

## CICA Board Meeting, January 8<sup>th</sup>, 2009

**BOARD MEMBERS PRESENT:** Andrea Gilde, Diana Hawley, Dave Byler, Joan Ferrick, Janet McKenna, Bill Tucker, Art Wood, Beth High, and Karen Dryden. **ABSENT:** Sonny Hayes, Brian Clare, and John Trainor.

**COMMITTEE CHAIRS, COMMUNITY MEMBERS AND GUESTS PRESENT:** Don Manges, Clare Byler, Bill Chase, Bill Dryden.

**President's Report** – the meeting was called to order at 7:15 p.m.

**Keys** – Janet is still trying to inventory keys to CI property. Anyone who has keys to the pavilion, maintenance shed, etc., should let Janet know what keys they have.

**Insurance** – Joe Greenfield is becoming a licensed pyrotechnician and has expressed an interest in doing fireworks for the 4<sup>th</sup> of July. We checked with our insurance company, which will not cover us for such an event.

**Secretary's Report** – the minutes from December, 2008 were approved as written. To be posted on the website and bulletin boards.

**Treasurer's Report** –

**Community Maintenance Treasurer's Report:** The totals for the Reserve account and Ramp account have not changed since last month, as our statements have not yet been received for the month of December. The statements would indicate the amount of interest to be posted, which would be the only change. The interest will be reflected in the Treasurer's report presented at the February board meeting. The report was accepted as written.

**CICA Treasurer's Report:** At the last board meeting we allocated \$400 from the CICA budget to be used for securing a bid specification from McCrone Engineering. However, since there is not a current category for the Roads Resurfacing Committee, what expense category in CICA does it go into? After a brief discussion, it was allocated from General Maintenance & Erosion. Motion to approve budget with this change. All approved.

## Committee Reports

### **Community Events Committee**

The annual Christmas Caroling was held on Saturday, December 20, at 6:00 p.m. at the pavilion. Thank you to Don and Sue Schooley (chairs) and their committee for making this another successful event. Thank you also to Susan Clare for initiating the CI Santa Mail Delivery and chairing the House Decorating contest, and to the Clares and Killians for once again organizing and carrying out the visits from Santa on Christmas Eve.

The 2009 activities calendar will be included in the January newsletter and also included on the Web site. Events were also printed in the 2009 CI calendar that was created and sold by our committee. One additional event we are planning is a Children's Valentine's Day party, which will be held on Saturday, February 14, at 1:00 p.m. in the pavilion.

Information about the CICA Annual Spring Dinner and reservation details will also be included in the newsletter and on the web site. It is being held on Saturday, April 18, from 6:00-10:00 p.m. at Bentley's Restaurant in Elkton. The cost is \$25 per ticket.

The January CE committee meeting will be held on Monday, January 12, at 7:00 p.m. at the Hawley's (5306 Turkey Point Road). *(Submitted by Diana Hawley, CE Committee Chair)*

**Membership** – A question was raised as to how maintenance and CICA membership fees received from the homeowners in the exempted portion of Mason Lane should be categorized; as a regular membership (as we have done in the past) or as a donation, since they are not obligated to pay (4 out of 5 exempted homeowners generally pay). After a brief discussion, it was decided that these funds should continue to be counted as Community Maintenance fees, although they are paid voluntarily.

Recap:

- 2008 - Seven property owners (8 lots) have not paid their 2008 maintenance fees: six are required to pay maintenance, and one is optional (Mason Lane). Expecting one 2008 maintenance fee from the closing agent for Browne; house was sold late in December. A total of three letters have been sent for 2008:
  - Original invoice in January.
  - Second notices for 2008 maintenance fees were sent on March 1.
  - Third notices for 2008 maintenance fees were sent on April 15.
- 2009 invoices and forms sent to all property owners including Mason exempt and 11 renters

