

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

Wednesday, July 21, 2021 7 PM, Assateague Room, Community Center

Call to Order - Larry Perrone, President

Pledge of Allegiance - All

Approval of Agenda – Board

Approval of Minutes

June 16, 2021 – Regular Meeting

President's Remarks – Larry Perrone, President

GM Report – John Viola

Treasurer's Report-Doug Parks

Public Comments

Capital Purchases Requests – Golf - Triplex Mower

CPI Violations- None

Unfinished Business - None

New Business – First Reading – Resolution C-06 Revisions – Colette Horn

Appointments – Mary Louise Flanagan – 1st Term – Recreation & Parks

Adjournment



OCEAN PINES ASSOCIATION, INC. BOARD OF DIRECTORS' REGULAR MEETING Wednesday, June 16, 2021 7:00 pm, Assateague Room, Community Center

PRESENT: Larry Perrone, Doug Parks, Frank Brown, Colette Horn, Camila Rogers, Frank Daly and Tom Janasek.

ALSO PRESENT: John Viola, General Manager, Justin Hartshorne, Golf Superintendent, 1 member of the press and approximately 5 Association members.

Call to Order – Larry Perrone called the meeting to order at 7:00 pm with the Pledge of Allegiance.

Approval of Agenda

Mr. Parks moved to accept the agenda with the following changes, Mr. Daly seconded, all in favor of amending the agenda. Ms. Horn added the first reading of Resolution C-04, Mr. Parks moved to accept the amended agenda, Mr. Brown seconded, all in favor.

Approval of Minutes

May 15, 2021 – Regular Meeting – Ms. Horn moved to accept, Mr. Daly seconded, all in favor.

President's Remarks – Larry Perrone – Mr. Perrone shared that Judy Boggs passed away on June 12th. Ms. Boggs was a former Board member and County Commissioner. Please keep the family in your thoughts and prayers.

GM Report – John Viola (attached)

Treasurer's Report- Doug Parks (attached)

Public Comments

Bill Haase - 39 White Horse Dr. - STR

Capital Purchases Requests-

Public Works – Ventrac MA900 Boom Mower – Mr. Parks moved to accept the recommendation, Mr. Daly seconded, all in favor.

Public Works – 2021 Ford Explorer 4WD XLT – Ms. Rogers moved to accept the recommendation, Mr. Daly seconded, all in favor.

Public Works - 2021 Ford Transit T350 HD – Ms. Horn moved to accept the recommendation, Mr. Daly seconded, all in favor.

Public Works - 2022 Ford F250 Crewcab 4WD Truck - Mr. Parks moved to accept the recommendation, Ms. Horn seconded, all in favor.

Public Works - 2022 Ford F550 Dump Truck - Mr. Daly moved to accept the recommendation, Ms. Horn seconded, all in favor.

Public Works - 2022 Ford F550 Dump Truck - Mr. Daly moved to accept the recommendation, Ms. Horn seconded, all in favor.

Public Works - 2022 Ford F250 Crewcab 4WD Truck – Ms. Rogers moved to accept the recommendation, Ms. Horn seconded, all in favor.

CPI Violations- None

Unfinished Business –

Motion - Move that the Board of Directors approves the recommended amended and restated bylaws as drafted to reflect the approved amendment to Article V, Section 5.13 (d) (1) of the By-laws. – Doug Parks – Mr. Janasek, motion failed, seconded 3 in favor (Parks, Janasek and Rogers) 4 opposed (Perrone, Horn, Daly and Brown)

Second reading – Repeal of Resolution B-08 – Frank Daly – Mr. Parks seconded, all in favor.

Motion - To undertake any and all actions necessary to incorporate the Worcester County Codes for Short Term Rentals (ZS1-351), Litter (PH1-106) and Noise (ZS1: III-46) into the Declarations of Restrictions in all sections of Ocean Pines and, for violations of these codes, to suspend a Member's ability to engage in short term rentals of their dwelling and to levy fines. – Frank Daly – Ms. Rogers seconded, 6 in favor (Perrone, Horn, Parks, Daly, Rogers and Brown) 1 opposed (Janasek).

New Business - None

Appointments –

Brooks Ensor – Chair – Aquatics
Annemarie Wolfsheimer – 3rd Term – Aquatic
Steve Cohen – 1st Term – Aquatics
Patti Stevens – 1st Term – Recreation & Parks
Ellen Hench – 1st Term – Aquatics
Gary Miller – 1st Term – Strategic Planning
The above nominations were approved unanimously.

