

ASSATEAGUE POINTE HOA MINUTES

July 8, 2023, | Meeting called to order by Keith at 9:10AM

Board Members in Attendance

President: Keith Shoff, Vice President: Missi Clark, Treasurer: Troy Purnell, Secretary: Joe Mosby, Member At Large: Tracey Trott, Recording Secretary: Xanthe Lewis, Attorney: Ray Coates

Community Project's Update

In the last year:

- We have completed the erosion project on Pegleg Way and completed 50% of the project on Bay Ridge Drive. In the Fall we will complete the project on Bay Ridge and replace the pipe between AP and Frontier Town.
 - Additional sprinkler heads and lines have been added to McGee Park. Specifically, by the butterfly garden.
 - New soaker hoses and timers around the Clubhouse.
 - The pier had all loose boards replaced or refastened and was stained.
 - Heavy trimming was done around all the ponds.
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Property Manager's Report by Troy Purnell

Property Manager's Report:

- We have a full grounds crew this year of five. They are doing a great job. If you have any issues with your skirting being damaged from a weed whacker, please notify the front office.
 - Two of our fountains are down. One across from the Rec. Center and one behind the Clubhouse. We are still waiting for the repair people to come look at them. Given their condition on inspection, we are anticipating needing to replace at least one of them.
 - We purchased a new mower this year. This is the first new mower we have purchased in about 5 years.
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Treasurer's Report by Troy Purnell

Financial through May 2023:

- The ordinary income is under budget \$446, this is mainly due to us billing the boat storage during our January billing. The amenities are over budget \$825.56. That is due to the splash pad renovations we have going on. Furniture and equipment was over budget because we bought a new mower. Overall, the expense is over budget by \$553. Maintenance was under budget \$16,797. That is mainly due to no special projects being allocated. We are over in ground maintenance because we did not lay off our grounds crew this winter. That enabled us to get a lot of the trimming projects done. Building maintenance is \$13,684 under budget, and electrical maintenance is under budget \$8,001. Utility expenses was \$7,622 under budget. This was mainly due to both trash and electricity being less than expected. We were over budget in propane due to the rising cost of fuel. Overall, we are under budget \$21,341. We do not foresee any issues that should change anything at this time.
- On the balance sheet, we have \$244,737 in assets in the bank. Of that the operating account has \$10,773. That is why we have our credit line of \$200,000. The July billing has gone out and we will start getting that money back in. We will use that credit line again before the October billing goes out. The credit line is usually paid off by January. The Reserve Fund has \$206,297, which is right along the lines of what we budgeted to keep in there. The accounts payable are \$34,639.

- The State of Maryland passed an ordinance that all HOA and condo associations must have a professional reserve study done by October 1, 2023. We have done ours with our accountant, but the state requires you to have a certified engineer. We are in the middle of getting bids for that. The one we received from a local firm in Salisbury was \$4,500. We have two more bids coming.

Old Business

Trash: We did redo our contract with waste management. They have lowered the price per pull and surcharges substantially, as evident in the budget.

Lagoon Status: The county has plans to replace the sewer lagoon lining in the next 5 years. This work will not interrupt any sewer function in the community. Worcester County already has the money in their budget, so there should not be any additional cost.

White Horse Park update: During the last recession the property values dropped dramatically there. Several buyers came in and bought 5 or more homes to rent out year-round. They have the same occupancy restriction as us. Some of the homeowners did not agree with that and filed a lawsuit against the HOA. There was a dispute between those who wanted to stay all year-round and those who didn't. The county got involved once the lawsuit was filed, and they gave all year-round residents a date they had to leave by. It took about 2.5 years but now all the issues they were having there have been resolved and their lawsuit was settled.

Power Vents at the Clubhouse: The power vents are ready to be installed and should be in the next 2 weeks.

911 Address: **You must have your house number visible on the front of your house!**

Frontier Town Expansion/Traffic Light at route 376: The state highway administration doesn't have any plans to add a light at this moment. As for Frontier Town, they have finished the first phase of their expansion. There is one more phase to go. It will add approximately 150 new units.

