



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

Saturday, September 24, 2022  
9:00 AM, Assateague Room

[https://teams.microsoft.com/l/meetup-join/19%3ameeting\\_NTM3MWYyZWYtM2Y4ZC00YmFjLWE5YjYtZmVmYzFmZDMwZGVk%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](https://teams.microsoft.com/l/meetup-join/19%3ameeting_NTM3MWYyZWYtM2Y4ZC00YmFjLWE5YjYtZmVmYzFmZDMwZGVk%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 –

July 27, 2022 – Regular Meeting

August 23, 2022 – Special Meeting

August 25, 2022 – Organization 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. The order for comments will be members in attendance in-person, followed by members attending via MS Teams. Members attending via MS Teams can use the "raise hand" function to be recognized for making a public comment.*

Capital Requests –

Public Works – 2022 Secondary Road Rehabilitation

Marina – Replacement of gas lines and fuel dispensers to include a fuel management system on C dock

Administration – Building Renovations

CPI Violations –

None

Unfinished Business –

None

New Business –

Discussion on Worcester County water and wastewater treatment facility not meeting the state standard for nitrogen content related to bay restoration – Monica Rakowski

Review of proposal to retrofit the north gate sign to become electronic – Steve Jacobs

Motion to authorize a change in contract agreement for purchase of golf carts – Doug Parks

Request for reserve transfer – John Viola

Appointments –

David Allen – 2<sup>nd</sup> Term & Chair – Marine Activities Committee

Pam Ferinde – 1<sup>st</sup> Term – By-Laws & Resolutions Committee

Patricia Garcia – 1<sup>st</sup> Term – Environmental & Natural Assets Committee

Mark Heintz – 1<sup>st</sup> Term – Elections Committee

Keith Kaiser – 2<sup>nd</sup> Term – By-Laws & Resolutions Committee

Susan Morris – Chair – Racquet Sports Committee

Lora Pangratz – Chair – By-Laws & Resolutions Committee

Araceli Popen – 1<sup>st</sup> Term – Racquet Sports Committee

Brian Reynolds – 2<sup>nd</sup> Term – Budget & Finance Committee

George Solyak – 2<sup>nd</sup> Term – Budget & Finance Committee

Adjournment



OCEAN PINES ASSOCIATION, INC.  
BOARD OF DIRECTORS' REGULAR MEETING  
Wednesday, July 27, 2022  
11:00 a.m., Board Meeting Room

PRESENT: Colette Horn, Frank Daly, Larry Perrone, Rick Farr, Doug Parks, Amy Peck, and Josette Wheatley.

ALSO PRESENT: John Viola (General Manager), 7 Association members, and approximately 30 attendees through Microsoft Teams.

**Call to Order** – Colette Horn 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, Mr. Farr seconded.

The agenda was amended to remove the discussion topic on the Administration Building renovations. Mr. Daly moved to accept the amended agenda, Mr. Farr seconded, all in favor.

**Approval of Minutes**

Mr. Parks moved to accept the minutes from the June 22, 2022 Regular Meeting, Mr. Daly seconded, all in favor.

Mr. Parks moved to accept the minutes from the June 27, 2022 Special Meeting, Mr. Daly seconded, all in favor.

**President's Remarks – Colette Horn –**

Dr. Horn reported of the upcoming election and encouraged everyone to vote. This year, online voting has been added and if you have multiple properties, the votes will be weighted.

As this is the last meeting before the election, she thanked Larry Perrone for his three years of service on the Board, and Amy Peck and Josette Wheatley for serving on the Board as appointees.

After Dr. Horn's remarks, Mr. Perrone resigned as Treasurer of the Board. Dr. Horn accepted his resignation.

**GM Report – John Viola (attached)**

**Treasurer's Report – reported by John Viola (attached)**

## **Public Comments**

Joe Reynolds – 84 Watertown Road  
Patti Stevens – 171 Nottingham Lane  
Dutch Oostveen – 12 Lord Guy Terrace  
Jack Levering – 6 Weeping Willow Court  
Becky Colt-Ferguson – 7 Carriage Lane  
Stuart Lakernick – 9 Widows Watch Court

## **Purchases Requests**

Road Line Striping – Public Works – Mr. Parks moved to accept the recommendation, Mr. Daly seconded, all in favor.

## **CPI Violations – None**

## **Unfinished Business – None**

## **New Business –**

MDOT Route 90 Subcommittee – Amy Peck

Discussion: Board were all in agreement of a work group for the Route 90 expansion. Dr. Horn suggested the group should be a combination of OPA staff and volunteers. She instructed John Viola to reach out to MDOT on the timeframe.

Motion for the information/activities required by the BOD to hold a referendum for the construction renovation of the Ocean Pines Volunteer Fire Department South Station – Frank Daly

Discussion: Mr. Daly commented that several questions need to be answered prior to the referendum regarding cost, funding, finance of shortfall, who will own the building, and who will control the change orders. Mr. Parks noted that an expiration date on the money provided by the State is needed.

The motion was approved.

Motion for capital fundraising for OPVFD building project – Colette Horn

Discussion: Dave Van Gasbeck will be working jointly with the General Manager on the hiring of a professional fundraising organization. The grant money provided by the State cannot be used for the fundraising.

The motion was approved.

Motion to approve proposed Food and Beverage Amenity Rules – Colette Horn

Discussion: Mr. Parks noted that Section 3 is too vague, and a time frame needs to be added depending upon the severity of the offense.

Mr. Parks moved to table the motion for further information, Mr. Daly seconded, and all in favor for tabling the motion.

#### Review of Resolution M-04 – Colette Horn

Discussion: All agreed that no changes are needed to the process. Dr. Horn will inform the By-Laws and Resolution Committee that the Resolution was reviewed.

Motion to declare the existence of open violations in legal and suspend voting rights and the use of Association amenities – Josette Wheatley

Discussion: Mr. Parks noted that 3.01C of the Bylaws already allow the enforcement of this procedure. Dr. Horn noted that the motion needs to be amended to state fee-based amenities.

Ms. Wheatley moved to approve the motion, Mr. Daly seconded, all in favor.

#### **Appointments –**

R. Lewis Furman – 1<sup>st</sup> Term – Aquatics Committee

Dr. Horn moved to approve, Mr. Daly seconded, all in favor.

Harold (Dick) Keiling – 3<sup>rd</sup> Term – Budget & Finance Committee

Dr. Horn moved to approve, Mr. Daly seconded, all in favor.

Dr. Horn noted that Mr. Keiling would also continue as Chair of the Committee.

Carrie Morrison – 1<sup>st</sup> Term – Communications Committee

Dr. Horn moved to approve, Mr. Daly seconded, all in favor.

Patricia Seidl – 2<sup>nd</sup> Term – Communications Committee

Dr. Horn moved to approve, Mr. Daly seconded, all in favor.

Diana Snyder – 2<sup>nd</sup> Term – Communications Committee

Dr. Horn moved to approve, Mr. Daly seconded, all in favor.

Patricia Gamby – 1<sup>st</sup> Term – Environmental & Natural Assets Committee

Dr. Horn moved to approve, Mr. Parks seconded, all in favor.

Cathryn Noble – 1<sup>st</sup> Term – Racquet Sports Committee

Dr. Horn moved to approve, Mr. Daly seconded, all in favor.

William Barnard – Chair – Recreation & Parks Committee

Dr. Horn announced that Patti Stevens was stepping down as Chair. All were in favor.

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

The meeting adjourned at 1:16 p.m.

Respectfully submitted:  
Rick Farr, Secretary



OCEAN PINES ASSOCIATION, INC.  
BOARD OF DIRECTORS' SPECIAL MEETING  
Tuesday, August 23, 2022  
11:00 a.m., Board Room

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

ABSENT (EXCUSED ABSENCE): Frank Daly.

ALSO PRESENT: Chief Ehrisman, John Viola, 2 Association Members and 19 Association Members via Microsoft Teams.

**Call to Order –**

Colette Horn called the meeting to order at 11:00 a.m. with the Pledge of Allegiance.

**Approval of Agenda –**

Mr. Jacobs moved to approve the agenda, Mr. Farr seconded, all in favor.

**President's Remarks –**

Dr. Horn reminded everyone that the public comments should only be for the item on the agenda (police vehicles).

**Public Comments –**

Joe Reynolds – 84 Watertown Road

Amy Peck – 109 White Horse Drive

**New Business –**

Motion to approve expenditure of \$158,100 for police vehicles

Dr. Horn suspended Roberts Rules to allow Chief Ehrisman and John Viola to state the reason the vehicles were needed.

Mr. Parks asked if there would be any effect on the reserve balance. John Viola replied a very minimal effect.

Mr. Farr questioned why this was not thought of in the current fiscal year budget. Chief Ehrisman replied that the vehicles were to be included in the upcoming budget, but as the OPPD is trying to be competitive with other agencies, an opportunity came about to purchase these vehicles now.

Dr. Horn moved to approve the expenditure of \$158,100 to purchase 3 police vehicles, Mr. Jacobs seconded, all in favor.

**Adjournment –**

At 11:36 a.m., Mr. Jacobs moved to adjourn, Mr. Farr seconded, all in favor.



OCEAN PINES ASSOCIATION, INC.  
BOARD OF DIRECTORS' ORGANIZATION MEETING  
Thursday, August 25, 2022  
7:00 PM, Board Room

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

ALSO PRESENT: 5 Association Members and 12 Association Members via Microsoft Teams.

President Colette Horn opened the meeting at 7:00 p.m. with the Pledge of Allegiance.

**APPROVAL OF AGENDA –**

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

The agenda was amended to remove the 2022 Election Committee Report, as this information was already given out at the Annual Meeting. Dr. Horn moved to accept the amended agenda, Mr. Farr seconded, all in favor.

**PUBLIC COMMENTS –**

Amy Peck – 109 White Horse Drive  
Dutch Oostveen – 12 Lord Guy Terrace

**ELECTION OF OFFICERS –**

President – Mr. Lakernick nominated Doug Parks, who accepted the nomination. There being no further valid nominations, and by acclamation Doug Parks was elected President.

Vice-President – Mr. Parks nominated Rick Farr, who accepted the nomination. There being no further valid nominations, and by acclamation Rick Farr was elected Vice President.