At 9:28 pm, the meeting adjourned.

Respectfully submitted: Camila Rogers, Secretary

CHANGE BUS OCIANO

OCEAN PINES ASSOCIATION, INC. BID REQUEST FORM

DEPARTMENT Golf Maintenance	DATE 7/14/21	
ITEM DESCRIPTION GREENS 7720	PLEX MOWER	
FOR REPLACEMENT OF (if applicable)_	JACOBSIN GREENS TRIPLEX MONER	
RESERVE STUDY - PAGE #	LINE# 10.132 / 627 BUDGET AMOUNT \$ 35, 500 -	

BIDDER	TOTAL PRICE EACH	DIFFERENCE FROM BUDGETED	COMMENTS
JOHN DEERE	\$ 36,513.36	\$ 1,013.36 OUR BUDGET	DREFERRED CHOICE DUE TO \$ 15 K DISCOUNT. 10% increase after Aug 1st, DEPENDING ON TUNING COULD SELL CLID STROBBEN UNIT FOTZ\$ 8-10 K
TURF EQUIPMENT (TOPO)	\$ 48,284 -	\$ 12,784 - OVER BUDGET	DUE TO PRICING WOULD PATHER GO WITH JOHN DEETLE DEPENDING ON TIMING COULD SELL
JACBSEN	•		Gance out of Business

Malions 1+ At	7/14/21	APPROVAT Wille	
DEPT. HEAD	DATE	GENERAL MANAGER	DATE
Special Special	7/14/21		
ACCOUNTING	DATE	BOARD	DATE



Quote Summary Prepared By: Prepared For: Joey Wolff Ocean Pines Finch Services, Incorporated MD 9 Venture Way Eldersburg, MD 21784-3005 Phone: 410-795-1051 jwolff@finchinc.com 24596781 Quote Id: Created On: 04 June 2021 09 June 2021 Last Modified On: **Expiration Date:** 04 July 2021 **Selling Price Extended** Qty **Equipment Summary** \$8,728.47 X 1 \$ 8,728.47 JOHN DEERE Quick-Adjust 5 Cutting Units for 2500B, 2500E, 2400, 2550, 2700, and 2750 Triplex Mowers \$ 36,513.36 X \$ 36,513.36 JOHN DEERE 2550 E-Cut Hybrid Triplex Mower \$ 45,241.83 **Equipment Total Quote Summary** \$ 45,241.83 **Equipment Total** \$ 45,241.83 SubTotal \$ 2,772.44 State Tax - (6.00%) \$ 48,014.27 Total (0.00)**Down Payment** (0.00)Rental Applied \$ 48,014.27 **Balance Due**

Salesperson : X _____

Accepted By : X



Selling Equipment

Quote Id: 24596781

JOHN DE	ERE Quick-Adjust 5 Cutting U 2700, and 2750 Tri			100, 2550,
Hours:				
Stock Number	:			
				Selling Price \$ 8,728.47
Code	Description	Qty	Unit	Extended
5002TC	Quick-Adjust 5 Cutting Units for 2500B, 2500E, 2400, 2550, 2700, and 2750 Triplex Mowers	1	\$ 8,122.00	\$ 8,122.00
	Standard Options	- Per Unit		
001A	US / Canada	1	\$ 0.00	\$ 0.00
1223	11-Blade Cutting Unit	1	\$ 0.00	\$ 0.00
1302	2 In. (5 cm) x 22 In. (55.9 cm) Diameter Wide Tube / Hollow Smooth Roller	1	\$ 389.00	\$ 389.00
1400	QA5 Cutting Unit Only Counterweight	1	\$ 216.00	\$ 216.00
1602	2 In. (5 cm) x 22 In. (55.9 cm) Diameter Wide Tube / Hollow Smooth Rollers	1	\$ 389.00	\$ 389.00
3202	22 In. (55.9 cm) Cutting Unit Attaching Yokes and Bullhorn Direct Mounted One Piece Grass Catchers	1	\$ 1,550.00	\$ 1,550.00
	Standard Options Total			\$ 2,544.00
	Suggested Price			\$ 10,666.00
	Customer Disc	ounts		
	Customer Discounts Total		\$ -1,937.53	\$ -1,937.53
Total Selling P	rice			\$ 8,728.47

