

CICA Board of Directors' Meeting
April 19, 2016
7:00 p.m.

Board members present: Mike Beiter, Jim Carter, Ray Farnesi, Tom Grieco, Sonny Hayes, John Murray, Chris Shelton, Justin Thomas, William Wood

Board members absent: David Haines, Cindy Mistysyn, John Reber

Community members / guests present: Marc Beckert, Bob Biedermann, Susan Clare, Karen & Bill Dryden, Andrea Gilde

Pledge of Allegiance

The Pledge was led by Chris Shelton.

President's report (Chris Shelton)

Chris remembered the sudden passing of Don Manges and the Board observed a Moment of Silence in his honor. Don was an active member of the community and will be missed by all.

Secretary's Report (Jim Carter)

Jim e-mailed the draft minutes to the Board on March 25, with a response deadline of March 28. Final minutes were e-mailed to the Board on March 28, and were approved 10 yeas and 2 non-votes which counted as yeas with minor requested changes incorporated.

The final minutes were posted on the website on March 31, and on the Beach and Harbor bulletin boards on March 29, 2016.

A motion was made and seconded to approve the Secretary's report for March and was approved unanimously.

Treasurer's Report (Andrea Gilde for John Reber)

Andrea presented and reviewed the March **CICA** Monthly Treasurer's Report providing an overview of the income and expenses.

Income: \$ 60.00 – Boat storage
 0.45 - Donation
 115.00 – Keys
 285.00 – Membership
 575.00 - Moorings
 517.50 - Mowing
 2070.00 – 5K

Expenses:

\$ 30.17 – Electricity
 73.59 – General Maintenance – bathhouse repair
 39.99 - Internet
 46.41 – Mooring services - refreshments
 92.75 – Printing / mailing – mowing invoices
 800.00 – Tractor replacement fund – for FY 14/15 and 15/16 (20%)
 - Kubota mower paid in full – no payments remain

Andrea presented and reviewed the March **Community Maintenance** Monthly Treasurer's Report.

Expenses:

- \$ 31.61 – Electricity
- 3200.00 – Tractor Replacement Fund – for FY 14/15 and 15/16 (80%)
- 10000.00 – Pier Replacement Fund – for FY 14/15 and 15/16
- 46.22 – Printing / Mailing – Invoices
- 58.34 – Roads / General Maintenance – Mason Lane, E. Sturm, bollards.
- 13.00 – Bookkeeping / Accounting

Andrea presented and reviewed a summary of the **Road Paving Account** funds. September 2015 through March 2016

	Deposits	Debits	Balance
September	\$ 288,600.00	\$ (46.67)	\$ 288,553.33
October	592,125.85	(820,886.33)	59,792.85
November	67,852.18	(112,754.35)	14,890.68
December	12,266.41	(3,530.15)	23,626.94
January 2016	15,520.07	(4,428.31)	34,719.43
February 2016	6,899.93	(30,470.01)	11,149.35
March 2016	7,059.61	(8,100.82)	10,108.14

March Payments:

- \$ 5,844.92 – loan payment
- 2,255.80 – Eric Sturm
-
- \$ 8,100.82

Total amount assessed	=	\$ 719,400.00 - 323 lots X \$ 2200.00
Collected as of 4/10/16	=	\$ 609,016.40
Balance owed	=	\$ 115,231.22
From unpaid lots	=	\$ 61,600 – notices sent to 24 property owners representing 28 lots.
From payment agreements	=	\$ 51,201.30
Paid in full	=	263
Partial payment	=	35
Payment agreements	=	34

Discussion concerning Paving Payments:

Six month payment due notices will be sent to the 24 property owners who have not made any payments or made any payment arrangements. These notices will be considered "Final Notices" and be marked as such. After 60 days, failure to make the required payment or enter into a payment agreement will trigger the start of legal collection proceedings.

- The Board agreed unanimously to this course of action.

The Treasurer's reports for March were approved unanimously.