Secretary – Ms. Rakowski nominated Stuart Lakernick, who accepted the nomination. There being no further valid nominations, and by acclamation Stuart Lakernick was elected Secretary.

Treasurer – Mr. Farr nominated Monica Rakowski, who accepted the nomination. There being no further valid nominations, and by acclamation Monica Rakowski was elected Treasurer.

**APPOINTMENTS –**

Assistant Secretary – Linda Martin, all in favor.  
Assistant Treasurer – Steve Phillips, all in favor.  
Legal – Lerch, Early and Brewer, all in favor.  
Auditors – UHY, LLP, all in favor.  
Parliamentarian – Lerch, Early & Brewer, all in favor.

**NEW BUSINESS –**

Establish Regular Board Meeting Schedule for 2022-23

- Saturday, September 24<sup>th</sup> – 9:00 a.m.
- Saturday, October 15<sup>th</sup> – 9:00 a.m.
- Saturday, November 19<sup>th</sup> – 9:00 a.m.
- Saturday, December 17<sup>th</sup> – 9:00 a.m.
- Saturday, January 21<sup>st</sup> – 9:00 a.m.
- Saturday, February 18<sup>th</sup> – 9:00 a.m.
- Saturday, March 18<sup>th</sup> – 9:00 a.m.
- Saturday, April 15<sup>th</sup> – 9:00 a.m.
- Saturday, May 20<sup>th</sup> – 9:00 a.m.
- Saturday, June 17<sup>th</sup> – 9:00 a.m.
- Saturday, July 15<sup>th</sup> – 9:00 a.m.

Establish schedule for Town Hall Meetings for 2022-23 – deferred, but Board determined at least 2 to be scheduled this year.

**ADJOURNMENT –**

At 7:36 p.m., Ms. Rakowski moved to adjourn, Mr. Farr seconded, all in favor.





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

DEPARTMENT Public Works DATE September 6, 2022

ITEM DESCRIPTION 2022 Road Secondary Road Rehabilitation

FOR REPLACEMENT OF (if applicable) \_\_\_\_\_

RESERVE STUDY - PAGE # \_\_\_\_\_ LINE# \_\_\_\_\_ BUDGET AMOUNT \$ Road Reserves  
WITHIN Budget

BIDDER	TOTAL PRICE EACH	DIFFERENCE FROM BUDGETED	COMMENTS
Asphalt Maintenance LLC 31379 Mt. Hermon Road Salisbury, Maryland 21804	\$363,122.90		Lowest Bidder on proposal form, for Vista Design. Staff Recommend
Peninsula Sealcoating LLC/DBA Surface Solutions 3523 Meadow Bridge Road Eden, Maryland 21811	\$483,470.00		
Terra Firma of Delmarva 36393 Sussex Highway Delmar, Delaware 19940	\$618,520.00		

<u>[Signature]</u> DEPT. HEAD <u>[Signature]</u> ACCOUNTING - GM	DATE <u>9/17/22</u>	APPROVAL <u>[Signature]</u> GENERAL MANAGER <u>CONFIRMED</u>	DATE <u>9/16/22</u>
	DATE		DATE
	DATE		DATE

**From:** Edgar D. Wells <ewells@oceanpines.org>  
**Sent:** Wednesday, September 14, 2022 6:34 AM  
**To:** John Viola <jviola@oceanpines.org>  
**Cc:** Lisa Jarman <ljarman@oceanpines.org>  
**Subject:** References on paving company

John, here are the references on the paving company that won the bids. I will have Lisa send to Linda to attach to the bid sheets for the board. Eddie

- Doug Reynolds, Owner, Reynolds Excavating
  - Doug indicated the AM does 95% of his work
  - Doug stated the AM stands behind their work 100%. The only time he had a minor issue with their work, Doug indicated they remobilized the same day to correct the problem
  - Doug stated he 100% supports them, and will continue to use them in the future
- Mike Gibbons, Director, City of Fruitland DPW
  - Mike indicated AM recently completed a \$400k paving project for them
  - Mike indicated their schedule moved a couple of times, and AM was responsive to their needs and mobilized when they needed them to and completed the project on schedule
  - Mike indicated they hired John D. Hynes & Associates to monitor and check AM's paving services as they were installing the asphalt, and Hynes indicated there were no issues
  - Mike indicated he would use them again without hesitation



# OCEAN PINES ASSOCIATION, INC.

239 Ocean Parkway • Ocean Pines, Maryland 21811  
Telephone: 410-641-7717 • Fax: 410-641-5581

## PROPOSAL FORM

### 2022 ROAD REHABILITATION AND PAVING PROJECT

#### OCEAN PINES ASSOCIATION, INC. OCEAN PINES, MARYLAND

Proposal By:

NAME / COMPANY: ASPHALT MAINTENANCE LLC

ADDRESS: 31739 MOUNT HERMON RD  
SALISBURY, MD 21804

PHONE NO.: 443-880-8911

EMAIL: THEASPHALTGUYS@GMAIL.COM

Bidder hereby agrees to furnish and deliver all materials and to complete all described work in conformance with the Invitation to Bid (ITB) for the *2022 Road Rehabilitation and Paving Project*, dated July 28, 2022, including all Appendices and addendum.

Proposals shall be submitted in accordance with the conditions of the ITB before 2:00 P.M. on August 25, 2022 to the following address:

Ocean Pines Association Department of Public Works,  
Attention: Eddie Wells, Director of Public Works  
1 Firehouse Lane  
Ocean Pines, Maryland 21811

In response to the 2022 Road Rehabilitation and Paving ITB, I/we hereby certify that I/we are the persons interested submitting this bid proposal as principals in the above firm, and that we have completed an examination of the Invitation to Bid, the work site, the Specifications, the Plans, and any Special Provisions contained therein. I/we hereby propose to furnish all necessary materials, machinery, equipment, tools, labor and all other means required to complete this project.

W Initials

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## OCEAN PINES ASSOCIATION, INC.

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### EXTRA WORK, CONTRACT TIME, BONDING, LIQUIDATED DAMAGES, AND PROPOSAL GUARANTY

**EXTRA WORK.** It is further proposed to do all "Extra Work" which may be required to complete the work contemplated at unit prices or lump sum prices to be agreed upon in writing prior to starting such extra work, or if such prices or sums cannot be agreed upon, to perform such work on a Force Account basis as specified in TC-7.03.


**CONTRACT TIME.** Bidder agrees to commence work as specified in the anticipated "Notice to Proceed" and to complete all work covered by the ITB / Contract within/or before 90 calendar days.

Any delay in awarding or the execution of the Contract will not be considered as a basis for any monetary claim; however, an extension of time may be considered by the Association, if warranted.

**BONDING.** The successful bidder shall furnish Payment and Performance Bonds in the amount of 100% of the Contract Award amount as security for the construction and completion of the Contract in conformance with the terms, Plans, Standard Specifications, General Provisions and Special Provisions of this ITB.

**LIQUIDATED DAMAGES.** The contractor is hereby advised that liquidated damages in the amount of Five Hundred Dollars (\$500) per calendar day will be assessed for unauthorized extensions beyond the contracted time of completion.

**PROPOSAL GUARANTY.** A Bid Bond is not required for this ITB..

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# OCEAN PINES ASSOCIATION, INC.

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## SIGNATURE PAGE:

I do solemnly declare and affirm under the penalties of perjury that the contents of the foregoing affidavits are true and correct to the best of my knowledge, information, and belief. If signing on behalf of a partnership or corporation, I certify that I am authorized to do so, and it is my intent to bind the partnership or corporation to this bid. (Note: Bidder to initial or sign all six (6) Proposal Sheets where indicated, and return all six sheets with their bid)

NAME / COMPANY NAME: ASPHALT MAINTENANCE LLC

ADDRESS: 31739 MOUNT HERMON ROAD  
SALISBURY, MD 21804

FED ID # OR SSN: 81-2526804

AUTHORIZED SIGNATURE: 

WRITTEN NAME OF PERSON SIGNING: KEVIN L. BOWIE

DATE: AUGUST 29, 2022

SIGNATURE OF WITNESS (IF CORPORATION): 

WRITTEN NAME OF WITNESS: JERRY WISEMAN



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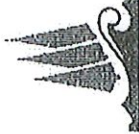
# OCEAN PINES ASSOCIATION, INC.

239 Ocean Parkway • Ocean Pines, Maryland 21811  
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ITEM NOS.	APPROXIMATE QUANTITY FOR A 1.5" OVERLAY	DESCRIPTION OF BID ITEM	UNIT PRICE	TOTAL BID AMOUNT (DOLLARS & CENTS)
1	TONS: 70	TONS SURFACE MIX: BARNACLE COURT	UNIT PRICE \$ 136 <sup>70</sup> /TON	9,569.00
2	TONS: 140	TONS SURFACE MIX: BEACH COURT	UNIT PRICE \$ 142 <sup>42</sup> /TON	19,938.80
3	TONS: 120	TONS SURFACE MIX: BIRDSNEST DRIVE	UNIT PRICE \$ 140 <sup>74</sup> /TON	16,888.80
4	TONS: 170	TONS SURFACE MIX: FOSSIE GRANGE	UNIT PRICE \$ 138 <sup>43</sup> /TON	23,533.10
5	TONS: 270	TONS SURFACE MIX: GARRETT DRIVE	UNIT PRICE \$ 141 <sup>83</sup> /TON	38,294.10
6	TONS: 170	TONS SURFACE MIX: IVANHOE COURT	UNIT PRICE \$ 140 <sup>59</sup> /TON	23,900.30
7	TONS: 90	TONS SURFACE MIX: LIBERTY BELL COURT	UNIT PRICE \$ 142 <sup>53</sup> /TON	12,827.70
8	TONS: 90	TONS SURFACE MIX: LITTLE JOHN COURT	UNIT PRICE \$ 140 <sup>04</sup> /TON	12,603.60
9	TONS: 330	TONS SURFACE MIX: MOONSHELL DRIVE	UNIT PRICE \$ 144 <sup>98</sup> /TON	47,843.40
10	TONS: 300	TONS SURFACE MIX: RABBIT RUN LANE	UNIT PRICE \$ 143 <sup>64</sup> /TON	43,092.00
11	TONS: 70	TONS SURFACE MIX: SURFERS WAY	UNIT PRICE \$ 142 <sup>65</sup> /TON	9,985.50