Work Order Status: One thing we see a lot of is the rotting of the 2x4's holding on the storm water vaults. Now we seal the insides of the vaults with concrete. If you notice a hole or leak by the grate in your driveway, please notify the office.

AED additions: We got in contact with the company Rescue One about purchasing automatic defibrillators for the Rec center and Clubhouse. Rescue One requires us to have a class of at least 8 people for AED and CPR training before we can purchase one. The class would last 3-4 hours. We are also looking into other options to purchase AEDs through different companies. Many of you have already expressed interest in taking the class if necessary. Please contact the office if you would like to sign up.

New Business

611 Road Work: The roadwork has been completed and should be all clear for the remainder of the season.

Splash Pad at the Clubhouse Pool: In the off season we signed a contract with our pool contractor to remove the rubber splash pad tile and replace it with ceramic nonslip tile. He had told us that it would be completed by the pool opening. Unfortunately, that was not the case. When we went to inspect what had been done the decision was made to stop the work, and fire them from the job. We had given a 1/3 down payment before the work started, and we will be getting that back. The new tiles that were ordered arrived this week. We hired a new contractor that did all the tile work in our Rec. center and Clubhouse bathrooms. He will be starting on July 17th. The first thing they will need to do is grind down the concrete to make a smooth flat surface. The rubber tiles were forgiving of any inconsistencies, but the ceramic tiles are not. They will do their best to restrict the dust and will start before the pool opens in the morning. We are hoping to have this done by the end of the month.

Solar/Radar Speed Sign: Speeding has always been a problem in Assateague Pointe. When we know who it is we do contact them and give them a warning. We had several homeowners ask about adding solar speed signs in the community to deter speeders. A good radar sign costs between \$2,500-\$5,000 per unit. The price depends

on what kind of features it would include. Some have cameras that can take a picture of the vehicle exceeding the speed limit. We know the speeding goes on throughout the community and there are a lot of spots that this could be utilized. But at that cost multiple units can get very expensive. This is an idea to consider and discuss. NO decision has been made yet.

Fish Stocking: There is a fish wagon that comes around every so often and they stop in Dagsboro. They will be there at the beginning of August. Troy will meet them there and get some bass and blue gill for the ponds.

Speed Bumps Replacement: We know there are a few speed bumps in the community the need repaired or replaced. This week we are meeting with the rep from Terra Firma to get a price on the speed bumps and repair some road damage. The board passed a motion to replace/repair any missing or damaged speed bump to its original condition.

"Footprints" Report

Moment of Silence for:

Barry King Lot#81, Bob Shaw Lot#104, Kathy Hardester Lot#248, Jackie MacPherson Lot#521, Richard Walsh Jr. Lot#026, Frank Cina Lot#009, and Duane Roberson Lot#503.

Wall of Honor

This award is dedicated to someone who has gone above and beyond in the service to the Community and does not have to be a homeowner. We are not making an award this year, but plan to start that back up again next year.

Board Election

Candidates & Election Results:

- Keith Shoff- Lot#346.....81 votes
- Missi Smith Clark- Lot#293.....68 votes
- Troy Purnell- Lot#428.....88 votes
- Nominations from the Floor: Vince Luca Lot#318.....28 votes

IRS Regulation:

- Operating Budget.....71 votes
- Reserve Fund.....15 votes
- Refund.....5 votes

Votes were counted by Xanthe Lewis-Office Manager, Joyce Wetzels-Lot#519, Lillian Mosby-Lot#13, and Joi Grieg-Lot#268

Committee Reports

Beautification: Missi Clark- We had about 32 people come out for clean up day, and we got a lot accomplished. Even with the weather we got a lot of things done around the Clubhouse and a lot planted. Everything is looking great. Thank you to everyone who has been helping water everything!

