



OCEAN PINES ASSOCIATION, INC.
BOARD OF DIRECTORS
REGULAR MEETING AGENDA

Saturday, June 17, 2023
9:00 AM, Clubhouse Meeting Room

https://teams.microsoft.com/l/meetup-join/19%3ameeting_ZjFhYTkxMmQtZTcxNy00MTEzLWE3NGQtZTAxZmYyZGQ3ODQx%40thread.v2/0?context=%7b%22Tid%22%3a%22625a6322-2b2f-40fa-94f8-d7dd44d78153%22%2c%22Oid%22%3a%225fa869f5-01ad-476a-9570-540fe1ce4736%22%7d

Call to Order – Doug Parks, President

Pledge of Allegiance

Approval of Agenda

Approval of Minutes –

May 20, 2023 – Regular Meeting

May 27, 2023 – Special Meeting

President's Remarks

GM Report – John Viola

Treasurer's Report – Monica Rakowski

Public Comments –

Members wishing to make comments must state their name and address.

Capital Requests –

Public Works – Limb Cutter

Public Works – John Deere Gators

Public Works – Pintail Park Recreation Pier (northern area)

Public Works – Pintail Park Kayak Launch Gangway and Floating Dock (southern area)

CPI Violations –

None

Unfinished Business –

None

New Business –

Motion to approve updates to the Financial Policy Manual – Doug Parks

First reading of revisions to Resolution B-08 (Director Ethics and Conduct) – Colette Horn

First reading of revisions to Resolution C-14 (Racquet Sports Advisory Committee) –
Colette Horn

Second reading of revisions to Resolution M-06 (Elections & Referendums) – Rick Farr

Appointments –

Debbie Bennington – 1st Term – Communications Committee

Amy Peck – 1st Term – Recreation & Parks Committee

Michael Reynolds – 1st Term – Marine Activities Committee

Laura Scharle – 2nd Term – Recreation & Parks Committee

Adjournment



OCEAN PINES ASSOCIATION, INC.
BOARD OF DIRECTORS' REGULAR MEETING
Saturday, May 20, 2023
9:00 a.m., Clubhouse Meeting Room

PRESENT: Doug Parks, Rick Farr, Stuart Lakernick, Monica Rakowski, Frank Daly, Colette Horn, and Steve Jacobs.

ALSO PRESENT: John Viola (General Manager), 18 Association members, and approximately 20 attendees through Microsoft Teams.

Call to Order – Doug Parks called the meeting to order at 9:00 a.m. with the Pledge of Allegiance.

Approval of Agenda –

Ms. Rakowski moved to accept the agenda, Mr. Farr seconded, all in favor.

Approval of Minutes –

Mr. Jacobs moved to accept the minutes from the April 15, 2023 Regular Meeting, Ms. Rakowski seconded, all in favor.

Mr. Farr moved to accept the minutes from the May 4, 2023 Special Meeting, Mr. Jacobs seconded, all in favor.

President's Remarks – Doug Parks

Mr. Parks highlighted the recent pedestrian safety post that was in reference to the Maryland law that violators may be subject to a \$50 fine for not walking on the opposite side of roadway facing traffic, and also that bikers cannot wear ear plugs in both ears.

Mr. Parks announced the Memorial Day event that will be held on Monday, May 29, 2023 starting at 11:00 a.m. at Worcester County Veterans Memorial.

The cell tower research, as mentioned during public comments at the last meeting, is underway, with staff reaching out to Verizon for further information.

GM Report – John Viola (attached)

Treasurer's Report – Monica Rakowski (attached)

Public Comments –

Dutch Oostveen – 12 Lord Guy Terrace
Bill Haase – 39 White Horse Drive
Amy Peck – 109 White Horse Drive
Janneil Bagley – 22 Sandyhook Road

Capital Requests –

Public Works – Platform Tennis Court #6 (Wind Damage)

Mr. Parks moved to accept the recommendation, Dr. Lakernick seconded, all in favor.

CPI Violations – None

Unfinished Business – None

New Business –

Motion to approve the contract for legal services – Doug Parks

Discussion: contract will include noted changes as recommended by the Board.
Dr. Lakernick seconded, and the motion passed unanimously.

Motion to declare the existence of open violations in legal – Colette Horn

Discussion: the Board will look into adding language to refer all violations that are sent to legal as in continuing violation.

Mr. Daly seconded, and the motion passed unanimously.

Motion to establish a system of fining property owners for continuing ARC violations – Colette Horn

Discussion: Board recommended to send to Counsel for review.

Mr. Farr seconded, and the motion passed unanimously.

First reading of revisions to Resolution M-06 (Elections and Referendum Voting – Rick Farr

Discussion: Request to refer to the Bylaws & Resolutions Committee for review, with 2nd reading to be held at the June meeting.

Motion to approve voting contractor – Rick Farr

Dr. Lakernick seconded, and the motion passed 4-2, with Dr. Horn and Mr. Jacobs opposed and Mr. Daly abstaining.

Motion to approve changes to Resolution B-02 (Rules of Order for Meetings of the Board of Directors) – Steve Jacobs

Mr. Parks seconded, and the motion passed 4-3, with Mr. Daly, Dr. Horn and Mr. Jacobs opposed.

Motion to approve revisions to Resolution B-03 (Meetings of the Association Members) – Steve Jacobs

Dr. Horn seconded.

Discussion: follow-up from the General Manager is needed to ensure that a process is in place. The motion was tabled to the June meeting.

Motion to approve revisions to Resolution B-05 (Conflicts of Interest) – Steve Jacobs

Mr. Farr seconded, and the motion passed unanimously.

Motion to amend revisions to Resolution B-05 (Conflicts of Interest) – Steve Jacobs

Mr. Parks seconded, and the motion passed unanimously.

Motion to approve revisions to Resolution B-06 (Indemnification Policy) – Steve Jacobs

Mr. Farr seconded, and the motion passed unanimously.

Review of Resolution M-07 (Bulkhead and Waterways Maintenance) – Steve Jacobs

Discussion: Reviewed.

Appointments –

Nancy Radke – 1st Term – Aquatics Committee

Tracy Reddell – 1st Term – Aquatics Committee

Mr. Daly moved to accept the appointments, Mr. Farr seconded, and the appointments were approved unanimously.

Adjournment – Mr. Daly moved to adjourn, Dr. Horn seconded, all in favor.

The meeting adjourned at 11:16 a.m.

Respectfully submitted:

Dr. Stuart Lakernick, Secretary



OCEAN PINES ASSOCIATION, INC.
BOARD OF DIRECTORS' SPECIAL MEETING
Saturday, May 27, 2023
11:00 a.m., Board Room

PRESENT: Doug Parks, Rick Farr, Stuart Lakernick, Frank Daly, Colette Horn, and Steve Jacobs. Monica Rakowski attended virtually.

Call to Order – Doug Parks called the meeting to order at 11:00 a.m. with the Pledge of Allegiance.

Approval of Agenda –

Mr. Daly moved to accept the agenda, Dr. Lakernick seconded, all in favor.

Public Comments –

None

New Business –

Motion to go into closed session for the purpose of discussion of matters pertaining to employees and personnel –

Mr. Parks moved to go into closed session, Mr. Daly seconded, all in favor.

The meeting went into closed session at 11:01 a.m.

The meeting returned to open session at 11:48 a.m.

Adjournment – Mr. Parks moved to adjourn, Mr. Daly seconded, all in favor.

The meeting adjourned at 11:49 a.m.

Respectfully submitted:
Dr. Stuart Lakernick, Secretary



**OCEAN PINES ASSOCIATION, INC.
 BID REQUEST FORM**

DEPARTMENT Public Works DATE June 5, 2023
 ITEM DESCRIPTION Alamo Timbercat Sickle Limb Cutter
 FOR REPLACEMENT OF (if applicable) TS 100 Tractor Versa Bar Cutter
 RESERVE STUDY - PAGE # 293 LINE# 5.06.023 BUDGET AMOUNT \$ 22,000.00

BIDDER	TOTAL PRICE EACH	DIFFERENCE FROM BUDGETED	COMMENTS
Atlantic Tractor LLC 31415 John Deere Drive Salisbury, MD 21801 410-860-0676	\$20,564.45 sales tax: \$1,233.86 Total: \$21,798.31	-\$200.00	Tractor was replaced, was told old equipment would fit tractor, but does not fit. John Deere only company to purchase, due to the tractor a John Deere. Staff Recommended

DEPT. HEAD <u>[Signature]</u> DATE <u>6/7/23</u>	APPROVAL <u>[Signature]</u> GENERAL MANAGER DATE <u>6/15/23</u>
ACCOUNTING <u>[Signature]</u> DATE <u>6/13/23</u>	BOARD DATE _____

*Please limit 1 item per sheet



Quote Summary

Prepared For:
OCEAN PINES ASSOC INC
239 OCEAN PKWY
BERLIN, MD 21811
Business: 410-641-7717
nviolante@oceanpines.org

Prepared By:
Eddie Frantum
Atlantic Tractor LLC
31415 John Deere Drive
Salisbury, MD 21804
Phone: 410-860-0676
efrantum@atjd.net

Sourcewell AI 070821-AGI - Pricing
John Deere exclusive Sourcewell pricing through Alamo.

Quote Id: 27493719
Created On: 23 September 2022
Last Modified On: 04 May 2023
Expiration Date: 30 September 2022

Equipment Summary	Suggested List	Selling Price	Qty	Extended
ALAMO Timbercat Sickle Limb Cutter	\$ 24,019.40	\$ 20,564.45 X	1 =	\$ 20,564.45
Equipment Total				\$ 20,564.45

Quote Summary	
Equipment Total	\$ 20,564.45
SubTotal	\$ 20,564.45
Est. Service Agreement Tax	\$ 0.00
Total	\$ 20,564.45
Down Payment	(0.00)
Rental Applied	(0.00)
Balance Due	\$ 20,564.45

Salesperson : X _____

Accepted By : X _____



JOHN DEERE

Selling Equipment



Quote Id: 27493719

Customer: OCEAN PINES ASSOC INC

ALAMO Timbercat Sickle Limb Cutter

Hours: 0

Stock Number:

Suggested List

\$ 24,019.40

Selling Price

\$ 20,564.45

Code	Description	Qty	Unit	Extended
02988255	Timbercat Sickle Limb Cutter 60"	1	\$ 23,033.00	\$ 23,033.00
Other Charges				
	Freight	1	\$ 986.40	\$ 986.40
	Other Charges Total			\$ 986.40
	Suggested Price			\$ 24,019.40
Customer Discounts				
	Customer Discounts Total		\$ -3,454.95	\$ -3,454.95
Total Selling Price				\$ 20,564.45



Timber Cat Boom Mower Cutting Head

Boom Mower Cutting Head



The Timber Cat® cuts like a hedge trimmer and provides a clean, precise cut every time allowing for debris to fall directly to the ground. Ideal for limb cutting jobs in heavily populated areas where a manicured look and optimal safety is essential.

SPECIFICATIONS

Cutting Capacity

4 in diameter tree limbs



[LOGIN](#) | [REGISTER](#)

Durable	5/8 in thick blades constructed from high strength alloy steel
Versatile	All Alamo Industrial® booms
Available Cutting Widths	5 ft & 7 ft
Power	2,650 lbs of force available to shear material

Mike 410-713-8569

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[OEM PARTS](#)

[ALAMO GROUP](#)

[MANUALS](#)

GENERAL INQUIRIES

Alamo Industrial World Headquarters
1502 East Walnut Street
Seguin, TX 78155

Phone: 800-882-5762
Fax: 800-242-5266
customerservice@alamo-industrial.com

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**OCEAN PINES ASSOCIATION, INC.
BID REQUEST FORM**

DEPARTMENT Public Works DATE May 23, 2023
 ITEM DESCRIPTION (3) New 6 X 4 John Deere Gators
 FOR REPLACEMENT OF (if applicable) Cushman Turf Truckster 2-trade in 1- Cushman Sprayer trade in
 RESERVE STUDY - PAGE # 277 LINE# 5.05.08 BUDGET AMOUNT \$ 34,000.00

BIDDER	TOTAL PRICE EACH	DIFFERENCE FROM BUDGETED	COMMENTS
Atlantic Tractor LLC 31415 John Deere Drive Salisbury, MD 21804 410-860-0676	\$28,725.92 sales tax: \$ 1,723.55 total: \$30,449.47	-\$3,551.00	Had purchased equipment from this company, parts are readily available. <u>Staff Recommended Preferred Vendor</u>
Burke Equipment 11196 East Snake Road Delmar, DE 19940 302-632-8507	\$45,350.72 sales tax: 2721.05 \$48,071.76		Kubota Dealer
Delmarva Power Sports Salisbury, MD 21801			Never sent a quote after numerous telephone calls to sale representative

<u>Spencer</u> DEPT. HEAD	<u>6/17/23</u> DATE	<u>[Signature]</u> GENERAL MANAGER	<u>6/15/23</u> DATE
<u>SPool</u> ACCOUNTING	<u>6/13/23</u> DATE		<u> </u> BOARD DATE



ALL PURCHASE ORDERS MUST BE MADE OUT TO (VENDOR):

Deere & Company
2000 John Deere Run
Cary, NC 27513
FED ID: 36-2382580
UEID: FNSWEDARMK53

ALL PURCHASE ORDERS MUST BE SENT TO DELIVERING DEALER:

Atlantic Tractor LLC
31415 John Deere Drive
Salisbury, MD 21804
410-860-0676
admin.cly@atjd.net

Quote Summary

Prepared For:

OCEAN PINES ASSOC INC
239 OCEAN PKWY
BERLIN, MD 21811
Business: 410-641-7717
nviolante@oceanpines.org

Delivering Dealer:

Atlantic Tractor LLC
Eddie Frantum
31415 John Deere Drive
Salisbury, MD 21804
Phone: 410-860-0676
efrantum@atjd.net

Quote ID: 28380785
Created On: 13 March 2023
Last Modified On: 04 May 2023
Expiration Date: 28 April 2023

Equipment Summary	Suggested List	Selling Price	Qty	Extended
JOHN DEERE GATOR™ TH 6X4 GAS (Model Year 2023) Contract: Sourcewell Grounds Maintenance 031121-DAC (PG NB CG 70) Price Effective Date: March 12, 2023	\$ 13,558.00	\$ 11,253.14 X	2 =	\$ 22,506.28
JOHN DEERE GATOR™ TX (Model Year 2023) Contract: Sourcewell Grounds Maintenance 031121-DAC (PG NB CG 70) Price Effective Date: May 3, 2023	\$ 11,108.00	\$ 9,219.64 X	1 =	\$ 9,219.64
Equipment Total				\$ 31,725.92

Trade In Summary	Qty	Each	Extended
2008 CUSHMAN Turf Truckster - 2570335 PayOff Total Trade Allowance	1	\$ 1,000.00	\$ 1,000.00 \$ 0.00 \$ 1,000.00
2002 CUSHMAN Turf Truckster - LM21421 PayOff Total Trade Allowance	1	\$ 1,000.00	\$ 1,000.00 \$ 0.00 \$ 1,000.00
2001 CUSHMAN SPRAYTEK - LM8811 PayOff	1	\$ 1,000.00	\$ 1,000.00 \$ 0.00

Salesperson : X _____

Accepted By : X _____



JOHN DEERE

Atlantic Tractor
We Live It.