*W*

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ITEM NOS.	APPROXIMATE QUANTITY FOR A 1.5" OVERLAY	DESCRIPTION OF BID ITEM	UNIT PRICE	TOTAL BID AMOUNT (DOLLARS & CENTS)
12	TONS: 240	TONS SURFACE MIX: WATERGREEN LANE	UNIT PRICE \$ 145. <sup>68</sup> /TON	34,963.20
13	TONS: 180	TONS SURFACE MIX: WILLOW WAY	UNIT PRICE \$ 139. <sup>78</sup> /TON	25,160.40
ALT 1	100 TONS OF ADDITIONAL PAVING	TONS HOT MIX ASPHALT SURFACE (9.5mm) - 1.5" OVERLAY	UNIT PRICE \$ 142. <sup>33</sup> /TON	14,223.00
ALT 2	100 TONS OF ADDITIONAL BASE PATCH	TONS HOT MIX ASPHALT BASE (19.0mm) PATCH	UNIT PRICE \$ 160. <sup>00</sup> /TON	16,000.00
ALT 3	100 CY OF ADD'L UNSUITABLE MATERIALS	CY OF UNSUITABLE SUBGRADE MATERIAL TO BE EXCAVATED & REPLACED WITH SELECT FILL	UNIT PRICE \$ 60. <sup>00</sup> /CY	6,000.00
ALT 4	1,000 SY OF ADD'L 1.5" ASPHALT MILLING	SY OF 1.5" THICK EXISTING ASPHALT MILLED & REMOVED	UNIT PRICE \$ 6. <sup>00</sup> /SY	6,300.00

\$ 363,122.90

Quantities listed are approximate based upon engineer's estimate. It is the Bidder's sole responsibility to verify and ensure all values contained on the Proposal Form are correct. Where the unit price and the extension price are at variance, the unit price will prevail.

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## PROPOSAL FORM

### 2022 ROAD REHABILITATION AND PAVING PROJECT

### OCEAN PINES ASSOCIATION, INC. OCEAN PINES, MARYLAND

Proposal By:

**NAME / COMPANY:** Peninsula Sealcoating LLC DBA Surface Solutions

**ADDRESS:** 3523 Meadow Bridge Rd Eden, MD 21822

**PHONE NO.:** 410-749-5630

**EMAIL:** Mark@surfacesolutionsmd.com

Bidder hereby agrees to furnish and deliver all materials and to complete all described work in conformance with the Invitation to Bid (ITB) for the *2022 Road Rehabilitation and Paving Project*, dated July 28, 2022, including all Appendices and addendum.

Proposals shall be submitted in accordance with the conditions of the ITB before 2:00 P.M. on August 25, 2022 to the following address:

Ocean Pines Association Department of Public Works,  
Attention: Eddie Wells, Director of Public Works  
1 Firehouse Lane  
Ocean Pines, Maryland 21811

In response to the 2022 Road Rehabilitation and Paving ITB, I/we hereby certify that I/we are the persons interested submitting this bid proposal as principals in the above firm, and that we have completed an examination of the Invitation to Bid, the work site, the Specifications, the Plans, and any Special Provisions contained therein. I/we hereby propose to furnish all necessary materials, machinery, equipment, tools, labor and all other means required to complete this project.

CF Initials

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## OCEAN PINES ASSOCIATION, INC.

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### EXTRA WORK, CONTRACT TIME, BONDING, LIQUIDATED DAMAGES, AND PROPOSAL GUARANTY

**EXTRA WORK.** It is further proposed to do all "Extra Work" which may be required to complete the work contemplated at unit prices or lump sum prices to be agreed upon in writing prior to starting such extra work, or if such prices or sums cannot be agreed upon, to perform such work on a Force Account basis as specified in TC-7.03.

**CONTRACT TIME.** Bidder agrees to commence work as specified in the anticipated "Notice to Proceed" and to complete all work covered by the ITB / Contract within/or before 90 calendar days.

Any delay in awarding or the execution of the Contract will not be considered as a basis for any monetary claim; however, an extension of time may be considered by the Association, if warranted.

**BONDING.** The successful bidder shall furnish Payment and Performance Bonds in the amount of 100% of the Contract Award amount as security for the construction and completion of the Contract in conformance with the terms, Plans, Standard Specifications, General Provisions and Special Provisions of this ITB.

**LIQUIDATED DAMAGES.** The contractor is hereby advised that liquidated damages in the amount of Five Hundred Dollars (\$500) per calendar day will be assessed for unauthorized extensions beyond the contracted time of completion.

**PROPOSAL GUARANTY.** A Bid Bond is not required for this ITB..

CF Initials

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## AFFIDAVITS

THE BIDDER IS HEREBY NOTIFIED THAT THIS DOCUMENT SHALL BE SIGNED IN INK IN ORDER FOR THE BID TO BE ACCEPTED. BY SIGNING, THE BIDDER CERTIFIES THAT HE/SHE WILL COMPLY IN EVERY ASPECT WITH THE ITB TERMS AND SPECIFICATIONS, AS WELL AS THESE AFFIDAVITS.

This bid form shall be filled out legibly in ink or typed. The bid, if submitted by an individual, shall be signed by an individual; if submitted by a partnership, shall be signed by such member or members of the partnership as have authority to bind the partnership; if submitted by a corporation the same shall be signed by the President and attested by the Secretary or an Assistant Secretary.

### AFFIDAVIT I:

The bidder, his Agent, servants and/or employees, have not in any way colluded with anyone for or on behalf of the bidder or themselves, to obtain information that would give the bidder an unfair advantage over others, nor have they colluded with anyone on behalf of the bidder, or themselves, to gain any favoritism in the award of the contract herein.

### AFFIDAVIT II:

No officer or employee of Ocean Pines Association, whether elected or appointed, has in any manner whatsoever, any interest in or has received prior hereto or will receive subsequent hereto any benefit, monetary or material, or consideration from the profits or emoluments of this contract, job, work or service for the Association, and that no officer or employee has accepted or received or will receive in the future a service or thing of value, directly or indirectly, upon more favorable terms than those granted to the public generally, nor has any such officer or employee of the Association received or will receive, directly or indirectly, any part of any fee, commission or other compensation paid or payable to the Association in connection with this contract, job, work, or service for the Association, excepting, however, the receipt of dividends on corporate stock.

### AFFIDAVIT III:

Neither I, nor the bidder, nor any officer, director, or partners, or any of its employees who may be directly involved in obtaining contracts with Ocean Pines Association have been convicted of bribery, attempted bribery, or conspiracy to bribe under the laws of any state, or of the federal government for acts of omissions committed after July 1, 1997.

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# OCEAN PINES ASSOCIATION, INC.

239 Ocean Parkway • Ocean Pines, Maryland 21811  
Telephone: 410-641-7717 • Fax: 410-641-5581

## SIGNATURE PAGE:

I do solemnly declare and affirm under the penalties of perjury that the contents of the foregoing affidavits are true and correct to the best of my knowledge, information, and belief. If signing on behalf of a partnership or corporation, I certify that I am authorized to do so, and it is my intent to bind the partnership or corporation to this bid. (Note: Bidder to initial or sign all six (6) Proposal Sheets where indicated, and return all six sheets with their bid)

NAME / COMPANY NAME: Peninsula Sealcoating LLC DBA Surface Solutions


ADDRESS: 3523 Meadow Bridge Rd Eden, MD 21822

FED ID # OR SSN: 47-4049000

AUTHORIZED SIGNATURE: 

WRITTEN NAME OF PERSON SIGNING: Christopher Filippelli

DATE: 8/26/2022

SIGNATURE OF WITNESS (IF CORPORATION): 

WRITTEN NAME OF WITNESS: MARK FILIPPELLI

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ITEM NOS.	APPROXIMATE QUANTITY FOR A 1.5" OVERLAY	DESCRIPTION OF BID ITEM	UNIT PRICE	TOTAL BID AMOUNT (DOLLARS & CENTS)
1	TONS: 70	TONS SURFACE MIX: <b>BARNACLE COURT</b>	UNIT PRICE \$ 195.50 /TON	\$13,685.00
2	TONS: 140	TONS SURFACE MIX: <b>BEACH COURT</b>	UNIT PRICE \$ 195.50 /TON	\$27,370.00
3	TONS: 120	TONS SURFACE MIX: <b>BIRDSNEST DRIVE</b>	UNIT PRICE \$ 195.50 /TON	\$23,460.00
4	TONS: 170	TONS SURFACE MIX: <b>FOSSIE GRANGE</b>	UNIT PRICE \$ 195.50 /TON	\$33,235.00
5	TONS: 270	TONS SURFACE MIX: <b>GARRETT DRIVE</b>	UNIT PRICE \$ 195.50 /TON	\$52,785.00
6	TONS: 170	TONS SURFACE MIX: <b>IVANHOE COURT</b>	UNIT PRICE \$ 195.50 /TON	\$33,235.00
7	TONS: 90	TONS SURFACE MIX: <b>LIBERTY BELL COURT</b>	UNIT PRICE \$ 195.50 /TON	\$17,595.00
8	TONS: 90	TONS SURFACE MIX: <b>LITTLE JOHN COURT</b>	UNIT PRICE \$ 195.50 /TON	\$17,595.00
9	TONS: 330	TONS SURFACE MIX: <b>MOONSHHELL DRIVE</b>	UNIT PRICE \$ 195.50 /TON	\$64,515.00
10	TONS: 300	TONS SURFACE MIX: <b>RABBIT RUN LANE</b>	UNIT PRICE \$ 195.50 /TON	\$58,650.00
11	TONS: 70	TONS SURFACE MIX: <b>SURFERS WAY</b>	UNIT PRICE \$ 195.50 /TON	\$13,685.00

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ITEM NOS.	APPROXIMATE QUANTITY FOR A 1.5" OVERLAY	DESCRIPTION OF BID ITEM	UNIT PRICE	TOTAL BID AMOUNT (DOLLARS & CENTS)
12	TONS: <b>240</b>	TONS SURFACE MIX: <b>WATERGREEN LANE</b>	UNIT PRICE \$ 195.50 /TON	\$46,920.00
13	TONS: <b>180</b>	TONS SURFACE MIX: <b>WILLOW WAY</b>	UNIT PRICE \$ 195.50 /TON	\$35,190.00
ALT 1	100 TONS OF ADDITIONAL PAVING	TONS HOT MIX ASPHALT SURFACE (9.5mm) – 1.5" OVERLAY	UNIT PRICE \$ 195.50 /TON	\$19,550.00
ALT 2	100 TONS OF ADDITIONAL BASE PATCH	TONS HOT MIX ASPHALT BASE (19.0mm) PATCH	UNIT PRICE \$ 175.00 /TON	\$17,500.00
ALT 3	100 CY OF ADD'L UNSUITABLE MATERIALS	CY OF UNSUITABLE SUBGRADE MATERIAL TO BE EXCAVATED & REPLACED WITH SELECT FILL	UNIT PRICE \$ 45.00 /CY	\$4,500.00
ALT 4	1,000 SY OF ADD'L 1.5" ASPHALT MILLING	SY OF 1.5" THICK EXISTING ASPHALT MILLED & REMOVED	UNIT PRICE \$ 4.00 /SY	\$4,000.00

*\$483,470.00*

Quantities listed are approximate based upon engineer's estimate. It is the Bidder's sole responsibility to verify and ensure all values contained on the Proposal Form are correct. Where the unit price and the extension price are at variance, the unit price will prevail.

