

CREATE BAY ASSOCIATION BOARD OF DIRECTORS

REGULAR BUSINESS MEETING

TUESDAY, APRIL 2, 2019, 6 P.M at Greate Bay Country Club.

Board Members Present: Bob Viola, President, Guy Lanni, Treasurer, Thomas Dill, Jeanne Crevina. Also present: Bill Burns, Property Manager

- Meeting called to order at 6 p.m. President Viola advised the meeting had been duly published to the membership and led in the Pledge of Allegiance.
- Meeting minutes of January 10, 2019 worksession and public meetings were introduced for approval. There was one correction to the work session minutes to add the date. With that correction, **moved by Dill, seconded by Crevina, and unanimously passed.**
- A Fire pit resolution was introduced and read in full for the benefit of those present. The resolution prohibits the use of fire pits within the community. After discussion and explanation that this position was being taken on the strong recommendation of the Somers Point fire marshal, the **resolution was moved by Dill, seconded by Crevina, and unanimously passed.** Language with regard to this prohibition will need to be added to the rules and regulations.
- Villa owners were reminded to put in writing to the management company any questions, concerns, or complaints, and not to approach a board member and expect them to relay any message. Bill Burns provided the email Tiffanyburnscpm@gmail.com as the best way to communicate.

Treasurer's Report

Guy reported that all bills had been paid. The community saved \$5,000 on snowplowing fees that had been budgeted for. The reserve account currently stands at \$119,621. There are \$36,000 in budgeted expenses that are to be applied against that balance leaving \$83,000. There is \$32,000 in future work scheduled for this year leaving \$50,690. There is the addition of \$40,000 from the operating account and \$42,000 from the special assessment to be applied bringing the balance up to \$132,690. A **motion to accept** and approve the report was made by Dill, seconded by Crevina, and unanimously passed.

Burns Management Report

Bill Burns reported that a second round of violation letters went out on March 25 to 26 owners who had not yet complied with the original notice. They were notified that they had until May 1 to cure their violation.

Chimney inspections are continuing, and an updated list was provided. Currently 24 chimneys have been finished. 15 are considered in good condition, 16 in fair condition, and 29 in bad condition. The work will continue based on immediate need for replacement.

The ADR Committee heard the appeal of Villa 68. The ADR Committee concurred with the Board that the refrigerator had to be removed. After several communications, including one from our attorney, the refrigerator was removed. This owner has other violations that will need to be addressed as well as fines that were incurred. Bill will be in contact with him to collect the fines.

There are areas of the roadways that need repair. An inspection will be made and bids obtained to accomplish these repairs.

Villa 29 will be going on the market. As per an agreement between the owner and the Association, a fence that had been taken down separating the rear of Villas 30 and 29 will be reinstalled prior to sale, the cost for which will be borne by the owners of those Villas.

Landscaping

Bill Burns reported on Villa 45-35 drainage issues and concrete projects and Forever Green mulch and clean up of the property. The landscaping committee conducted a community walk-around on 4/2/19. Per a report of Teddie O'Keefe, Committee Chair, a list of recommended work items will be sent to Burns Management and to Pete at Forever Green for a cost estimate. A report with recommendations and projected costs will be submitted to the Board and Bill Burns. Teddie reminded all that a resolution had been passed by the Board in October of 2018 on the regulations regarding landscaping and the replacement of shrubs. A list of approved plants is available, and this list will be added to.

Teddie advised that all communications regarding landscaping must go through the management office to the attention of Tiffany. The email address is tiffanyburnscpm@gmail.com. Tiffany will then advise the landscape committee, and the committee will be glad to work with any homeowner desiring to change their plantings.

A discussion will need to be had regarding camouflaging the new Comcast boxes.

A proposal dated March 17, 2019 from Forever Green for work at Villa 16 and community-wide lawn aeration was provided. The proposed work at 16 would include the following: Construct a rock border with 5 tons of 8 inch to 10 inch river rock. Make a walkway with 10 ton of $\frac{3}{4}$ white

local rock. Make mulch beds in the back larger to cover tree roots. Add top soil to the back lawn area and resod. Cost: \$2,250 plus tax.

The lawn aeration cost is \$3500 plus tax. Total for proposed work is \$5,750 plus \$380.94 tax for a total cost of \$6,130.94. On a motion made by Crevina and seconded by Dill, the proposal by Forever Green was approved unanimously.

NEW BUSINESS

Tim the Tree Man: Work has been scheduled for tree pruning. Teddie advised that during the Landscaping Committee's walk around, they noticed tree branches needing to be trimmed away from the rear of Villas 20 and 32. Bill was asked to review those properties with the tree service.

Villa 26 issues: There had been police activity reported and concern for the welfare of the occupant. Nothing specific is known. The situation is being monitored.

Villa 44 drainage issue: Owner of 44 has advised of a grading issue at the rear of his villa causing water to flow towards the building. He has provided drawings that will aid in acquiring bids to address this problem. Bill will follow up and determine what needs to be done.

Powerwashing of cedar shake roofs: A sample roof at 30 Fairview has been done. The result was very positive. The contractor advised that to do all cedar roofs would be an additional \$4,488. A motion was offered by Dill, seconded by Crevina, and passed with Guy Lanni abstaining, to add this work to the powerwashing job at the additional cost of \$4,488. Power washing to commence April 3.

A discussion was had with regard to minimum heating requirements as set forth in the governing documents. Our master deed does not specify a temperature, and Bill Burns suggested that it be amended to add a minimum temperature of 60 degrees which is what most communities designate.

PUBLIC PORTION:

Villa 83-Tom Leichliter asked about rodents-per Bill Burns, traps are periodically baited by Ehrlich, with followup by Ehrlich as necessary. Bill Burns explained window paint color as "Terratone", and Sherwin Williams Paints in Ocean City has formula.

Villa 42-Dave and Susan Skeels raised issue of dog waste. It was suggested the City post "pick up dog waste" signs along Mays Landing Road.

Villa 76-Gail Weber suggested that Sonesta Suite guests walking their dogs were responsible for dog waste. President Bob Viola will write letter to Sonesta Suites management to request their assistance in picking their dog waste.

Villa 80-John Lindacher, new owner, introduced himself and was welcomed to the community. At his suggestion, Guy Lanni noted the Board will be distributing an owners handbook.