Committee Reports

- Anchors Aweigh 5K (Andrea Gilde, Diana Hawley, Chris Shelton)

The event was held on April 2, 2016 with the usual bad weather (this year featured a cold, drizzly rain) and was once again a fun and successful day.

We had 71 participants, both community members & family, and some outside entrants. In addition to the committee, there were over one dozen community volunteers and 6 sponsors supporting the event. Volunteers helped set up and clean up, managed registration, served as course marshals and photographers (or both).

Anyone interested in seeing some great photos from the race should go to our Facebook page and view the album posted by our event photographer, Cindy Mistysyn. Other race photos have been posted there as well.

Event income: 71 participants @ \$25 each -- \$1775.00,
3 cash donation sponsors @ \$250 each -- \$750 = \$ 2525.00

Event expenses: T-shirts, \$589.63; gift certificates, \$50;
Blue Cheetah expenses, \$360.00, labels \$10.48 = \$ 1010.11

Net Profit = \$ 1514.89

Donations & volunteer services --

1. Event timing, organization and management by Blue Cheetah & community volunteers
2. Race snacks -- 200+ bags of pretzels from Herr's; bananas, oranges, apples & water from Blue Cheetah
3. Race medals -- Blue Cheetah
4. Gift certificates (raffle prizes); 2 @ \$25 donated from Captain Chris' Crab Shack (2 additional purchased)

The date for the 5th Annual event has been set for April 1, 2017. Mark your calendars!

Architectural Review (Bill Dryden)

The committee approved the installation of an above ground swimming pool on the Reardon property at 175 Rolling.

- Beach (Jim Carter)

Mark your calendars! The spring Clean Up day is April 23 starting at 8:30 at the Pavilion.

Bath House and Game closet keys will be distributed at Clean-Up Day.

The dumping fees for trash collected at this event will be paid by Clean Stream Initiative. CSI will pay dumping fees for trash collected from the shoreline only, not driftwood.

PARKING: All vehicles using the Beach or Harbor parking areas must display a CICA sticker, or a Guest Pass, or face possible towing. Stickers are available from Karen Dryden at no charge to all property owners and residents.

Contact Jim at: jtcarterphoto@comcast.net

- Bulletin Boards (Karen Dryden)

The March Board Meeting minutes were posted; no other activity for the month.

Reminder: Classified and for sale ads will remain posted for three months and then be removed.

- Community Events (Tiffany Murch)

Upcoming events are as follows:

Saturday, April 23 Spring Clean-Up and Pizza Party (all owners / residents)

Saturday April 30 Community Yard Sale – Beth Beckert, Chair

- Fourth of July (Diana Hawley & Andrea Gilde)

Diana and Andrea are chairing this event. Work has started, please contact them to volunteer!

- General Maintenance / Erosion (Sonny Hayes)

Reportedly there is a speed limit sign reported to be down on Rolling and the road name sign on Diana Way is also down. Sonny will investigate.

A severe rut was reported in the Beach parking area.

I can be contacted at 410-287-7588 or hayes5626@aol.com.

Post Meeting Note:

The rut in the Beach parking area was filled by Chris on Wednesday morning.

- Grass Mowing (Karen Dryden)

(33) CICA Seasonal Contracts were sent out on March 21, 2016

- Balance of lots are being maintained by owners or they cannot be cut.

(24) Contracts and payments received to date

***MOWING OF LOTS WILL COMMENCE BY THE END OF APRIL**

The 2016 mowing season is the last year for our annual rate of \$ 172.50; the contract price will increase for the 2017 mowing season.

- Harbor (Marc Beckert)

The Mooring Placement event went well on Saturday, there are 3 moorings left to be placed.

Mark your calendars! The spring Clean Up day is April 23 starting at 8:30 at the Pavilion. There are many logs on the shoreline at the harbor – bring chain saws!

The dumping fees for trash collected at this event will be paid by Clean Stream Initiative. CSI will pay dumping fees for trash collected from the shoreline only, not driftwood.

