

DREAMS LANDING CONDOMINIUM
MEETING OF THE BOARD OF DIRECTORS
Thursday, August 30, 2018

BOARD MEMBERS PRESENT:

Rusty Bergen, President
Ron Seligmann, Vice President
Scott Ashley, Treasurer
Meghan Bourne, At-Large
Nan Harrison, Secretary

OWNERS PRESENT: Christine Alvey, Emily Hart, Mike Sopchick, Jennifer Williams.

MANAGEMENT COMPANY REPRESENTATIVE: Ashley Burlock

Rusty called the meeting to order at 6:30 p.m. The minutes of the June 28 meeting were approved as written.

OWNERS' ISSUES

Christine asked that residents be reminded to bag their trash before putting it into the dumpsters. She has found unbagged garbage and it smells bad. Ashley will check with the vendor to see if they can do a deodorizing wash.

Jennifer asked about the camelback crickets she finds in her house. It was suggested that she only do a one-time treatment since they are seasonal. She also asked if we have ever done a community-wide mosquito spraying. We have not.

MANAGEMENT COMPANY REPORT

BELOW ARE THE ITEMS CURRENTLY IN PROGRESS FOR THE DREAMS LANDING COMMUNITY.

- 203 Foundation: ****BOARD ACTION**** During the past heavy rains this unit experienced water intrusion once again. J. Rivers came out and investigated area and confirmed the water is not coming through the foundation but where the concrete floor and foundation meet. Scope- Jackhammer concrete floor, drill weep holes in block and one in mortar joint, install wall liner on basement wall, install gravel in the bottom of trench, install drain sloped towards sump pump, backfill with trench gravel, pour new concrete for floor and plumb sump pump to exterior for drainage that will flow into existing landscape box. Detailed Photos attached:
- Aggressive- \$2,400 (\$6,960 original proposal)- Proposal/scope attached. Without Engineer's scope, no warranty offered.
- Maryland Mold and Waterproofing- \$5,975. Warrants lifetime on the area they waterproof. Proposal attached. Extra- \$1,100 to help homeowners move desks, items out of closet, cabinets etc.
- Mid-Atlantic Waterproofing- \$7,144. Warranted for 5 years covering the walls and three feet of the floor within the service walls. Proposal/scope attached.

THE BOARD VOTED TO ACCEPT THE AGGRESSIVE PROPOSAL AND ASK JMJ TO ASSIST WITH MOVING HEAVY FURNITURE/ITEMS.

- 501 Walkway: ****BOARD DISCUSSION**** Homeowner asked that the walkway and steps be replaced due to the hazard it has created and mentioned the stairs are deteriorating. President inspected area. JMJ proposes to do the following: Photo attached.
- Remove and reinstall entire sidewalk area and steps- \$2,200
- Remove and reinstall only sidewalk area - \$1,400

THE BOARD DECIDED TO WAIT UNTIL WE HAVE MORE CONCRETE WORK TO DO, AND MORE MONEY IN THE BANK.

- 202/203 Sewer Lines: ****BOARD ACTION**** Management reached out to several companies, but none of which provides these services. A+ Environmental was onsite on 6/27 and televised (camera) inside the sewer lines at the 200 building. He found a few root intrusions throughout but noticed one major intrusion that was causing the most recent backups. This is located where the lateral caring all 4 units ties into the main line. 7-8 areas total

that need patching/seal and he will use 4-foot patches. Turnaround for project is 2-3 days and will require no digging, and all work will be conducted from the clean-out behind Unit #202. Areas that are patch lined will carry a 20-year warranty. *A+ explains that the warranty does not cover new root intrusions so to make the board feel more comfortable, he is willing to perform video inspection of these lines yearly for a total of 5 years. Anything found in the pipe will be cleaned during the 5-year timeframe at no additional charge.* Total \$10,000. Proposal attached for review.

UPON MOTION THE BOARD VOTED TO ACCEPT THE A+ PROPOSAL.

- Lateral and Main Inspections: ****BOARD ACTION**** Robert Fulton proposes to inspect and clean all mains and laterals throughout Dreams Landing. Pricing below:
 - Mains- Camera and Jetting- \$10,560. Only Jetting \$3,200
 - Laterals- Camera and Jetting- \$5,720. Only Jetting \$3,200

THE BOARD VOTED TO DO CAMERA AND JETTING ON BOTH THE MAINS AND LATERALS SINCE THIS HASN'T BEEN DONE FOR SEVERAL YEARS. GOING FORWARD THE PLAN IS TO ALTERNATE – MAINS ONE YEAR AND LATERALS THE NEXT.

- Landscape Drains: ****BOARD ACTION**** Reports generated from the 900 building unit owners about flooding patios. One homeowner said the water is coming from the landscape because the drains are not working properly. Robert Fulton inspected and televised the pipes and confirmed they are crushed and not working. Adam with Brightview provided a scope to reinstall the pipes with appropriate grade for a total of \$2,899. This work comes with a 90-day warranty. *Proposal attached for review.*

ASHLEY WILL GET TWO MORE PROPOSALS AND WE WILL VOTE VIA EMAIL.

- Crawl Space Inspections: ****BOARD ACTION**** Building Envelop Consultants provided an estimate to inspect all crawlspaces in the community and provide a detailed report on their findings for \$3,200. Management recommends starting this project in the fall. *Proposal attached for review.*

TABLED UNTIL THE OCTOBER MEETING

- 2018 Audit: ****BOARD ACTION**** Management has obtained proposals for 2018 audit. Companies listed below:
 - Hiltner: \$1,900
 - Strauss: \$2,500
 - Malvin: (2017) \$3,000

WE WILL INVESTIGATE CHANGING TO A BI-ANNUAL AUDIT AND REVISIT THIS AT THE SEPTEMBER 27th MEETING.

