

**Casa Del Sol**  
**DRAFT Minutes of the Board of Directors Meeting**  
**March 24, 2021**

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

**Mike Bufano called the meeting to order at 8:01p.m. via Zoom.**

**Participants:** Mike Bufano, John Foulkes, Adele Bradley, Bob Surrette, Shaheen Mojibian, and Igor Conev (Mann Properties).

**Board Members Absent:** Lou Napoli.

*On February 17, 2021, Joe Pasqualine announced his resignation from the Board of Directors. The Board would like to thank Joe for all of his hard work and dedication in support of the association. He made tremendous contributions to the discussions on and off the Board and his expertise and friendliness will be missed. The association benefitted greatly from having his "eyes and ears on the property" all these years.*

**ATTENTION UNIT OWNERS**

**2021 Annual Association Meeting**

*The 2021 Casa Del Sol Condominium Annual Association Meeting is scheduled for April 24, 2021, 9:00 a.m. at the Art League on 94th Street. The large 1st floor classroom has been reserved for our use.*

**1. READING AND APPROVAL OF DRAFT MINUTES OF CDS BOARD MEETING of 1-19-2021.** *A motion to approve the draft minutes of the CDS Board Meeting of 1-19-2021 was made by Adele Bradley, seconded by Shaheen Mojibian and passed unanimously.*

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**2. FINANCIAL REPORT.** Shaheen Mojibian reviewed the account balances from the Financial Report effective as of March 15, 2021:

<b>a. Checking (1012)</b>	<b>\$ 63,382</b>
<b>b. Reserves</b>	
i. Money Market Improvement Fund (1060)	\$ 64,029
ii. Farmers Bank CD (1090)	\$ 104,183
iii. Farmers Bank CD (1211)	\$ 68,183
iv. Taylor Bank Money Market (1213)	\$ 175,484
iii. Discover Bank (1071)	\$ 81,613
iv. Discover Bank (1072)	\$ 81,240
v. Discover Bank (1073)	\$ 81,473
<b>Reserves Total:</b>	<b>\$ 656,205</b>

Shaheen reported that he is currently reviewing each of the reserve accounts regarding interest rates and maturities to ensure optimality.

<b>c. Assessments Receivable</b>	
<b>i. Condo Fees (1310)</b>	<b>\$ 3,300</b>

*As of the March 15, 2021 financial report, there are four (4) unit owners in arrears of the January 1, 2021 quarterly dues, for a total of \$3,300.*

**d. Change of Signor.** Due Joe Pasqualine's resignation from the Board, Joe would need to be removed as signor on all the accounts, including the CDs, and replaced by Shaheen Mojibian. ***A motion was made by Mike Bufano that Joe Pasqualine be removed as signor, that Mike Bufano remain as signor, and Shaheen Mojibian replace Joe Pasqualine as signor on all accounts. The motion was seconded by Adele Bradley and passed unanimously.***

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#### e. Bills Paid (*January 5, 2021 - March 15, 2021*):

01/05/21 AP4256 1885	11,146.29	BLF ENTERPRISES
01/05/21 AP4256 1886	322.49	DELMARVA POWER 5500 8678 124
01/05/21 AP4256 1887	1,160.00	MANN PROPERTIES, INC. MANAGEMENT FEE 1/21
01/15/21 AP4260 1889	120.00	D & B SERVICES LEAK UNIT 732
01/15/21 AP4260 1890	450.00	RUPPERT FENCE & DECK REPLACE FENCE /SIGN
02/02/21 AP4285 1891	930.00	BEACH BROTHERS, INC. CUT SHRUBS/MISC REPAIRS
02/02/21 AP4285 1892	559.91	BLF ENTERPRISES SHINGLE REPAIR
02/02/21 AP4285 1893	2,639.10	EHRlich 18479667
02/02/21 AP4285 1894	83.14	FirePro SEMI ANNUAL INSPECTION
02/02/21 AP4285 1895	1,160.00	MANN PROPERTIES, INC. MANAGEMENT
02/04/21 AP4288 1896	382.42	DELMARVA POWER 5500 9769 211
02/17/21 AP4302 1897	763.22	GEORGE, MILES, BUHR, LLC 12/31/20 - 1/27/21
02/17/21 AP4302 1898	90.00	TOWN OF OCEAN CITY 478-7823
03/01/21 AP4307 1899	395.40	DELMARVA POWER 5500 8705 018
03/01/21 AP4307 1900	1,160.00	MANN PROPERTIES, INC. MANAGEMENT FEE 3/21
03/01/21 AP4307 1901	150.00	PIGG, KRAHL, STERN & CO., 11895
03/15/21 AP4316 1902	4,531.62	BEACH BROTHERS, INC. BOARDWALK/FINGER PIER
03/15/21 AP4316 1904	776.77	TOWN OF OCEAN CITY 7291-53582

### 3. BUSINESS OF THE CONDOMINIUM:

a. **Annual Association Meeting.** The 2021 Casa Del Sol Condominium Annual Association Meeting is scheduled for April 24, 2021, 9:00 a.m. at the Art League on 94th Street. The large 1st floor classroom has been reserved for our use. *A draft agenda for the Annual Meeting was reviewed and will be forwarded separately to Mann Properties.*