ALL PURCHASE ORDERS MUST BE MADE OUT TO (VENDOR):

Deere & Company
2000 John Deere Run
Cary, NC 27513
FED ID: 36-2382580
UEID: FNSWEDARMK53

ALL PURCHASE ORDERS MUST BE SENT TO DELIVERING DEALER:

Atlantic Tractor LLC
31415 John Deere Drive
Salisbury, MD 21804
410-860-0676
admin.cly@atjd.net

Total Trade Allowance \$ 1,000.00

Trade In Total \$ 3,000.00

* Includes Fees and Non-contract items

Quote Summary

Equipment Total	\$ 31,725.92
Trade In	\$(3,000.00)
SubTotal	\$ 28,725.92
Est. Service	\$ 0.00
Agreement Tax	
Total	\$ 28,725.92
Down Payment	(0.00)
Rental Applied	(0.00)
Balance Due	\$ 28,725.92

Salesperson : X _____

Accepted By : X _____



JOHN DEERE

Selling Equipment



Quote Id: 28380785

Customer Name: OCEAN PINES ASSOC INC

ALL PURCHASE ORDERS MUST BE MADE OUT TO (VENDOR):

Deere & Company
2000 John Deere Run
Cary, NC 27513
FED ID: 36-2382580
UEID: FNSWEDARMK53

ALL PURCHASE ORDERS MUST BE SENT TO DELIVERING DEALER:

Atlantic Tractor LLC
31415 John Deere Drive
Salisbury, MD 21804
410-860-0676
admin.cly@atjd.net

JOHN DEERE GATOR™ TH 6X4 GAS (Model Year 2023)

Hours:

Suggested List *

Stock Number:

\$ 13,558.00

Contract: Sourcewell Grounds Maintenance 031121-DAC
(PG NB CG 70)

Selling Price *

\$ 11,253.14

Price Effective Date: March 12, 2023

* Price per item - includes Fees and Non-contract items

Code	Description	Qty	List Price	Discount%	Discount Amount	Contract Price	Extended Contract Price
561EM	GATOR™TH 6X4 GAS (Model Year 2023)	2	\$ 12,999.00	17.00	\$ 2,209.83	\$ 10,789.17	\$ 21,578.34
Standard Options - Per Unit							
001A	US/Canada	2	\$ 0.00	17.00	\$ 0.00	\$ 0.00	\$ 0.00
0509	PR - All Terrain Tires	2	\$ 0.00	17.00	\$ 0.00	\$ 0.00	\$ 0.00
1016	AT (All Terrain) Tires	2	\$ 0.00	17.00	\$ 0.00	\$ 0.00	\$ 0.00
2016	Non Adjustable Seat	2	\$ 0.00	17.00	\$ 0.00	\$ 0.00	\$ 0.00
3003	Deluxe Cargo Box with Brake and Taillights and Spray-On Liner	2	\$ 559.00	17.00	\$ 95.03	\$ 463.97	\$ 927.94
3100	Cargo Box Manual Lift	2	\$ 0.00	17.00	\$ 0.00	\$ 0.00	\$ 0.00
4099	Less Front Protection Package	2	\$ 0.00	17.00	\$ 0.00	\$ 0.00	\$ 0.00
4199	Less Rear Protection Package	2	\$ 0.00	17.00	\$ 0.00	\$ 0.00	\$ 0.00
6018	Less Rear Receiver Hitch	2	\$ 0.00	17.00	\$ 0.00	\$ 0.00	\$ 0.00
Standard Options Total			\$ 559.00		\$ 95.03	\$ 463.97	\$ 927.94
Value Added Services Total			\$ 0.00			\$ 0.00	\$ 0.00
Total Selling Price			\$ 13,558.00		\$ 2,304.86	\$ 11,253.14	\$ 22,506.28

JOHN DEERE GATOR™ TX (Model Year 2023)



JOHN DEERE

Selling Equipment



Quote Id: 28380785

Customer Name: OCEAN PINES ASSOC INC

ALL PURCHASE ORDERS MUST BE MADE OUT TO (VENDOR):

Deere & Company
2000 John Deere Run
Cary, NC 27513
FED ID: 36-2382580
UEID: FNSWEDARMK53

ALL PURCHASE ORDERS MUST BE SENT TO DELIVERING DEALER:

Atlantic Tractor LLC
31415 John Deere Drive
Salisbury, MD 21804
410-860-0676
admin.cly@atjd.net

Equipment Notes:

Hours:

Stock Number:

Contract: Sourcewell Grounds Maintenance 031121-DAC
(PG NB CG 70)

Price Effective Date: May 3, 2023

Suggested List *

\$ 11,108.00

Selling Price *

\$ 9,219.64

* Price per item - includes Fees and Non-contract items

Code	Description	Qty	List Price	Discount%	Discount Amount	Contract Price	Extended Contract Price
56A4M	GATOR™ TX (Model Year 2023)	1	\$ 10,549.00	17.00	\$ 1,793.33	\$ 8,755.67	\$ 8,755.67
Standard Options - Per Unit							
001A	US/Canada	1	\$ 0.00	17.00	\$ 0.00	\$ 0.00	\$ 0.00
0509	PR - All Terrain Tires	1	\$ 0.00	17.00	\$ 0.00	\$ 0.00	\$ 0.00
1016	AT (All Terrain) Tires	1	\$ 0.00	17.00	\$ 0.00	\$ 0.00	\$ 0.00
2016	Non Adjustable Seat	1	\$ 0.00	17.00	\$ 0.00	\$ 0.00	\$ 0.00
3003	Deluxe Cargo Box with Brake and Taillights and Spray-On Liner	1	\$ 559.00	17.00	\$ 95.03	\$ 463.97	\$ 463.97
3100	Cargo Box Manual Lift	1	\$ 0.00	17.00	\$ 0.00	\$ 0.00	\$ 0.00
4099	Less Front Protection Package	1	\$ 0.00	17.00	\$ 0.00	\$ 0.00	\$ 0.00
4199	Less Rear Protection Package	1	\$ 0.00	17.00	\$ 0.00	\$ 0.00	\$ 0.00
Standard Options Total			\$ 559.00		\$ 95.03	\$ 463.97	\$ 463.97
Value Added Services Total			\$ 0.00			\$ 0.00	\$ 0.00
Total Selling Price			\$ 11,108.00		\$ 1,888.36	\$ 9,219.64	\$ 9,219.64



Customer:

Quotes are valid for 30 days from the creation date or upon contract expiration, whichever occurs first.

A Purchase Order (PO) or Letter of Intent (LOI) including the below information is required to proceed with this sale. The PO or LOI will be returned if information is missing.

- Vendor: Deere & Company
- 2000 John Deere Run
Cary, NC 27513
 - Signature on all LOIs and POs with a signature line
 - Contract name or number; or JD Quote ID
 - Sold to street address (no PO box)
 - Ship to street address (no PO box)
 - Bill to contact name and phone number
 - Bill to address
 - Bill to email address (required to send the invoice and/or to obtain the tax exemption certificate)
 - Membership number if required by the contract

For any questions, please contact:

Eddie Frantum

Atlantic Tractor LLC
31415 John Deere Drive
Salisbury, MD 21804

Tel: 410-860-0676
Fax: 410-860-1704
Email: efrantum@atjd.net

Quotes of equipment offered through contracts between Deere & Company, its divisions and subsidiaries (collectively "Deere") and government agencies are subject to audit and access by Deere's Strategic Accounts Business Division to ensure compliance with the terms and conditions of the contracts.



Utility Tractors & Mowers - 031121
 CE and AG - 040319
 Utility Vehicles 122220
 Arkansas 4600041718
 Delaware GSS-21673
 Mississippi (CE Only) 8200056371
 Mississippi 8200055841

RTVXG850WLH22 WEB QUOTE #2662085

Date: 5/4/2023 1:03:54 PM

-- Customer Information --

Violente, Nobie

Ocean Pines

nviolante@oceanpines.org

410-641-7225

Quote Provided By
 Burke Equipment - Seaford, Inc.
 RICHARD MALONE
 11196 East Snake Rd.
 Delmar, DE 19940
 email: rmalone@burkeequipment.com
 phone: 3026328507

-- Standard Features --

-- Custom Options --



V Series

RTVXG850WLH22

*** EQUIPMENT IN STANDARD MACHINE ***

GAS ENGINE

Subaru
 2 Cyl. 51.9 cu in
 48.3 Gross Eng HP @5750rpm
 50 Amp Alternator @5000rpm

TRANSMISSION

CVT-PLUS
 Continuously Variable
 Transmission
 Forward Speeds:
 Low 0 - 25.2 mph
 High 0 - 40 mph
 Reverse 0 -21.7 mph
 Limited Slip Differential
 Rear differential Lock

FLUID CAPACITY

Fuel Tank Capacity 8.6 Gal
 Cooling 6.8 gal.
 Engine Oil 4 qts
 Transmission Fluid 2.6 quarts
 Brake Fluid 9.5 ounces

CARGO BOX

Width 57.7in
 Length 40.5 in
 Depth 11.2 in
 Load Capacity 1000 lbs
 Load Capacity CA Models 600
 lbs.
 Vol. Capacity 15.2 cu ft
 Factory Spray-on Liner "L"
 Models Only

DIMENSIONS

Width 63.2 in
 Height 79.5 in
 Length 119.6 in
 Wheelbase 80.5 in
 Tow Capacity 2,000 lbs.-flat,
 1,550 lbs.-incline
 Ground Clearance 9.8in front,
 9.9in rear
 Suspension Travel 9in front /
 8.5in rear
 Turning Radius 12.79 ft.

TIRES AND WHEELS

ATV Tire 25x10-12
 HDWS 25x10-12

KEY FEATURES

Digital Multi-meter
 Front Independent Adjustable
 Suspension
 Rear Independent Adjustable
 Suspension
 Disc Brakes - Front/Rear
 Rear Brake Lights / Front LED
 Headlights
 2" Hitch Receiver, Front and Rear
 Black deluxe 60/40 split bench
 seats
 Underseat Storage Compartments

Additional Key Features

Worksite Models
 Tilt Steering
 Front Bumper
 Gas Assist Bed Lift
 Glove Box Cover

Additional Key Features

Special Edition
 Deluxe Graphic Package
 Alloy Wheels
 Grey Graphite Seats
 Grey Shock Springs

SAFETY EQUIPMENT

SAE J2194 & OSHA 1928 ROPS
 Dash-mounted Parking Brake
 Horn
 Spark Arrestor Muffler
 Retractable 3-point Seat Belts
 Drivers Side Seatbelt Speed
 Limiter
 Rear Protection Screen

RTVXG850WLH22 Base Price: \$15,799.00

(1) TURN SIGNAL KIT (ROPS or Cab) \$369.77
 K7811-99610-TURN SIGNAL KIT (ROPS or Cab)

(1) ELEC/HYDR BED LIFT \$1,080.47
 K7811-99670-ELEC/HYDR BED LIFT

Configured Price: \$17,249.24

Sourcewell Discount: (\$3,794.83)

SUBTOTAL: \$13,454.41

Dealer Assembly: \$550.00

Freight Cost: \$712.50

PDI: \$400.00

Total Unit Price: \$15,116.91

Quantity Ordered: 3

Final Sales Price: \$45,350.72

**Final pricing will be based upon pricing at the time of
 final delivery to Sourcewell members.
 Purchase Order Must Reflect Final Sales Price.**

**To order, place your Purchase Order directly with the quoting
 dealer**

*Some series of products are sold out for 2022. All equipment specifications are as complete as possible as of the date on the quote. Additional attachments, options, or accessories may be added (or deleted) at the discounted price. All specifications and prices are subject to change. Taxes are not included. The PDI fees and freight for attachments and accessories quoted may have additional charges added by the delivering dealer. These charges will be billed separately. Prices for product quoted are good for 60 days from the date shown on the quote. All equipment as quoted is subject to availability.



**OCEAN PINES ASSOCIATION, INC.
BID REQUEST FORM**

DEPARTMENT Public Works DATE May 24, 2023
 ITEM DESCRIPTION Pintail Park Recreation Pier (northern area)
 FOR REPLACEMENT OF (if applicable) small dock removed during 2022-23 bulkhead replacement(Pintail Park)
 RESERVE STUDY - PAGE # N/A LINE# N/A BUDGET AMOUNT \$ 44,753.00 ✓

BIDDER	TOTAL PRICE EACH	DIFFERENCE FROM BUDGETED	COMMENTS
BoardSafe Docks 604 Crisscross Road Fleetwood, PA 19522 610-899-0286	\$33,605.00 sales tax \$2,016.38 shipping \$2,320.00 Total: \$37,941.30	-6811.70	
CMI/Gator Dock Marine Inc. 605 Molly Lane, Suite 150 Woodstock, GA 30189 770-933-8166	\$18,330.00 sales tax: \$1,099.80 Total: \$19,429.80	-25,323.20	This company is the same supplier of the new Fuel/Floating docks at the marina. Staff Recommend. Ramp purchased \$9868.00(see attached) Installation cost additional Fisher Marine \$5000.00
A Plus Marine Services EZ Dock 32957 Lighthouse road Selbyville, DE 19975	\$16,595.00 sales tax: \$995.70 shipping/install: \$1500.00 Total: \$19,090.70	-25,662.30	<div style="text-align: right;"> <p>19,429.80</p> <p>5,000.00</p> <p>24,429.80</p> <p><u>922</u> <u>88</u> <u>92</u></p> </div>

APPROVAL _____ DATE _____

DEPT. HEAD [Signature] 6/15/23 DATE _____

GENERAL MANAGER [Signature] 6/15/23 DATE _____

ACCOUNTING [Signature] 6/15/23 DATE _____

BOARD _____ DATE _____

*Please limit 1 item per sheet



BoardSafe Docks

604 Crisscross Road, Fleetwood, PA 19522 610.899.0286 (O) 484.575.9201 (F)

December 12, 2022

Vista Design, Inc.
11634 Worcester Highway
Showell, MD 21862

Attention: Eric Jones

Subject: Pintail Park, Ocean Pines, MD- Adaptive Kayak Launch Proposal Q22- 561

Mr. Jones,

We are pleased to submit our budgetary proposal for manufacturing, shipping, and installing a BoardSafe Adaptive Kayak Launch at Pintail Park and a second floating dock in Ocean Pines, MD.