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239 Ocean Parkway • Ocean Pines, Maryland 21811

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## PROPOSAL FORM

### 2022 ROAD REHABILITATION AND PAVING PROJECT

#### OCEAN PINES ASSOCIATION, INC. OCEAN PINES, MARYLAND

Proposal By:

NAME / COMPANY: Terra Firma of Delmarva Inc.

ADDRESS: 36393 Sussex Highway

Delmar, DE 19940

PHONE NO.: 302-846-3350

EMAIL: vicki@terrafirmacorp.com

Bidder hereby agrees to furnish and deliver all materials and to complete all described work in conformance with the Invitation to Bid (ITB) for the *2022 Road Rehabilitation and Paving Project*, dated July 28, 2022, including all Appendices and addendum.

Proposals shall be submitted in accordance with the conditions of the ITB before 2:00 P.M. on August 25, 2022 to the following address:

Ocean Pines Association Department of Public Works,  
Attention: Eddie Wells, Director of Public Works  
1 Firehouse Lane  
Ocean Pines, Maryland 21811

In response to the 2022 Road Rehabilitation and Paving ITB, I/we hereby certify that I/we are the persons interested submitting this bid proposal as principals in the above firm, and that we have completed an examination of the Invitation to Bid, the work site, the Specifications, the Plans, and any Special Provisions contained therein. I/we hereby propose to furnish all necessary materials, machinery, equipment, tools, labor and all other means required to complete this project.

VJP Initials

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### EXTRA WORK, CONTRACT TIME, BONDING, LIQUIDATED DAMAGES, AND PROPOSAL GUARANTY

**EXTRA WORK.** It is further proposed to do all "Extra Work" which may be required to complete the work contemplated at unit prices or lump sum prices to be agreed upon in writing prior to starting such extra work, or if such prices or sums cannot be agreed upon, to perform such work on a Force Account basis as specified in TC-7.03.

**CONTRACT TIME.** Bidder agrees to commence work as specified in the anticipated "Notice to Proceed" and to complete all work covered by the ITB / Contract within/or before 90 calendar days.

Any delay in awarding or the execution of the Contract will not be considered as a basis for any monetary claim; however, an extension of time may be considered by the Association, if warranted.

**BONDING.** The successful bidder shall furnish Payment and Performance Bonds in the amount of 100% of the Contract Award amount as security for the construction and completion of the Contract in conformance with the terms, Plans, Standard Specifications, General Provisions and Special Provisions of this ITB.

**LIQUIDATED DAMAGES.** The contractor is hereby advised that liquidated damages in the amount of Five Hundred Dollars (\$500) per calendar day will be assessed for unauthorized extensions beyond the contracted time of completion.

**PROPOSAL GUARANTY.** A Bid Bond is not required for this ITB..

VJP Initials

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NAME / COMPANY NAME: Terra Firma of Delmarva Inc.

ADDRESS: 36393 Sussex Highway

Delmar, DE 19940

FED ID # OR SSN: 36-4597618

AUTHORIZED SIGNATURE: *Vicki J. Pusey*

WRITTEN NAME OF PERSON SIGNING: Vicki J. Pusey

DATE: 8/24/2022

SIGNATURE OF WITNESS (IF CORPORATION): *Ryan Cahall*

WRITTEN NAME OF WITNESS: Ryan Cahall

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1	TONS: 70	TONS SURFACE MIX: <b>BARNACLE COURT</b>	UNIT PRICE \$ 257/TON	\$17,990.00
2	TONS: 140	TONS SURFACE MIX: <b>BEACH COURT</b>	UNIT PRICE \$ 240/TON	\$33,600.00
3	TONS: 120	TONS SURFACE MIX: <b>BIRDSNEST DRIVE</b>	UNIT PRICE \$ 260/TON	\$31,200.00
4	TONS: 170	TONS SURFACE MIX: <b>FOSSIE GRANGE</b>	UNIT PRICE \$ 241/TON	\$40,970.00
5	TONS: 270	TONS SURFACE MIX: <b>GARRETT DRIVE</b>	UNIT PRICE \$ 239 /TON	\$64,530.00
6	TONS: 170	TONS SURFACE MIX: <b>IVANHOE COURT</b>	UNIT PRICE \$ 247/TON	\$41,990.00
7	TONS: 90	TONS SURFACE MIX: <b>LIBERTY BELL COURT</b>	UNIT PRICE \$ 253/TON	\$22,770.00
8	TONS: 90	TONS SURFACE MIX: <b>LITTLE JOHN COURT</b>	UNIT PRICE \$ 253/TON	\$22,770.00
9	TONS: 330	TONS SURFACE MIX: <b>MOONSHELL DRIVE</b>	UNIT PRICE \$ 236/TON	\$77,880.00
10	TONS: 300	TONS SURFACE MIX: <b>RABBIT RUN LANE</b>	UNIT PRICE \$ 236/TON	\$70,800.00
11	TONS: 70	TONS SURFACE MIX: <b>SURFERS WAY</b>	UNIT PRICE \$ 258/TON	\$18,060.00

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12	TONS: 240	TONS SURFACE MIX: <b>WATERGREEN LANE</b>	UNIT PRICE \$ 239/TON	\$57,360.00
13	TONS: 180	TONS SURFACE MIX: <b>WILLOW WAY</b>	UNIT PRICE \$ 250/TON	\$45,000.00
ALT 1	100 TONS OF ADDITIONAL PAVING	TONS HOT MIX ASPHALT SURFACE (9.5mm) – 1.5" OVERLAY	UNIT PRICE \$ 234/TON	\$23,400.00
ALT 2	100 TONS OF ADDITIONAL BASE PATCH	TONS HOT MIX ASPHALT BASE (19.0mm) PATCH	UNIT PRICE \$ 364/TON	\$36,400.00
ALT 3	100 CY OF ADD'L UNSUITABLE MATERIALS	CY OF UNSUITABLE SUBGRADE MATERIAL TO BE EXCAVATED & REPLACED WITH SELECT FILL	UNIT PRICE \$ 68 /CY	\$6,800.00
ALT 4	1,000 SY OF ADD'L 1.5" ASPHALT MILLING	SY OF 1.5" THICK EXISTING ASPHALT MILLED & REMOVED	UNIT PRICE \$ 7.00 /SY	\$7,000.00

*\$ 618,520.00*

Quantities listed are approximate based upon engineer's estimate. It is the Bidder's sole responsibility to verify and ensure all values contained on the Proposal Form are correct. Where the unit price and the extension price are at variance, the unit price will prevail.

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

DEPARTMENT Ocean Pines Marina DATE September 15, 2022

ITEM DESCRIPTION Replacement of gas lines and fuel dispensers to include a fuel mgt. system on C Dock  
 FOR REPLACEMENT OF (if applicable) Would include a complete plan submission to MDE for approval.

RESERVE STUDY - PAGE # \_\_\_\_\_ LINE# \_\_\_\_\_ BUDGET AMOUNT \$ \_\_\_\_\_

BIDDER	TOTAL PRICE EACH	DIFFERENCE FROM BUDGETED	COMMENTS
Petro Supply, Inc	\$169,520.56	Not budgeted - Replacement	Staff recommended. Well known company with a history of MDE approval. MDE plan must be submitted 60 days prior to construction and must comply with new MD Comar regulations. Work being completed to be compliant. Not in FY 2021/2022 Budget, but part of DMA Study (page #422, line 7.02.11 and 7.02.12 - originally scheduled to be replaced in 2030).
Delmarva Petroleum			No response to bid request
Fuel Systems Services, LLC			Late response not meeting until Sept. 19th which could delay construction because of MDE submission for approval

<i>[Signature]</i> DEPT. HEAD	<u>9/15/22</u> DATE	<u>APPROVAL</u> <i>[Signature]</i> GENERAL MANAGER	<u>9/15/22</u> DATE
<i>[Signature]</i> ACCOUNTING	<u>9/15/22</u> DATE	BOARD	DATE



# PETRO SUPPLY, INC

7091 DORSEY RUN ROAD  
 ELKRIDGE, MD 21075  
 Phone 301.953.3540  
 Fax 301.604.9393  
 www.petrosupply.com

**QUOTE  
 REPRINT**

Number	029265
Date	09/14/2022
Page	2

Ship-to: SAME  
 OCEAN PINES MARINA  
 1 MUMFORD LANDING RD  
 OCEAN PINES, MD 21811

Bill-to: NEW  
 OCEAN PINES MARINA  
 1 MUMFORD LANDING RD  
 OCEAN PINES, MD 21811

Reference #	Slsp	Terms	Whse	Freight	Ship Via
	001	NET 30	01	PREPAID	COUNTER
Quoted By: RES	Quoted To:	Effective:	NONE	Expires:	30 DAYS

