



Island Cove Marina Association

Spring Newsletter



Annual Meeting on May 9, 2018

Mark your calendar! The annual meeting of the Island Cove Marina Association will be held on Wednesday night **May 9, 2018** in the upstairs level of the clubhouse.

Doors will open at 6:15 pm for light refreshments with the meeting called to order promptly at 7:00 pm.

If you would like to volunteer for the credentials or ballot committees, please arrive by 5:30 pm. The official Notice of Meeting, including the Agenda and Year-in-Review statement, will be sent **March 26, 2018**.

The results of the mail ballot election of two (2) Directors will be announced at the meeting. Persons that wish to be included as a candidate on the ballot must announce their desire to run by **5:00 pm on April 16, 2018**. If you are interested in being a nominee for Director, please send a short bio of yourself to the office by **5:00 pm, April 16, 2018** so that your information can be included with the mailing of ballots and voting instructions. Ballots and voting instructions will be mailed on or before **April 23, 2018**. The deadline for ballots to be returned to the Association office is **May 09, 2018 at 5:00 pm**, which is the day of the Annual Meeting.

All co-owners must have a Designated Voting Representative (DVR) form and a copy of your unit(s) deed on file in the office. The Designated Voting Representative is the only person eligible to vote. All DVR forms must be on file no later than **May 4, 2018 at 5:00 pm**.

Article VIII, Section 3, Designation of Voting Representative

Page 18 in the ICM Bylaws states:

Each co-owner shall file a written notice with the Association designating the individual representative who shall vote at the meetings of the Association and receive all notices and other communications from the Association on behalf of such co-owner. Such notice shall state the name and address of the individual representative designated, the number or numbers of the condominium unit or units owned by the co-owner and the name and address of each person, firm, corporation, partnership, association, trust, or other entity who is the co-owner. The individual representative designated may be changed by the co-owner at any time by filing a new notice in the manner herein provided.

Reaching a Quorum at the Annual Meeting

The presence in person or by proxy of 25% of the co-owners in number and qualified to vote shall constitute a quorum for holding a meeting of the members of the Association. That means we need 37 voting representatives present to proceed with the meeting and hold the election of Directors. It is very important and necessary for co-owners to attend this annual meeting!

Failure to establish a quorum requires the meeting and election to be held again at a later date. If you are unable to attend the Annual Meeting, please appoint a designated voting representative (that will attend the meeting) on your DVR to vote on your behalf.

It is imperative that a quorum is established at the Annual Meeting.

2017/2018 Marina Improvements and Repairs

- Installed new pier floats in numerous piers
- Plumbing repair in the men's restroom
- Tile replacement and painting in the men's restroom
- Extending and adding logs to the break water
- New hoist belts
- Electrical maintenance throughout marina
- New cell system for gate entry
- Muskrat control

All Island Cove co-owners should help our manager by keeping him informed of necessary repairs. Please use the forms provided in the Clubhouse information area to report maintenance issues.

Spring Maintenance Day / Spring Clean-Up / Potluck

Marina wide clean up and repair is scheduled for April 21st.

We will do repairs and maintenance as we see fit throughout the marina, such as replacing decking where needed, power wash decking where needed, pull weeds and freshen up mulch, tidy up the storage area and anything else we can do to improve Island Cove.

A list of tasks will be created and assigned on a first come-first serve basis the morning of the clean-up. Pop and water will be provided. Please bring a dish of your choice for the potluck lunch.

Water System

The water system in the marina will be turned on the week of April 9th, weather permitting. *Please do not go into the clubhouse restrooms to get water.* There is a spigot on the south side of the clubhouse near the stairway to the upper level of the clubhouse where water may be obtained.

Boat Stands / Spring Launch

Launch letters are sent out informing everyone of their launch date. Additional costs will be incurred if your boat is not ready for launch and it must be moved. All boat stands should be removed from ICM property within seven (7) days of your boat launch and all stands must be removed by Memorial weekend. Stands that are not removed by that weekend will be stored at your expense. Storage fees are \$100.00 per stand per month.

2018/2019 Winter Construction

Starting right after Haul-Out is complete in 2018, we will be replacing an estimate of 170 feet of seawall that is failing. The area of seawall to be replaced will be from unit #49 - #74. We will need everyone's help by removing all personal items on your dock.

