Del Sol

## DRAFT Minutes of the Board of Directors Meeting

### July 18, 2019

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

After some further discussion, *Adele Bradley made a motion to continue having Robin manage the website at \$15/month. The motion was seconded by Joe Pasqualine and passed unanimously.*

**b. The 2020 Annual Association Meeting:** The 2020 annual association meeting has been scheduled for Saturday, April 25, 2020 at 9:00 am at the Art League, 94th Street, Ocean City, MD.

#### 4. OLD BUSINESS:

**a. Capital Reserve Study.** At the Annual Association Meeting on May 4, 2019 regarding the sinking and erosion of the asphalt at some of the units, President Napoli summarized the recent findings and repair estimates from the engineering firms hired by the association, to include an additional finding done just 2 months ago. The conclusion reached was that there is indeed some dipping of the asphalt as it joins the foundation in the front of some of the units, but it is not caused by sand erosion. Further, the Board agreed that a repair of all units would not be feasible or necessary, and that we should focus on repairing the 15 units most need of repair. Plans should still proceed, however, on completely repaving all three parking lot surfaces.

The association will repair the units affected. Bob Surette agreed to call Ben Mason (BLF Enterprises) to get an estimate on the repair.

#### 5. NEW BUSINESS:

**a. Unit 770D Canal-side Decks and Stairs.** Per a series of emails exchanged during the last 2 weeks of June through July 2, an assessment was made as to the extent of damage and responsibility of repair. Per BLF Enterprises in an email to Mann Properties on July 2, the damaged area is from top deck down; it is unsafe and needs to be addressed. Further, the lower deck has sagged allowing the top deck to sag with it. The stairs have 2 cracked stringers, and a third would have to be added to meet code. The rail fasteners are failing need to be addressed. Finally, the sagging in the top deck center portion between the posts is due to age. A new joist can be installed, and double hangers added.

**Casa Del Sol**  
**DRAFT Minutes of the Board of Directors Meeting**  
**July 18, 2019**

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

Repairs from the 1<sup>st</sup> deck down should be the responsibility of the association; from the 2<sup>nd</sup> deck down the repair is the responsibility of the owner. BLF Enterprises provided an estimate for each of these. No estimate was received from C.W. Builders.

After some further discussion, *Lou Napoli made a motion to contact the owner and provide the owner's share of the estimate as indicated by BLF Enterprises. The motion was seconded by Joe Pasqualine and passed unanimously. Igor Conev (Mann Properties) will contact the unit owner.*

**b. Replacing Roof Boots.** Estimates have been received from C.W. Builders and from BLF Enterprises for replacing the 56 3" roof boots (one boot had been recently replaced). After some discussion, *Joe Pasqualine made a motion to accept the bid from BLF Enterprises (\$2,515) and proceed with the repairs. The motion was seconded by Bob Surrette and passed with one opposed.*

**c. Miscellaneous.**

**(i)** Lou Napoli mentioned that repairs have been completed on the deck balusters at unit 700. (Refer to bill 1765 in section 2d. above).

**(ii)** It was noted that an old propane gas grill was left at the west end of the 700-building by the trash can and has been there for over a week. The Board is reminding all owners to use the bulk pickup phone number posted at the end of each building's parking lot and that bulk pickup should be notified for removal of items such as discarded gas grills.

**(iii)** Since the summer months are currently in full swing, the Board wants to remind all unit owners of two of the Association's Rules and Regulations that are most appropriate during this time of season:

**Casa Del Sol**  
**DRAFT Minutes of the Board of Directors Meeting**  
**July 18, 2019**

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

*Rule 2: Carports, balconies and decks are to be kept neat and clean and not to be used for hanging clothing or towels over the railings or for storage purposes, including the storing of beer kegs, trash cans, etc.*

*Rule 6: The use of charcoal burning grills is prohibited on Casa Del Sol property. In addition, other fuel burning or electrical cooking equipment outside of any multifamily dwelling shall be prohibited unless such cooking equipment is a least 20 feet from every part of the building, as per the Ocean City Fire Code.*

6. **VIOLATIONS:** None reported.

7. **ADJOURNMENT:** The meeting adjourned at 8:44pm.

8. **NEXT CDS BOD MEETING – *The next Board meeting is Thursday, September 19, 2019 at 8:00pm via conference call.***