

# **Club Ocean Villas**

## **General Meeting Minutes**

**Saturday October 23, 2021 10 am – Carousel Hotel Ocean City**

Meeting Called to order @ 10am by President Mike Graves

No new owners to recognize at this time

Roll Call taken – and a quorum was met. A motion was made and was approved for the minutes from the April 24, 2021 general meeting.

### **Connor Braniff - Management Report**

Connor reported that it was a relatively smooth and quiet summer season. Friendly Reminders:

- Water heaters should be changed out after 10 years
- For any HVAC repairs or replacements – please use licensed and insured contractors – there is a list of recommended contractors on our website: [cluboceanvillas1.org](http://cluboceanvillas1.org)
- Condo Law update: Unit owners must have insurance – deductible for insurance has been increased up to \$10,000.
- Unit owners reported problems with mice and other rodents – it was noted that a new pest control policy was secured with Global Pest Control on 10/26/21.

### **President's Report - Mike Graves**

The next major project on the horizon is new siding for all buildings. A preliminary estimated total cost of this project (provided by Criterion Harbor Engineers) was between \$400,000 & \$500,000. It was noted that total repairs to the current siding during the last 3-4 years has been approximately \$86,000. Mike Graves reminded everyone that our buildings are now 40 years old. Before beginning a project of this scope, it was determined that we should choose one building as a test to try and confirm the structural integrity of the building. In the event that structural damage is found, we may need to increase the estimate of the cost of the siding replacement.

**Treasurers Financial Report – Jim Russell** reviewed funding options for the siding replacement project and communicated to all owners that this project will happen in the next 3-4 years. Costs will run between \$5,000 to \$6,250 per unit owner.

## **Funding Options:**

- Bank Loan
- Special Assessment
- Combination of a bank loan & an increase of the dues for the Reserve Fund account

## **Crawl Space Project – reported by Connor Braniff and Paul Richter**

An Engineers report was completed by Madd Engineering and every building has been inspected. This is the brief scope of work to be completed:

- The helical piers will be cleaned and painted
- Insulation will be replaced if currently missing or damaged
- All trash will be removed from underneath the buildings
- New dryer vents will be installed
- All electrical cables will be properly secured
- New LED lights will be installed
- We have estimated that 9 trusses will need to be replaced

The Board has approved a contractor that was recommended by Braniff Management. The estimated cost for this project is between \$11,000 & \$12,000 per building. **Building #4** has been selected to be the first to receive the crawl space upgrades due to the current poor condition of its crawl space. The selected contractor will provide a firm fixed proposal for all buildings after the completion of upgrades to Building #4. Note: the proposal did NOT include the replacement of the trusses which will be addressed after reviewing the Engineers report. Paul Richter and John Bobel worked with 4 different contractors and the entire crawl space project for all buildings will be spread out over a 2-3 year period subject to funding.

## **Winterization Tips for your Condo:**

- Turn water off at each unit's main shut off when not in use
- Turn thermostat to 55 degrees when not in use
- Turn water heater off when not in use.
- Leave Cabinetry open when not in use for moisture control
- Periodically check toilets for looseness to prevent leakage and water damage.
- Disconnect outside hoses at each hose bib

**General Housekeeping** – Need to cut grass short for winter to help prevent problems with snakes, mice and rats. It was noted that new pest control company hired is Global Pest Control.

**Miscellaneous Owner Discussion of Concerns:**

- Units 65 and 66 wanted to know if their work was completed – Connor Braniff stated that the work was completed
- Unit 30 has a concern potentially with a helical pier under their building

Mike Graves thanked everyone for coming and the meeting was adjourned

**Next General Meeting – Saturday April 23, 2022 & Saturday October 22, 2022**

**COV Website:** [www.cluboceanvillas1.org](http://www.cluboceanvillas1.org)

Respectfully Submitted,

James Russell

Secretary/ Treasurer