	JOHN DEERE 2550 E-Cut I	Hybrid Tri	iplex Mower	
Hours: Stock Number:				
				Selling Price
				\$ 36,513.36
Code	Description	Qty	Unit	Extended
1171TC	2550 E-Cut Hybrid Triplex Mower	1	\$ 37,379.00	\$ 37,379.00
	Standard Options	- Per Unit		
001A	United States and Canada	1	\$ 0.00	\$ 0.00
0443	All Other Countries (English / Spanish)	1	\$ 0.00	\$ 0.00
1024	Smooth Tires and Wheels (20x10.00-10, 4 ply)	1	\$ 543.00	\$ 543.00
1190	Two-Wheel Drive (2WD)	1	\$ 0.00	\$ 0.00



Selling Equipment

Quote Id: 24596781

tal Selling	Price			\$ 36,513.36
	Customer Discounts Total		\$ -15,278.64	\$ -15,278.64
	Customer Disc	counts		
	Suggested Price			\$ 51,792.00
	Other Charges Total			\$ 65.00
	EnviroCrate	1	\$ 65.00	\$ 65.00
	Other Char	ges		
	Standard Options Total			\$ 14,348.00
9791	Rear Roller Power Brushes	1	\$ 492.00	\$ 492.00
9766	LED Work Light Kit	1	\$ 523.00	\$ 523.00
9750	Rear Roller Power Brush Drive	1	\$ 1,345.00	\$ 1,345.00
, -	Direct Mounted (Bullhorn) Molded One- Piece Grass Catchers			
3202	Cutting Unit Attaching Yokes and	1	\$ 1,550.00	\$ 1,550.00
2009	Hollow Smooth Front Rollers Standard Seat	1	\$ 511.00	\$ 511.00
1602	Brush ONLY Counterweights 50.8 mm (2-in.) Diameter Wide Tube /	1	\$ 389.00	\$ 389.00
1403	Hollow Smooth Rollers Cutting Unit and Rear Roller Power	1	\$ 483.00	\$ 483.00
1302	Units 50.8 mm (2-in.) Diameter Wide Tube /	1	\$ 389.00	\$ 389.00
1203	Quick Adjust 5 (QA5) 11-blade Cutting	1	\$ 8,123.00	\$ 8,123.00



June 6, 2021

Mr. Justin Hartshorne Ocean Pines Golf Club

Dear Justin:

As requested, I am pleased to quote the selling prices for the following pieces of equipment. The prices include full service set up and delivery but no applicable state sales tax and are good through July 31, 2021. Terms are 1% 10 days, net 30. There is a 2.5% processing fee if paying by credit card.

1 Toro Greensmaster 3320 triflex greensmower

- 21 HP Vanguard V twin gas engine
- 11 bladed DPA cutting units
- Front solid rollers
- Rear roller brushes
- · Electric drive to reels
- Two year/ 1500 hour warranty

Price each \$48,284

Jessup ·

8015 Dorsey Run Rd Jessup, MD 20794 410-799-5575 800-827-3711

West Chester

16 Hagerty Blvd West Chester, PA 19382 610-335-1623 888-384-8676

Fairfax

2825 B&C Dorr Ave Fairfax, VA 22031 703-573-2977

Frankford

33180 Dupont Blvd Frankford, DE 19945 302-732-9290

Frederick

1525 Tilco Dr, B-2 Frederick, MD 21704 301-695-1140

1 Complete set of 11 bladed cutting units

\$12,524

If you have any questions or need any additional information please don't hesitate to contact me.

Best regards,

Mike Minard, TSPC Territory Manager



OCEAN PINES ASSOCIATION, INC. BID REQUEST FORM

DEPARTMENT Public Works	DATE July 14, 2021
ITEM DESCRIPTION Golf Course Bull	khead Replacement
FOR REPLACEMENT OF (if applicable	Bulkhead Rplacement in 4 year Plan - Not Budgeted for 21-22
RESERVE STUDY - PAGE #_42	LINE# Common Areas BUDGET AMOUNT \$ 204,000.00 (15 there to
	Emergency - Over 40 Mrs.
	Over 40 Miss