### **2008 Responses to Date**

- CI Community
  - Maintenance
    - Required 319 of 326 lots (98%)
    - Optional (Mason Lane) 4 of 5 paid (80%)
  - Bath House 121
- CICA
  - Membership
    - Owners 240 of 301 owners (80%)
    - Renters 2 renters paid membership
  - Shuffle Board 53
  - Boat Storage 102
  - Mooring Set & Pull 92
  - Mooring Pick up & Return 82
  - Donations/Late fees \$111.77

## **2008 Maintenance Fees Outstanding**

- Property owners
  - **Blackburn**
  - **Browne (house has been sold, expecting fee from closing agent)**
  - **Coco – 2 lots**
  - **Crowetz**
  - **Dean**
  - **Howard (Mason Lane – optional)**
  - **Kucharsey**

**Roads Maintenance** – Mason Lane complied with tree trimming so the tractor is able to get through if plowing or clearing is necessary. Most potholes have been filled. New tractor drivers are being trained (Submitted by Bill Chase)

Town Watch – New volunteers are being recruited. Anyone driving on Town Watch rounds should include the exempted part of Mason Lane on their route. (Submitted by Janet McKenna)

Architectural Review – 2 approvals for additions/changes: Alex & Marlene Szep, G-2, for a room and a shed, and Stanley Bensley, H-22 for a shed. (Submitted by Bill Dryden)

Beach – beach has been winterized; there is a plan in progress for dealing with the geese on the beach. (Submitted by Gary Gilde)

## **HISTORY COMMITTEE REPORT**

Thanks go out to the members of the History Committee including Audrey Buck, Anna Green, Peggy Graef, Rene Schneider, Karen Dryden, Anne Bates and Rosie Knapp for all wonderful contributions they have volunteered in the past year to the History Committee.

Because of the holidays, the History Committee has not met since the last Board Meeting. Their first meeting of the year will be on January 19th at the Pavilion at 10 AM. All are invited to attend.

Efforts continue in the classification of past records of the events and the various business of Chesapeake Isle in order to be easily retrievable by any members of CICA. This can be done by contacting Pat Day at [patday@chesapeakeisle.org](mailto:patday@chesapeakeisle.org).

The committee has also begun planning their presentation for the Annual Spring Dinner. Jean Tucker, CICA Photographer, has been asked to please schedule times before April to take pictures of the Board members as well as Committee Chairpersons. People always enjoying looking at themselves whether they want to admit it or not! (Submitted by Pat Day)

**General Maintenance** –the date has been set for Jacob's Nose trimming – (March 14, 9 am). The date will be added to the CICA calendar of events. The tractor scraper blade that has been missing since November has still not been recovered. We will not be submitting an insurance claim, as it would have

to be paid from the deductible. Other implements will be stored in the maintenance shed to reduce the possibility of further theft.

**Harbor** – There has been no activity in the harbor. The committee is getting another quote for re-building the ramp, as well as seeking any suggestions for patching the existing ramp. The harbor dates that were listed in the Invoice Mailing were incorrect, and will be correctly listed in the January newsletter & 2009 Calendar of Events. The correct date for Mooring Pick Up is March 21. The correct date for Mooring Placement is April 4<sup>th</sup>. Mooring pull will be held on November 7<sup>th</sup>. (Submitted by Art Wood)

**Legal** – summary of Osborne situation & offer of settlement was prepared & will be distributed. Board members should use this document for any questions that arise about the case. (Submitted by Dave Byler)

**OLD BUSINESS** – voting for the 2008-09 Man & Woman of the Year has been completed.

#### **Road Resurfacing Committee**

##### **Proposal Review**

A draft of the final proposal was sent to the Board for review and comment. The only thing missing from this proposal is the actual cost and financing information. This missing information will be added in March after new bids are obtained. Several comments were received, and reviewed at this meeting and have been incorporated into the final draft version (RRC Proposal Package 010909).

Some of the changes made include rewriting the first paragraph to put more emphasis on the fact that this project, to develop a proposal for paving the roads, was requested by the Community at large. The statement regarding seller's property disclosure was deleted. The maintenance section was rewritten to note that some of the savings listed would be offset by the need to create a maintenance reserve account for future repairs that may be needed.

