

# ASSATEAGUE POINTE HOA MINUTES

September 20, 2025, | Meeting called to order by Missi at 9:00AM

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## Board Members in Attendance

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

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## Property Manager's Report by Troy Purnell

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### Property Manager's Report:

- All our equipment is running very well. We bought a brand-new mower this year. This is the first one we have purchased in about 5 years. I don't anticipate needing to buy another one next year. We usually replace decks and motors on them as needed. Once the frame wears out, we will purchase a new one. We will keep the old ones for parts. There are 3 pick-ups, one is used just for inside here, one is the gate truck, and the other is the grounds crew truck. We shouldn't need to purchase a new one anytime soon.
- I do apologize for the end of the summer. We started with 5 grounds crew and ended up with just 2 by August. There are 3 staff now and we were able to catch up. The grass was growing very quickly this year, and it is not easy to get people to work for just the summer. Next year we will try to keep at least 4 on through the season.
- We replaced the fountain in the front pond. They are \$14,000 a piece, we had the money in the Reserves. The fountain in the Rec Center pond had some issues but we were able to repair it for \$3,000. We may need a new one in the next few years.
- Drainage and erosion control are all the ditches behind your houses. 35 years ago, all the drainage was done to a certain grade. For a long time, we put piping in the ground with stone over top to allow the water to drain out and away from the homes. Eventually the pipes would get clogged, and the water would be blocked. What we are doing now is digging those trenches back out to the original grading. It is not cheap, but we have a schedule of spots we are doing, using a combination of budgeted and reserve money. We are also working on the pipes going into the grates and repairing as needed.
- When we have high tides the water levels in the ponds will rise, especially the ponds closer to the bay. The water level will decrease as the gets lower.
- We have a plan on how to repair the Frontier Town pipe from our side. It will need to be done before the pipe collapses in.
- Road cracks were done in 23' and are usually done every other year in October.
- Laundry machines are all good. We had a power surge this summer that knocked out 2 washers, and they were both repaired. If a machine is unplugged or has an out of order sign, please use one of the other machines. When you're using a machine if it flashes out of order, please notify the front office.
- Street signs were all repainted and repaired by our grounds crew member Jay over the winter. We are missing a sign from Baywatch, so that has been ordered.
- Trash seems to be getting a little better. Residents have been a little more cognizant of overfilling the large dumpsters and leaving items in front of them. If you are disposing of tree trimmings, please cut those small. We have the trash mashed down when needed. We have added some money to the budget next year for trash. Waste management gave us a 3-year deal in late 2024.

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## Treasurer's Report by Troy Purnell

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### Financial through August 2025:

- The income was over \$45,809 because we transferred \$62,000 from the Reserves for the erosion control, a new mower, the new fountain, and \$20,000 for the snow removal. We were under \$13,625 in electric

income. Amenities are \$2,823 over budget. We are \$15,826 over budget in equipment due to the new mower. Pool contract was under \$5,018. Expenses were \$7,647 under budget, mainly due to legal and accounting being under \$4,515 and contingency being under \$5,754. Maintenance \$55,000 over budget. Ground maintenance is over \$19,666, which will be corrected in next year's budget. Road maintenance was over budget by \$15,776 due to the snow plowing. Those were offset by the Reserve transfer. We are \$16,000 under budget for special projects. Utilities were over budget by \$1,915 mainly due to the trash being over \$8,228 and electric expense being under \$12,183. Overall, we are under budget \$6,685. The Operating account has \$1,793, which is normal. Payroll has \$18,115, and the Reserve fund has \$422,377, which is in line with what our long-term reserve plan suggests. The line of credit was \$80,000 and now is about \$150,000. That is used to pay all the high electric bills in the summer months before we bill the homeowners in October.

- **DirectBiller:** You can now pay online with DirectBiller. Go to our website and click on the DirectBiller tab. The link will take you to the Assateague Pointe portal. If you need to set up an account, use your lot number as your account number. Please note that it is free when using a bank account for payment. There is a charge if you use a credit card because the credit card companies charge a fee.
- **Line of credit:** After the meeting Keith and Troy signed the agreement to renew our credit line of \$200,000.