ECC: Mary Ann Bing- Assateague Pointe looks great. Inspections have been completed. I will be reinspecting the week of July 17th. Thank you to everyone who has completed their work already. Anyone who has not completed their work will receive a second notice. A few reminders: ALL exterior work needs to be approved BEFORE it can be done. The form needs to include your colors (a swatch if possible), measurements, and

specifications of what is being done. This makes the process faster as I will not have to call you to get that information. If you are replacing your HVAC, you must have an ECC form approved BEFORE installation. This is because some people want to put heat pumps in. Any heat pump unit would need to be approved by the electrician to ensure the electrical specks works with our electrical infrastructure. We are only a 110 service, and anything above that would short-out the system. We sent out an email blast with a golf cart survey and only received 150 responses out of 522 homes. This coming week we will resend that form. We need to have all golf cart information up to date. All golf carts need to be registered and have your lot numbers visible on them. It is for safety purposes. Later in the season I will be going around and checking every golf cart. Thank you so much for keeping the community looking great.

Storage Yard: Joyce Wetzel- Thank you to everyone who has been taking care of their weeds at the storage yard. Right now, everything that I have been able to sticker has been stickered. There are still some people we have not received registration forms for yet. If you have something in your slip that has not been stickered, it is because we either do not have the registration form or what is in there does not match the registration form. In either case we will be trying to get in touch with you.

Entertainment: Vince & Lynn Luca- We had our meet and greet that went very well. Hot dog nights have begun as of June 30th. They will be every Friday at 7 p.m. in the Clubhouse until August 25th. Our Shrimp Feast is July 22nd, and our Crab Feast is August 26th. Tickets are available now for both at the office. We are using the same great vendor as last year for both. He will also be doing our Oyster Roast we have planned for October. We will have oysters made several ways, clams, chicken, and possibly hot dogs as well. As soon as we get the price locked down, we will let you all know. We have two paint nights coming up July 25th and August 12th. There are limited spots, please reserve yours now. The full event schedule is on the website under events. Thank you to the Neumeisters, the Trotts, and the Snyders for all their help with our events.

Pool: Troy Purnell- Thank you to David Neumeister and Mike Snyder who have been fixing a lot of our umbrellas, chairs, and chaise lounges. If you see a broken piece of equipment, please notify the office. When an umbrella is broken, please put it down to avoid further damage. Thank you for your corporations and patience as we continue work on the Splash Pad renovation.

Nature Conservancy Committee: Mike and Kay Whaley- We have checked all the bird houses and we have had good luck this year. There were nests in almost all the blue bird houses. There is one more purple martin house and two blue bird houses to get up. We invite everyone to come take a look at all the birdhouses and the butterfly garden. The Butterfly Release is on August 12th. It will be a little different this year. Not only will we release the box of butterflies, but we will also have individual butterflies for release. You can purchase a butterfly for \$10. The butterflies can be dedicated in someone's memory or honor. We have 25 available, it is first come first serve. The box of butterflies will be painted ladies and the individuals will be monarchs. Contact the office to reserve yours.

Announcements

**PLEASE CLEAN UP AFTER YOUR DOGS, WE HAVE MUTT MITTS AVAILABLE! PLEASE DO NOT ALLOW YOUR DOG TO DIG IN THE DOG PARK!
PLEASE SIGN UP FOR EMAIL ANNOUNCEMENTS ON www.AssateaguePointe.com
& JOIN OUR FACEBOOK PAGE FOR ONGOING ANNOUNCEMENTS!**

Open Discussion

Q: I have seen many golf carts being driven by young children, what can be done?

- a) *If you see this, please contact the office or ECC with the information and their lot number. That is one of the reasons we are pushing this golf cart survey and require all golf carts to have lot numbers visible. When we receive that information the owner of the property is contacted, and the appropriate steps are taken depending on how many offenses they have against them.*

Q: I thought renters were not allowed to bring in golf carts, but I still see it happening.

- a) *Renters are not allowed to bring in golf carts, RV, boats, or trailers. If a renter were to violate that the owner of the property would be cited.*

Q: What is the procedure for fining someone, and why can't the fine be imposed immediately?

- a) *Someone in violation must be given a warning from the ECC, then the ECC can fine them up to \$500, once they are fined, they have a right to appeal that fine to the board of directors. If the board finds the fine valid it will be enacted on their account. In the instance that the fine was not paid, a lean can be placed on their home. The HOA or the owner can choose to take legal action. We must follow this procedure to legally impose the fine.*

Q: How are non-owners getting golf carts and other vehicles in the community?

