



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

Saturday, November 22, 2025
9:00 AM, Clubhouse Meeting Room

https://teams.microsoft.com/l/meetup-join/19%3ameeting_MDQzNWRjN2UzTg5Ny00MjAwLWEwMzYtZGVhZDQwM2E2MTMz%40thread.v2/0?context=%7b%22id%22%3a%22625a6322-2b2f-40fa-94f8-d7dd44d78153%22%2c%22oid%22%3a%225fa869f5-01ad-476a-9570-540fe1ce4736%22%7d

Call to Order – John Latham, President

Pledge of Allegiance

Approval of Agenda

Approval of Minutes –

October 22, 2025 – Special Meeting
October 25, 2025 – Regular Meeting
October 29, 2025 – Special 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.
Time limit for comments is 5 minutes per person.*

Capital Requests –

Public Works – 2025 Ford Bronco

CPI Violations –

94 Sandyhook Road (4)

Unfinished Business –

None

New Business –

None

Appointments –

Jason Casares – Chair – Architectural Review

Adjournment



OCEAN PINES ASSOCIATION
BOARD OF DIRECTORS SPECIAL MEETING
Wednesday, October 22, 2025
6:00 p.m., Board Room

PRESENT: John Latham, Rick Farr, Jeff Heavner, Monica Rakowski, Elaine Brady, and Steve Jacobs. Stuart Lakernick attended through Microsoft Teams.

ALSO PRESENT: Bruce Bright (legal counsel), 7 Association members, and 5 attendees through Microsoft Teams.

Call to Order – John Latham called the meeting to order at 6:00 pm with the Pledge of Allegiance.

Approval of Agenda –

Ms. Rakowski moved to accept the agenda, Ms. Brady seconded, all in favor.

President's Remarks – John Latham

Mr. Latham noted that there will be a town hall scheduled in the future for the updates to the Guidelines. There is no rush adopting these updates.

Public Comments –

Sharyn O'Hare – 216 Mumfords Landing Road

Proposed ARC Guideline changes – Elaine Brady

Ms. Brady noted that the changes proposed to the ARC Guidelines in June are being reviewed again by the Architectural Review Committee. After consideration, the requirement for as-built surveys will be removed, in particular with the need to obtain prior to selling your home.

Members of the Architectural Review Committee disagreed, noting that obtaining as-built surveys protects the buyer of the home and overall property values in the community.

Adjournment – Ms. Rakowski moved to adjourn, Mr. Farr seconded, all in favor.

The meeting adjourned at 6:44 p.m.

Respectfully submitted:
Jeff Heavner, Secretary



OCEAN PINES ASSOCIATION, INC.
BOARD OF DIRECTORS' REGULAR MEETING
Saturday, October 25, 2025
9:00 a.m., Clubhouse Meeting Room

PRESENT: John Latham, Rick Farr, Jeff Heavner, Monica Rakowski, Elaine Brady, Steve Jacobs, and Stuart Lakernick.

ALSO PRESENT: John Viola (General Manager), Bruce Bright (legal counsel), 17 Association members, and approximately 3 attendees through Microsoft Teams.

Call to Order – John Latham called the meeting to order at 9:00 a.m. with the Pledge of Allegiance.

Approval of Agenda –

Dr. Lakernick moved to accept the agenda, Mr. Farr seconded, all in favor.

Approval of Minutes –

Dr. Lakernick moved to accept the minutes from the September 20, 2025 Regular Meeting, Mr. Farr seconded, all in favor.

Announcement of Email Votes/Motions – Jeff Heavner

Mr. Heavner noted that on October 11, 2025, the Board unanimously approved having a contractor resolve a safety issue with a tree at 142 Teal Circle, per Section 14 of the Declaration of Restrictions and per the updated Resolution M-01.

President's Remarks – John Latham

Mr. Latham reminded everyone of special events coming up, including: the Stars, Stripes, and Stockings to be held on November 9th at the Yacht Club, the Veterans Day ceremony on November 11th, the Spooky Swim being held this evening at the Sports Core Pool, and the trivia night held at the Yacht Club on Thursday's.

Mr. Latham encouraged everyone to sign up for the weekly eblast to stay informed of events happening in Ocean Pines.

GM Report – John Viola (attached)

Treasurer's Report – Monica Rakowski (attached)

Public Comments –

Fran Higgins – 89 Clubhouse Drive
Lora Pangratz – 2 Harpoon Road

Capital Requests –

Public Works – Beach Club Basement Plans & Engineering Design

Ms. Rakowski moved to accept the recommendation, Dr. Lakernick seconded, all in favor.

