

**RITZ CONDOMINIUM ASSOCIATION  
BOARD MEETING AGENDA  
THE AGENDA FOR THE BOARD MEETING SCHEDULED FOR  
APRIL 21, 2007 AT 10:00 AM IN THE PALM ROOM IS AS FOLLOWS:**

1. Approval of Minutes
  - 1/27/07 Board Meeting
2. Financial Report
3. Improvements to Common Areas
  - 2<sup>nd</sup> Floor Bathrooms
  - Boardwalk Corridor and Vending Area
4. Additional Parking Lot California Ave.
5. Atlantic City Property Revaluation
6. Recouping of \$9100.00 from Unit 420 Sheriff Sale
7. 3<sup>rd</sup> Annual Community Cleanup Day
  - Sunday, May 27<sup>th</sup> ( 9:00 am – Till )
8. Pool Project Presentation
  - William McLees - Architect
9. Open Forum
10. Closed Session

**Ritz Condominium Association**  
**April 21, 2007**  
**Board of Director's Meeting**

**Board Members (Present):**

Larry DeRose, President  
Carol A. Hartman, First Vice President  
Matthew Kadlubowski, Second Vice President  
Richard Crimi, Treasurer  
Gordon Pherribo, Secretary

**Ritz Staff Members in Attendance:**

Brian Smith, General Manager  
Dona Hannah, Controller  
Jamie Greco, Administrative Assistant

**Pool Representative**

William McLees, Architect

*Notes:*

- Audio tape of meeting on file
- All attendees were required to sign in and received a copy of the Agenda, Meeting Minutes from January 27, 2007, Financial Reports for month ending March 31, 2007 and Financial Reports prepared by Capaldi Reynolds for Fiscal year ending January 31, 2007. A copy of the sign-in sheet will be kept on file in Condominium Office.

The Ritz Condominium Association held its April 21, 2007 meeting in the *Palm Room*. Before the meeting was called to order Larry DeRose thanked everyone for coming and also pointed out all fire exits. Larry DeRose, President, called the meeting to order at 10:15. During the meeting, the following transpired:

- ***Approval of Minutes:***
  - Motion to approve the January 27, 2007 Board Meeting Minutes:
    - ❑ Matthew Kadlubowski, 2<sup>nd</sup> Vice President
    - ❑ Carol A. Hartman, 1<sup>st</sup> Vice President
    - ❑ All in Favor- All Board Members Present
- ***Financial Reports:***
  - Dona Hannah, Controller reviewed the following:

- ❑ Summary of Bank Balances and Accounts Receivable Balances as of 3/31/07
  - ❑ Certificates of Deposit as of 3/31/07.
  - ❑ Monthly Operating Budget as of 3/31/07
  - ❑ Assessment Budget as of 4/20/07
  - ❑ Recouping of \$9100.00 from Unit 420 Sheriff Sale
- Capaldi Reynolds Financials Statements & Supplementary Information (January 31, 2007)
  - ❑ Balance Sheet as of 1/31/07
  - ❑ Statement of Changes in Unit Owner Equity as of 1/31/07
  - ❑ Statement of Revenue and Expenses as of 1/31/07
  - ❑ Statement of Cash Flows as of 1/31/07
  - ❑ Schedule of Operating Expenses as of 1/31/07
  - ❑ Schedule of Other Income as of 1/31/07

• ***Improvements to Common Areas***

- Matt Kadlubowski, 2<sup>nd</sup> Vice President went over the following items:

FYI – All monies were allocated from 2004/2005 Assessment Budget.

- ❑ 2<sup>nd</sup> floor Mens & Ladies Room renovations completed
- ❑ Boardwalk Corridor nearly completed. (Most of the work was done in house). Graphics on order
- ❑ Townhouse Elevator, Townhouse Elevator steps, Burger King steps, and Condo Office steps have been retiled and new stair treads have been installed
- ❑ Pay Phone and Vending Machines have been moved and the area spruced up.

• ***Additional Parking Lot California Ave.***

- Gordon Pherribo went over the leasing of the California Parking Lot. There are 20 spots available and you must be a current Ritz Parking Permit holder to park there. Parking is at your own risk. Lot is located on California Ave. between Pacific and Atlantic on the right.
  - ❑ **M5** (Collins) asked if we were going down the parking waiting list. Answer: The 20 parking spots are currently there to offset the parking we are going to lose once we start the pool construction. Once the pool is completed people on the waiting list will be contacted.