- a) *With a renter they would have to sign into the office or gate house to get keys and/or gain access to the community. In that case we would be able to see what vehicles they have with them and prohibit them from taking them into the community. Most owners have family and friends that they give gate passes to. When someone has a gate pass, they can swipe themselves in without checking in. It is the responsibility of the owners to tell anyone using their home what is allowed in the community. Ultimately, the liability for breaking the rules falls to the owners.*

Q: Can the deed book be updated and uploaded on the website?

- a) *The majority of the regulations that come up are in the ECC guidelines which are updated regularly. Both the deed book and the ECC guidelines are on the AP website for viewing. We can look into having the deed book reviewed and updated in conjunction with our lawyer and upload that.*

Q: When the ECC guidelines are updated can we be notified of that?

- a) *Yes, we can send an email blast when we update that or any other forms.*

C: Please be mindful that the streets are not one-way especially when you're coming around corners. Many children play and adults ride their bicycles and walk. It is dangerous if you are on the wrong side of the road. Remember we are all neighbors and treat each other as such.

Q: Are minutes kept for the executive session, and if so, are they posted?

- a) *Yes, we keep minutes/notes from executive session, but they are not posted. Anything involving personnel issues must remain private. Other than that, everything that is discussed has already been discussed during the meeting. On occasion there is a hearing during executive session if someone is appealing an ECC decision. There are times when we do not hold executive sessions.*

Q: Can we report speeders or underage golf cart drivers to the police?

- a) *Yes, but usually by the time an officer responds the offender has already left. That is why we have the complaint forms that you can fill out for the ECC.*

Q: Can the gate attendants issue warnings to people violating a rule, and can that be in writing?

- a) *Yes, and they do. Often, they write down a violation they see, that gets turned into the office every morning. Then, depending on the nature of the violation or incident, it goes out from there. We can certainly try to get a system where if they need to issue a warning it can be in writing given to the violator, and a copy of that can be turned into the office.*

Q: How is it determined who holds each office on the board?

- a) *Per our bylaws the board of directors determine amongst themselves who holds what office.*

Q: Are wood fires allowed?

- a) *NO WOOD BURNING FIRES ALLOWED! PROPANE ONLY!*

C: We had an incident where our daughter was staying at AP and did not login for work and we could not get in touch with her. When we called the gate attendant on duty he went down to our house and checked on her. Luckily, she was fine, just overslept. He was gracious enough to call us back and let us know. Thank you!

Q: As we are replacing some of the speed bumps can they be replaced with 'speed humps'? That would help slow some of the speeders down.

a) *We can certainly get some pricing for that.*

Q: Is the hole on the side of the Clubhouse by the bathroom entrance going to be replaced?

a) *Yes, we were unable to match the siding so it's going to be patched with some azek boards.*

Q: Have we implemented Revopay, so you can pay online, yet?

a) *No, the bank is still fine tuning the details for that. It is complicated by the fact that everyone's bill is different. Each amount has to be set individually. Hopefully, we will have that by the end of the year.*

C: Brenda Hershberger, lot#71, I'm Barry King's sister. On behalf of his wife Sandy, his son Hunter, and our entire family, I would like to thank you for your condolences, cards, flowers, memories, kind words, and for coming to Barry's celebration of life. Barry was a major part of our lives. He always helped our family back home, as well as our AP family. Barry was greater than life, and we all miss him tremendously.

On behalf of our board of directors, I have been here 32 years, and I have never heard the board be more criticized like it has been in the last couple of years on the unofficial Assateague Pointe Facebook page. The board is elected by us to do things for our community. They are not being paid; they are volunteers. We also have many homeowners that are volunteers for events and the community. Please keep these volunteers in mind and be more appreciative of what they do for us. They are helping make Assateague Pointe the place to be in OC.

Next Meeting

September 16, 2023, at 9:00 AM, at the clubhouse.

A motion to adjourn was made at 11:15 a.m. and was passed unanimously.

Recorded by Xanthe Lewis