Item	Description	Ordered	UM	Price	UM	Extension
10P-0152	1.5" 10 PLUS DP SHEAR VALVE	3.00	EA	251.04	EA	753.12
107341B	3/4"X25' MARINA HOSE MXM BLUE	4.00	EA	191.70	EA	766.80
107621B	3/4"X50' BLUE MARINA HOSE	1.00	EA	377.05	EA	377.05
11BP-0400	STD UNLEADED NOZZLE BLACK	5.00	EA	89.05	EA	445.25
FSMM.7524	HO 3/4"X24" MXM FLEX CONNECTOR	5.00	EA	77.74	EA	388.70
SSN818-25-26-10.5BTR	SS HOSE REEL	5.00	EA	1575.00	EA	7875.00
HS-35	HOSE STOP 9922.0200	5.00	EA	17.10	EA	85.50
V600-RUBYCI-TOK/WAY	EMV CARD READER SYSTEM RUBY CI BASIC TOKHEIM/WAYNE Thermal Receipt Printer RP-330 - #P040-02-030 Adapter, Null Modem, DB25-RJ45 - #13581-01 Cable, 10' Shielded RS-232- #13836-01 MV400 w/ Ice Cube Cable - #VKIT-PETRO-M400 KEY Injection, AP Load- #999-DEP-00214 Activation Fee- #999DEP-00221 M400 Locking Stand- #367-5249-DB UPS, Conditioned, 250 VA- #P040-07-050 2- 50' Ethernet Cable- 22278-50 25' Ethernet Cable- 22278-25 10' Ethernet Cable- 22278-10 2-Cable, 100" Shielded RS-232 --13836-232 Commander Site Controller Software Maintenance 1st year- 888-ASM-70056 Commander Site Controller Help Desk 1st year- 888-PCS-71043	1.00	EA	8224.70	EA	8224.70
NANO CONSOLE	FUEL MANAGEMENT Nano Console w/ 1- Thermal Printer (External Reporting) #75-0130 1- Thermal Printer-Paper Roll #54-1108 1- External Alarm-Light/Buzzer/Silence Switch 110V #30-2015 2- OPW Riser Cap & Collar- 4" NPT w/ grommet #30-0219 2- Probe #30-B125-INV 2- Float Kit #30-1509-02	1.00	EA	5717.75	EA	5717.75

QUOTE



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 OCEAN PINES, MD 21811

Reference #	Slsp	Terms	Whse	Freight	Ship Via
	001	NET 30	01	PREPAID	COUNTER
Quoted By: RES	Quoted To:	Effective:	NONE	Expires:	30 DAYS

Item	Description	Ordered	UM	Price	UM	Extension
UGF-FSP-24-M	PIPING 1.5" CUT TO LENGTH ABOVE MASTER COIL > 500 FEET	510.00	EA	28.23	EA	14397.30
UGF-SSFST-24BX	1.5" DBLE TRACK FITTING	2.00	EA	436.82	EA	873.64
UGF-SSFST-24	1.5" DBLE TRACK FITTING	1.00	EA	251.17	EA	251.17
UGF-SSTEE-24	1.5" TEE ALL PORTS	1.00	EA	1595.20	EA	1595.20
UGF-DTSC-24	1.5" DOUBLETRAC SS CLAMP	8.00	EA	362.15	EA	2897.20
DF-TSP50-4	THREAD SEALANT PRIMER	2.00	EA	36.55	EA	73.10
DF-TS940-250	THREAD SEALANT DRIPSTOP 940	1.00	EA	107.62	EA	107.62
UGF-BN-24	1.5" BULLNOSE CHASE PULL	1.00	EA	2358.41	EA	2358.41
UGF-FRK-24	1-1/2" FITTING REPAIR KIT	1.00	EA	25.00	EA	25.00
UGF-TOOLKIT-24	3/8 SOCKET RATCHET	1.00	EA	462.61	EA	462.61
UGF-VALVE-5PK	5 PACK VALVES	1.00	EA	78.49	EA	78.49
UGF-CHECK VALVE-5PK	5PK CHECK VALVES W/ ORINGS	1.00	EA	116.23	EA	116.23
UGF-E-5272	CUTTER WHEEL	1.00	EA	16.18	EA	16.18
UGF-LCS	LEAK CHECK SOLUTION	1.00	EA	33.38	EA	33.38
UGF-SPT-GAUGE	GAUGE W/TEST PORT	2.00	EA	103.22	EA	206.44
UGF-WLG-SPRAY	WHITE LINTHIUM GREASE (AERSOL)	2.00	EA	46.93	EA	93.86
UGF-PVC-MC-24	PVC MARINE COVER FOR 1.5" 300' MAX CONTINUOUS LENGTH	44.00	EA	3.06	EA	134.64
DF-HTFTBD-16	HEAT SHRINK USE W/ MARINA COVER 2.7" I.D PACK OF 2	2.00	EA	20.81	EA	41.62
UGF-EF-24	1 1/2" ENTRY BOOT	5.00	EA	137.30	EA	686.50
UGF-EF-24-32-CS	SPANNER WRENCH	1.00	EA	131.85	EA	131.85
UGF-EF-24-32-OS	LARGE SPANNER WRENCH	1.00	EA	131.85	EA	131.85
UGF-GASKET-24-32	GASKET	3.00	EA	92.77	EA	278.31
UGF-APGUN-50HD	50 ML APPLICATOR GUN	1.00	EA	253.10	EA	253.10
UGF-EPB-50	50ML EPOXY BONDER	4.00	EA	43.56	EA	174.24
UGF-EF-CLR	CLEANER	1.00	EA	33.52	EA	33.52
3/G7242D/29GHJKUY/KS	DISPENSERS & ASSC TWIN, ONE PRODUCT, REMOTE DISPENSER	2.00	EA	8923.17	EA	17846.34
3/G7201D/29GHJKUY1S3	SINGLE REMOTE DISPENSER	1.00	EA	5568.05	EA	5568.05
434S-17001 AK	ABOVE GROUND DISPENSER BOX	3.00	EA	2728.90	EA	8186.70



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	001	NET 30	01	PREPAID	COUNTER
Quoted By: RES	Quoted To:	Effective: NONE	Expires: 30 DAYS		

Item	Description	Ordered	UM	Price	UM	Extension
SCOPE OF WORK	Scope of Work-Completed by PMI Pipe replacement, new equipment installed -Prepare a Work Plan and submit to MDE -Obtain permits necessary for the replacement of the piping -Remove the existing piping from the transition sump to the dispensers located at the end of the dock -Install dispenser sumps -Install new fuel pipe from the existing transition sump to the new dispenser sumps -Install dispensers -Complete electrical wiring to the new dispensers -Make final connection of the fuel piping Assumptions: Pricing is based on the following assumptions: - Work hours are Monday-Friday 7am-4pm -No delays -Pipe chase under the dock for the piping and conduits by others -PMI to supply miscellaneous fitting for connections of the fuel piping. All other materials supplied by the owner. -No dewatering -Existing and can be removed from on top of the dock -Existing electrical conduits from the building can be reused -Start-up and calibration of the new dispensers by others. - -Perform a hydrostatic test of the new dispenser sumps and the existing transition sump -Purge the system -Remove PMI generated debris -Provide the results of the hydrostatic testing to the client	1.00	EA	78238.64	EA	78238.64

QUOTE

Jed

Merchandise	Misc	Tax	Freight	Total
159925.06	.00	9595.50	.00	169520.56

PLEASE SIGN ACCEPTANCE AND RETURN. THANK YOU!



**OCEAN PINES ASSOCIATION, INC.**  
**Proposed Topic for Discussion**  
**by Board of Directors**

**DATE: 9/15/22**

**TOPIC: Water and wastewater treatment facility not meeting the state standard for nitrogen content related to bay restoration**

**FOR INCLUSION IN MEETING HELD ON: 9/24/22**

**SUBMITTED BY: Monica Rakowski**

**TOPIC: Many areas outside Ocean Pines are sending their sewage to the plant in Ocean Pines. For more than a year sewage is being transported from Riddle Farms and dumped into the Ocean Pines system. It is unknown whether Ocean Pines is being paid to treat their sewage.**

**CONCISE STATEMENT: Is Ocean Pines being paid to treat waste from outside entities, and if not, should we be paid? Does Ocean Pines have any recourse of action regarding Ocean Pines' service area reserve funds being debited for the Worcester County employee mistake?**

**BACKGROUND: According to Worcester County Public Works Director Dallas Baker, an unknown county employee dropped a rake head into the sewage collection line and never told anyone. The system eventually developed problems. In January 2021, a repair of problems and restart of the system saw microbe effectiveness decline in the cold weather. The plant-treated effluent discharge did not meet the state standard for nitrogen content related to bay restoration and every lot owner in the system is now forced to pay \$60 until the system meets state requirements.**



**OCEAN PINES ASSOCIATION, INC.**  
**Proposed Topic for Discussion**  
**by Board of Directors**

**DATE: September 19, 2022**

**TOPIC: Proposal to retrofit the north gate sign to become electronic**

**FOR INCLUSION IN MEETING HELD ON: September 24, 2022**

**SUBMITTED BY: Stephen Jacobs**

**TOPIC: The Communications Committee submitted the attached charging document requesting that the Board review the attached proposal to retrofit the existing sign at the north gate entrance to an electronic sign.**

**CONCISE STATEMENT: Action by the Board is necessary to change the sign to electronic as opposed to manual editing and for inclusion in the upcoming budget for the expenditure of funds.**

**BACKGROUND: The Communications Committee has been actively working on this matter for a number of years and has confronted a number of issues – cost, location, County regulations among them. This proposal recommends that the Board approve using the existing site for the sign and it will require moving the map in the sign from one side to the other. The sign will remain Ocean Pines property and does not interfere with County regulations regarding signs on the median. The Committee notes that if this is an effective means of communication, placement of additional signs should be considered.**



ATTACHMENT 2

OPA Board/Advisory Committee Charging Document

Request for Performance by:  Board  
 \_\_\_\_\_ Advisory Committee

Date: 9-15-22

Submitted By: OPA Board Liaison

For Inclusion in Meeting to be Held on: TBA, 2022

Request:  The Board requests the \_\_\_\_\_ Advisory Committee to:

The COMMUNICATIONS Advisory Committee requests the Board to:

Review the attached proposal to retrofit the North Gate sign to become electronic.

Background: (Explain the environment of why the Board/Committee wants and/or needs the actions performed)

The committee has been working on this issue for a number of years and has now reached a point with the County and a vendor to make this a beneficial and cost effective solution to providing more timely information to the community.