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## Old Business

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

**Pergola & Gazebo Issue:** We have not heard anything additional from Worcester County. Now that they allow the secondary accessory structure the process of getting that permit is a little bit difficult. The association has no issues with the pergolas and gazebos. We have left that between the county and the homeowner.

**Full-Time Residents:** We are still in our summer season, April 1<sup>st</sup> through September 30<sup>th</sup> is unlimited occupancy, and October 1<sup>st</sup> through March 31<sup>st</sup> is no more than 30 days consecutively and 60 days total. What I understood from dealing with them last year was that they were still getting occupancy information from White Horse Park. The county will most likely contact us in the late fall for our records. If you are not in compliance, we recommend you make arrangements for this winter, so you are.

**Fish Stocking:** We stocked the front pond with bluegills and channel catfish and have been hearing good reports from the kids fishing there. Live minnows, worms, and dough balls baits have proven successful this summer.

**Electrical Charges & Processing:** We had a homeowner very concerned because the income vs the expense number was a \$68,000 spread. An electric consulting firm reviewed our electric charges and billing for the last 2 years. This year's budget is about a \$35,000 spread, which is basically what you're billed vs. the electric for all the common elements. Some of that money is also allocated to electrical repairs and pedestal replacements. Choptank's general counsel and the electric study concluded that the way we were doing it was just fine. As long as the money stays in the association, which it always has, we don't need to make any changes.

**McGee Park Pergola or Pavillion:** We have discussed many things including the gazebo being moved or a new structure being put up. The board will discuss these options in executive session.

**Tree Trimming along Roadways:** The bids from 2 different tree trimming companies were close to \$10,000. A lot of the homeowners have already done their trees themselves. We will have our grounds crew over the winter finish off the trees along the roadways and in the storage yard area.

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## New Business

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**Preliminary 2026 Budget:** The variance to balance the budget next year is \$61,700, which means raising the dues \$10 per month, from \$150 to \$160. There will be \$4,727 in interest income now that we have \$400,000 in the Reserve account. The pool contract was a little bit lower, so we put the exact number in there. We have received two bids for 3-year pool contracts and are trying to get one more. Gatehouse has started to get a little

behind due to raises over the last several years. Management expenses increased \$6,000, that expense includes having an office onsite and the office personal salaries totaling \$74,000. The HOA does not employ gate attendants during office hours. We decreased building maintenance \$10,000 because we have replaced the roofs already and don't foresee any large expenses with them. Equipment maintenance was increased \$4,850, because we usually have motors and decks to replace. Ground maintenance was increased \$20,750 to cover having grounds crew on staff through the winter months. We also increased the erosion control and road maintenance budgets. Emergency services are requiring that when we have snow over 1.5 inches, we need to plow all the roads so emergency vehicles can have access. If they were unable, the HOA could be liable. Trash removal increased \$7,960. The reserve study recommended putting away \$140,000 for the next 2 years. After 2 years they recommended increasing that to \$170,000, and we will re-evaluate that next year. The proposed budget will be uploaded online. Please review the budget and you can email us with any question until the November meeting.

Gate Software Update: The gate system we have, the software is not working. We can't reach anyone at the company to get it fixed. We most likely will have to replace the gate system. It is almost 16 years old, which is about the same length of time we had the previous system. The cost of the new system will probably be around \$30,000, half of which will be replacement of the cards. Most likely we will use the special projects money for this. We have found that the gate cards work best because we can deactivate them when an owner sells or a card is lost. Each lot will be given the same number of cards that are currently active, and the owner can purchase extra cards as needed. Your old cards will not work with the new system. We do not recommend owners give out their cards to family, friends, or previous owners. Instead, keep some spares at your AP home for them to use when they are visiting. This ensures that they sign in with us and the cards remain in your possession. Once we have all the details, we will send out an email blast and will try and make the transition as smooth as possible.

Metal Roofs: At the July meeting we had a homeowner request that we allow metal roofing. We are gathering information and discussing the details of metal roofs. Once a decision is reached, we will get that information to you.

