



OCEAN PINES ASSOCIATION, INC.
BOARD OF DIRECTORS' REGULAR MEETING
Saturday, March 9, 2019
9:00 AM, Assateague Room, Community Center

PRESENT: Doug Parks, Steve Tuttle, Colette Horn, Slobodan Trendic and Frank Daly. Esther Diller and John Viola, Treasurer via conference call. Ted Moroney absent.

ALSO PRESENT: Colby Phillips, Director of Operations, Steve Phillips, Director of Finance, Michelle Bennett, Executive Secretary, 1 member of the press and approximately 33 Association members.

Approval of Agenda

The Agenda was approved unanimously with the following changes; Mr. Daly added a Motion to approve the Beach Club RFP recommendation under New Business; Mr. Trendic added a Discussion on the Police Vehicle Policy under New Business; Mr. Parks added a Motion to accept Four Thought Partners under New Business; Mr. Parks also added a Motion to adjourn to Closed Session.

Approval of Minutes

February 23, 2019 – Special Meeting - Mr. Trendic moved to accept, Mr. Daly seconded, all in favor.

President's Remarks – Doug Parks – Mr. Parks announced we are still looking for volunteers for the Search Committee; shared that Les Purcell, former Board member, was recently hospitalized but is now at home. Keep him in your thoughts and prayers. We have been approached by the State of Maryland with a proposal for a roundabout at the Northgate and Rt. 589, they have requested a small portion of OPA land. The proposal is being reviewed by our Attorney.

Announcement of Email Votes/Motions – Colette Horn (see attached Motions)

Treasurer's Report- John Viola (see attached)

Operations Report – Colby Phillips and Steve Phillips (see attached)

Public Comments

7 Association members provided comments.

Capital Purchases Requests- None

CPI Violations-

1 Sandpiper Lane - Mr. Trendic moved to accept the recommendation to find the homeowner in continuing violation and forward to our Attorney, Ms. Horn seconded, all in favor.

- 9 Lookout Point - Mr. Daly moved to accept the recommendation to find the homeowner in continuing violation and forward to our Attorney, Ms. Horn seconded, all in favor.
- 21 Rabbit Run Lane - Ms. Horn moved to accept the recommendation to find the homeowner in continuing violation and forward to our Attorney, Mr. Tuttle seconded, all in favor.
- 43 Ocean Parkway - Ms. Horn moved to accept the recommendation to find the homeowner in continuing violation and forward to our Attorney, Mr. Trendic seconded, all in favor.
- 130 Teal Circle - Mr. Daly moved to accept the recommendation to find the homeowner in continuing violation and forward to our Attorney, Ms. Horn seconded, all in favor.
- 295 Ocean Parkway - Complied

Unfinished Business –

MOTION: To approve revisions of Attachment B, Resolution M-09, Candidate Registration Form that received a First Reading at the Regular Board Meeting on February 16, 2019. - Colette Horn – Mr. Daly seconded. Mr. Tuttle moved to accept all changes, all in favor. Mr. Trendic moved to accept the amended Motion, Ms. Horn seconded, all in favor.

MOTION: I move to take from the table the motion tabled at the February 16, 2019 meeting of the Ocean Pines Association Board of Directors Motion – Approve Craft Building Recommendation – Steve Tuttle – Ms. Horn seconded, all in favor.

MOTION: I move that the Ocean Pines Board of Directors approves the General Manager's recommendation to approve the Craft Building concept design and location, authorizing the staff to move forward with developing construction plans based on the conceptual design. The plans developed by MAD Engineering (firm that completed the WHP bathroom building) will be the basis for the RFP for the Craft Building. This motion directs the GM to issue the RFP as soon as the design work is provided to OPA. The craft building will be a similar footprint. Bids for construction will be presented to the Board for additional action at the next scheduled Board meeting. – Steve Tuttle – Mr. Daly offered an amendment, Prior to expending any funds OPA will enter into a 10-year lease with the existing tenant. The objective of this lease is to assure OPA a rate of return on capital of 3.0%; .05 percent higher than the current laddered rate of return. Based on the reserve study and early cost estimates (75-100k) the annual rental will range between \$3792 and \$5064 per year. The annual rental in each year will receive a 100% deduction equal to the prior year's donations to the OP Community. (Over the past five years the average donation from the club to the community has been \$4890 and has ranged between \$3850 and \$5500). Mr. Tuttle accepted the amendment, 4 in favor of the amendment (Parks, Tuttle, Horn and Daly), 2 opposed (Diller & Trendic). 4 in favor of the amended Motion (Parks, Tuttle, Horn and Daly), 2 opposed (Diller & Trendic).