Discussion: (Topics for discussion by the Board/Committee to assure full understanding of what is expected)

Discuss the feasibility, technological benefit and interest of converting this one sign as a start to converting and or adding additional signs in the future.

Committee Chair: Cheryl Jacobs Date: 9-15-22

Board Liaison: STEVE JACOBS Date: \_\_\_\_\_

Board Secretary: \_\_\_\_\_ Date: \_\_\_\_\_



# PHILLIPS SIGNS

PHONE 302-629-3550 FAX 302-628-9082

## PROPOSAL

September 1, 2022

Ocean Pines Association  
Attn: Cheryl / Jennifer

Project: 3 x 5 8MM LED Signs

## SPECIFICATIONS

- Supply (1)-8mm Watchfire® single faced 3'5" tall x 5'3" wide full color LED Message Center
- Matrix- 108 x 180 Viewing Area- 3' x 5'
- Sign to accommodate a maximum of 11 lines of 3" tall letters approximately 36 per line
- Communication to be Broadband Wireless (lifetime service included)
- Time and Temperature/Easy Art® graphics package is included
- Customer to supply computer for operating software
- Watchfire® five-year parts and Phillips Signs two-year labor warranty is included
- Over the phone software training included
- Sign to be installed in existing structure. Retrofitted as necessary.
- Electrical service to sign by owner (120V / 1 lamp)
- Permits and fees associated to be billed at cost

Acts of God and/or vandalism excluded. All material is guaranteed to be as specified, and the above work to be performed in accordance with the specifications submitted for the above work and completed in a substantial workmanlike manner.

**Price: \$20,477.49** (Twenty Thousand Four Hundred Seventy-Seven Dollars and 49/100)  
\*\*\*The price reflects a 2.5% cash, money order, or certified check discount. This discount is not valid for a credit card purchase. Add 2.5% to the total cost for credit card purchases\*\*\*

Terms- 50% paid upon acceptance of this proposal / 50% paid upon completion

- Title will not pass unless payment is made within specified terms.
- Any alteration or deviation from the above specifications involving extra cost, will become executed only upon written work orders and will become an extra over and above the proposal.
- All agreements are contingent upon strikes, accidents, or delays beyond our control.
- Owner to carry fire, tornado, and other necessary insurance upon above work. Workmen's Compensation and Public Liability insurance on above work will be taken out by Phillips Signs Inc. during fabrication, finishing and installing.

Respectfully submitted \_\_\_\_\_

Gary Spence

Note: This proposal may be withdrawn by us if not accepted within thirty (30) days.

## ACCEPTANCE OF PROPOSAL

The above prices, specifications and conditions are satisfactory and hereby accepted. You are Authorized to do the work as specified. Payment will be made as outlined above.

Date \_\_\_\_\_ Signature \_\_\_\_\_

# On Premise Quote



QUOTE NUMBER: 2200312.5 (Revision 5) DATE: 8/29/2022

SIGN ID: 1685830 w8-S

Phillips Signs Inc 1769900  
 Gary Spence, Sales Person  
 20874 Sussex Hwy  
 Seaford, DE 19973-5686  
 (302) 629-3550  
 gary@phillipssigns.biz

Shipping Destination  
 Phillips Signs Inc  
 20874 Sussex Hwy  
 Seaford, DE 19973-5686

Job Site  
 Name: Ocean Pines Association-  
 Address: 239 Ocean Parkway  
 City: Ocean Pines  
 State: MD Zip: 21811

## PRODUCT SPECIFICATIONS

Pixel Pitch: W8mm LED RGB  
 Pixel Matrix: 108 X 180  
 Ventilation Style: Front Ventilation  
 Cabinet Size: 41in H x 5ft 3in L x 5in D  
 Viewing Area: 36in H x 5ft L  
 Cabinet Style: Single Face (Slim)  
 Character Size: 11 lines / 36.0 Characters at a 3" type  
 Approx. Weight: 276.00 Lbs.  
 Warranty: Standard 5 Year Watchfire warranty applies.  
 Mfg. Lead Time: 8-10 weeks (after this document is signed & returned and receipt of down payment).  
 Electrical Service: 120 VOLT 11.0 amps (11.00 per face) Single Phase Service. Refer to the Installation manual for details on wiring. Based on 18 hours of operation a day, plus or minus 10% depending on how the sign is programmed.  
*Example: 6.8 KWHrs a day x \$0.07 = \$0.48/Day*

## OPTIONS

Software Ignite OPx (cloud-based, single region)  
 Software Training Web Based Software Training  
 Communications OPx - 4G Wireless with Watchfire Cellular Data Plan  
 Wireless Data Plan Life-of-sign Data Plan  
 Power Requirements Standard As Quoted  
 Temperature Sensor w/100-Step Photocell w/15 ft Cable  
 Sign Mounting Kit Not Ordered / Not Required  
 Warranty Standard 5-Year Parts Warranty  
 Technician On-Site Not Ordered  
 Personal Computer PC Not ordered, Ignite Included

OPx Customer Email (required): \_\_\_\_\_

## STANDARD FEATURES

Brightness Daytime 7000 NITS Maximum; Nighttime 700 NITS Maximum  
 Color LED RGB  
 Color Capability Min. 1.2 Quintillion  
 Includes Ignite Graphics Software  
 Video up to 30 FPS  
 Viewing Angles 150 Horizontal/95 Vertical

## ORDER ACCEPTANCE QUOTE VALID UNTIL 10/13/2022

System Price: 8mm Highbrightness Color LED Message Center - Front Ventilation

To order Sign ID 1685830, sign here and return with down payment

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Buyer acknowledges that prior to executing this Agreement Buyer has read or has had the opportunity and means to review the TERMS OF SALE and Seller's LIMITED WARRANTY, SOFTWARE LICENSE, AND LIMITATION OF LIABILITIES AND REMEDIES at <http://watchfiresigns.com/terms-and-conditions-of-sale> or in the alternative, a hard copy has been provided to Buyer and its receipt is acknowledged.  
 This quote/offer is expressly limited to the acceptance by the buyer of its exact terms, including the terms of sale and seller's limited warranty, software license, and limitation of liabilities and remedies, all of which are a part of the agreement. Any purchase order or related documents buyer issues to seller (even if it contains terms in addition to or inconsistent with the terms of this agreement) for this transaction shall constitute buyer's unconditional agreement to be bound exclusively by the seller's terms and conditions of this agreement, and buyer hereby agrees that such additional or inconsistent terms shall not apply nor become a part of this agreement.



# PHILLIPS SIGNS

PHONE 302-629-3550 FAX 302-628-9082

## PROPOSAL

September 1, 2022

Ocean Pines Association  
Attn: Cheryl / Jennifer

Project: 3 x 5 6MM LED Signs

## SPECIFICATIONS

- Supply (1)-6mm Watchfire® single faced 3'5" tall x 5'3" wide full color LED Message Center
- Matrix- 144 x 240 Viewing Area- 3' x 5'
- Sign to accommodate a maximum of 15 lines of 2" tall letters approximately 48 per line
- Communication to be Broadband Wireless (lifetime service included)
- Time and Temperature/Easy Art® graphics package is included
- Customer to supply computer for operating software
- Watchfire® five-year parts and Phillips Signs two-year labor warranty is included
- Over the phone software training included
- Sign to be installed in existing structure. Retrofitted as necessary.
- Electrical service to sign by owner (120V / 11 amp)
- Permits and fees associated to be billed at cost

Acts of God and/or vandalism excluded. All material is guaranteed to be as specified, and the above work to be performed in accordance with the specifications submitted for the above work and completed in a substantial workmanlike manner.

**Price:** \$21,616.04 (Twenty One Thousand Six Hundred Sixteen Dollars and 04/100)  
\*\*\*The price reflects a 2.5% cash, money order, or certified check discount. This discount is not valid for a credit card purchase. Add 2.5% to the total cost for credit card purchases\*\*\*

Terms- 50% paid upon acceptance of this proposal / 50% paid upon completion

- Title will not pass unless payment is made within specified terms.
- Any alteration or deviation from the above specifications involving extra cost, will become executed only upon written work orders and will become an extra over and above the proposal.
- All agreements are contingent upon strikes, accidents, or delays beyond our control.
- Owner to carry fire, tornado, and other necessary insurance upon above work. Workmen's Compensation and Public Liability insurance on above work will be taken out by Phillips Signs Inc. during fabrication, finishing and installing.

Respectfully submitted

Gary Spence

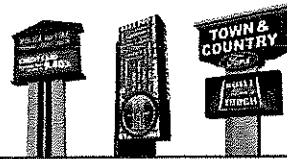
Note: This proposal may be withdrawn by us if not accepted within thirty (30) days.

## ACCEPTANCE OF PROPOSAL

The above prices, specifications and conditions are satisfactory and hereby accepted. You are Authorized to do the work as specified. Payment will be made as outlined above.