BIDDER	TOTAL PRICE EACH	DIFFERENCE FROM BUDGETED	COMMENTS
Fisher Marine Construction 7203 Fisher Drive Chincoteague, VA 23336	\$355.00 per linear feet 537 linear feet Total: \$190,635.00		Fisher Marine has kept the same prices for this bulkhead project. Also awarded the 2021-2022 Bulkhead project. Staff Recommend
Brittingham Construction Inc Post Office Box 380 Berlin, MD 21811	\$400.00 per linear feet 537 linear Feet \$214,800.00		
Environmental Quality Resources, LLC 1 Churchview Road Millersville, MD 21108			No Bid submitted

Alvelia	7/19/21	APPROVAL Turk	7/19/21	
DEPT. HEAD	DATE	GENERAL MANAGER	DATE	_
Trèce	7(19/21			
ACCOUNTING	DATE	BOARD	DATE	

PROPOSAL

Date: July 15, 2021

Fisher Marine Construction, Inc.

7203 Fisher Drive Chincoteague, VA 23336 757-336-5419 fishermarine@yahoo.com TO:

Ocean Pine Association Phone: 410-641-7717

Email: Ijarman@oceanpines.org

Contact	Job	
Eddie Wells	Golf Course	
	U.503.15. Consented by Uhood on an almost disc	
	tall 537 LF of new vinyl bulkhead as engineered by	
Vista Inc.		
537 x 355 per LF = \$190,635.00		
¥	Proposed Total: \$19	90,635.00

Proposal Authorized by:	
rioposai Muthonized by.	

Owner responsible for extra costs of permits and backfill (if required). Fisher Marine Construction to distribute backfill. All material is guaranteed to be as specified. All work to be completed in a workmanlike manner according to standard practices. Any alteration or deviation from above specifications involving extra costs will be executed only upon written orders and will become an extra charge over and above the estimate. All agreements contingent upon strikes, accidents or delays beyond our control. Owner to carry fire, tornado, and other necessary insurance. Our workers are fully covered by Workman's Compensation Insurance. The above prices, specification, and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. Payment will be made as outlined above.

To accept this quotation, sign here and return:



- Pile Driving
- Bulkheads
- Docks
- Dredging

Thank you for your business!

Cen NV

Brittingham Construction/Landscaping Inc.

Post Office Box 380 Berlin, MD 21811

Phone #

410-641-2897

PROPOSAL

DATE	ESTIMATE NO.
7/19/2021	823

ΝΔ	ME	/ AD	DRF	SS

Ocean Pines Association # 1 Fire House Lane Berlin MD 21811

info@brittinghaminc.com

PROJECT

DESCRIPTION		TOTAL
The following proposal is hereby submitted for marine construction as outlined below to be centred the Ocean Pines Golf Course. We are a fully insured company and licensed Maryland Home Contractor #120116 and Marine Contractor #098(E) and respectfully withdraw this bid 14 days above the date.	Improvement	
Scope of work: As per Vista Designs Engineered Plans for the Bulkhead replacement project, will furnish all Materials, Labor, and Equipment to Construct a 537 foot bulkhead to be const the following materials. Piles to be 10 inch butt by 20 foot in length 2.5 treatment / 14 foot C or equivalent material depending on availability / 6 x 6 whalers / 5/8 and 3/4 galvanized bolts foot galvanized tie rod. Price per foot is \$ 400.00 for a total length of 537 foot for a grand total 214800.00	ructed out of - Loc 9000 s / 1 inch x 15	214,800.00T
Payment as follows 1/3 at signing of proposal, 1/3 at mid completion and, 1/3 or balance ducompletion	e upon	
All Permits to include MDE / Army Corps / Worcester County Shoreline and Building / Elect / Surveys or As Builds	trical / Water	
Brittingham Construction and Landscaping Inc. reserves the right to request a price adjustment Any new Regulations or Laws / Materials cost used to create this proposal. This will only be reimbursement.		
		0.00
WE APPRECIATE THE OPPORTUNITY TO BID YOUR PROJECT. PHONE AND FAX AT 410-641-2897	TOTAL	\$214,800.00

All charges are due when billed. Interest 2% per month, 24% per year on the unpaid balance. A minium late charge of \$2.00 will be assessed on all past due accounts. Any bill unpaid after 90 days may be turned over to an attorney for collection. Owner and or his agent shall also be responsible for payment of reasonable attorney's fees for such collection.