Based on our assessment of the project, work will be completed in accordance with the following work scope and specifications and layout drawing above.

Work Scope and Specification

Southern Improvement Area

- The following components will be supplied as part of the total assembly.
 - 32-foot Chute
 - Aluminum Construction
 - Composite Decking slide pads
 - Supplemental Flotation at bottom of chute
 - 32-foot Gangway
 - Aluminum Construction
 - Railing with intermittent handrail on one side
 - Aluminum Decking
 - Supplemental Flotation at bottom of gangway

Pricing

Southern Improvement Area

- Kayak Launch- 32-foot gangway/ chute, 8' x 16' floating dock, Adaptive Kayak Launch with Boarding Kit (bench with pullout seat, overhead grab bar with straps and instructional sign).....\$57,163.00
- Shipping.....\$2,320.00
- Installation..... \$8,828.00

Northern Improvement Area

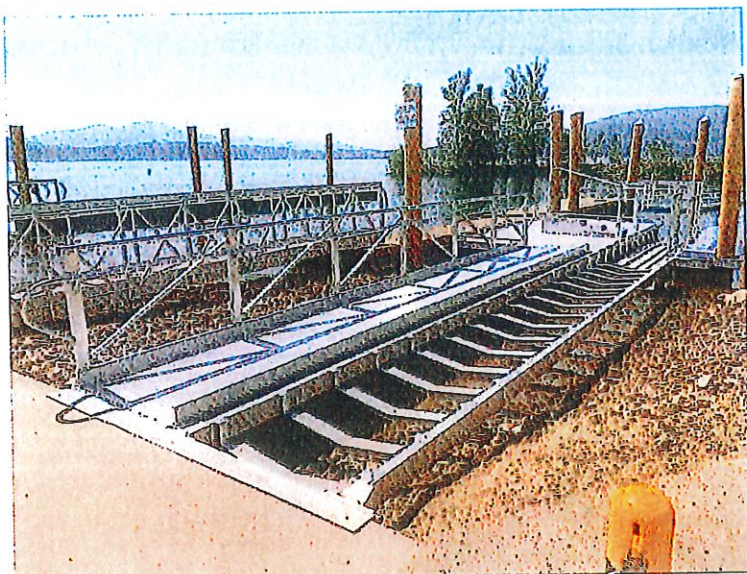
- Floating Docks- 18-foot gangway, (2) 6'2" x 16' floating docks.....\$33,605.00
- Shipping.....\$2,320.00
- Installation..... \$8,828.00

Payment Terms

- 50% deposit at time of order
- 40% One week prior to shipping or when manufacturing is completed.
- Balance when installation is completed.

Miscellaneous

- Landscaping or lawn restoration is not included as part of this proposal.
- The installation of the fixed wooden piers is not included as part of this proposal.
- Pricing valid for 60 days.



Example of BoardSafe Adaptive Kayak Launch

We appreciate the opportunity of providing you with the above proposal and hope to have the pleasure of completing the work. Please let me know if you have questions or require additional information.

Very truly yours,

Scott Tihansky
Sales Engineering and Product Development Northeast
Products and Services, Inc.
www.boardsafedocks.com



SALES QUOTATION AND ORDER FORM

605 Molly Lane, Suite 150
Woodstock, GA 30189
770-933-8166 Fax 770-933-8363

PAGE: Page 1 of 2
QUOTE NUMBER: 110709
QUOTE DATE: 5/12/2023
PO# OR JOB NAME: PINTAIL PARK NORTH DC
CUSTOMER: Ocean Pines Association, Inc

Bill To: Ocean Pines Association, Inc.
239 Ocean Pkwy
Berlin, MD 21811

Ship To: Ocean Pines Association, Inc.
1 Mumford Landing Rd.
Ocean Pines, MD 21811

CONTACT NAME: Edgar Wells
OFFICE PHONE: 410-641-7717

FAX NO.: 410-641-5581

CUSTOMER NO. 991586
SALESPERSON NAME Joe Clarkson

Terms: Net 30 Days
TERMS STRICTLY ENFORCED
1 1/2% DELINQUENCY CHARGES

Tax Exempt No:

QTY ORDERED	ITEM	Tax	Type	UM	UNIT PRICE	EXTENDED PRICE
1	Fltg Dock - PT - Poly 12' (overall width) x 20' Floating dock, 2x6 PT decking, poly float (20 PSF LL, 19-20" freeboard), 2 X 10 PT Fender w/Vinyl "P" Bumper, Cleats	Y	SPA	EA	16,330.00	\$16,330.00
4	Dock-Other 4-Roller Pile Guide	Y	SPA	EA	500.00	\$2,000.00

Shipping Instructions:

Subtotal	\$18,330.00
Sales Tax	1,099.80
Total	\$19,429.80



GatorDock & Marine™



Mantle Industries™



605 Molly Lane, Suite 150
 Woodstock, GA 30189
 770-933-8166 Fax 770-933-8363

SALES QUOTATION AND ORDER FORM

PAGE: Page 2 of 2
 QUOTE NUMBER: 110709
 QUOTE DATE: 5/12/2023
 PO# OR JOB NAME: PINTAIL PARK NORTH DC
 CUSTOMER: Ocean Pines Association, Inc

TERMS and CONDITIONS of SALE

General

1. **Quoted Prices:** Are valid for 30 Days.
2. **Change Requests:** Must be in writing and acknowledged by the Seller.
3. **Sales Taxes:** For States other than AK, AL, AR, AZ, CA, CO, FL, GA, IA, IL, IN, KY, LA, MA, MD, ME, MI, MN, MS, NC, NE, NJ, NV, NY, OH, OK, PA, RI, SC, TN, TX, UT, VA, WA, AND WV are the responsibility of Purchaser. EXEMPTION CERTIFICATES MUST BE PROVIDED AT THE TIME OF THE ORDER.
4. **Shipping:** FOB Plant. Seller will select method of shipment and routing unless specified by Purchaser. Any additional costs for specified carriers, routing or services will be billed to Purchaser.
5. **Freight Claims:** Purchaser is responsible for unloading and inspecting all materials upon arrival. A driver signature evidencing damages or shortage is required to file a claim with carrier.
6. **Returns: Stock Inventory Products:** Requests for returns must be made in writing within 10 days of receipt and must have prior authorization of Seller. Returns must be shipped back freight prepaid within 10 days of approval and will incur a 25% restocking fee. Credit can only be issued for unused product returned in saleable condition in its original packaging. **Custom Products:** Custom Products are those requiring special order materials and / or manufacture / fabrication. All sales are final and cannot be returned.
7. **Credit Card Payments:** A 3% fee will be added when payment is made by credit card.
8. **Payment Terms:** Late payments are subject to a 1.5% per month delinquency charge.
9. **Purchase Orders:** Containing any terms or conditions must be submitted and approved by seller with this Order.
10. **Cancelled Orders: Non-Custom Product:** Are subject to a 10% cancellation fee. **Custom Products:** All charges are calculated based on all costs incurred.
11. **Deposits / Payments: Custom Products:** Deposits and Progress Payments will be required.
12. **Storage Fees:** Charges of 1.5% per month will be billed on Orders held up from shipment by the customer after 30 days.
13. **Applicable Law:** This transaction shall be governed by the laws of the State of Georgia.
14. **Freight Charges:** Quoted freight, unless otherwise noted on quote, are exclusive of any SITE ACCESS costs. Buyer will be billed for all added charges related to site access to deliver to the installation site.
15. **Freight Estimate:** Freight is quoted as an estimate. Actual freight cost will be invoiced at time of shipment.
16. **Product Claims:** Are governed by the expressed written warranty in effect at the time of sale.

Additional International

1. **Freight Quoted:** CIF
2. **Shipping Charges:** Are quoted separately and subject to change if shipping requirements or container requirements are changed for any reason.
3. **Freight Forwarder** and method of shipment will be selected by Seller unless Purchaser makes specific request in writing. Any additional freight costs for specified freight forwarder, carrier, routing, or services will be charged to Purchaser.
4. **Seller order acceptance:** All orders are subject to CMI receipt of payment, in the case of a pre-payment order option or CMI approval of Letter of Credit. All banking charges for Letters of Credit are the responsibility of the customer.

Additional Fabrication

1. **Product Design:** Seller is responsible for designing the product in accordance with the specifications provided by the Buyer. Seller does not perform project site inspection and testing to determine product selection or criteria and therefore does not assume any Fit for Use responsibilities belonging to buyer's engineers and managers.
2. **Drawings:** Product design drawings will be provided for final customer approval. Customer signature is required to begin fabrication. Changes by Buyer requiring additional charges will require approval before proceeding to fabrication.

Deposits / Progress Payment for ALL custom fabricated structures

- 20% Deposit Required to begin design process.
- 40% Progress Payment Required to commence fabrication
- 40% Prior to shipment (unless credit has been approved prior to order placement)

CMI is not responsible for site preparation, the foundation nor the installation of the bridge and therefore cannot make recommendations, nor engineer or design any connection apparatus or system.

CMI is strictly a material supplier and is not an on-site project sub-contractor. CMI does not engineer or design structures and is not responsible for any site evaluations or installations.

Purchaser is solely responsible for determining the effectiveness, suitability, and safety of any particular use or application of the product. Seller does not warrant any designs, engineering, or installation of specific structures. Seller is not responsible for delivery delays, installation rates, or any consequential damages. Any claims are governed by the applicable expressed Limited Warranty for each specific product. Seller complies with State and Federal material supply notification requirements on Projects. Buyer is responsible for providing Seller with the product design and engineering specifications and criteria. Seller provided Shop drawings of custom products are for fabrication approval only.

I understand that upon signing, this SALES QUOTATION becomes my ORDER and is a binding contract once it has been accepted by CMI.

X _____
 Authorized Customer Signature Date Customer PO# Sales Manager Signature Date



GatorDock & Marine™



Mantle Industries™



(800) 256-8857

605 Molly Lane
Suite 150
Woodstock, GA 30189

INVOICE

INVOICE NO	PAGE
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77931

Page 1 of 1

INVOICE DATE

3/25/23

BILL TO: Ocean Pines Association, Inc.
239 Ocean Pkwy
Berlin, MD 21811

SHIP TO: Ocean Pines Association, Inc.
Jobsite: 1 Mumford Landing Road
Ocean Pines, MD 21811

ORDER NO	ORDER DATE	CUSTOMER NUMBER	LOCATION	SALES REPRESENTATIVE	CUST PURCHASE ORDER NUMBER	JOB NUMBER
157551	03/24/2023	991586	SAN	Joe Clarkson	PINTAIL	

ITEM NUMBER DESCRIPTION	QTY ORDERED	QTY SHIPPED	UNIT PRICE	UNIT OF MEASURE	EXTENDED PRICE
Gangway DR1 - Alum - 6' x 18' (5.5' Clear), Alum. Decking, Welded Truss Type Rail on each side, Mid & Toe Rail ONLY, Hinge Connection one end, Rollers w/2' Long Transition Plate opposite end, 50 PSF LL, L/180	1	1	9,310.00	EA	9,310.00

COMMENTS: Invoices over 30 days are subject to a 1.5% monthly finance charge
TERMS: Net 30 Days

SUBTOTAL 9,310.00

SALES TAX 558.60

SUBTOTAL 9,868.60

BALANCE DUE 9,868.60

Remit address for payments only: CMI LIMITED CO.
PO BOX 746418
ATLANTA GA 30374-6418



GatorDock & Marine



Mantle Industries

14.003425



SALES QUOTATION AND ORDER FORM

605 Molly Lane, Suite 150
Woodstock, GA 30189
770-933-8166 Fax 770-933-8363

PAGE: Page 1 of 2
QUOTE NUMBER: 110033
QUOTE DATE: 3/23/2023
PO# OR JOB NAME: PINTAIL
CUSTOMER: Ocean Pines Association, Inc

Bill Ocean Pines Association, Inc.
To: 239 Ocean Pkwy
Berlin, MD 21811

Ship Ocean Pines Association, Inc.
To: Jobsite: 1 Mumford Landing Road
Ocean Pines, MD 21811

CONTACT NAME: Edgar Wells
OFFICE PHONE: 410-641-7717

FAX NO.: 410-641-5581

CUSTOMER NO. 991586
SALESPERSON NAME Joe Clarkson

Terms: Net 30 Days
TERMS STRICTLY ENFORCED
1 1/2% DELINQUENCY CHARGES

Tax Exempt No:

QTY ORDERED	ITEM	Tax	Type	UM	UNIT PRICE	EXTENDED PRICE
1	Gangway DR1 - Alum - 6' x 18' (5.5' Clear), Alum. Decking, Welded Truss Type Rail on each side, Mid & Toe Rail ONLY, Hinge Connection one end, Rollers w/2' Long Transition Plate opposite end, 50 PSF LL, L/180	Y	NON	EA	9,310.00	\$9,310.00

Shipping Instructions:

Subtotal	\$9,310.00
Sales Tax	558.60
Total	\$9,868.60



GatorDock & Marine™



Mantle Industries™



605 Molly Lane, Suite 150
Woodstock, GA 30189
770-933-8166 Fax 770-933-8363

SALES QUOTATION AND ORDER FORM

PAGE: Page 2 of 2
QUOTE NUMBER: 110033
QUOTE DATE: 3/23/2023
PO# OR JOB NAME: PINTAIL
CUSTOMER: Ocean Pines Association, Inc