Public Works – Clubhouse Outdoor Pavilion Engineering Design

Dr. Lakernick moved to accept the recommendation, Mr. Heavner seconded, and the motion passed 6-0-1, with Mr. Jacobs abstaining.

Public Works – Yacht Club Outdoor Kitchen Engineering Design

Ms. Rakowski moved to accept the recommendation, Dr. Lakernick seconded, all in favor.

CPI Violations –

Dr. Lakernick moved to forward the violations to legal and suspend voting and amenity rights, Ms. Rakowski seconded, all in favor.

Unfinished Business – None

New Business –

Motion to repeal committees' associated resolutions – Jeff Heavner

Dr. Lakernick moved to repeal the resolutions as noted, Mr. Farr seconded, and the motion passed 6-1, with Mr. Jacobs voting nay.

First reading of changes to the ARC Guidelines – Elaine Brady

First reading reviewed.

Motion to authorize the signing of the site lease agreement with Milestone Towers – Chief Robinson

Mr. Farr moved to authorize the signing of the site lease agreement, Dr. Lakernick seconded, all in favor.

Appointments – None

Adjournment – Ms. Rakowski moved to adjourn, Dr. Lakernick seconded, all in favor.

The meeting adjourned at 10:29 a.m.

Respectfully submitted:
Jeff Heavner, Secretary



OCEAN PINES ASSOCIATION
BOARD OF DIRECTORS SPECIAL MEETING
Wednesday, October 29, 2025
6:00 p.m., Board Room

PRESENT: John Latham, Rick Farr, Jeff Heavner, Monica Rakowski, and Steve Jacobs.

EXCUSED ABSENCE: Elaine Brady and Stuart Lakernick.

ALSO PRESENT: 1 attendee through Microsoft Teams.

Call to Order – John Latham called the meeting to order at 6:00 pm with the Pledge of Allegiance.

Approval of Agenda –

Ms. Rakowski moved to accept the agenda, Mr. Farr seconded, all in favor.

Public Comments – None

New Business –

Motion to approve changes to the ARC Guidelines – Elaine Brady

Mr. Heavner read the motion on behalf of Ms. Brady.

Discussion: first reading occurred at the regular Board meeting on October 25th. Town Hall still will be held on additional changes to the Guidelines.

Ms. Rakowski moved to approve the noted changes to the ARC Guidelines, Mr. Farr seconded, all in favor.

Adjournment – Ms. Rakowski moved to adjourn, Mr. Heavner seconded, all in favor.

The meeting adjourned at 6:03 p.m.




Respectfully submitted:
Jeff Heavner, Secretary



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

DEPARTMENT Public Works DATE November 14, 2025
 ITEM DESCRIPTION 2025 Ford Bronco 4- Door 4WD
 FOR REPLACEMENT OF (if applicable) 2018 Ford Escape SE 4WD
 RESERVE STUDY - PAGE # 311 LINE# 5.06.37 BUDGET AMOUNT \$ 65,000.00

BIDDER	TOTAL PRICE EACH	DIFFERENCE FROM BUDGETED	COMMENTS
Hertrich Frederick Ford 26905 Sussex Highway Seaford, DE 19973	\$59,589.00 Sales Tax: 3,575.35 MVA tags: \$100.00 Total: \$63,264.35	-1,735.65	
Hertrich Fleet Services 1427 Bay Road Milford, DE 19963	\$62,057.00 Sales Tax: \$3,723.42 MVA tags: \$100.00 Total: \$65,880.42	+880.42	
Pittsville Motors 7155 Friendship Road Pittsville, MD 21850	\$51,039.00 MVA Tags: \$100.00 Discount: \$11,000.00 Total: 40,039.00	-24,961.00 due to trade in & discount 11,000.00	Have purchase vehicles from dealership in the past, close to take for service, etc. Preferred Vendor. Staff Recommended.

DEPT. HEAD  DATE <u>11-19-2025</u>	APPROVAL  GENERAL MANAGER DATE <u>11/19/25</u>
ACCOUNTING  DATE <u>11/19/25</u>	BOARD DATE _____

02-0112
94 SANDYHOOK RD
GAZEBO – NO PERMIT



02-0112
94 SANDYHOOK RD
GAZEBO – NO PERMIT



02-0112
94 SANDYHOOK RD
GAZEBO – NO PERMIT



02-0112
94 SANDYHOOK RD
GAZEBO & HARDSCAPE – NO PERMIT