Power pedestals and dock boxes will be removed by workers on the project. You will need to empty your dock box and remove all power cords and dock lines. All docks and boardwalks will be removed in this area. This area must be clear of EVERYTHING. We will not be responsible for anything left behind. Your power pedestal and dock box will be put back in place once the project is complete. Also, if you have a BBQ, please store it under the Tiki Hut.

At the same time, we will be replacing all the dock floats in the piers, so **PLEASE** remove any items on those as well.

With all this construction, we will have a hard time placing boats for the Winter. We will need all the room we can get due to not being able to store many boats in the Triangle area for the 2018/2019 Winter. With this being said, those renting will have to Winter store their boats elsewhere. This inconvenience will only be for the 2018/2019 Winter land storage.

Banquet Room Rental – Winter of 2018/2019

The Banquet Room will be closed to all events from October 2018 thru May 2019 due to the seawall construction. More boats will be stored in the main parking area creating no room for parking. There will only be a lane open for a fire truck if needed.

Replacing Pier Floats

Over the next few years, we will be replacing all the dock floats throughout the entire marina. We have come up with a very low replacement cost for this project. Between our Staff and volunteers, we are doing 80% of the work. We have already removed and replaced some floats and will continue removing docks for float replacement or any other repair while they are out of the water.

Haul-Out and Launch Fees

Starting the Fall of 2018, we are changing the Haul-Out and Launch Fee process.

We are combining the Spring and Winter fees into one payment. There will be one flat fee for everything. You will be charged \$1.25 per sq. foot. This will cover hoist fee, bottom wash, load and move, and launch fee. The only additional fee will be for jack stand rental at \$25.00 each. Renters will have an additional charge for storage on land beginning the 2019/2020 season (no renter storage in the 2018/2019 season). You will no longer be billed separately for launch. If you choose not to have the bottom of your boat power washed, you will still pay the same price.

REMEMBER- NO POWER WASHING ONCE THE BOAT IS SHORED UP IN YOUR WINTER SPOT!

Haul-Out Forms

There have been many problems the last couple years with haul-out forms not being turned in by the deadline specified on the haul-out form. This made it very difficult for the manager to schedule haul-out days and schedule the work crew that goes along with it. It's not the manager's job to call YOU to set your haul-out date – this is YOUR responsibility and it must be done in a timely manner!

Because of this problem, you will see new deadlines for haul-out forms to be returned and a fine that will be charged to those that do not meet the required deadline.

New haul-out requirements are as follows:

Haul-out forms must be turned in no later than **September 20th**.

A **\$100.00 late charge** will be applied to your account if haul-out forms are NOT returned to the office by September 20th **AND ICM WILL NOT** haul-out your boat if you do not have a haul-out date established by October 1st.

Haul-Out / Launch Fees must be paid in full prior to haul-out.

Permit Parking

Each co-owner and renter is issued one (1) parking permit. These permits are good for two (2) years. New permits were issued in 2017 to well owners and renters. The new permits are **Yellow**. Please see Chuck for your 2017/2018 permit.

This ICM parking permit must be visibly displayed in your vehicle. Your permit entitles you to **ONE** parking space that is Permit Only parking. Visitor parking is located in the center of the Main Parking Lot or in the area near the marina entrance.

No visitors are allowed to park in Permit Only parking areas. Your guest will be asked to move their vehicle if they are illegally parked.

Any vehicle parked in a Permit Only parking area without a parking permit displayed will be towed at owner's expense.

Certificate of Insurance and Rental Contracts

All boats **must** be insured and a current certificate of insurance must be on file in the office.

Your signed launch contract and fees must be on file in the office prior to your boat being launched. This requirement applies to all rental tenants as well.

All landlords who handle the rental of their unit(s) are required to furnish a copy of the Association approved, completed lease agreement and current copy of their tenant's insurance policy to the ICM Manager. These items must be provided to the office before occupancy. If the Association handles this matter, the landlord's account will be charged a \$150.00 service fee.

Dog Run

A dog run was installed in an effort to keep the grassy areas free of dog urine and feces. With suggestions from dog owners and some improvements made, it turned out well. Early every morning the run is rinsed down and the run will be sanitized two to three times each week with a germicidal cleaner.

When using the dog run, we ask that you pick up after your dog and always use the hose provided inside the run to rinse the area your dog used. Please dispose of bagged dog waste in the large garbage dumpster located just outside the dog run.

We would like to thank everyone for their continued efforts to use the dog run for their dogs to relieve themselves and keep the grassy areas free of all dog waste.

Electric Bills

Electric bills not being paid in a timely manner has become a real issue.