TERMS and CONDITIONS of SALE

General

1. **Quoted Prices:** Are valid for 30 Days.
2. **Change Requests:** Must be in writing and acknowledged by the Seller.
3. **Sales Taxes:** For States other than AK, AL, AR, AZ, CA, CO, FL, GA, IA, IL, IN, KY, LA, MA, MD, ME, MI, MN, MS, NC, NE, NJ, NV, NY, OH, OK, PA, RI, SC, TN, TX, UT, VA, WA, AND WV are the responsibility of Purchaser. EXEMPTION CERTIFICATES MUST BE PROVIDED AT THE TIME OF THE ORDER.
4. **Shipping:** FOB Plant. Seller will select method of shipment and routing unless specified by Purchaser. Any additional costs for specified carriers, routing or services will be billed to Purchaser.
5. **Freight Claims:** Purchaser is responsible for unloading and inspecting all materials upon arrival. A driver signature evidencing damages or shortage is required to file a claim with carrier.
6. **Returns: Stock Inventory Products:** Requests for returns must be made in writing within 10 days of receipt and must have prior authorization of Seller. Returns must be shipped back freight prepaid within 10 days of approval and will incur a 25% restocking fee. Credit can only be issued for unused product returned in saleable condition in its original packaging. **Custom Products:** Custom Products are those requiring special order materials and / or manufacture / fabrication. All sales are final and cannot be returned.
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8. **Payment Terms:** Late payments are subject to a 1.5% per month delinquency charge.
9. **Purchase Orders:** Containing any terms or conditions must be submitted and approved by seller with this Order.
10. **Cancelled Orders: Non-Custom Product:** Are subject to a 10% cancellation fee. **Custom Products:** All charges are calculated based on all costs incurred.
11. **Deposits / Payments: Custom Products:** Deposits and Progress Payments will be required.
12. **Storage Fees:** Charges of 1.5% per month will be billed on Orders held up from shipment by the customer after 30 days.
13. **Applicable Law:** This transaction shall be governed by the laws of the State of Georgia.
14. **Freight Charges:** Quoted freight, unless otherwise noted on quote, are exclusive of any SITE ACCESS costs. Buyer will be billed for all added charges related to site access to deliver to the installation site.
15. **Freight Estimate:** Freight is quoted as an estimate. Actual freight cost will be invoiced at time of shipment.
16. **Product Claims:** Are governed by the expressed written warranty in effect at the time of sale.

Additional International

1. **Freight Quoted:** CIF
2. **Shipping Charges:** Are quoted separately and subject to change if shipping requirements or container requirements are changed for any reason.
3. **Freight Forwarder and method of shipment** will be selected by Seller unless Purchaser makes specific request in writing. Any additional freight costs for specified freight forwarder, carrier, routing, or services will be charged to Purchaser.
4. **Seller order acceptance:** All orders are subject to CMI receipt of payment, in the case of a pre-payment order option or CMI approval of Letter of Credit. All banking charges for Letters of Credit are the responsibility of the customer.

Additional Fabrication

1. **Product Design:** Seller is responsible for designing the product in accordance with the specifications provided by the Buyer. Seller does not perform project site inspection and testing to determine product selection or criteria and therefore does not assume any Fit for Use responsibilities belonging to buyer's engineers and managers.
2. **Drawings:** Product design drawings will be provided for final customer approval. Customer signature is required to begin fabrication. Changes by Buyer requiring additional charges will require approval before proceeding to fabrication.

Deposits / Progress Payment for ALL custom fabricated structures

- 20% Deposit Required to begin design process.
- 40% Progress Payment Required to commence fabrication
- 40% Prior to shipment (unless credit has been approved prior to order placement)

CMI is not responsible for site preparation, the foundation nor the installation of the bridge and therefore cannot make recommendations, nor engineer or design any connection apparatus or system.

CMI is strictly a material supplier and is not an on-site project sub-contractor. CMI does not engineer or design structures and is not responsible for any site evaluations or installations.

Purchaser is solely responsible for determining the effectiveness, suitability, and safety of any particular use or application of the product. Seller does not warrant any designs, engineering, or installation of specific structures. Seller is not responsible for delivery delays, installation rates, or any consequential damages. Any claims are governed by the applicable expressed Limited Warranty for each specific product. Seller complies with State and Federal material supply notification requirements on Projects. Buyer is responsible for providing Seller with the product design and engineering specifications and criteria. Seller provided Shop drawings of custom products are for fabrication approval only.

I understand that upon signing, this SALES QUOTATION becomes my ORDER and is a binding contract once it has been accepted by CMI.

X [Signature] 3/24/23
Authorized Customer Signature Date Customer PO#
[Signature] 3-24-23
Sales Manager Signature Date



GatorDock & Marine™



Mantle Industries™

Lisa Jarman

From: Nobie J. Violante
Sent: Thursday, May 11, 2023 12:44 PM
To: Lisa Jarman
Subject: Pintale Pricing-Kayak Launch
Attachments: Kayak Launch Drawing.pdf; Kayak Slide.jpg

Sent from my Verizon, Samsung Galaxy smartphone
Get [Outlook for Android](#)

From: Joe Clarkson <jclarkson@cmilc.com>
Sent: Thursday, May 11, 2023 12:36:20 PM
To: Edgar D. Wells <ewells@oceanpines.org>; Nobie J. Violante <nviolante@oceanpines.org>
Subject: RE: Pintale Pricing-Kayak Launch

Guys, here is the pricing for the North dock. Please use this freight price for both docks. The freight is higher because this dock is oversized.

North Dock

1 ea. - 12' (overall width) x 20' Floating dock, 2x6 PT decking, poly float (20 PSF LL, 19-20" freeboard),
2 x 10 PT fender w/ vinyl "P"-Bumper, cleats

4 ea. - 4-roller pile guide

TOTAL - \$ 18,330.00

FREIGHT - \$ 5,300.00

23,630.00

South Dock-Kayak Launch

- Southern Improvement Area
 - Aluminum Gangway (4' x 32') (Connection to Fixed Timber Pier)
 - Kayak Chute to run alongside Gangway
 - Aluminum Frame and Deck Floating Platform (8' x 16') and Kayak Launch
 - Associated connection components and pile Guides

Price - \$52,700.00

Joe Clarkson

Regional Sales Manager



Eric Jones
 Vista Designs
 Northern Area
 410.352.3874
 12.15.22



Item	Price	Quantity	Total
60"x10' Dock Section	\$2,195.00	1	\$2,195.00
80"x10' Dock Section	\$2,895.00	1	\$2,895.00
Piling Brackets	\$945.00	4	\$3,780.00
Couplers	\$75.00	6	\$450.00
Floatation Pods	\$225.00	3	\$675.00
18' Aluminum Gangway	\$6,600.00	1	\$6,600.00
Total			\$16,595.00

Item	Price	Quantity	Total
Delivery and Install	\$1,500.00	1	\$1,500.00
			\$0.00
			\$0.00
Total			\$1,500.00

Customer is responsible for permits

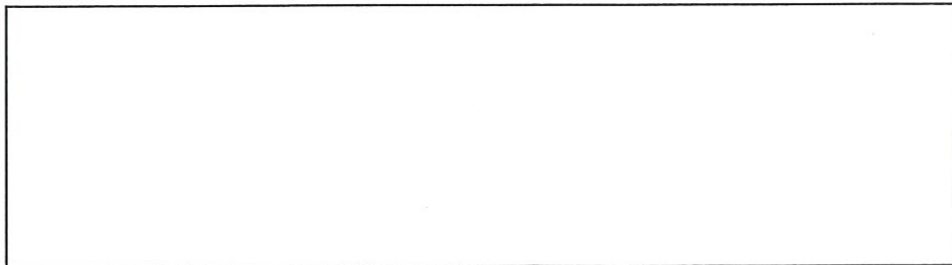
Example Pictures:

Anchoring:

Two 21' galvanized pipes are jettied in to secure the dock. The Ez Dock will float up and down on the pipes as the tide changes. The galvanized pipe is covered with a PVC sleeve.



Model: Ez Port 2i



Access:

5 Step Aluminum ladder.

\$420.00

Welded construction. Not a unsteady bolted together ladder.



Dock Steps

Add Handrail

1 Step

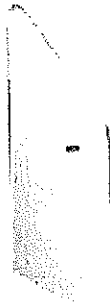
\$140 n/a

2 Step

\$230 \$120

3 Step

\$325 \$140.00



Extra's:

Small dock box (4' L)

\$799

Large dock box (7' L)

\$899

2i Bow stop

\$75

Tie down cleat 8"

\$15



**OCEAN PINES ASSOCIATION, INC.
BID REQUEST FORM**

DEPARTMENT Public Works DATE May 24, 2023

ITEM DESCRIPTION Pintail Park Kayak Launch Gangway & Floating Dock (southern area)

FOR REPLACEMENT OF (if applicable) (New)

RESERVE STUDY - PAGE # N/A LINE# N/A BUDGET AMOUNT \$ 68,311.00 ✓

KAYAK LAUNCH 20,000 NEW CAPITAL RAMP/DOCK 48,311

BIDDER	TOTAL PRICE EACH	DIFFERENCE FROM BUDGETED	COMMENTS
BoardSafe Docks 604 Crisscross Road Fleetwood, PA 19522 610-899-0286	\$57,500.00 sales tax: \$3,450.00 shipping: \$3,000.00 Total: \$63,950.00	-4361.00	
CMI/Gator Dock Marine Inc. 605 Molly Lane, Suite 150 Woodstock, GA 30189 770-933-8166	\$52,989.56 sales tax: \$3,161.93 shipping: \$5,300.00 Total: \$61,160.49	-7150.51	This company is the supplier of the new C Dock Fuel/Floating docks at the marina. Staff Recommended.
A Plus Marine Services EZ Dock 32957 Lighthouse road Selbyville, DE 19975	\$63,998.90 sales tax: 3,833.93 shipping/install: \$5,000.00 Total: \$72,832.83	+4521.83	Installation cost additional Fisher Marine \$5000.00 <i>61,160.49</i> <i>5,000.00</i> <i>66,160.49</i> <i>9/24/23</i>

APPROVAL

DEPT. HEAD *[Signature]* DATE 6/15/23

GENERAL MANAGER *[Signature]* DATE 6/15/23

ACCOUNTING *[Signature]* DATE 6/15/23

BOARD _____ DATE _____

*Please limit 1 item per sheet



BoardSafe Docks

604 Crisscross Road, Fleetwood, PA 19522 610.899.0286 (O) 484.575.9201 (F)

April 28, 2023

Ocean Pines
239 Ocean Parkway
Ocean Pines, MD 21811

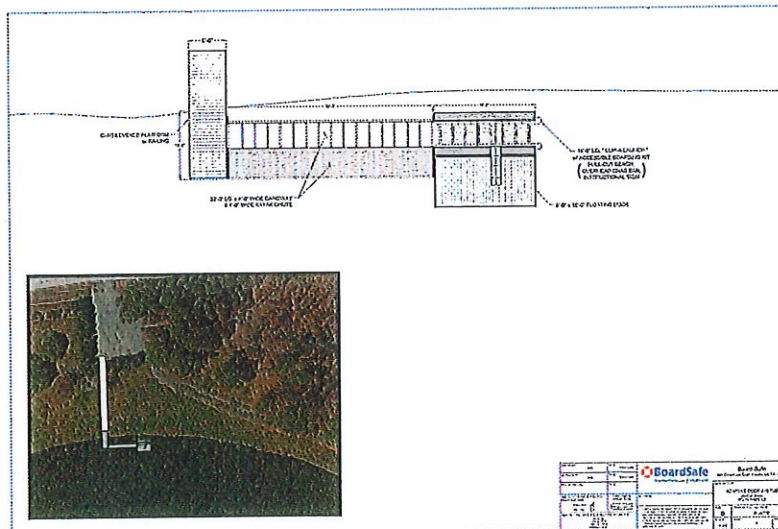
Attention: Mr. Nobie Violante- Public Works Manager

Subject: Pintail Park, Ocean Pines, MD- Adaptive Kayak Launch Proposal Q22- 561

Mr. Violante,

We are pleased to submit our proposal manufacturing, shipping, and installing one BoardSafe Adaptive Kayak Launch at Pintail Park in Ocean Pines, MD.

We are also providing pricing for either a 8' x 16' or 8' x 20' floating dock. The dock configuration will be the same as the kayak launch floating dock, with the addition of four 12-inch hoop piling guides. We have also included larger floats on the gangway landing side of the dock.



Please note, the cantilevered deck shown on the drawing will be replaced with a wooden pier installed by the customer.

All work will be completed in accordance with the following work scope and specifications and layout drawing above.

Work Scope and Specification

- Engineering and Design
 - Stamped PE drawings will be provided for the concrete foundation and cantilevered deck.
- The following components will be supplied as part of the total assembly.
 - 32-foot Chute
 - Aluminum Construction
 - Composite Decking slide pads
 - Supplemental Flotation at bottom of chute
 - 32-foot Gangway
 - Aluminum Construction
 - Railing with intermittent handrail on one side
 - Aluminum Decking
 - Supplemental Flotation at bottom of gangway
 - One (1) 8' x 16' Floating dock
 - Aluminum Frame
 - Composite Decking
 - Plastic Encapsulated flotation
 - Toe Kick
 - One (1) BoardSafe Adaptive Kayak Launch System
 - 16S Clip-A-Launch
 - Aluminum Construction
 - Aluminum Decking
 - Adaptive Boarding Kit
 - Boarding Bench with pullout seat
 - Overhead Grab Bar
 - Instructional Sign
- Shipping
 - All components will be shipped to the worksite and unloaded by our workforce
- Installation
 - A telehandler forklift will be provided
 - All labor and tools will be provided

Pricing

The cost to complete all work as described above is \$68,000.00 (sixty-eight thousand dollars).