Date \_\_\_\_\_ Signature \_\_\_\_\_

# On Premise Quote



QUOTE NUMBER: 2200312.5 (Revision 5) DATE: 8/29/2022

SIGN ID: 1685828 w6-5

Phillips Signs Inc 1769900  
Gary Spence, Sales Person  
20874 Sussex Hwy  
Seaford, DE 19973-5686  
(302) 629-3550  
gary@phillipssigns.biz

Shipping Destination  
Phillips Signs Inc  
20874 Sussex Hwy  
Seaford, DE 19973-5686

Job Site  
Name: Ocean Pines Association-  
Address: 239 Ocean Parkway  
City: Ocean Pines  
State: MD Zip: 21811

## PRODUCT SPECIFICATIONS

Pixel Pitch:	W6mm LED RGB
Pixel Matrix:	144 X 240
Ventilation Style:	Front Ventilation
Cabinet Size:	41in H x 5ft 3in L x 5in D
Viewing Area:	36in H x 5ft L
Cabinet Style:	Single Face (Slim)
Character Size:	15 lines / 48.0 Characters at a 2" type
Approx. Weight:	276.00 Lbs.
Warranty:	Standard 5 Year Watchfire warranty applies.
Mfg. Lead Time:	8-10 weeks (after this document is signed & returned and receipt of down payment).
Electrical Service:	120 VOLT 11.0 amps (11.00 per face) Single Phase Service. Refer to the Installation manual for details on wiring. Based on 18 hours of operation a day, plus or minus 10% depending on how the sign is programmed. <i>Example: 6.8 KWHrs a day x \$0.07 = \$0.48/Day</i>

## STANDARD FEATURES

Brightness	Daytime 7500 NITs Maximum;Nighttime 700 NITs Maximum
Color	LED RGB
Color Capability	Min. 1.2 Quintillion
Includes	Ignite Graphics Software
Video	up to 30 FPS
Viewing Angles	150 Horizontal/95 Vertical

## OPTIONS

Software	Ignite OPx (cloud-based)
Software Training	Web Based Software Training
Communications	OPx - 4G Wireless with Watchfire Cellular Data Plan
Wireless Data Plan	Life-of-sign Data Plan
Power Requirements	Standard As Quoted
Temperature Sensor	w/100-Step Photocell w/15 ft Cable
Sign Mounting Kit	Not Ordered / Not Required
Warranty	Standard 5-Year Parts Warranty
Technician On-Site	Not Ordered
Personal Computer	PC Not ordered. Ignite included

OPx Customer Email (required): \_\_\_\_\_

## ORDER ACCEPTANCE

QUOTE VALID UNTIL 10/13/2022

System Price: 6mm Highbrightness Color LED Message Center - Front Ventilation

To order Sign ID 1685828, sign here and return with down payment

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Buyer acknowledges that prior to executing this Agreement Buyer has read or has had the opportunity and means to review the TERMS OF SALE and Seller's LIMITED WARRANTY, SOFTWARE LICENSE, AND LIMITATION OF LIABILITIES AND REMEDIES at <http://watchfiresigns.com/terms-and-conditions-of-sale> or in the alternative, a hard copy has been provided to Buyer and its receipt is acknowledged.

This quote/offer is expressly limited to the acceptance by the buyer of its exact terms, including the terms of sale and seller's limited warranty, software license, and limitation of liabilities and remedies, all of which are a part of the agreement. Any purchase order or related documents buyer issues to seller (even if it contains terms in addition to or inconsistent with the terms of this agreement) for this transaction shall constitute buyer's unconditional agreement to be bound exclusively by the seller's terms and conditions of this agreement, and buyer hereby agrees that such additional or inconsistent terms shall not apply nor become a part of this agreement.

<p><b>PHILLIPS SIGNS</b></p> <p>THIS DESIGN IS COPYRIGHTED AND IS THE EXCLUSIVE PROPERTY OF PHILLIPS SIGNS, INC. ALL RIGHTS TO IT LIE IN REPRODUCTION ARE RESERVED BY PHILLIPS SIGNS, INC. COPIES OR REPRODUCTIONS OF THIS DESIGN CAN NOT BE MADE WITHOUT THE PERMISSION OF PHILLIPS SIGNS, INC., SEAFORD, DE 19380-1100 (302) 628-9082</p> <p>PHILLIPS SIGNS, INC., SEAFORD, DE (302) 628-3550/FAX (302) 628-9082</p> <p>IF APPLICABLE, THIS SIGN IS INTENDED TO BE INSTALLED IN ACCORDANCE WITH THE REQUIREMENTS OF ARTICLE 1604 OF THE NATIONAL ELECTRICAL CODE AND/OR OTHER APPLICABLE LOCAL CODES. USE ONLY VOLTAGE, COLORING, AND DIMENSIONS OF THIS SIGN.</p>	<p><b>CUSTOMER INFORMATION</b></p> <p>Customer: OCEAN PINES</p> <p>Address:</p> <p>Date: 8-11-2022</p> <p>Sales: GARY SPENCE</p>	<p>2-2-22 change old side to map and led side to words</p> <p>2-1-22 change map to words</p>
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## **2022 Yamaha DRIVE2 - QUIETECH-EFI** **Gas Golf Car NET Purchase Deal**

**Prepared for:**  
**John Malinowski**  
Head Golf Professional  
Ocean Pines Association  
239 Ocean Parkway  
Berlin, MD 21811

### **OCEAN PINES GOLF & COUNTRY CLUB**

**Presented by:**  
**Paul Tideman**  
**Regional Manager**  
paul@golfcarspecialties.com  
Cell: 703-967-3870

August 1, 2022

NEW JERSEY OFFICE  
136 WASHINGTON STREET  
GLOUCESTER CITY, NJ 08030  
Phone (856) 742-8725  
Fax (856) 742-1011

PENNSYLVANIA OFFICE  
3363 W. RIDGE PIKE  
POTTSTOWN, PA 19464  
Phone (610) 495-8080  
Fax (610) 495-8088





**(76) New 2023 Yamaha QUIETECH-EFI Gas Golf Cars – Delivery could take up to 9-12 months.**

**STANDARD EQUIPMENT:**

- ClimaGuard Sun Canopy's with dual rain gutters and matching stone color seats
- Sweater Baskets – *largest in the industry*
- **The 2023 Yamaha QUIETECH-EFI exclusive technology combines the quietness and ride of an electric car with the profitability and performance of its Yamaha built engine gas car. Also has the industry's first independent rear suspension, and an industry leading 45 MPG, 76% less pollutants and emissions with the electronic fuel injection.**
- **ADDED ACCESSORIES**
- ClubPro Beige Color Rain Covers
- Dual USB Ports – 1 per side
- Chrome Hubcaps
- (2) Number Decals per car
- Custom Club Logo Nameplates
- (2) Sand Bottles per car with handles
- Polycarbonate Fold-Down Windshields
- Hanging Message Holders
- ***Choice of Glacier, Sunstone, Emerald, Garnet or any Metallic Colors***

**NET PURCHASE PRICE COST – for (76) New 2023 Yamaha QUIETECH-EFI**

(76) New 2023 Yamaha QUIETECH-EFI Gas @ \$6,395 each.....	\$486,020
(76) 2017 Yamaha QUIETECH-EFI Gas trades @ \$2,962 each.....	<u>\$ 225,112</u>
<b>NET Purchase Price for (76) New 2023 Yamaha YDRE.....</b>	<b>\$260,908</b>

<b>NET Purchase Price for (76) New 2023 with (76) 2017 trades.....\$260,908</b>
---

**Payable in full upon delivery of new Yamaha fleet**

## TRADE-IN SUMMARY

<u>QTY</u>	<u>Year</u>	<u>Model</u>	<u>Condition</u>	<u>Value</u>
76	2017	Yamaha-QUIETECH	Good	\$225,112 -- \$2,962 per running condition trade

## CONDITIONS FOR RETURNING TRADES AND LEASE VEHICLES

- All returning vehicles (trade or expiring lease) must be in running condition at the time of pick up. For vehicles that won't run onto our trucks Golf Car Specialties will invoice the customer directly for the parts and labor needed to return car(s) to a running condition.
- 
- All returning vehicles (trade or lease returns) will experience some form of normal wear and tear. All returned vehicles received with damage (more than a normal wear and tear condition) will be documented and repaired. Golf Car Specialties will bill customer directly for the parts and labor needed to repair the damaged area(s).
- All returning electric vehicles must have a working charger. The customer will be invoiced \$425.00 for each missing and or non-working charger. Chargers with damaged cords and or handles will be repaired. Customer will be invoiced by Golf Car Specialties for the parts and labor to repair these chargers.
- 
- All returning vehicles must have their own key.
- All returning vehicles must be free and clear of any liens and encumbrances

## TRADE VALUES AND RETURNING CONDITIONS AGREEMENT

ACCEPTED BY: \_\_\_\_\_ DATE: \_\_\_\_\_

- **CREDIT INFORMATION -N/A**

All lease proposals are subject to credit approval by the leasing company. A completed credit application and two years of financials statements (P&L and Balance Sheet) will be required upon acceptance of the proposal. Personal Guarantee(s) or Cross-Corporate Guarantee(s) may be required. **All applicable taxes and insurance are the responsibility of the club including personal property tax.**

- **DELIVERY -**

GCS will deliver the above listed car(s) in **after MAY 1, 2023** after receipt of the signed proposal, only if, all lease or finance documents have been executed in full and returned to GCS a minimum of 10 days prior to the scheduled delivery. If lease or finance documents are not received 10 days prior to your scheduled delivery date the delivery date will be postponed and re-scheduled at the discretion of Golf Car Specialties.

- **WARRANTY -**

New Golf Car - 4 year limited warranty  
Electric Car Battery – 60 minutes of discharge for 4 years OR 25,000 AMP hours, whichever comes first.

- **EQUIPMENT SERVICE AGREEMENT -**

GCS will provide service under a separate agreement at an additional charge if desired by club.

- **ADDITIONAL VEHICLES -NONE**

**Ocean Pines Golf & CC**

**By:**

**Title:**

**email:**

**Phone:**

**Date:**

Golf Car Specialties

By: **Paul Tideman, Regional Manager**

email: **paul@golfcarspecialties.com**

Phone: **703-967-3870 - cell**

Date: **August 1, 2022-via email**

Club Contact information

General Mgr. \_\_\_\_\_

email: \_\_\_\_\_

Phone: \_\_\_\_\_

Golf Professional: \_\_\_\_\_

email: \_\_\_\_\_

Phone: \_\_\_\_\_

Superintendent: \_\_\_\_\_

email: \_\_\_\_\_

Phone: \_\_\_\_\_

# OCEAN PINES ASSOCIATION ADVISORY COMMITTEE APPLICATION

1. Name of Applicant: DAVID ALLEN  
 2. Address: 5 WHARF COURT  
 3. Email: JUS4FUN46@YAHOO.COM  
 4. Telephone: 443-474-8788 Property Owner for 4.5 (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 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: 1<sup>st</sup> (2<sup>nd</sup>) 3<sup>rd</sup> ~ Term will expire: AUGUST 2024

6. Why do you want to be on this Committee? I CURRENTLY SERVE AS CHAIR OF THIS COMMITTEE AND WOULD LIKE TO CONTINUE WORKING WITH THIS GREAT GROUP

7. What knowledge/input can you offer to this Committee? BOAT OWNER 20+ YEARS CURRENTLY PARTICIPATING + KNOWLEDGE OF COMMITTEE PROJECTS

Signature: [Signature] Date: 9-30-2022

1<sup>st</sup> Endorsement from Committee Chairperson:  
 Comment: \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

