

**THUNDER ISLAND ASSOCIATION
BOARD OF DIRECTORS MEETING**

Date: January 26, 2019

Location: OCREM

Attendees: Eugene Jubber
Jim Slater
Gary Maufer (by telephone)
Diane McCracken (by telephone)
Ken Earle
Gil Kennedy
Richard Mahan (by telephone)
Mike Coolidge-Allstates (for selected items only)

Not present: David Howells, Jr.

Call to Order: 1/26/19; 9:35AM

IN ORDER OF DISCUSSION:

Balconies:

Ken contacted Allstates and Shore Painting concerning carpet replacement specs. Shore Painting did not respond. Ken Earle explained what he and his wife went through to remove the carpet and glue from their balcony. The process was straight forward but time and labor intensive. They used no solvents. Jim commented that strong solvents are dangerous to use and can damage the surface to the existing coatings.

Mike (Allstates) explained that their initially proposed process would include removing the carpet and then removing the glue and existing coatings using grinding equipment. They would then apply primer, a base coat, and a top coat. They would guarantee their work for 5 years. They anticipate the level of effort for any given balcony to be 3 days (2 days demo and prep, ½ day to base coat, and ½ day to top coat). Their initial cost estimate is \$2300 per unit. Mike was tasked to relook at his estimates to see what savings could be attained by awarding all of the units to Allstates. Mike committed to a 2 week turnaround to update the quote. The initial time estimates were 2-3 weeks for each of buildings A, C, and D and 5-6 weeks for building B. Fall timeline is preferable.

Gary raised reservations about unit owners handling the process Allstate is proposing. Others agreed. The Board needs to decide that if Allstate's proposed procedure is chosen, who should do the actual work. Gary noted that the balconies were noted in the Reserve Study (line 1060). Gil stated that the Board needs to decide whether this will be an Association project or unit owner project.

Gary raised the point that the previous carpet replacement had issues completing all the units where there were 45-50 units that didn't get completed for some time. Diane noted that unit owners who had deteriorated carpet could accelerate the replacement during the project. Weather or Not was the initial contractor along with Shore Painting.

Discussions then moved to allowing the unit owners to remove the carpet and glue. Strict guidelines as well as solvent restrictions would need to be established and documented. Ken recommended that the project be initially scoped as a carpet removal project. Once the carpet and glue are removed, a better assessment of the need to recoat could be made. Mike has committed to forward a list of recommended solvents that will not affect the existing coatings. Should a unit owner decide to remove the carpet and glue (or hire someone), all work will be inspected upon completion. If the balcony is deemed to require recoating, unit owner will pay Allstates to repair and recoat at a TBD cost. Mike committed to provide a cost for recoating the top coat if the base coat conditions allow that. This would presume the carpet would be removed by the owner and inspected first. In all circumstances, the concrete surface will need to be inspected.

Gil recommended the Board work with Mitch to help with the recommendations.

D Building Erosion:

Mike explained the proposed single HVAC deck versus the individual HVAC platforms. The cost savings is approximately \$11k. Mike doesn't believe there will be any vibration or noise issues in moving to a single platform. The adjusted quote using the single platform is \$73,600. This includes \$1320 x 28 outdoor HVAC units to remove and replace. Mike estimated that unit owners would be without use of the heat requiring the outdoor unit for 2-3 weeks. Mike explained that they will be using a flowable fill to repair the erosion underneath the building. The timeline for the repair is slated for March 4 or March 18 to accommodate the St. Patrick's Day weekend. Mike will provide start date on 1/29. Ken made a motion to approve the modified agreement with Allstates to perform the repairs using the single HVAC platform approach. Gill seconded. The motion was voted and approved.

Mike is to provide confirmation on 1/29 that Allstates will pour the concrete pad for the B Building shower and repair the broken concrete along the south face of the B building on the east end along the parking lot.

Gary asked if the Association plans to approach the City about the D Building erosion tying the damage to the City owned storm drainpipe failure in the drainpipe adjacent to Building D. Jim has spoken to the City engineer (Terry McGean). He indicated that the stormwater problem that caused the sink hole at the southeast corner of D Building is scheduled to be repaired in March or earlier. The Board is concerned that the same cause could have contributed to the erosion that exists along the north side of D Building. Initially, Roland Holland (TI's contract engineer) believed that the City would not find in our favor, however, the Board feels strongly that the City should be approached. Roland will be tasked to fully document his complete assessment and present to the Board through Jim Slater. At that point, a determination will be made to work with Jim Almand to draft a letter to the City.

Other:

Gary recommended that, as a point of clarification, the "agenda" include explanations so as to reduce discussion times. All agreed.

OCREM Mgt Report:

Financial Reporting: a decision was made to provide the detailed budget via the website as well as the mailing to the owners. A link to the web page will be provided in the upcoming owner communication. Should an owner require a hard copy, one will be available by calling OCREM.

Audit: motion to approve contract by Gil; second by Ken; voted and approved.

Pier Damage: Letters were sent to owners using boat slips #34 and #23 notifying them of damage that their boats caused during the summer of 2018. Estimates were now in hand and follow up letters (invoices) will be sent. Mr. Crandall (slip #23) has requested to meet with the Board.