New Business –

MOTION: To assign the Association's President with an action to: - Issue an RFP for management services of the Association's operations by a professional community management firm by March 16, 2019; and - Have the proposals reviewed and submit the Evaluation Report no later than April 5, 2019. – Slobodan Trendic – Mr. Daly seconded, 5 in favor (Parks, Horn, Trendic, Daly and Diller) 1 opposed (Tuttle)

MOTION: To issue an RFP for the purpose of conducting an operations assessment of the Administrative, Public Works and Amenity related departments. The Police and Food & Beverage operations are to be excluded from this study. – Frank Daly – Mr. Daly tabled the Motion.

Ms. Diller left the conference call.

MOTION: To issue an RFP for the purpose of conducting a compensation study for all Association Employees. – Frank Daly – Ms. Horn seconded, 5 in favor (Parks, Tuttle, Horn, Daly and Trendic).

MOTION: To authorize a Public Works Advisory Committee. – Frank Daly – Mr. Tuttle seconded. Mr. Tuttle offered an amendment – “To authorize a Public Works Ad Hoc Group”. Mr. Daly seconded the amendment, all in favor. All in favor of the original motion as amended.

DISCUSSION – Golf Maintenance & Budgeting – Frank Daly

DISCUSSION – Debit Card expiration policy – Frank Daly

DISCUSSION – Bulkhead Cost Reduction Program – Frank Daly

DISCUSSION - Creation of an ‘ad hoc’ Committee to identify potential cost savings – Frank Daly

MOTION: The Board hereby approves the proposed single source contract through the MD Department of Environment not to exceed \$19,000. – Doug Parks – Mr. Tuttle seconded, all in favor.

MOTION: To approve the issuance of one share of stock for the Yacht Club to and the issuance of one share of stock for the Beach Club. – Doug Parks – Mr. Tuttle seconded, all in favor.

MOTION: To award a contract in the amount of \$162,354.50 to East Coast Construction for the renovation and repairs of the Beach Club for the 2019 Season and to approve an additional contingency of five percent (\$8120.00) to cover any unexpected structural defects/deficiencies found during construction. – Frank Daly – Mr. Tuttle seconded, all in favor.

MOTION: Move to accept the terms and conditions of the agreement with FourThought Partners for project management and technical services associated with the NorthStar implementation project. – Doug Parks – Mr. Tuttle seconded, 4 in favor (Parks, Tuttle, Horn and Daly), 1 opposed (Trendic).

DISCUSSION - Take-Home Vehicle Program for Eligible Police Officers – Slobodan Trendic

MOTION - At a meeting of the Board of Directors of Ocean Pines Association, Inc., held on this 9th day of March 2019, at 9:00 AM in the Assateague Room the Board voted to adjourn to closed session for the purpose of matters pertaining to employees and personnel specifically to discuss matters related to the GM separation agreement as permitted by the MD Homeowner's Association Act, Section 11 B-111 (4) (i). – Doug Parks – Ms. Horn seconded, all in favor.

MOTION – To Adjourn to closed session for the purpose of discussion of matters pertaining to employees and personnel as permitted by the MD Homeowner's Association Act, Section 11B-111(4) subsection (i). – Slobodan Trendic – Mr. Trendic withdrew this Motion.

Appointments – None

At 12:35 pm, Mr. Daly moved to adjourn to closed session, Mr. Trendic seconded, all in favor.

*Please note at the February 16, 2019 Regular Board Meeting, Ms. Diller moved to adjourn to closed session for the purpose of discussion of matters pertaining to employees and personnel as permitted by the MD Homeowner's Association Act, Section 11B-111(4) subsection (i). - Mr. Trendic seconded, all in favor.

*Please note at the February 16, 2019 Regular Board Meeting, Mr. Trendic moved to adjourn closed session for the purpose of consultation with staff personnel, consultants, attorneys, board members, or other persons in connection with pending or potential litigation or other legal matters as permitted by the MD Homeowner's Association Act, Section 11B-111(4) subsection (iv). – Mr. Tuttle seconded, all in favor.