We are on Kingfisher's list for pile driving for the replacement of the fishing pier. This work is not yet scheduled.

PARKING REMINDER: All vehicles, **including boat trailers**, using the Harbor parking area must display a CICA sticker, or a Guest Pass, or face possible towing. Stickers are available from Karen Dryden at no charge to all property owners and residents.

Marc Beckert, marcbeckert@outlook.com , 443-693-3462

- History (Pat Day)

Nothing to report at this time.

- Legal (Bill Dryden)

The Community Maintenance fee collection hearing for the Foley / Jones property was held. The Court ruled in favor of the Community. The Foley / Jones property owners have filed an appeal to that ruling; a Court date has not been set. It was noted that a lien already exists against this property from non-payment of a previous year's Maintenance Fee.

Chris reiterated that frivolous lawsuits will be met with countersuits to collect any legal expenses incurred by the Community.

- Library (Joan Ferrick)

Even though the Library is closed for the season; the books come in and the books go out!

The Library will open for the season on May 1! Saturday morning, from 10:00 to 11:30.

Please contact Joan Ferrick (410-287-9595) to access the library during off the season.

- Membership (Karen Dryden)

2011 MEMBERSHIPS:

(2) – Lot owners have not responded or paid two years or more prior to 2012 (Hill) in foreclosure

2012 MEMBERSHIPS:

(319) – Lot owners have paid their Maintenance Fees for 2012 to date (98.76%)

(242) – Of those paid have joined the Association

(3) – Lot owners have not responded or paid 2012 Fee.

(2) In foreclosure - Hill (2) lots

2013 MEMBERSHIPS:

(318) – Lot owners have paid their Maintenance Fees for 2013 to date (98.45%)

Plus (4) Mason Lane owners

(220) – Of those paid have joined the Association.

(2) – Hill - foreclosure

(1) – Ostasewski-foreclosure took place- awaiting court decision

2014 MEMBERSHIPS:

(316) – Lot owners have paid their Maintenance Fees in full for 2014 to date (97.83%)

Plus (5) Mason Lane Owners

(211) – Of those paid have joined the Association (65.32%)

(2) – Hill – in foreclosure

(1) – Ostasewski – foreclosure took place – awaiting court decision

2015 MEMBERSHIP:

(310) – Lot owners have paid their Maintenance Fees in full for 2015 to date (95.97%)

Plus (2) Partial payments

Plus (5) Mason Lane Owners

(2) Hill - in foreclosure

(1) Ostasewski – foreclosure took place –

(181) – Of those paid have joined the Association (58.38%)

2016 MEMBERSHIP:

(285) - Lot owners have paid their Maintenance Fees in full for 2016 to date (88.23%)

Plus (1) partial payments

Plus (5) Mason Lane Owners

(3) – Lots in foreclosure (2) Hill & (1) Ostasewski

(192) - Of those paid have joined the Association (67.01%)

- Lot: N-12 (Foley) was turned over to our Attorney for collection.

- 2016 Invoices were sent out November 15, 2015.

- 2016 Payments were due February 15, 2016.

- 2016 Second Invoices were sent March 1, 2016.

- 2016 Third Invoices will be sent end of April, 2016.

Discussion:

The rangers from the State Park were aware of and involved in Don Manges' recent medical emergency; at some point during that event the Park staff discovered that Chesapeake Isle has compiled a phone directory of residents and renters. The Park requested a copy of our directory to be used ONLY in the event of an emergency involving a resident.

The Board agreed to supply one printed copy of our community directory to the Park for emergency contact use only.

Karen and the Board expressed their appreciation to Ray Holden who called 911 and started CPR and also to Chris Shelton for their valiant efforts to revive Don Manges before the Paramedics arrived.

- Newsletter (Marianne Wood / Andrea Gilde)

The Spring Newsletter went out last week. We had many contributions from community members including articles and classified ads. Special thanks to Andrea and Diana for their editing skills and page design.