SIGNATURE

Sed NV



OCEAN PINES ASSOCIATION, INC. FIRST READING

DATE: June 21, 2021 TOPIC: Resolution C-06 Revisions FOR INCLUSION IN MEETING HELD ON: July 21, 2021 SUBMITTED BY: Colette Horn SECOND BY:				
Topic: First reading of revisions t	o Resolution C-06, Communicatio	ns Advisory Committee		
	e the language regarding the fun h what the committee does for th			
BACKGROUND: In accordance with the requirement to review committee resolutions on a regular basis, the attached document reflects recommended updates to the resolution submitted by the Communications Advisory Committee.				
DISCUSSION:				
MOTION OUTCOME: PASSED:FAILED:				
DIRECTORS IN FAVOR:	DIRECTORS OPPOSED:	DIRECTORS ABSTAINED:		

RESOLUTION C-06

COMMUNICATIONS ADVISORY COMMITTEE

- 1. <u>Purpose</u>. The purpose of the Communications Advisory Committee is to advise the Board of Directors in facilitating the exchange of information about all areas of Association activities, with and between the membership.
- 2. <u>Authority.</u> The Charter of Ocean Pines Association, Inc. and the By-Laws of the Association 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. <u>Functions.</u> In fulfilling its purpose, the Committee performs functions which include, but are not limited to, the following:
 - a. identifying general and specific information needs of the Ocean Pines Association membership to make recommendations for the most efficient dissemination of information on Association platforms including, but not limited to, signage, the website, newsletters, emails, text messages, social media, and meetings, and news releases, regarding activities, events, Board and Advisory Committee initiatives, and other news of interest within Ocean Pines and the larger community;

<u>b_providing</u> advice on information collection activities, <u>including membership programs</u> that may require "Town Hall" type meetings, as well as gathering, preserving and displaying historical information;

c.developing committee needs for the annual budget preparation;

d_fostering community spirit to promote a positive community experience and to encourage volunteerism_which may include events or activities supported by the Ocean Pines Association; and

e performing other functions as requested by the Board of Directors.

4. <u>Membership.</u> The Committee should consist of not less than seven (7) members. The Chairperson should ensure there is a point-person for each medium and the other Advisory Committees.

PAGE TWO

5. <u>Reports.</u> Submit annual report by October 31 of each year in the format specified in Resolution C-06.

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c. recommending policies, processes, and procedures pertinent to the efficient exchange of information within the Ocean Pines

d. evaluating alternatives and recommending optimal informational content, format, design layout, maintenance, update, and accessibility for the dissemination mechanisms available to the Association; ...

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6. Effective Date: October 20,	2018			
Adopted by the Board of Director	rs on <u>October</u>	<u>20, 2018</u>		
	President	Attest		Secretary
Review History:				
General Manager		_ D	Date:	
Legal		I	Date:	
By-laws and Resolutions Advisor	ry Committee			
Date:				

OCEAN PINES ASSOCIATION ADVISORY COMMITTEE APPLICATION

1. Name of Applicant: MARY LOUISE	FIANA GAN	
2. Address: 88 MARTINIQUE	Circle	
3. Email: 5K1PF 7188 @ GMA1,	1. Com	
4. Telephone: 4/10-208-31/5-	Property Owner for $\frac{19}{100}$ (years)	
5. Committee in which you would like to be invo		
Aquatics	Re-Appointment	
Architectural Review	Re-Appointment	
Budget & Finance	Re-Appointment	
By-Laws & Resolutions	Re-Appointment	
Clubs	Re-Appointment	
Communications	Re-Appointment	
Elections	Re-Appointment	
Environment & Natural Assets	Re-Appointment	
Golf	Re-Appointment	
Marine Activities	Re-Appointment	
Racquet Sports	Re-Appointment	
X Recreation & Parks	Re-Appointment	
Search	Re-Appointment	
Strategic planning	Re-Appointment	
Other	Re-Appointment	
Potential Term: (1st) 2nd 3rd ~ Term will expire: 7/21/24 6. Why do you want to be on this Committee? INTREST IN FUN AMENTIES AND IRESIDENTS		
7. What knowledge/input can you offer to this Committee?		
INVOlved IN planning MANY ACTIVITES 6-15-21		
Signature Mary Juese Hange	Date	
1st Endorsement from Committee Chairperson:	SIMES.	
Comment:		
Soul She	6/25/2	
Signature	Date /	
2nd Endorsement from Board Liaison to Committee:		
Comment:		
Mauch Terrista	6-25-21	
Signature	Date	
	D. L.	
Board Action: Date:		
President's Signature	Date	