- Kayak Launch- 32-foot gangway/ chute, 8' x 16' floating dock, Adaptive Kayak Launch with Boarding Kit (bench with pullout seat, overhead grab bar with straps and instructional sign).....\$57,500.00

- Shipping.....\$3,000.00
- Installation.....\$7,500.00

Optional floating Docks

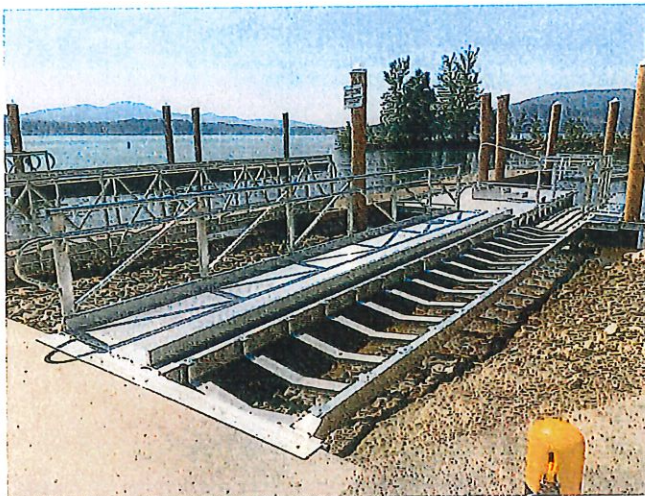
- 8' x 16' floating dock.....\$9,900.00
- 8' x 20' floating dock.....\$11,925.00

Payment Terms

- 50% deposit at time of order
- 40% One week prior to shipping or when manufacturing is completed.
- Balance when installation is completed.

Miscellaneous

- Landscaping or lawn restoration is not included as part of this proposal.
- The installation of the concrete bulkhead is not included as part of this proposal.
- Pricing valid for 60 days.



Example of BoardSafe Adaptive Kayak Launch

We appreciate the opportunity of providing you with the above proposal and hope to have the pleasure of completing the work. Please let me know if you have questions or require addition information.

Very truly yours,

Scott Tihansky
 Sales Engineering and Product Development
 Northeast Products and Services, Inc.
www.boardsafedocks.com



SALES QUOTATION AND ORDER FORM

605 Molly Lane, Suite 150
Woodstock, GA 30189
770-933-8166 Fax 770-933-8363

PAGE: Page 1 of 2
QUOTE NUMBER: 110710
QUOTE DATE: 5/12/2023
PO# OR JOB NAME: PINTAIL PARK - SOUTH I
CUSTOMER: Ocean Pines Association, Inc

Bill Ocean Pines Association, Inc.
To: 239 Ocean Pkwy
Berlin, MD 21811

Ship Ocean Pines Association, Inc.
To: 1 Mumford Landing Rd.
Ocean Pines, MD 21811

CONTACT NAME: Edgar Wells
OFFICE PHONE: 410-641-7717

FAX NO.: 410-641-5581

CUSTOMER NO. 991586	SALESPERSON NAME Joe Clarkson	Terms: Net 30 Days	TERMS STRICTLY ENFORCED 1 1/2% DELINQUENCY CHARGES
-------------------------------	---	------------------------------	--

Tax Exempt No:

QTY ORDERED	ITEM	Tax	Type	UM	UNIT PRICE	EXTENDED PRICE
1	Fltg - Alum - Poly ~14.83' x 16' Floating dock/kayak launch - Alum. ribbed decking, - Poly float (20 PSF LL, ~18" freeboard) - 2 X 8 PT Fender w/Vinyl "P" Bumper - Alum. Toe Curb (4" High) - *4' high boarding assist cage - Launch Assist rails - *Kayak Launch w/Rollers & Composite Boards	Y	SPA	EA	21,739.49	\$21,739.49
1	Gangway DR1 - Aluminum 4.5' x 32.2' Gangway w/ underhung welded truss, Alum. Ribbed decking, Alum. Toe curb @ one side, 42" 2-Line Alum. Pipe Rail w/ADA grabrail & Toe rail @ Opposite side, Hinge connection both ends, 50 PSF LL, L/180	Y	NON	EA	15,681.60	\$15,681.60
1	Other - Docks 4' - 8" X 32.2' Kayak Chute w/Composite Boards. - *20 PSF LL or 500 Max. Concentrated LL, L/180	Y	SPA	EA	11,513.57	\$11,513.57
1	Other - Docks Transfer bench w/Overhead Assist rail	Y	SPA	EA	2,773.40	\$2,773.40
5	Other - Docks 1-Roller Pile Guide	Y	SPA	EA	198.10	\$990.50
1	Freight & Handling*	Y	INV	EA	5,300.00	\$5,300.00

52,989.56

Shipping Instructions:		Subtotal	\$57,998.56
		Sales Tax	3,161.93
		Total	\$61,160.49



GatorDock & Marine™



Mantle Industries™



605 Molly Lane, Suite 150
Woodstock, GA 30189
770-933-8166 Fax 770-933-8363

SALES QUOTATION AND ORDER FORM

PAGE: Page 2 of 2
QUOTE NUMBER: 110710
QUOTE DATE: 5/12/2023
PO# OR JOB NAME: PINTAIL PARK - SOUTH I
CUSTOMER: Ocean Pines Association, Inc

TERMS and CONDITIONS of SALE

General

1. **Quoted Prices:** Are valid for 30 Days.
2. **Change Requests:** Must be in writing and acknowledged by the Seller.
3. **Sales Taxes:** For States other than AK, AL, AR, AZ, CA, CO, FL, GA, IA, IL, IN, KY, LA, MA, MD, ME, MI, MN, MS, NC, NE, NJ, NV, NY, OH, OK, PA, RI, SC, TN, TX, UT, VA, WA, AND WV are the responsibility of Purchaser. EXEMPTION CERTIFICATES MUST BE PROVIDED AT THE TIME OF THE ORDER.
4. **Shipping:** FOB Plant. Seller will select method of shipment and routing unless specified by Purchaser. Any additional costs for specified carriers, routing or services will be billed to Purchaser.
5. **Freight Claims:** Purchaser is responsible for unloading and inspecting all materials upon arrival. A driver signature evidencing damages or shortage is required to file a claim with carrier.
6. **Returns: Stock Inventory Products:** Requests for returns must be made in writing within 10 days of receipt and must have prior authorization of Seller. Returns must be shipped back freight prepaid within 10 days of approval and will incur a 25% restocking fee. Credit can only be issued for unused product returned in saleable condition in its original packaging. **Custom Products:** Custom Products are those requiring special order materials and / or manufacture / fabrication. All sales are final and cannot be returned.
7. **Credit Card Payments:** A 3% fee will be added when payment is made by credit card.
8. **Payment Terms:** Late payments are subject to a 1.5% per month delinquency charge.
9. **Purchase Orders:** Containing any terms or conditions must be submitted and approved by seller with this Order.
10. **Cancelled Orders: Non-Custom Product:** Are subject to a 10% cancellation fee. **Custom Products:** All charges are calculated based on all costs incurred.
11. **Deposits / Payments: Custom Products:** Deposits and Progress Payments will be required.
12. **Storage Fees:** Charges of 1.5% per month will be billed on Orders held up from shipment by the customer after 30 days.
13. **Applicable Law:** This transaction shall be governed by the laws of the State of Georgia.
14. **Freight Charges:** Quoted freight, unless otherwise noted on quote, are exclusive of any SITE ACCESS costs. Buyer will be billed for all added charges related to site access to deliver to the installation site.
15. **Freight Estimate:** Freight is quoted as an estimate. Actual freight cost will be invoiced at time of shipment.
16. **Product Claims:** Are governed by the expressed written warranty in effect at the time of sale.

Additional International

1. **Freight Quoted:** CIF
2. **Shipping Charges:** Are quoted separately and subject to change if shipping requirements or container requirements are changed for any reason.
3. **Freight Forwarder** and method of shipment will be selected by Seller unless Purchaser makes specific request in writing. Any additional freight costs for specified freight forwarder, carrier, routing, or services will be charged to Purchaser.
4. **Seller order acceptance:** All orders are subject to CMI receipt of payment, in the case of a pre-payment order option or CMI approval of Letter of Credit. All banking charges for Letters of Credit are the responsibility of the customer.

Additional Fabrication

1. **Product Design:** Seller is responsible for designing the product in accordance with the specifications provided by the Buyer. Seller does not perform project site inspection and testing to determine product selection or criteria and therefore does not assume any Fit for Use responsibilities belonging to buyer's engineers and managers.
2. **Drawings:** Product design drawings will be provided for final customer approval. Customer signature is required to begin fabrication. Changes by Buyer requiring additional charges will require approval before proceeding to fabrication.

Deposits / Progress Payment for ALL custom fabricated structures

- 20% Deposit Required to begin design process.
- 40% Progress Payment Required to commence fabrication
- 40% Prior to shipment (unless credit has been approved prior to order placement)

CMI is not responsible for site preparation, the foundation nor the installation of the bridge and therefore cannot make recommendations, nor engineer or design any connection apparatus or system.

CMI is strictly a material supplier and is not an on-site project sub-contractor. CMI does not engineer or design structures and is not responsible for any site evaluations or installations.

Purchaser is solely responsible for determining the effectiveness, suitability, and safety of any particular use or application of the product. Seller does not warrant any designs, engineering, or installation of specific structures. Seller is not responsible for delivery delays, installation rates, or any consequential damages. Any claims are governed by the applicable expressed Limited Warranty for each specific product. Seller complies with State and Federal material supply notification requirements on Projects. Buyer is responsible for providing Seller with the product design and engineering specifications and criteria. Seller provided Shop drawings of custom products are for fabrication approval only.

I understand that upon signing, this SALES QUOTATION becomes my ORDER and is a binding contract once it has been accepted by CMI.

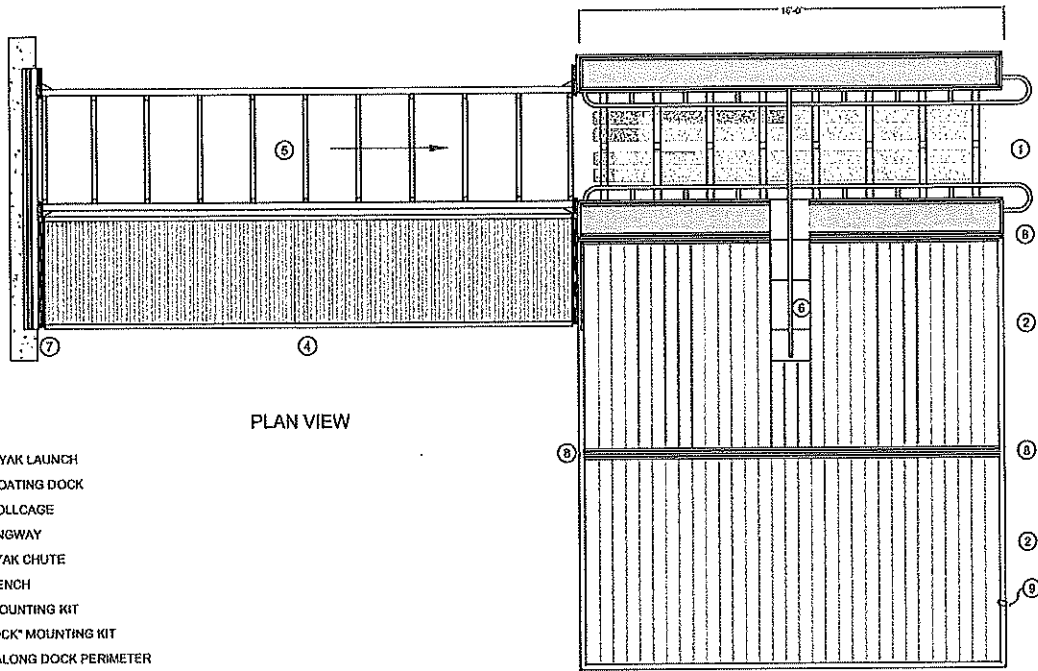
X _____
Authorized Customer Signature Date Customer PO# Sales Manager Signature Date



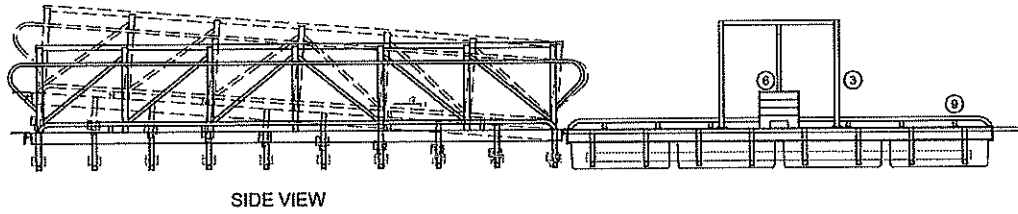
GatorDock & Marine™



Mantle Industries™



- ① - 8 ft. x 16 ft. KAYAK LAUNCH
- ② - 8 ft. x 16 ft. FLOATING DOCK
- ③ - BOARDING ROLL CAGE
- ④ - 4 ft. WIDE GANGWAY
- ⑤ - 4 ft. WIDE KAYAK CHUTE
- ⑥ - BOARDING BENCH
- ⑦ - BULKHEAD MOUNTING KIT
- ⑧ - "DOCK TO DOCK" MOUNTING KIT
- ⑨ - GUARDRAIL ALONG DOCK PERIMETER