The next newsletter will go out in July; there cannot be any delay in publication of this issue since it will contain Budget information for the Annual Meeting of Property Owners on August 28.

Please submit copy for the next issue no later than July 1 to Marianne at mwood1197@gmail.com

- Nominating (Sonny Hayes)

There are 4 directors whose terms expire next year, three have already agreed to serve for a second term, one director is ineligible to serve again.

We need one new director, if you know anyone who would like to serve, please nominate them! Directors must be members of CICA.

- Pavilion Rentals (Sonny Hayes)

The Pavilion is currently reserved for the following dates for 2016:

4/23 (Clean Up Day), **4/30** (Yard Sale), **5/27** (Summer Social), **6/4** (Ladies Brunch), **6/24** (Summer Social), **7/4** (4th of July), **7/10** (Private - Michaud), **7/22** (Ice Cream / Bingo), **7/23** (Private- Thomas), **7/29** (Summer Social), **8/6** (Family Camping), **8/26** (Summer Social), **8/28** (Annual Meeting), **9/24** (Social / Event), **10/15** (Clean Up Day), **10/29** (Halloween Party), **12/17** (Christmas Caroling)

Please note that in order to reserve the Pavilion for a private event, you must be a member of CICA.

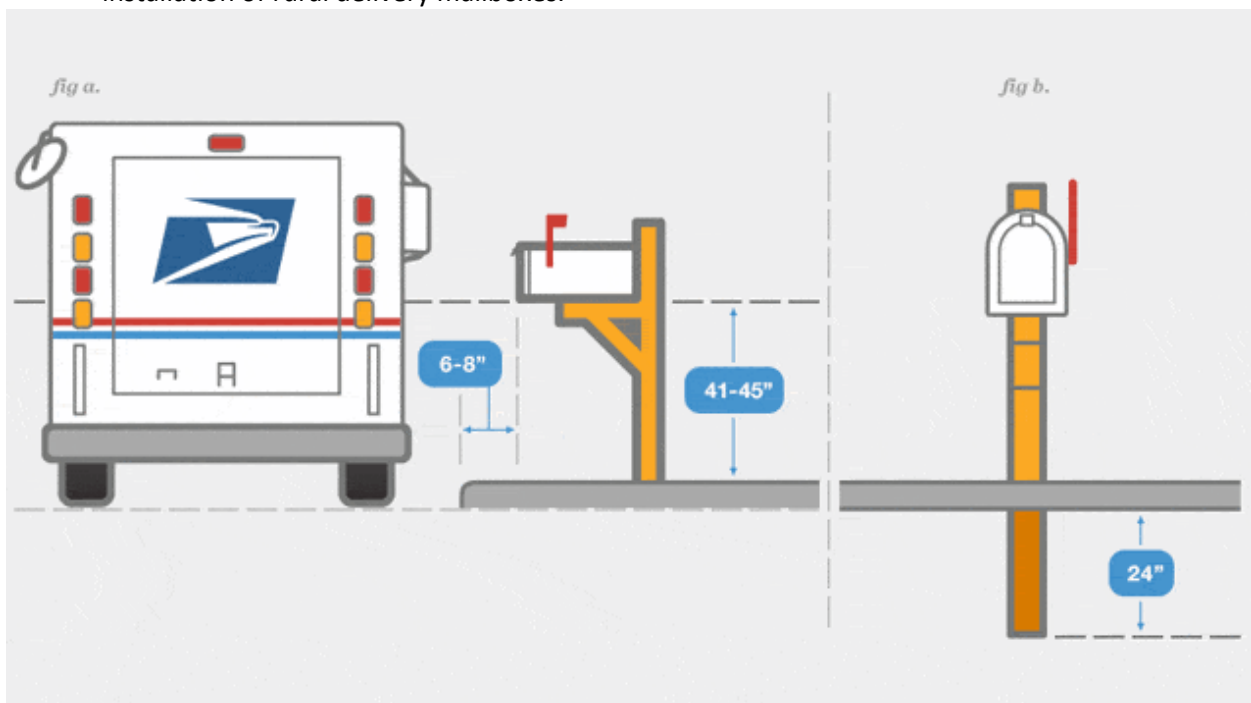
I can be reached at 410-287-7588.