- Grounds Contracts: ****BOARD ACTION**** Brightview contract will expire at the end of 2018. Management obtained 2 proposals for grounds contracts below:
 - Brightview- 4-year contract with 2% increase each year. 2019- \$34,962
 - Jams- 1-year contract \$30,156

TABLED.

- Pool Phone: ****BOARD ACTION**** Management spoke with Verizon on ways to lower the bill. Verizon said to sign for 2 years and the monthly rate will be \$18.34. A savings of \$336.84 per year.

CHANGE APPROVED.

- 2019 Budget: ****INFORMATIONAL PURPOSES ONLY**** Management is currently developing our 2019 budget for board review. Management would like to meet with committees to confirm budget anticipation before sending to the board.
- Fire Extinguishers: ****INFORMATIONAL PURPOSES ONLY**** Fire Extinguishers throughout the community were inspected today. No issues noted.
- 1204- Interior Repairs: ****INFORMATIONAL PURPOSES ONLY**** Repairs completed. During repairs JMJ damaged the bathroom vanity that they are replacing for free.
- 2017 Draft Audit: ****MINUTES** Audit completed. Copies have been provided to Board.
- Eastern savings MM Account: ****MINUTES**** Closed Eastern Saving MM (.10%) account and open MM account at Revere bank – 1.55%
- First Citizens: ****MINUTES**** Account closed (.5%), and monies moved into Sandy Spring account (.80%)

- Call Log Attached: ****INFORMATIONAL PURPOSES ONLY**** (Attached)

Delinquency: ****INFORMATIONAL PURPOSES ONLY**** No delinquencies noted

COMMITTEE REPORTS

MARINA: Ron reported that the old wooden marina ladders are being replaced with 8 new aluminum ones. The woodshop committee will install them. We will be having extensive repairs to the wave screen and the contractor says we are next on their schedule.

TREASURER'S REPORT

8/30/18

Condo's Operating Fund Statement Analysis

Of the total (3K) deficit in July, (2K) was Timing related, meaning it will (or already has) been expensed and the amount will materially agree to what was originally budgeted. (2K) was Potentially Permanent, meaning we could have this unfavorable variance hold true for the year. These were offset by 1K of other favorable variances.

Of the total 14K surplus for July YTD, 11K was Timing related, 2K was Potentially Permanent, and 1K attributed to other favorable variances. Of the Potentially Permanent variances, unfavorable costs of (6K) snow removal and (5K) general maintenance were offset by favorable savings of 4K sewer and 5K water.

The replacement fund has 42K more cash than last year end, and is only (3K) less than our budgeted plan for the first 7 months of the year.

	Favorable / (Unfavorable)
July 2018	
<u>Timing</u>	
Supplies - Pool	(1,219)
Ground Contract	(5,826)
Pool Mgmt	(2,205)
Landscaping	1,000
Transfer to Replacement Fund	<u>6,375</u>
Timing Subtotal	(1,875)
<u>Potentially Permanent</u>	
General Maintenance	(2,983)
Water	<u>1,324</u>
Potentially Permanent Subtotal	(1,659)
Other Favorable Variances	<u>796</u>
July Surplus / (Deficit)	<u><u>(2,738)</u></u>

	Favorable / (Unfavorable)
July 2018 YTD	
<u>Timing</u>	
Accounting	1,000
Insurance - Fidelity Bond	1,500
Landscaping	1,788
Transfer to Replacement Fund	3,310

Water and Trash Income	4,124 budgeted Dec, received Feb & Mar
Timing Subtotal	11,722

Potentially Permanent

Snow Removal	(6,268)
General Maintenance	(4,864)
Repairs - Plumbing	(2,020)
Tree Maintenance	700
Pool Furniture/Equipment	1,000
Insurance	1,794 budget prepared prior to quote
Repairs - Electrical	2,701
Sewer	3,981
Water	4,619
Potentially Permanent Subtotal	1,643

Other Favorable Variances	869
July YTD Surplus / (Deficit)	14,234

Marina's Operating Fund Statement Analysis

The July YTD statement shows an unfavorable variance of (\$2,204). This is primarily attributed to the property tax being (\$1,399) over budget and timing for (\$1,173) of more repairs. This was offset by \$700 in docking fees.

The replacement fund continues to be funded according to the budget, with cash in reserves totaling over \$27K at the end of July.

2017 Audit

After discussions with the auditors over the draft version, the 2017 audit was finalized in early July with the following minor changes incorporated:

- table of contents formatting
- elimination of Interfund Borrowings on Balance Sheet
- renamed 83K repair from the line item swimming pool, and corrected to roof replacement
- replacement reserves presented as cash balance, excluding the 93K payable from operating

COMMITTEE REPORTS (CONTINUED)

POOL: Rusty thanked Christine and others for helping the guard with the solar cover which is too heavy for one person. He also reported that Francisco performed one rescue this season. Van also deserves thanks for buying supplies and repaired/re-strapped lounges on the pool deck.

After the season ends a change in the minimum number of guests requiring private party permission will be discussed.

There was no new or old business and the meeting was adjourned at 7:11.

Respectfully submitted by Nan Harrison, Secretary

**THE NEXT BOARD MEETING WILL BE HELD AT 6:30 P.M. ON THURSDAY, SEPTEMBER 27, 2018
800 BUILDING, LOWER LEVEL**