##### **Project Timeline Review**

There were no comments received on the Project Timeline. The finish date for the first bank loan qualification will be moved out further in time. It was to be finished on 12/31/08.

##### **Financing Status - PNC Bank**

On Tuesday, 1/6/09, Art Wood and Don Manges had a meeting with three loan people at PNC bank in North East. The meeting was set up through Brent Butanis who is the person previously met with on two occasions. One of the PNC people was the Loan Manager who

teleconferenced in from her Baltimore office.

All of the participants had received a financing scenario that had been put together, and previously reviewed with Art Wood and Rob Green, to help explain how we could possibly handle the cash flow required to cover a specific level of debt service. A copy of the 2005 Judgment by Judge Jackson was also given to the Bank. Both of these documents were sent to Brent the day before the meeting.

The Loan Manager made it clear that they want to work with us but there are just too many uncertainties to make a commitment at this time. We understand the uncertainties which are: We don't know how much the job will cost, we don't know what percent of the lot owners would pay up front, we don't know when we would need the money, and we don't know if we are even going to do the paving. There were a lot of questions about the Community and how projects like this were handled in the past. Art was able to answer all the questions. The only thing we have to get back to them on is what percent of the lot owners, for the last three years, haven't paid their fees on time. Art agreed to get this information. Just as an aside note, Brent took the time to visit the Chesapeake Isle web site and read the RRC meeting minutes so he clearly knows what we are doing.

Since we have a 'catch 22' problem here Brent agreed to talk with the Underwriter to see if some form of conditional approval could be obtained for a loan. He will try to get with the Underwriter on Wednesday, 01/07/09, to determine what our options are.

All in all it was a very positive meeting and it appears that these people really would like to work with us.

#### **Bid Proposal - McCrone Inc.**

McCrone Inc. has the money and the contract for the development of a bid specification. We don't have the completion date.

#### **Community Input**

A resident of Chesapeake Isle sent an email to Janet McKenna and Don Manges with several comments on the paving project. He was really positive about the entire project and expressed a lot of support for our efforts. He also made a very good suggestion to us that we should obtain, from whomever we choose as a contractor, a bid price on doing driveways. He feels that we could get really good pricing and if we don't do it, the contractor will. We will follow-up on this if and when the time arrives.

## Engineering

In June of 2008 the RRC requested \$6500 to redo the engineering study that McCrone Inc. did in 1987 for the County Commissioners. This was when CI was considering turning their roads over to the County. This study would prepare a preliminary construction estimate for upgrading our roads with pavement and drainage repairs, while maintaining them as private roads. This would not produce a design specification but we are already having the bid specification prepared. With the bid spec being done the engineering study may not cost this much. The Committee felt in June that if there were any chance that the roads in Chesapeake Isle would be paved that this study should be updated. The money was not allocated at that time but it is being requested that the June request be revisited. (Submitted by Don Manges)

**NEW BUSINESS – Mass Email:** an email of a commercial nature was sent out using the email addresses from the directory. The directory clearly states that the email addresses are not to be used for commercial purposes. We respectfully ask that all community members refrain from using these email addresses for any purpose other than personal.

**Monument** – the marker put on Cliffview Dr. replaced the one that had been in place for over 100 years. It was replaced by the county.

**DelMarva Power** – Joan Ferrick has been in contact with a representative from DelMarVa power regarding our frequent power outages. DelMarVa is aware of the problem and is working to correct it. After this meeting, it was reported that a representative from DelMarVa will be a guest speaker at our February board meeting.

Bill chase has a copy of the draft road maintenance guidelines for the guide book. Some changes have been made to clarify language and to clarify our agreement with Mason Lane. The RM guidelines will be re-distributed with the January or April newsletter.

The next meeting will be held on Feb 12, at 7 pm at the pavilion.

Having no further business to discuss, the meeting was adjourned at 9:20 p.m.

Respectfully submitted,

Andrea Gilde

Secretary