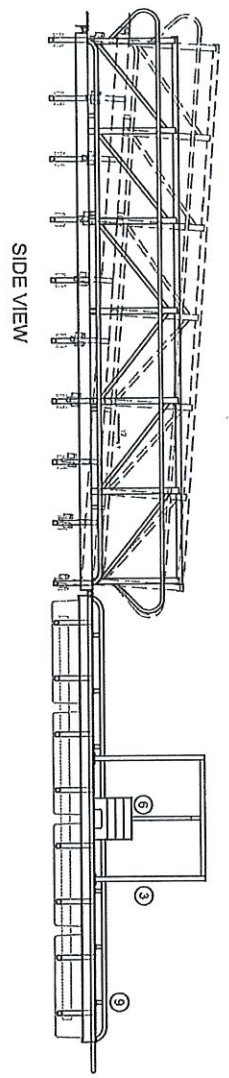
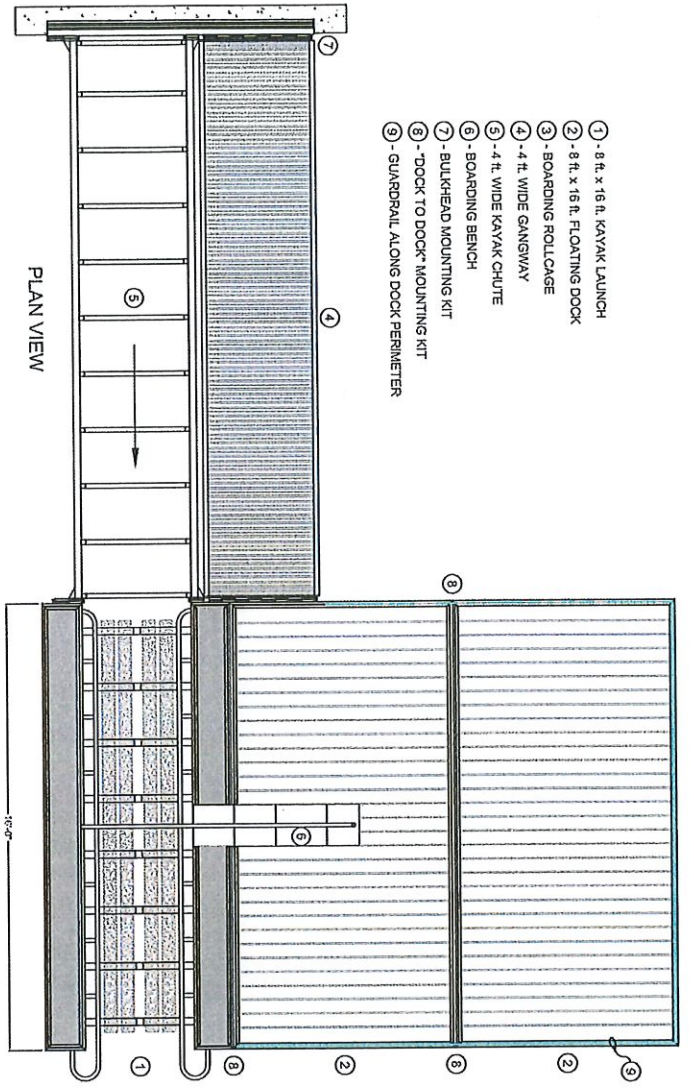
Sheet 3 - Layout CR-16SAKL88-GC* (*length of Gangway/Chute from chart)

Assembled Dock Configuration Drawing



Example of Installed Adaptive Kayak Launch

- ① - 8 ft. x 16 ft. KAYAK LAUNCH
- ② - 8 ft. x 16 ft. FLOATING DOCK
- ③ - BOARDING ROLLOVER
- ④ - 4 ft. WIDE GANGWAY
- ⑤ - 4 ft. WIDE KAYAK CHUTE
- ⑥ - BOARDING BENCH
- ⑦ - BULKHEAD MOUNTING KIT
- ⑧ - DOCK TO DOCK MOUNTING KIT
- ⑨ - GUARDRAIL ALONG DOCK PERIMETER



Sheet 3 - Layout CR-16SAKL88-GC* (*length of Gangway/Chute from chart)

Price - \$52,700.00
 Freight- \$2,300.00

Joe Clarkson
 Regional Sales Manager
 GatorDock & GatorBridge

Lisa Jarman

From: Nobie J. Violante
Sent: Thursday, May 11, 2023 7:14 AM
To: Lisa Jarman; Edgar D. Wells
Subject: FW: Pintale Pricing-Kayak Launch

From: Joe Clarkson <jclarkson@cmilc.com>
Sent: Thursday, May 11, 2023 6:57 AM
To: Edgar D. Wells <ewells@oceanpines.org>; Nobie J. Violante <nviolante@oceanpines.org>
Subject: Pintale Pricing-Kayak Launch

Hey guys, I hope you are doing well. Here is the pricing for Pintale Kayak Launch. Let me know how we are looking. If we are good, I can send you over a sales order for this project. Thanks

- Southern Improvement Area
 - Aluminum Gangway (4' x 32') (Connection to Fixed Timber Pier)
 - Kayak Chute to run alongside Gangway
 - Aluminum Frame and Deck Floating Platform (8' x 16') and Kayak Launch
 - Associated connection components and pile runners

Lisa Jarman

From: Nobie J. Violante
Sent: Tuesday, May 23, 2023 9:33 AM
To: Lisa Jarman
Subject: Fwd: EZ Dock
Attachments: Vista Design op ns project.pdf; Vista Design Northern Area.pdf

Sent from my Verizon, Samsung Galaxy smartphone
Get [Outlook for Android](#)

From: John Eleding <sales@aplusezdock.com>
Sent: Tuesday, May 23, 2023 9:21:48 AM
To: Nobie J. Violante <nviolante@oceanpines.org>
Subject: EZ Dock

To Whom It May Concern,

These enclosed quotes are still valid as far as pricing is concerned.

Please reach out should you have any questions.

Thank You,

John Elerding

A Plus Marine Services, LLC

A Plus Ez Dock

32953 Lighthouse Rd. Unit 10

Selbyville, DE 19975



(302) 436-5320

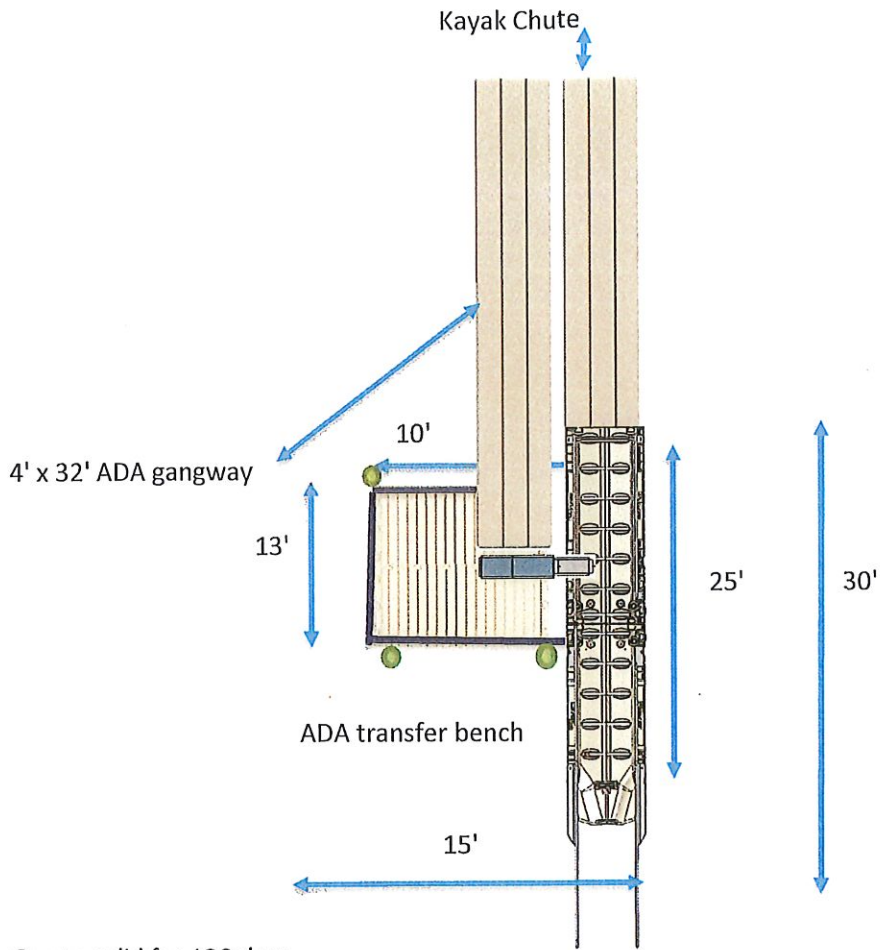


Eric Jones
Vista Design
Southern Area
410.352.3874
12.15.22



Item	Price	Quantity	Total
Adj Adapter Brkt	\$745.00	1	\$745.00
Coupler	\$75.00	6	\$450.00
80"x10' Dock Section	\$2,895.00	2	\$5,790.00
Dock Curbing	\$675.00	1	\$675.00
Hardware for Curbing	\$295.00	1	\$295.00
ADA EZ Transfer Kit	\$6,395.00	1	\$6,395.00
32L x 4"W ADA Alum Gangway		1	\$16,113.90
Kayak Launch Rail Kit	\$3,395.00	1	\$3,395.00
Kayak Rail Ext Kit	\$2,395.00	1	\$2,395.00
Kayak Launch Port	\$2,395.00	2	\$4,790.00
Piling Brkts	\$945.00	4	\$3,780.00
Floataion Pods	\$225.00	3	\$675.00
Kayak Chute	\$13,500.00	1	\$13,500.00
Delivery and Install	\$5,000.00	1	\$5,000.00
Total			\$63,998.90

-  Piling bracket
-  ADA dock curbing



Quote valid for 120 days.
 S/O: Special order items.
 Pilings and gangway to be set by Fisher Marine.

Resolution B-08

DIRECTOR ETHICS AND CONDUCT

1. **Purpose.** This Resolution provides policy regarding ethics and conduct for members of the Board of Directors and Officers of the Ocean Pines Association, Inc.
2. **Authority.** Section 5.12(c) of the Bylaws of Ocean Pines Association, Inc. authorizes the Board of Directors to adopt resolutions governing a Director's conduct.
3. **Policy.** Upon a Director's validation by election or appointment, a Director ~~will~~ shall serve in accordance with the following ethical standards and code of conduct. ~~Directors will abide by the procedures for disposition of complaints regarding possible violations of these policies outlined below and in accordance with the Association Bylaws.~~

a. **Ethical Standards.**

1. To attend in person, **virtually**, by phone or by other means approved by the Board of Directors unless sufficient justification causes the absence, and to participate in all meetings and communications in accordance with expectations set forth in the By-Laws (Section 5) and Resolutions (B-02, B-04).
2. To maintain a business-like climate in meetings by respecting parliamentary procedure.
3. To abide by the Board's decisions, even if they disagree.
4. To promote the goals and interests of the Association in a constructive manner and attempt to avoid promotion of unnecessary conflict among Association Members.
5. To promote responsible management of the Association's finances when conducting Association business
6. To promote uniform enforcement of the various Sections' Declarations of Restrictions and other governing documents when conducting Association business.
7. ~~When conducting Association business, to~~ **To** place the interests of the Association above those of individual Association Members **when conducting Association business.**
8. To ~~always~~ act within the authority given to them by Association Members, **the governing documents of the Ocean Pines Association and the State of Maryland when conducting Association business.**
9. Directors are required to act with proper decorum. When conducting Association business either in meetings or in email or other forms of communication, Directors are to focus on issues, and conduct themselves with courtesy and respect toward each other, Association employees, managing agents, suppliers, and Association members.
10. Directors shall act in accordance with Board decisions and shall not act unilaterally or contrary to Board decisions.

b. **Director Conduct:**

1) **Confidential Information.** Directors shall ~~are to~~ be responsible for protecting the ~~confidentiality~~ **privacy** of the Association's confidential information except when its release is duly authorized or legally mandated. **For the purposes of this resolution, information that is considered confidential and therefore protected by this resolution includes but is not limited to the following:**

- a. ~~Private~~ **Personal** information ~~of~~ **about** fellow Directors **or their family members that has been identified by the source as confidential;**
- b. Personal information of Association employees;
- c. Results of disciplinary actions involving Association employees;
- d. Information or opinions concerning legal disputes in which the Association is or may be involved without the prior written approval of Association legal counsel;
- e. **Any and all information received during closed meetings which are permissible under Section 11B-111(4) of the Homeowners Association Act, or discussed via hard copy, email or other electronic means before or after the meeting;**
- f. **Other information obtained in hard-copy, electronic, or email form which may be designated by the source as confidential, and thereby applicable to this resolution, may only encompass the topics identified in Section 11B-111(4).**

Directors shall take reasonable steps to ensure that confidential information and/or documents contained in emails or obtained in hard copy shall remain inaccessible to discovery or disclosure in accordance with this provision during and following the end of their tenure as a Director unless such disclosure or discovery is authorized by legal counsel as part of legal action in which the information is designated as party of the discovery process. This includes providing for confidentiality of board email passwords and other access to director email accounts and contents and confidentiality of any hard-copy materials covered by this resolution that are stored in the director's home, office or other location outside of the Association offices.

- 2) **Interaction with Association Employees.** A Director may give advice to the General Manager **when requested.** Directions and assignments to the General Manager will come from the Board. **Directions** and assignments to the General Manager shall be based on decisions made by Board vote or **explicitly designated** consensus agreement. In order to ensure efficient management of operations; to avoid conflicting instructions from the Board to management; and to avoid potential legal liability, **no director shall**
- a) Give specific direction to management, employees, or suppliers unless authorized or delegated by the Board of Directors or unless consistent with the duties of the Director's role if they are also serving as an officer.
 - b) **Directly** address employee complaints. Any employee who contacts an individual Director for the purpose of conveying a complaint should be

instructed to bring the matter to the attention of the General Manager or the Association's designated Human Resources Officer.

- c) Threaten or retaliate against an employee who brings information to the Board regarding alleged improper actions of a Director.

3) **Conflicts of Interest.** Directors shall **comply with the conflicts of interest policy as set forth in Resolution B-05** and not recommend a course of action or make a decision on behalf of the Association that materially benefits themselves or certain parties that are related to the Director, termed "affiliated persons," with respect to any matter in which they have a material interest. Affiliated persons include the following:

- a. spouse, domestic partner, child, mother, father, brother, sister; and
- b. any corporation or organization in which a Director **has a managing role** ~~participates in management~~; of which they are a board member, an officer, or a partner; are employed by; are directly or indirectly a debt holder; or are the beneficial owner of any class of equity securities; and
- c. any trust or other estate in which a Director has a substantial beneficial interest, or in which they serve as a trustee or in a similar capacity; and
- d. Any relationship where there could be a quid pro quo that could reasonably impact the Director's influence on an issue, input to discussion and/or their vote.

Directors must immediately disclose the existence of any conflict of interest of their own or of affiliated persons to the entire Board of Directors in accordance with the provisions of Resolution B-05.