As a side note, Ken brought up the issue with boat registration decals. A decision was made to migrate to a decal that will accommodate space for unit number and year.

Bylaw Update: a Bylaw update requires a ballot vote. Proxies are good for 180 days. The ballot will not be anonymous and will include unit number and owner(s) name(s). The Board proposed a Bylaw amendment in 2017.

Jim Almand is going to provide a redline version prior to the March Board meeting of the current/proposed by law document. The May meeting will be called as a Special Meeting to provide for a vote on the updated Bylaws.

Access to Units: OCREM continues to contact unit owners. It was decided that a final notice will be sent to the remaining 7 unit owners and after 2 weeks will then proceed with hiring a locksmith to produce a key at the owner's expense. The cost to replace the main water cutoff valve is estimated at \$250 for the remaining know 6 valves needing replacement.

Pool Contract: contract for Best Aquatics was approved. A 3-year renewable contract was signed in 2018.

Security: Eugene is waiting for the contract but recommends staying with existing provider. Gary asked David Howells, Jr. and Bill Young to monitor the security performance by the contractor.

Pool Access: Gil made motion to purchase pool passes (735948) up to \$1500; seconded by Ken; voted and approved.

Kayak and Paddleboard Storage: Eugene included in his package examples of suitable racks. Ken will continue to explore cost effective solutions and propose to board. Eugene will provide Ken with Benny from Atlantic Marine contact info.

Lien Unit 57: The status of the requested lien was questioned. Gary asked about the lien process and if Jim Almand was required. Eugene stated that he is familiar with the process and OCREM handles the process. Eugene indicated that Unit 57 was billed for the damages they caused. He indicated that they have now been billed. A lien will be filed if they don't pay.

Glass Doors: Mitch prepared a list of the doors with issues and their perceived problems. The cost is initially estimated at \$13k using one-off historical pricing. The Board wants to resolve all the issues as they are a safety concern. Eugene will get an updated quote assuming a property wide project.

Storage: The clean up is complete. Gary and Jim will be reviewing remaining files to determine their disposition.

Financial Reporting: Diane raised the question regarding the absence of taxes for the boat slips as well as some mis-codings that need to be addressed. Eugene said he will resolve all outstanding issues on Diane's correspondence.

Maintenance salary variance was discussed and it was a result of unbudgeted summertime overtime caused by Mitch working additional hours in the peak Summer season.

Parking Lot Sealing:

Eugene is coordinating timeline. Given the repairs to D Building, the likely timeline is late April. Eugene will republish an update timeline. Buildings A & B can be completed prior to Buildings C & D.

Punch List:

Gutters and downspouts are the main concern. Dean Metcalf is working with Allstates to ensure repairs are complete and effective. A potential remedy would be to segment the gutters. Roland is to come out to inspect all repairs as required for sign off to Allstates.

Electrical:

All items are resolved.

Water Leak Process:

There is a need to relook at the current documentation/notices to ensure complete and accurate information is included. It was proposed to put the documents on the website. Ken will coordinate with Eugene to consolidate the paperwork and distribute to Board.

Gary pointed out that most owners are not very familiar in owning in a condominium environment and are not aware of the implications and responsibilities involved. It was agreed that better, more efficient, more frequent follow up is required.

Eugene mentioned that if more follow up and additional time is required of his office it would be at an additional cost to the association of \$50.00 per hour as stated in his contract.

B Building Elevator Issues:

Jim met with the elevator contractor who communicated extensive corrosion damage discovered during the latest inspection. All building elevators were inspected. Only the elevators in the B Building require repairs. The structural steel angle sill support in the B elevators are corroded and need to be replaced. Initial cost estimates amount to \$40-\$45k. This is deemed a safety issue that needs to be addressed

immediately. Jim is expecting a formal proposal and will distribute it to the Board upon receipt. A vote can be done via email.

Rules of Conduct:

A formal document was established primarily for unit owners who rent their units. Owners (as well as owners' agents) are now required to include the document in their rental package as well as post in their units. The document can be found on our association's website (www.thunderislandcmd.com) on the Rental Info page at the bottom. Send any feedback you may have to the Board members.

Dock Master Assignment:

Russ Long will continue as Dock Master.

Boat Registration:

Emory will continue to administer. Holiday will begin to transition responsibility. The 2019 registration form will be included in the upcoming letter to the owners. Other compliance management will remain with Emory until further notice.

Reserve Study:

The next study is scheduled for 2020. The Board needs to determine the extent of the next study. Eugene will provide info and dates relating to the pool deck replacement. The 2017 survey was non-invasive. The question is does the Board wish to increase that in 2020?

Board Member Election:

Eugene needs to tally votes to determine which new board member fills the seat vacated by Weisman.

Farmer's Bank Online Access:

Jim will visit the bank and complete the necessary paperwork to create an online account to access the account(s). Note that Jim did visit the bank and has forwarded a form to Diane that she will need to complete and send to the bank.

Motion to adjourn: Ken; Seconded: Gil