### 4. OLD BUSINESS:

a. **Rear 2<sup>nd</sup> Floor Balcony Railings.** Work on the repairs to the 2<sup>nd</sup> floor railings began in the second week of December, 2020 and were completed by the first week of March. Follow-up and rework as indicated by the engineer's inspection were completed and re-inspected by March 17. *A motion was made by Bob Surette to remit to BLF Enterprises the 3<sup>rd</sup> (final) installment for the 2<sup>nd</sup> floor railings: \$11,120. The motion was seconded by Adele Bradley and passed unanimously.*

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**b. Rear 3<sup>rd</sup> Floor Balcony Railings.** A motion was passed at the January, 19, 2021 CDS Board Meeting to obtain estimates on the cost of the repairs per Roland Holland's design, making sure that he clarified what we could use for the privacy part of the wall. Bob Surette emailed Roland Holland on March 8 to request Roland send us the 3<sup>rd</sup> floor detail so we can get a quote from BLF Enterprises, and Roland responded on March 22 with his design. *A motion was made by Bob Surette to release the design details for repairs to the 3<sup>rd</sup> floor balcony railings for bids. The motion was seconded by John Foulkes and passed unanimously.*

***Owners:*** Please note that the 3<sup>rd</sup> floor balcony railings are the responsibility of the owners; any homeowner who desires repair of its 3<sup>rd</sup> floor railings can contact the association to affect repairs, billed back to the homeowner.

**c. Bulkhead Erosion between the 700-Building and 686C 94th Street.** On January 20, 2021, Igor Conev emailed the Town of Ocean City stating that the repairs have not been completed and it's continuing to wash out our property. Per the same-day response from Jake Doub (Chief Building Official), he stated he has emailed the owner for an update and will let us know what the owner says, and we can proceed from there. Since nothing had been heard, Igor again contacted Jacob Doub by email on February 25.

In reply to Igor's inquiry on status, Jacob Doub replied on March 18 that he would follow up that day. Christine Ferber (Ocean City Administrative Coordinator) responded that she reached out to their HOA; they are well aware and are compliant. They hope to have an answer by the end of March.

Discussion ensued as to the options the CDS Board might need to take if there is no response, to include requesting the association's attorney to get injunctive relief. In the meantime, it was agreed that the previous repair estimate is a year old and should be updated. Igor Conev replied that he will ask for another quote.

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**d. Fence Damage.** A claim was submitted by the owner of the car on January 12, 2021. Igor Conev sent the claims adjuster all of the emails. Igor Conev reported that he has yet to hear from the insurance company and noted that the owner has up to 3 years to file a lawsuit.

#### 5. NEW BUSINESS:

**a. Canal Side Boardwalk/Finger Pier Maintenance.** At the January 19, 2021 CDS Board Meeting, a motion was passed to accept the Beach Brothers proposal pending the additional cost for the galvanized screws of the finger piers. In an email dated January 21, 2021. Charles revised his contract to reflect the cost of using 4 galvanized screws, two on each side, for finger pier boards. The revised contract was passed to the Board members by Adele Bradley on February 7.

A walkthrough was conducted with Joe Pasqualine and Charles Kinelski on February 12. There are approximately 25 boards that need replacing in the 600 building, 7 in the 700 building and 2 in the 770 building. In addition, Charles has agreed to add the following to the contract.: *"It is anticipated that all prep work, board replacing in the boardwalk and finger piers, will be performed in February and March with the application of Deck and Dock Coating starting the first week in April and completion prior to April 24, 2021."* Also on February 12, Adele reported that she has spoken to Sherwin Williams Manager Chris in Fenwick Island who has agreed to give us the price of \$36. a gallon which was previously quoted even though the price has increased. Charles will coordinate with Sherwin Williams the ordering of the Deck and Dock Coating as needed.

Per Adele's email of February 26, a signed copy of the contract from Beach Brothers regarding board replacement in the boardwalk and finger piers, 4 stainless steel screws in each board, and application of Deck and Dock Coating was delivered to Igor Conev, and Charles began replacing the boardwalk boards. On March 10, Adele reported that she and Charles surveyed the work, and all seems to be in line with his contract, identifying 10 to 12 more boardwalk boards that need replacing due to splintering.

Adele reported that Charles will be power washing next week and start staining immediately thereafter, with the intent to be completed by the Annual Association Meeting (April 24).

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**b. Unit 736.**

**i. Finger Pier Issue.** In an email from Adele Bradley to Igor Conev on March 11, 2021, when she and Charles did the walkthrough of the boardwalk and finger piers, Charles pointed out that the steps and part of the finger pier of 736 was completely separated from the supports. Igor has contacted Blue Fin and they will be coming out to survey the pier.

**ii. Second Floor Balcony Divider.** In an email from the owner on February 20, 2021, she reported that the second floor balcony divider was no longer secured and is moving with the wind. Repair was made by BLF Enterprises.

**c. Unit 662: Request for Outlet.** In an email to Mann Properties on March 18, the owner asked about having an outside outlet put on their 1st floor deck by an electrician. It would be to the side of the sliding door. There is an outlet on the inside wall already. It would be a weather-proof type modeled after another one they saw on a neighboring deck. *Bob Surette made a motion to approve the owner's request to install a weather-proof outlet subject to a licensed electrician performing the work. The motion was seconded by John Foulkes and passed unanimously.*

**6. VIOLATIONS:** None reported.

**7. ADJOURNMENT:** The meeting adjourned at 8:49pm.

**8. THE NEXT CDS BOD MEETING – *The next BOD meeting is scheduled for immediately following the April 24, 2021 Annual Association meeting.***