- **510** (Amarnick/Webb) asked if someone else owned the lot. Answer: Yes, the Ritz has leased it out for 5 years.

- ***Atlantic City Property Tax Revaluation***

- Brian Smith, GM explained to the members that a tax assessor representative came to see him on Friday 4/13/07. He explained they are going to start reassessing units in the Ritz. The Ritz will be providing general information (public records) and it will be the individual owners responsibility to make appointments with the assessor

- ***Exterior Water Damage***

- Brian Smith, GM informed members of the exterior water damage problems we had over the winter. He has called Dugan Construction and they will be in here in the near future. They will find the exterior source and repair it and then our maintenance team will follow up to repair any interior damage.

- ***3<sup>rd</sup> Annual Community Cleanup Day Sunday May 27, 2007***

- Matt Kadlubowski, 2<sup>nd</sup> VP mentioned to members about our annual cleanup day. There will be very small projects this year due to the outside of the building.
  - Sunday, May 27, 2007 9am. Meet in main lobby
  - Monday, May 28, 2007 Appreciation Party 12noon in Palm Room

- ***Gym Rules & Regulations***

- Matt Kadlubowski, 2<sup>nd</sup> VP explained that there is a half hour time limit when there are people waiting for the Treadmill and Total Body Trainer. No one is allowed to leave items on these machines to hold them. All unattended items can be removed. Rules are posted.

- ***Pool Project Presentation***

- William McLees, Architect gave a presentation on pool project and the following has transpired.
  - Demolition (Winzinger) 4 weeks – Completed
  - Construction Documents – Nearly Complete

- Operative glass windows and doors are provided around perimeter of the Pool Enclosure.
    - Vaulted Ceiling Area over the Pool space
    - Metal Roof compliments the brick fascade
    - Glass Railing around perimeter of sun deck to afford as much view as possible standing or sitting
  - Parking
    - Structure designed with columns placed to have the least impact on parking
  - Drawings – 75 to 80% complete
    - Coordinating with all disciplines
      - JE Rosenkrantz – Structural Engineer
      - Concord Atlantic – Mechanical, Electrical, Plumbing, & Fire Protection Engineers
      - Ponzio & Associates – Civil Design, Paving, & Landscaping
  - RenoSys Pool Rehab Contractor
    - New floor in the current deep end the pool approx. 5 feet deep at deepest point.
    - Hot Tub 12x12 with pool steps (within the existing pool)
    - Pool Skimmers in 4 or 5 different locations
    - Ladders and Pool Stairs
    - Handicap Lift Chair
  - Gordon Pherribo, Secretary explained proper Ventilation, Air Conditioning and Humidity Control will be paramount in the design
- *Open Forum*
  - **624** (Kadlubowski) asked about lower ground level. Answer: There will be:
    - Bike Room
    - Filter Room
    - Equipment Room
    - Unisex Bath & Unisex Shower Facility
  - **1407** (Stropoli) asked about the hours of operation of the pool facility. Answer: To be announced

- **M5** (Collins) asked where the Bike Room would be located.  
Answer: Bike Room will be in the same place as old one.
  - **M5** (Collins) questioned why pool was going to be shallowed up from 9 feet to 5 feet. Answer: No longer a diving area and 5' affords more usability.
  - **510** (Amarnick/Webb) asked what the assessment cost was going to be. Carol A. Hartman, VP indicated that in the next 5 weeks we should have a better handle on cost. There will be an assessment to amortize the bank loan necessary to fund the project.
  - **809** (Passquarella) went over bidding procedures and how they worked.
  - **212** (Logue) Welcomed Richard Crimi back. Also questioned if the pool deck was going to be the same size. Answer: The outside Pacific side deck will be larger.
  - **525** (Berkowitz) questioned reserve fund allocations and potential tax liability. Dona indicated we have proper category allocations.
  - **512** (Simon) inquired about the Association putting Recycling Instructions in all Laundry Room so everyone understands how it works. Association will investigate and replace if missing..
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- Larry DeRose adjourned the meeting @11:10am