- Road Maintenance and Drainage (Sonny Hayes)

Road maintenance and drainage seem fine now that the paving of all roads is complete. I can be reached at 410-287-7588 if there are any problems or concerns.

- Roads / Drainage Improvement and Planning (John Murray)

There seems to be some confusion on the part of some of the residents with regard to CICA's role regarding mail boxes. All roadways with some exceptions, Beach and parts of Mason Lane are a constant 20ft wide. Below are the US Post Office guidelines for the installation of rural delivery mailboxes.



Proper installation of mail boxes was and still is the homeowner's responsibility. Individual pull offs for mail boxes were not in the scope of this project and are not the responsibility of CICA.

Caldwell Rd.

The design is now complete and in the cost analysis phase. We expect pricing shortly. Once the cost estimates are in I will be presenting it to the BOD for approval, probably by email so that construction can begin ASAP.

Because of the amount of utilities it will be necessary to cross the road with the outfall pipes. This was unavoidable.

ROW Improvements

All remaining drainage areas have been reviewed and improvements are planned. A construction estimate for all areas is \$20,000. Based on the cost estimate for Caldwell and available remaining funds it will determine which areas will be addressed in this budget year.

- **Shoreline Erosion (Don Manges / Justin Thomas)**
Don Manges, Marc Beckert and Justin Thomas met with MDE on Monday and reviewed the areas of concern. MDE is in agreement with the need to rip rap these areas to control erosion.

Justin will be taking the lead on this project.

- **Tractor (Tom Grieco)**
The tractor clutch needs to be replaced. This will be arranged and completed in May. Tom will investigate pricing from various sources.

The poly blade edge used for snow plowing will be removed. The old steel blade will be installed for other uses.

- Tom and Chris plan to do this on Wednesday morning, 4/20/16.

The Kubota mower was serviced by Burke Equipment Company on March 28. It is ready for use.

Tractor Use Study Committee

Brian Clare, Bill Dryden and I met on April 10. We agreed on the following;

- The community will continue to need a tractor for road maintenance, erosion repairs, waterfront, beach and harbor clean up, moorings, and moving floats and dock related jobs.
- We should keep our current tractor indefinitely as long as maintenance and repair expense warrants.
- We do not need a larger tractor.
- We should consider the purchase of a heavy duty pick-up or dump truck for snow plowing. A good used vehicle should be adequate for the amount of use expected.
- Snow removal using both the tractor and truck would be practical.
- We recommend that the Tractor Replacement Fund be repurposed to include the possible cost of a truck during the next fiscal year.
- The committee, including other committee members, will continue to meet for

additional input, discussion, financial considerations, alternatives, etc.
- Tom will investigate front mounted plowing blades for the tractor.

- **Web page / E-mail /Technology (Diana Hawley)**

Routine updates continue to be made to web site.

Please report any additional web site revisions to Diana Hawley.

chesapeakeisle.secretary@gmail.com

Community Members Issues (*Community members present at the meeting who have questions or issues to bring before the Board were given the opportunity to speak.*)

Bill Murphy (reported by Andrea Gilde):

- The Arabejo property on Diana Way is in a poor state of repair and is getting increasingly overgrown. Bill asks if anything can be done about this eyesore.
 - This property is currently in foreclosure.
 - Unfortunately there are no County ordinances in place which would force the owner to clean up the property.
 - The Community has no authority to trespass on the property to do the work ourselves.
 - Once foreclosure is completed, we can pressure the bank to maintain the property.

Post Meeting Action:

Andrea followed up on that complaint by contacting the property management company regarding the condition of the property, and suggested Bill Murphy do the same.