- 4. **Pursuant to Section 5.12 of the Bylaws of the Association, the Board may choose to reprimand, censure, remove or take no further action pursuant to this Resolution.**

5. ~~**Complaints Regarding Violations of the Ethical Standards and Policies on Director Conduct.**~~

- a. ~~**Ethics Committee.**~~ There shall be created a permanent standing Ethics Committee for the Ocean Pines Association. The purpose of this committee is 1) to expeditiously process, investigate and make determinations as to complaints alleging violation of the provisions of this Policy initiated by the Board, or filed and signed by an Association Member (By Laws Section 1.07), and 2) to receive and respond to written requests from any Director for an opinion, assistance, or guidance in interpreting the requirements of this Policy. Any Director who in good faith relies on an advisory opinion of the Committee shall not be disciplined if the action is found thereafter to be a violation of this Policy. The committee shall be comprised of 5 members in good standing. Member in good standing means a person listed as owner of record on property within Ocean Pines (By Laws Section 1.07), and eligible to vote (By Laws Section 3.01(e)). Appointments to this committee shall be made by the Board of Directors as soon as practical following adoption of this Policy. The committee appointments shall not be delayed to a time in which there is a complaint that needs review.

~~The initial Committee member appointments will be for terms of 5, 4, and 3, years. Each subsequent term shall be for 5 years. It is intended to be comprised of individuals who are members of the Association who have substantial human resource/ethics/legal credentials. A Committee member may be removed by a vote of 2/3 of the Board of Director with or without cause.~~

~~Meetings of the Ethics Committee shall be held in closed session if permitted to be closed under Section 11B-111 of the Maryland Homeowners Association Act. For the purpose of determining authority to hold Ethics Committee meetings in closed session, Directors shall be considered Employees of the Association.~~

- b. ~~**Ethics Committee Disposition of Complaints.** Timely and in no case more than fourteen (14) business days after receiving a complaint, including a Committee-initiated complaint, the Chair will convene a meeting of the Committee to determine the merits of the complaint and whether further investigation is warranted. If it is determined by a majority vote of the Ethics Committee that there is no reasonable basis to support a violation of the provisions of this Policy, the Committee shall recommend to the Board of Directors that the matter be dismissed. If it is determined that there is basis to suggest that a violation may have occurred the Committee will have the authority to determine whether investigation by a law firm is needed, and refer the matter to a Law Firm pre-selected by the Board to investigate matters of this type. The decision by the Ethics Committee regarding whether or not to go forward with an investigation shall be absolute. Matters that do not require legal investigation will be examined by the Ethics Committee, who will share with the Board their findings and their recommendations for disposition of the matter.~~
- c. ~~**Legal Counsel.** An interview and deliberation process that is made public shall be used to select a law firm that is independent of the Association whose role is solely to conduct investigations and issuing opinions on matters referred by the Ethics Committee. The selected firm shall not currently represent nor in the past have represented the Association or been adverse to the Association in any capacity. After selection of the firm, the Association will negotiate a letter of engagement that stipulates the terms of the relationship and payment terms.~~
- d. ~~**Disposition of Legal Opinion.** The Law Firm will deliver the results of its investigation and recommendation(s) to the Ethics Committee and the Board of Directors for their consideration. A closed meeting of the Ethics Committee will be held to review and consider the recommendations. The Chair of the Ethics Committee will preside over the meeting. The Ethics Committee will forward its findings, opinion, and recommendation(s) to the Board of Directors. The decision that is provided to the Board shall be a confidential written summary prepared by the Chair or the Chair's designee.~~

Based on the recommendations of the Law Firm and the Ethics Committee, the Board of Directors will make the final determination on the disposition of the Complaint. The final disposition will be determined by a majority vote of a quorum of the Board that includes the Directors not under investigation. Any recommendation by the Board for removal of a Director must be determined by a super majority (2/3) of Directors comprising the quorum for the meeting.

- e. Remedies. The disposition of violations of these Policies on Ethical Standards and Director Conduct shall be based on recommendations from the Ethics Committee and/or advice of legal counsel. The Board may consider remedies including but not limited to removal from the Board for cause, counseling, public reprimand, or in lieu of removal education. Removal for cause may only be considered for violations of the Policies on Director Conduct. If removal is recommended, the Director shall be notified of the proposed action and granted an opportunity for a hearing at a regular or special meeting of the Board of Directors prior to the final action, per Section 5.12(b) of the Association By-Laws. Lesser remedies may be considered for violations of the Ethical Standards and the Policies on Director Conduct.

While Directors cannot be compelled to accept the recommendation(s) of the Law Firm or the Ethics Committee when determining the remedy, in the event that the results of the Board vote is contrary to the recommendations from legal counsel, the specific objection(s) that the Board has for not adopting them should be substantial.

- f. Records. The minutes of the meeting shall state the complaint, the decision regarding its disposition, and the remedy decided upon through Board vote, and the yes/no vote of individual Directors. Should the final Board decision on the matter be not to adopt the recommendations from legal counsel, the specific objections will be stated in the minutes of the meeting. It will be the responsibility of the Association Secretary or designee to gather and summarize these objections and to prepare the minutes. The minutes of the meeting will be disclosed to Association Members.

6. Effective Date:

Adopted by the Board of Directors on _____.

President:

(sign) _____ Date _____

(print) _____

Attestation by Secretary:

(sign) _____ Date _____

(print) _____

Review History:

General Manager:

(sign) _____ Date: _____

(print) _____

Legal Counsel:

(sign) _____ Date _____

(print) _____

By-Laws and Resolutions Advisory Committee Chair:

(sign) _____ Date: _____

(print) _____

Draft for Review

RESOLUTION C-14
RACQUET SPORTS ADVISORY
COMMITTEE

1. **Purpose.** The Racquet Sports Advisory Committee advises the Board of Directors on tennis, platform tennis, and pickle ball matters and aids in promoting the successful operation of all racquet sport activities.

2. **Authority.** Article SEVENTH of the Charter and Section 10.01 of the By-Laws of the Ocean Pines Association, Inc. direct the Board of Directors to establish and appoint the members of such committees and other advisory bodies as may be necessary to, or convenient in, the Association's discharging the duties entrusted to it. Resolution C-01, Committee General Policy, provides additional authority and instructions regarding advisory committees of the Association.

3. **Functions.** In fulfilling its tasks, the Committee shall perform functions which include but are not necessarily limited to the following:

- a. advising the Board of Directors on methods of promoting interest in racquet sports;
- b. advising the Board of Directors regarding racquet sports policy and operation including recommendations for improving the racquet sports operation of the Manklin Meadows Racquet Center;
- c. advising in the development of budget proposals on programs, activities, facilities, and staff as it pertains to racquet sports activities;
- d. recommending rules and regulations including conduct and dress codes pertaining to the use of all racquet sports facilities;
- e. **advising the Board on any specific problems or concerns related to** ~~monitoring the condition, care, and maintenance of the racquet sports facilities and advising the Board and Racquet Sports Professional of any specific problems or concerns;~~ and
- f. performing such functions as may from time-to-time, be directed or approved by the Board of Directors.

4. **Membership.** The Committee should ~~consist of~~ **have not fewer** less than three (3) **nor more** than nine

(9) **racquets** members. At all times, the members of the Committee appointed by the Board of Directors should represent ~~an equal balance from~~ the three primary racquet sports (Tennis, Platform Tennis, and ~~Pickle Ball~~ **Pickleball**). The Chair of the Committee shall be appointed by the Board of Directors and serve for a two-year term. Every effort should be made to rotate the Chair position to represent the three primary racquet sports.

5. **Reports.** Submit annual report by October 31 of each year in the format specified in Resolution C-01.

6. **Effective Date:** January 21, 2023.

Adopted by the Board of Directors on January 21, 2023

_____ President Attest _____ Secretary

Review History.

General Manager _____ Date: _____

Legal _____ Date: _____

By-laws and Resolutions Advisory Committee _____

Date: _____

PREVIOUSLY APPROVED BACKGROUND DOCUMENTS:

M-06 Elections and Referendums Voting Procedures, Attachment A, 11. c.

- c. A candidate may request a recount at the annual meeting. The Board is responsible for resolving any request for a recount (Section 5.03(e) By-laws).

V

The Board of Directors

Section 5.03. Elections

(e) The Board of Directors shall resolve any request for a recount of the votes. The Chairperson of the Elections Committee shall resolve any final tie vote necessary to determine the results of the election. Tie votes shall be resolved by "chance" at the annual meeting.

PROPOSED RECOUNT PROCEDURES

Any candidate receiving countable votes (valid ballots per M-06 and Attachments) in an election for the Board of Directors may request a recount. If a recount request is made to the Board of Directors in office on the day of the Annual Meeting, the Board will take the following action:

1. A request for a recount must be received in writing from the Board Candidate prior to the Annual Meeting of the Association. This request must be provided to the Board President and to the Elections Committee chairperson.
2. A Director, currently completing their first term and a candidate for reelection will ~~refuse~~ recuse themselves from any discussion, process and procedures related to the ~~conductance~~ conduct of a recount. The Director who is a candidate for reelection may request the Board to authorize a recount.
3. The Board will request the Elections Committee chairperson to conduct a recount of the valid ballots cast for the election.
4. The Elections Committee chairperson will schedule an Elections Committee meeting, including the election committee members, ~~Seatron~~ contractor operating the scanneroperator and Association staff as needed. This meeting will be on the day of the Annual Meeting or as soon as possible following the Annual Meeting.
5. The recount will be completed in an open session that any Association member can attend in a manner like that specified in M-06 and Attachments.
6. The results of the recount will be communicated to the Association President and posted immediately after completion of the recount in the Administration Building of the Association.

7. The Board will hold a Special Meeting no sooner than 3 days after the completion of the recount, but as soon as possible.
8. The Election Committee Chairperson or their designee will attend the Special Board Meeting and present the results of the recount for acceptance/validation by the Board on behalf of the Association.
9. The Election results will then be final and the winning candidates will begin the process of joining the Board.

ATTACHMENT A ELECTIONS AND REFERENDUMS VOTING PROCEDURES

1. Purpose. This Attachment establishes the procedures for the election of members to the Board of Directors and/or voting on referendum issues by members of the Association,
2. Voting by Mail and Electronic Transmission. The voting for directors and on issues submitted to a referendum is conducted by mail-in ballots and/or electronic transmission.
 - a. Only a single voting package is sent for each lot or unit eligible to vote. This applies to all joint owners of a lot or unit, including co-tenants, joint tenants, and tenants by the entireties.
 - b. The voting package shall be addressed to all owners of record at the billing address used for the Association annual assessment mailing or, for the purpose of voting by electronic transmission, at an email address provided by the owner of record of the Lot if authorized under Attachment D.
 - c. If an owner submits a vote by electronic transmission, any paper Ballot submitted by that owner will be invalidated.
3. Voting Deadline. The deadline for returning Ballot envelopes or submission of the Ballot by electronic transmission for the election of directors, and for referendum issues being voted on at the same time as same Board election, shall be prior to the end of Association regular business hours on the Wednesday before the annual meeting of the members in August.
 - a. The annual meeting is held on the second Saturday in August of each year. The deadline for any other referendum vote will be established by the Committee.
4. Elections Materials. The By-laws (Section 4.04) require that the Secretary send a notice of the Annual Meeting to all Members, and Election materials to all eligible members. The Committee, with the Secretary, shall prepare elections materials. This includes, but is not limited to:
 - a. Establishing the information required to be on the ballot for both Board elections and/or referendums. Separate ballots shall be used for the election of directors and referendum issues when both are being voted on at the same time. Ballots shall be suitable for counting using the tabulating and reporting system.
 - b. Ballots for the election of directors will not make provision for write-in candidates.
 - c. Other materials that may be included in the voting package.
 - i. For a Board election, each candidate will provide a written informational/biographical statement not to exceed two hundred (200) words to be included in the voting package. To be included in the election materials, candidates must submit their statement in hard copy and electronically as a Microsoft Word format or PDF file.
 - ii. Proxies, when included in voting packages, shall comply with Section 3.03 of the By-Laws. Directed proxies shall be used for voting on issues included in the meeting notice. Only those proxy forms approved by vote of

the Board of Directors are valid.

- iii. Proxy forms for establishing a quorum, once approved by the Board of Directors, do not require re-approval for subsequent elections.
- iv. The voting package shall include the ballot and instructions which indicate the marking and return of ballots including the date and time when ballots must be received,
- v. The voting package shall include instructions on how to obtain a duplicate ballot.
- vi. The voting package shall include an elections telephone number through which Association members may communicate with the Committee.

d. The Committee shall approve all materials for inclusion in voting packages that have been prepared by the Contractor. Copies shall be retained by the Committee for one (1) year,

5. Elections Contractor. The Association will employ an independent contractor, via a written contract, to provide services during the election and/or referendum processes. The written contract shall be approved by the Election Committee and signed by the Association General Manager or Association Board President. The Committee shall be responsible for supervising the performance of these services in a manner that supports the election or referendum process. If there are delays or events that may have an adverse effect on the election process, the Board Liaison shall be promptly notified.

6. Balloting Process.

- a. The Committee shall submit election materials to the Secretary no later than the first Friday in July, prior to the end of Association regular business hours (Section 5.03(b) of the By-laws).
- b. The Chairperson shall be responsible for delivering to the Contractor the information necessary to mail voting packages to eligible members. This information shall be obtained from the Association's Assessments and Membership Office. The information shall be in a form that supports the mailing of ballots to a member who owns multiple properties. The Committee shall retain a copy of the mailing information delivered to the Contractor.
- c. The Secretary, assisted by the Chairperson, is responsible for ensuring that voting packages are timely mailed by the Contractor in accordance with Section 5.03(b) of the By-laws for elections of directors and referendum issues in the same election and Section 4.08(b) of the Bylaws for referendum issues only.
- d. An elections telephone number shall be established through which Association members may communicate to the Committee their questions or concerns about

the election or referendum process. The Committee shall maintain a log of communications received and action taken.