2<sup>nd</sup> Endorsement from Board Liaison to Committee:  
 Comment: Approved Endorsement

Signature: [Signature] Date: 9/12/22

Board Action: \_\_\_\_\_ Date: \_\_\_\_\_

President's Signature: \_\_\_\_\_ Date: \_\_\_\_\_

# OCEAN PINES ASSOCIATION ADVISORY COMMITTEE APPLICATION

1. Name of Applicant: Pam Ferinde

2. Address: 92 Watertown Rd

3. Email: mpferinde@aol.com

4. Telephone: 301-367-5887 Property Owner for 31 (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 checked="" type="checkbox"/> By-Laws & Resolutions	Re-Appointment	<input type="checkbox"/>
<input type="checkbox"/> Clubs	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"/> Recreation & Parks	Re-Appointment	<input type="checkbox"/>
<input type="checkbox"/> Communications	Re-Appointment	<input type="checkbox"/>
<input type="checkbox"/> Strategic planning	Re-Appointment	<input type="checkbox"/>
<input type="checkbox"/> Search	Re-Appointment	<input type="checkbox"/>
<input type="checkbox"/> Marine Activities	Re-Appointment	<input type="checkbox"/>
<input type="checkbox"/> Other _____	Re-Appointment	<input type="checkbox"/>

Impending Term: 1st 2nd 3rd ~ Term will expire: \_\_\_\_\_

6. Why do you want to be on this Committee? I have become interested in the governance of the HOA. I believe the By-Laws Committee is the backbone and rib cage of the HOA. I would like to continue the work of the committee providing by-laws changes to more effectively administer the work of the Board of Directors.

7. What knowledge/input can you offer to this Committee? I have a Master's Degree in Business Administration. I have served on by-laws committees for two organizations. Colorado Nurses Assn and Maryland Health Systems Agency

Pam Ferinde 9/6/2022  
Signature Date

1st Endorsement from Committee Chairperson:  
 Comment: SEE ATTACHED  
James Tummel 9/8/2022  
 Signature RECOMMENDED FOR APPOINTMENT Date

2nd Endorsement from Board Liaison to Committee:  
 Comment: RECOMMENDED FOR REPT:  
Stephen J. Paul 9/16/22  
 Signature Date

Board Action: \_\_\_\_\_ Date: \_\_\_\_\_  
 \_\_\_\_\_  
 President's Signature Date

## OCEAN PINES ASSOCIATION ADVISORY COMMITTEE APPLICATION

1. Name of Applicant: Patricia Ryan Garcia

2. Address: 5 Royal Oaks Drive

3. Email: patryangarcia@gmail.com

4. Telephone: 301-717-0149 Property Owner for 7 (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 checked="" 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: 1<sup>st</sup> 2<sup>nd</sup> 3<sup>rd</sup> ~ Term will expire: 1st

6. Why do you want to be on this Committee? I am very committed to protecting the environment and natural assets that we enjoy in Ocean Pines. I have learned about the challenges our local waterways face by participating in Maryland Coast Bays programs.

7. What knowledge/input can you offer to this Committee? Keen interest and knowledge of environmental challenges and communications and project management skills gained in my professional life.

Patricia Ryan Garcia August 17, 2022  
Signature Date

1<sup>st</sup> Endorsement from Committee Chairperson:  
Comment: \_\_\_\_\_  
Sharon L. Santacrose Sept. 1, 2022  
Signature Date

2nd Endorsement from Board Liaison to Committee:  
Comment: \_\_\_\_\_  
[Signature] 9/7/22  
Signature Date

Board Action: \_\_\_\_\_ Date: \_\_\_\_\_  
\_\_\_\_\_  
President's Signature Date

# OCEAN PINES ASSOCIATION ADVISORY COMMITTEE APPLICATION

1. Name of Applicant: MARK HEINTZ

2. Address: 1104 POINTS REACH RD, Ocean Pines MS 21811

3. Email: 666oceanpines@gmail.com

4. Telephone: (718) 288-8449 Property Owner for 9+ (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 checked="" 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: \_\_\_\_\_

6. Why do you want to be on this Committee?  
TO FULFILL MY CIVIC DUTY OF COMMUNITY INVOLVEMENT.

7. What knowledge/input can you offer to this Committee?  
I am a FORMER 5 YEAR ELECTIONS committee member

Signature: Mark Heintz Date: 8/24/22

---

1st Endorsement from Committee Chairperson:  
Comment: Mark - returning great member!

Signature: Paul E. Friedrich Date: 9/8/22

---

2nd Endorsement from Board Liaison to Committee:  
Comment: Approve Endorsement

Signature: [Signature] Date: 9/12/22

---

Board Action: \_\_\_\_\_ Date: \_\_\_\_\_

President's Signature \_\_\_\_\_ Date \_\_\_\_\_

# OCEAN PINES ASSOCIATION ADVISORY COMMITTEE APPLICATION

1. Name of Applicant: Keith Kaiser

2. Address: 28 Moonshell Dr, Ocean Pines, MD 21811

3. Email: socalnavywo@earthlink.net

4. Telephone: 4435136630 Property Owner for 8 (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 checked="" type="checkbox"/> By-Laws & Resolutions	Re-Appointment	<input checked="" 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 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: 1<sup>st</sup> (2<sup>nd</sup>) 3<sup>rd</sup> ~ Term will expire: Aug 31st, 2022

6. Why do you want to be on this Committee? Continue work from 1st term

7. What knowledge/input can you offer to this Committee? Experiance from 1st term

Keith Kaiser 8/22/2022  
Signature Date

1<sup>st</sup> Endorsement from Committee Chairperson:

Comment: KEITH HAS BEEN AN IMPORTANT CONTRIBUTOR TO THE COMMITTEE

James Tummel James Tummel 8/22/2022  
Signature Date

2<sup>nd</sup> Endorsement from Board Liaison to Committee:

Comment: KEITH IS A VALUED MEMBER OF THE COM. -

Stephen J. J... 9/16/22  
Signature Date

Board Action: \_\_\_\_\_ Date: \_\_\_\_\_

President's Signature \_\_\_\_\_ Date \_\_\_\_\_



# OCEAN PINES ASSOCIATION

## ADVISORY COMMITTEE APPLICATION

1. Name of Applicant: ARACELI S POPEN

2. Address: 16 Lookout Point, Ocean Pines, MD 21811; 65 Hickory Dale Dr, Dover, DE 19901

3. Email: aspopen@yahoo.com

4. Telephone: (302) 270-8118 Property Owner for 46 (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 checked="" 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 applied on January 14, 2021, and have attended RCAC meetings into 2022. I am a member of Platform and Tennis and introduced Timeless Tennis in 2015 and Spec Tennis in June 2021 to Ocean Pines Racquet Sports.

7. What knowledge/input can you offer to this Committee? I am a tennis instructor and am running tennis programs. I also run and teach Timeless Tennis and Spec Tennis in OP and have assisted in training Platform players new to the sport.

Signature *Araceli Popen*

Date September 15, 2022

1st Endorsement from Committee Chairperson:  
Comment: \_\_\_\_\_

Signature \_\_\_\_\_

Date \_\_\_\_\_

2nd Endorsement from Board Liaison to Committee:

Comment: \_\_\_\_\_

Signature *Araceli Popen*

Date 9/16/22

Board Action: \_\_\_\_\_ Date: \_\_\_\_\_

President's Signature \_\_\_\_\_

Date \_\_\_\_\_

# OCEAN PINES ASSOCIATION ADVISORY COMMITTEE APPLICATION

1. Name of Applicant: Brian Reynolds

2. Address: 148 Ocean Parkway, Ocean Pines, MD 21811

3. Email: bsreyns@outlook.com

4. Telephone: 609-489-2367 Property Owner for 14 (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 checked="" type="checkbox"/> Budget & Finance	Re-Appointment	<input checked="" 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 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: 1<sup>st</sup> (2<sup>nd</sup>) 3<sup>rd</sup> ~ Term will expire: 2ND TERM would expire 10/02/2024

6. Why do you want to be on this Committee? I am completing my initial 3-year term on Oct 2, I seek re-appointment to the committee for a second 2-year term. As an OPA member, I hope that during my tenure on the B&F Committee I've been able to contribute in some small way to the success of the association and I wish to continue that effort.

7. What knowledge/input can you offer to this Committee? 14 years as an OPA member, 6 years actively involved with OPA community affairs including IT upgrades (Tech Work Group) and business activities (B&F Committee).

Brian S Reynolds BSR 08/29/2022  
Signature Date

1<sup>st</sup> Endorsement from Committee Chairperson:  
Comment: Brian's continued contribution is well appreciated.  
H.A. Keeling 9/4/22  
Signature Date

2nd Endorsement from Board Liaison to Committee:  
Comment: \_\_\_\_\_  
Monica M. Rahouski 9/13/2022  
Signature Date

Board Action: \_\_\_\_\_ Date: \_\_\_\_\_

\_\_\_\_\_  
President's Signature Date

# OCEAN PINES ASSOCIATION ADVISORY COMMITTEE APPLICATION

1. Name of Applicant: George Solyak

2. Address: 508 Tidewater Cove

3. Email: gdsolyak@gmail.com

4. Telephone: 717-723-6507 Property Owner for 9 (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 checked="" type="checkbox"/> Budget & Finance  | Re-Appointment <input checked="" 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 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: 1<sup>st</sup> 2<sup>nd</sup> 3<sup>rd</sup> ~ Term will expire: 2nd Term

6. Why do you want to be on this Committee? To continue to provide my knowledge to the Budget and Finance Committee. To provide input to the success of OP and for a strong financial position.

7. What knowledge/input can you offer to this Committee? 3 Years experience on the Budget and Finance Committee; 40 years Business experience, Concentration in Human Resources and Management

Signature: \_\_\_\_\_ Date: August 30, 2022

1<sup>st</sup> Endorsement from Committee Chairperson:  
 Comment: George's continued contribution is well appreciated.  
 Signature: H. A. Keeling Date: 9/4/22

2<sup>nd</sup> Endorsement from Board Liaison to Committee:  
 Comment: \_\_\_\_\_  
 Signature: Monica St. Kalouski Date: 9/13/2022

Board Action: \_\_\_\_\_ Date: \_\_\_\_\_

President's Signature \_\_\_\_\_ Date \_\_\_\_\_