Electric bills are due upon receipt.

Because of the delinquency, late fees will now be assessed.

- (a) After 30 days - \$ 25.00 late fee
- (b) After 60 days - \$ 50.00 late fee
- (c) After 90 days - \$100.00 late fee

Fines

Not everyone is clear on how the fines are assessed to those in a non-compliance situation.

Article XX, Assessment of Fines, Section 3, Amounts states:

Upon violation of any of the provisions of the Condominium documents and after default of the offending co-owner or upon the decision of the Board as recited above the following fines shall be levied:

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| (a) First Violation | No fine shall be levied. |
| (b) Second Violation | Twenty-Five Dollars (\$25.00) fine. |
| (c) Third Violation | Fifty Dollars (\$50.00) fine. |
| (d) Fourth Violation and Each Subsequent Violation | One Hundred Dollars (\$100.00) fine each violation. |

Bylaws Article II, Section 5, Enforcement, (a) Remedies

A co-owner in default shall not be entitled to utilize any of the General Common Elements of the Project and shall not be entitled to vote at any meeting of the Association so long as such default continues.

Boat Maintenance - Items of Concern

As we are all anxious to get started on our Spring boat maintenance in preparation for launch, there are a couple of things we would like to emphasize before you get started.

All boat owners are responsible for any mess they make or damage they may cause to neighboring boats, which includes paint dust or paint splatters. Drop cloths that cover the entire area of the boat must be used on the ground when sanding or painting. If you are sanding bottom paint you must tent the underside of your boat.

If damage occurs to Island Cove grounds or surrounding vessels, the boat owner will be responsible for costs of clean up whether they or a subcontracted worker made the mess or caused the damage.

Spray painting is expressly forbidden in the marina.

Power washing the bottom of your boat is not allowed after haul out.

All outside contractors that are hired by vessel owners to perform maintenance on their vessel must have a current certificate of liability insurance and workers compensation insurance on file in the office prior to coming into Island Cove. Liability insurance coverage must be a minimum of 1 million dollars and Island Cove must be listed as an additionally insured party.

Contractors also need to inform the manager which boat they are working on. Gate hours are during business hours. It will be the boat owner's responsibility to let their contractor in during non-business hours, as key fobs cannot be issued to contractors.

Fueling of Boats or Other Watercraft

The fueling of boats or any watercraft is not permitted within the marina. If you are found fueling your boat or another watercraft, you will be subjected to a fine. If you spill ANY fuel, the DEQ will be notified and you will be responsible for any clean-up fees that may be charged.

Disposal of Batteries and Oil

It is against the Department of Environmental Quality rules to dispose of batteries and used motor oil and filters in the dumpster. Please do not leave these items around or in the dumpster. It is your responsibility to properly dispose of these items.

Dumpster Service and Recycling

There is a recycle dumpster next to the main garbage dumpster. Having the recycle dumpster should help eliminate dumpster overflowing as well.

Please use the main garbage dumpster for marina garbage only. Please do not bring items from your home or place of business. No yard waste allowed!

Shrink Wrap

Island Cove recycles shrink wrap. A dumpster is provided specifically for shrink wrap and banding. Please do not put shrink wrap in the main garbage dumpster. Please put wood and all other material in the main garbage dumpster.

Volunteerism at ICM

It is a lot of work to put on events. Volunteers are needed and appreciated at each of them. Please check with the event committee person(s) or with the Manager if you can volunteer your help. Volunteers help with boat launching, haul out and ICM events. Island Cove is always looking for more volunteers. If you have some spare time, please ask Chuck how you can help.

Without our wonderful volunteers, ICM would not be the great place that it is.

Please remember that your Board of Directors are also volunteers!

2018 Calendar of Events

March 01	First Assessment due
April 12	Launch Starts
April 21	Spring Maintenance
May 09	Annual Meeting
May 19	Coast Guard "Suddenly in Charge" course
May 28	Memorial Day
June 01	Second Assessment due
June 09	Welcome Aboard Party
June 16	Coast Guard Inspection
July 04	Fireworks from Belle Maer & MacRay
July 28	Dinghy Raffle Run
September 01	Third Assessment due
September 01	Pig Roast
September 03	Labor Day
September 20	Haul-Out Forms and fees due
September 28	Haul-Out begins
September 29	Euchre Tournament
October 31	Haul-Out finished
November Early	Buoys pulled out and circulators installed

Flyers for these events will be posted as soon as details are finalized