Old Business

Hinkle Property:

The construction materials continue to be an ongoing issue on this property. The materials have been on the property for several years and there is no progress on the structure.

- Tom Grieco will try to meet with Mr. Hinkle to discuss this situation
 - I met briefly with Richard Hinkle on October 18 concerning the construction materials stored on his property. He had other topics that he wanted to discuss, so we will meet again later.
 - Mr. Hinkle feels he is being singled out somehow for not conforming to the Association rules; this is true, due to complaints from the neighbors.
- Update: The trailer which was stored on this property has been moved.

The Spalls on Mason Lane are withholding payment of their paving assessment due to alleged damage to their property. There was no reply as yet regarding specifics as to the nature of the damage.

- John Murray is aware of a fence section which was damaged during construction and a replacement fence section has already been ordered by the contractor.

- **February meeting update:**

- The Spalls suggested a supplier for the replacement fence section; it has been ordered and should arrive Thursday, 2/18/16.

- **April update:** John Murray will be contacting S&M to complete the repairs.

Trimming of Jacob's Nose:

Tom Grieco has organized and spearheaded a group of five people on three different dates for this project. Progress has been made and work continues.

Budget Committee Formation:

The Budget Committee met for the first time today prior to the Board meeting.

No additional volunteers presented themselves from the Community before this meeting, therefore, the Budget Committee is comprised of the following members:

Bill Dryden, Andrea Gilde, Diana Hawley, John Murray, Chris Shelton (required as President), Justin Thomas and William Wood.

Alan Brown Refund Request:

A third request was received from Alan Brown for a refund of past mowing fees, Mr. Brown's request was again denied. The letter below was sent to Mr. Brown in response to his third request:

"April 20, 2016

Mr. Alan Brown
17221 N. 66 Lane
Glendale, AZ 85308

Dear Mr. Brown,

The CICA Board of Directors has discussed the matter of your request to have your 2006-2013 grass mowing fees refunded to you on two separate occasions. Both times, the decision was not in favor of your request, as would be the case in any situation where a refund was requested after the service period had passed.

The Board fully understands your current position that:

- Your next door neighbor performed some lawn care services on your lot for years without your knowledge or permission
- Upon your discovery of your neighbor's efforts, your neighbor agreed to cut part of your lot in exchange for recreational use of the lot
- Without your knowledge or permission, your neighbor may have performed lawn care services on the entire lot

Chesapeake Isle Civic Association was never informed of these alternate arrangements, until after you presented your request for refund. The contract/agreement which is sent out each year contains an opt-out for grass cutting services, where the property owner informs the CICA that alternate arrangements have been made. This option was never utilized on any of your annual contracts.

As has been previously stated, the CICA has, according to By-Laws Restrictive Covenant #4, an obligation to ensure that grass on any vacant or occupied lot does not exceed 6" in height. There is no guarantee that a lot will be cut according to a certain schedule or a minimum number of times per season. A contract with and payment to CICA for grass cutting services means that CICA was ready and able to cut the grass on your property when and if it needed to

be cut. CICA cannot be held responsible for the unknown or unplanned actions of others, or to be knowledgeable of arrangements of which we are not informed.

This decision is final and the matter is no longer up for discussion at a Chesapeake Isle Civic Association board meeting or at any other venue unless new information is made available.

Sincerely,



Christopher D. Shelton, MBA
CICA President 2013-2017”

New Business

No new business was presented.

Announcement of Budget Committee Meeting:

The Budget Committee will meet on Tuesday, May 17, 2016, at 5:00 pm at the pavilion.

Announcement of next Board Meeting:

The Secretary announced that the next monthly Board meeting is scheduled for Tuesday, May 17, 2016, at 7:00 p.m. at the Pavilion.

Meeting adjourned: A motion was made and seconded to adjourn the meeting; all in favor. The meeting was adjourned at 8:50 pm.

After a brief recess, Executive Session followed this meeting.

Respectfully submitted,
Jim Carter, CICA Secretary