7. Receipt of Ballots by Contractor. The Contractor shall open all envelopes returned by the deadline and separate the ballots from the envelopes, except for those marked as duplicate (see paragraph 8 below). Ballots shall be stored in a manner that prevents identification of the ballot to the envelope in which it was returned. Envelopes marked as duplicate shall be delivered to the Committee, unopened and separate from other ballots, when ballots and opened envelopes are delivered to the Committee after the deadline for return of ballots.
 - a. At the time designated as the deadline for return of ballots, the Contractor shall make a final collection of ballot envelopes and prepare all ballots for return to the Committee.
 - b. Ballot envelopes returned after the deadline, or in envelopes other than those provided in the voting package, will not be opened or counted toward any vote. These late envelopes shall be date stamped by the Contractor, bundled separately, and delivered to the Committee.
 - c. The Committee may establish secure boxes at Association facilities where ballot envelopes may be deposited without the need for return mailing. These ballot envelopes shall be collected by the Contractor.
8. Issues Requiring a Duplicate Ballot. Reports that a voting package has not been received shall be promptly addressed by the Committee. If warranted, a duplicate voting package shall be mailed to the member by first class mail or signed at the Association's administrative office. The return envelope shall be marked to indicate that it is a duplicate. A record of the duplicate voting packages, whether mailed or picked up by the member, shall be maintained by the Committee for one (1) year.
9. Counting Ballots. It is the responsibility of the Committee to count the ballots either by the Committee itself or the Committee may delegate this responsibility to an independent contractor hired pursuant to Section 5.A.. The ballot counting operation may be observed remotely by any association member. Association members may witness the ballot counting process remotely but will not be privy to vote totals during the counting process nor engage in any way with the ballot counting process, Election Committee, consultants, or Association staff. The ballot counting will be conducted in a room of sufficient size to accommodate the process and remote viewing of the process for Association Members wishing to observe the count, Said room shall be properly equipped to allow clear remote viewing for Association members wishing to observe the count. The Committee may request the assistance of a computer consultant and designated Association staff.
 - a. A tabulating and reporting system shall be used to count ballots.
 - b. Prior to ballot counting, the Committee shall verify that an original mailing ballot has not been received that matches the property of a duplicate ballot. If there is no match, the duplicate envelope is opened and the ballot included with those to be counted. If there is a match, the duplicate envelope remains unopened and the ballot is rejected.
 - c. In the event the tabulating and reporting system fails, a manual count shall be

performed under the direction of the Chairperson. Ballots rejected by the system shall also be manually counted. When ballots are manually counted, only those on which the members' choice(s) are clearly indicated shall be included in the results.

- d. Ballots shall be voided for the following reasons:
 - i. There are votes for more Board candidates than vacancies.
 - ii. The use of an improper ballot return envelope.
 - iii. The ballot is not marked.
 - iv. Extraneous or non-relevant markings on the ballot.
- e. Two original copies of the final vote count shall be prepared, certified (signed and dated) by the Chairperson. The final vote count will be attested to by the Election Committee members present. Upon attestation of the final vote count the results will be announced live on the OPA internet stream and/or TV, emailed to the Board of Directors, emailed to all candidates, and posted on the Ocean Pines Association website.
- f. Ballots shall be bundled and placed in a secure container with bundles of ballots not counted clearly identified. Ballots and return envelopes shall be retained for one (1) year from the announcement of the election or referendum results.

10. Voting at Meetings of Members of the Association. The Committee shall tally the votes at meetings of members in accordance with Section 3.05 of the Bylaws and report the results to the Presiding Officer at the Annual Meeting.

11. Presentation of Voting Results at the Association Annual Meeting.

- a. At the annual meeting of members, the Election Chairperson or designated committee member shall present in person the results for the election of directors and any referendum issue on the ballot. A copy of the certified results shall be included in the minutes of the Annual Meeting. The act of presenting the election results will accomplish the validation required by By-laws 4.02(a).
- b. If the annual meeting is not held for lack of a quorum or other reasons, the results of the election of directors shall be presented in person by the Election Committee Chairperson or designee to the Board of Directors (Section 4.02(b)). The act of presenting the election results will accomplish the validation required by By-laws 4.02(a).
- c. A candidate may request a recount at the annual meeting. The Board is responsible for resolving any request for a recount (Section 5.03(e) By-laws).

12. Tie Votes. A tie vote for a vacancy on the Board of Directors is to be resolved by chance (Section 5.03(e) of the By-laws), The method of chance used is as follows and shall be conducted by the Chairperson:

- a. One suit from a standard deck of cards, excluding jokers, shall be selected.

- b. The cards in the suit shall be shuffled and displayed by the Chairperson such that the tied candidates are unable to see the face of the cards.
 - c. Each of the tied candidates shall select one (1) card.
 - d. The candidate with the high card wins. Ace is high with the remaining cards descending down through deuce.
13. If voting by electronic transmission is implemented for a Board election or a referendum, this Attachment A shall be read with Attachment D.

OCEAN PINES ASSOCIATION ADVISORY COMMITTEE APPLICATION

1. Name of Applicant: Debbie Bennington

2. Address: 108 Robin Hood Trail, Ocean Pines, MD 21811

3. Email: debbennington4@gmail.com

4. Telephone: 410-603-8065 Property Owner for 22 (years)

5. Committee in which you would like to be involved:

<input type="checkbox"/> Aquatics	Re-Appointment	<input type="checkbox"/>
<input type="checkbox"/> Architectural Review	Re-Appointment	<input type="checkbox"/>
<input type="checkbox"/> Budget & Finance	Re-Appointment	<input type="checkbox"/>
<input type="checkbox"/> By-Laws & Resolutions	Re-Appointment	<input type="checkbox"/>
<input type="checkbox"/> Clubs	Re-Appointment	<input type="checkbox"/>
<input checked="" type="checkbox"/> Communications	Re-Appointment	<input checked="" type="checkbox"/>
<input type="checkbox"/> Elections	Re-Appointment	<input type="checkbox"/>
<input type="checkbox"/> Environment & Natural Assets	Re-Appointment	<input type="checkbox"/>
<input type="checkbox"/> Golf	Re-Appointment	<input type="checkbox"/>
<input type="checkbox"/> Marine Activities	Re-Appointment	<input type="checkbox"/>
<input type="checkbox"/> Racquet Sports	Re-Appointment	<input type="checkbox"/>
<input type="checkbox"/> Recreation & Parks	Re-Appointment	<input type="checkbox"/>
<input type="checkbox"/> Search	Re-Appointment	<input type="checkbox"/>
<input type="checkbox"/> Strategic planning	Re-Appointment	<input type="checkbox"/>
<input type="checkbox"/> Other _____	Re-Appointment	<input type="checkbox"/>

Potential Term: 1st 2nd 3rd ~ Term will expire: 1 year

6. Why do you want to be on this Committee? I would like to continue my service to the committee

7. What knowledge/input can you offer to this Committee? My real estate experience as well as the length of time I have lived in Ocean Pines will help promote the positivity and knowledge to the community

I love living in at this time.

Signature: *Debbie Bennington* Date: 6-9-2023

1st Endorsement from Committee Chairperson:
 Comment: I AM FULLY SUPPORTIVE OF DEBBIE SERVING AGAIN

Signature: *Cheryl Jacobs* Date: 6-9-2023

2nd Endorsement from Board Liaison to Committee:
 Comment: EXCELLENT PERSON

Signature: *Steph J. Jank* Date: 6/13/23

Board Action: _____ Date: _____

President's Signature _____ Date _____

OCEAN PINES ASSOCIATION ADVISORY COMMITTEE APPLICATION

1. Name of Applicant: Amy Peck

2. Address: 109 White Horse Drive

3. Email: mrsamy@comcast.net

4. Telephone: 443 857 8242 Property Owner for 22 (years)

5. Committee in which you would like to be involved:

- | | | |
|--|----------------|--------------------------|
| <input type="checkbox"/> Aquatics | Re-Appointment | <input type="checkbox"/> |
| <input type="checkbox"/> Architectural Review | Re-Appointment | <input type="checkbox"/> |
| <input type="checkbox"/> Budget & Finance | Re-Appointment | <input type="checkbox"/> |
| <input type="checkbox"/> By-Laws & Resolutions | Re-Appointment | <input type="checkbox"/> |
| <input type="checkbox"/> Clubs | Re-Appointment | <input type="checkbox"/> |
| <input type="checkbox"/> Communications | Re-Appointment | <input type="checkbox"/> |
| <input type="checkbox"/> Elections | Re-Appointment | <input type="checkbox"/> |
| <input type="checkbox"/> Environment & Natural Assets | Re-Appointment | <input type="checkbox"/> |
| <input type="checkbox"/> Golf | Re-Appointment | <input type="checkbox"/> |
| <input type="checkbox"/> Marine Activities | Re-Appointment | <input type="checkbox"/> |
| <input type="checkbox"/> Racquet Sports | Re-Appointment | <input type="checkbox"/> |
| <input checked="" type="checkbox"/> Recreation & Parks | Re-Appointment | <input type="checkbox"/> |
| <input type="checkbox"/> Search | Re-Appointment | <input type="checkbox"/> |
| <input type="checkbox"/> Strategic planning | Re-Appointment | <input type="checkbox"/> |
| <input type="checkbox"/> Other _____ | Re-Appointment | <input type="checkbox"/> |

Potential Term: 1st 2nd 3rd ~ Term will expire: June 2026

6. Why do you want to be on this Committee? Volunteer for Rec programs for many years. Familiar with collaboration with MD Coastal Bays, Worcester Gold, etc. Exp

7. What knowledge/input can you offer to this Committee? Familiarity with programs, experience as an employee and volunteer with Baltimore

Amy Peck June 8, 2023
Signature Date

1st Endorsement from Committee Chairperson:
Comment: Amy will make a great addition to the committee.
W S Bond June 13, 2023
Signature Date

2nd Endorsement from Board Liaison to Committee:
Comment: I do have concerns about this individual
Ang M Pale 6/13/23
Signature Date

Board Action: _____ Date: _____

President's Signature Date

OCEAN PINES ASSOCIATION ADVISORY COMMITTEE APPLICATION

1. Name of Applicant: Michael L. Reynolds

2. Address: 959 Yacht Club Drive Berlin, MD 21811

3. Email: mikeocnorthern@gmail.com

4. Telephone: (302) 540-5622 Property Owner for 12 (years)

5. Committee in which you would like to be involved:

<input type="checkbox"/> Aquatics	Re-Appointment	<input type="checkbox"/>
<input type="checkbox"/> Architectural Review	Re-Appointment	<input type="checkbox"/>
<input type="checkbox"/> Budget & Finance	Re-Appointment	<input type="checkbox"/>
<input type="checkbox"/> By-Laws & Resolutions	Re-Appointment	<input type="checkbox"/>
<input type="checkbox"/> Clubs	Re-Appointment	<input type="checkbox"/>
<input type="checkbox"/> Communications	Re-Appointment	<input type="checkbox"/>
<input type="checkbox"/> Elections	Re-Appointment	<input type="checkbox"/>
<input type="checkbox"/> Environment & Natural Assets	Re-Appointment	<input type="checkbox"/>
<input type="checkbox"/> Golf	Re-Appointment	<input type="checkbox"/>
<input checked="" type="checkbox"/> Marine Activities	Re-Appointment	<input type="checkbox"/>
<input type="checkbox"/> Racquet Sports	Re-Appointment	<input type="checkbox"/>
<input type="checkbox"/> Recreation & Parks	Re-Appointment	<input type="checkbox"/>
<input type="checkbox"/> Search	Re-Appointment	<input type="checkbox"/>
<input type="checkbox"/> Strategic planning	Re-Appointment	<input type="checkbox"/>
<input type="checkbox"/> Other _____	Re-Appointment	<input type="checkbox"/>

Potential Term: (1st) 2nd 3rd ~ Term will expire: _____

6. Why do you want to be on this Committee? I'm a full-time resident of Ocean Pines and believe in getting involved with the community.

7. What knowledge/input can you offer to this Committee? I grew up on the water, own/operate a construction firm and I'm currently serving on the Pines Point Marina Board. I believe with my background I could help committee.

Michael L Reynolds 5/15/2023
Signature Date

1st Endorsement from Committee Chairperson:
 Comment: STRONGLY RECOMMENDED by CURRENT Member of NAAC
[Signature] 5-21-2023
 Signature Date

2nd Endorsement from Board Liaison to Committee:
 Comment: Highly Recommended
[Signature] 6/12/2023
 Signature Date

Board Action: _____ Date: _____

President's Signature _____ Date _____

**OCEAN PINES ASSOCIATION
ADVISORY COMMITTEE APPLICATION**

1. Name of Applicant: Laura Scharle
 2. Address: 31 Juneway Lane
 3. Email: LBaldwin1023@gmail.com
 4. Telephone: 410-591-8075 Property Owner for 7.5 (years)

5. Committee in which you would like to be involved:
- | | | |
|--|----------------|-------------------------------------|
| <input type="checkbox"/> Aquatics | Re-Appointment | <input type="checkbox"/> |
| <input type="checkbox"/> Architectural Review | Re-Appointment | <input type="checkbox"/> |
| <input type="checkbox"/> Budget & Finance | Re-Appointment | <input type="checkbox"/> |
| <input type="checkbox"/> By-Laws & Resolutions | Re-Appointment | <input type="checkbox"/> |
| <input type="checkbox"/> Clubs | Re-Appointment | <input type="checkbox"/> |
| <input type="checkbox"/> Communications | Re-Appointment | <input type="checkbox"/> |
| <input type="checkbox"/> Elections | Re-Appointment | <input type="checkbox"/> |
| <input type="checkbox"/> Environment & Natural Assets | Re-Appointment | <input type="checkbox"/> |
| <input type="checkbox"/> Golf | Re-Appointment | <input type="checkbox"/> |
| <input type="checkbox"/> Marine Activities | Re-Appointment | <input type="checkbox"/> |
| <input type="checkbox"/> Racquet Sports | Re-Appointment | <input type="checkbox"/> |
| <input checked="" type="checkbox"/> Recreation & Parks | Re-Appointment | <input checked="" type="checkbox"/> |
| <input type="checkbox"/> Search | Re-Appointment | <input type="checkbox"/> |
| <input type="checkbox"/> Strategic planning | Re-Appointment | <input type="checkbox"/> |
| <input type="checkbox"/> Other _____ | Re-Appointment | <input type="checkbox"/> |

Potential Term: 1st 2nd 3rd ~ Term will expire: _____

6. Why do you want to be on this Committee?
Continued member from previous term

7. What knowledge/input can you offer to this Committee?
17 years in parks + rec field

Laura Scharle 6/12/23
 Signature Date

1st Endorsement from Committee Chairperson:
 Comment: _____
W S Board June 12, 2023
 Signature Date

2nd Endorsement from Board Liaison to Committee:
 Comment: _____
[Signature] 6/13/23
 Signature Date

Board Action: _____ Date: _____

 President's Signature Date