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## "Footprints" Report

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### Community News:

- Our condolences to the families of Bill Brown lot#270 and Paul Smith, original owner of lot#94.
- If you have not turned in an emergency contact form, please do so as soon as possible. It is very important that we have your current contact information.
- Phragmites get sprayed every other year along the bay area and ponds. That will be happening towards the end of October this year. They will let me know an exact date when we get closer.
- Mike Whaley "I wanted to apologize to the community about what he said at the last meeting in regard to telling someone to sit down. I don't want anyone to feel that they can't get up and say what they want to say, which is what I believe. I let my emotions get the best of me."

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## Committee Reports

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ECC: George Akers- Thank you to all property owners who have done a nice job maintaining and improving their properties. The ECC has been busy reviewing, approving or putting a hold on, many home improvements. All is well and up to date. Scheduled summer inspections are now complete. There are six properties that have outstanding repairs or maintenance issues to address. Since the ECC did not receive a reply to any of the three recent reports sent to these property owners, they were asked to attend today's meeting to present an explanation and improvement plan. The last notice was sent USPS certified mail to each property owner. It is now up to the BOD to inform the ECC what action to do next. During the spring and summer, the ECC has had to address 4 written complaints of various nature filed by property owners. All four have been addressed by either certified mail or by phone and as far as we know, resolved in a positive manner. Thank you.

**Storage Yard: Joyce Wetzel-** The storage yard has been pretty good this year. The weeds were growing like crazy. I had a blast email sent out, and a lot of people have sprayed as well as the grounds crew. I still have some stickers for things that have not been brought down yet, so I am continuing to look for those. We currently have our house on the market, so if it is sold, a new storage yard chair will be needed. If you have any questions about what's involved or are interested in volunteering, you can call or email me.

**Entertainment: Vince & Lynn Luca-** We did 32 events this year and they were successful. Plus, ten hotdog nights, they have become very popular. We have many people that have it for their Friday night dinner. Starting on July 4<sup>th</sup> Lynn and I sold 112 hotdogs to open the season, and someone beat our number at 150 hotdogs. Hotdog nights have become a friendly competition. The last four events are coming up. The dog swim is 1-4pm at the Rec Center, the pools will close immediately after. October 11<sup>th</sup> is the Oyster Roast, contact the office to sign up. October 18<sup>th</sup> is the Volunteer Party, which is by invitation only; the invitations have been sent out. If you volunteered and didn't receive one, feel free to contact the office. It will be held in the Clubhouse, and the meal will be great. We will have a New Years Eve party, but we don't have a menu for that yet. The numbers for that are growing every year. I will start the beginning of next year with the 2026 schedule. We won't be having any movie nights or the Christmas party because we do not have enough children attending. If you would like to add any events this year, call me. Thank all of you for what you do, you guys have been great.

**Pool: Tracey Trott-** I would like to thank all the homeowners for another good year at the pools. We did have few incidents this year. I appreciate the support I received during those issues. To my knowledge the glass issue has definitely gotten better. The lifeguards were good this year as well as other homeowners in letting people know when they saw glass. According to the state of Maryland, the crab deck at the Clubhouse is still part of the pool deck, and you cannot have glass of any kind. Both pools will remain open until September 27<sup>th</sup>, and the pools will close at 4pm. Since we don't have a lifeguard this time of year, it is up to you as homeowners to make sure you put the chaise lounges down and tying the umbrellas. We usually buy a big order of pool furniture that will last us 2-3 years, which we will do either at the end of this year or the beginning of next. If you rent or have family and friends, use your home, please pick up a copy of the rules from the office and post it in your home. Please do not have blaring music at the pools in the summer. If you want to play music, make sure to use earbuds or a small speaker at your table. Do not play it at the edge of the pool. A very special thanks to the crew that has kept the equipment going, Mike and Cathy Snyder, Dave Neumeister, and Mike Trott. And Lisa Ward for turning on the music for both pools every morning. If you have any problems or questions about the pools, you can call or email me.

**Nature Conservatory: Mike & Kay Whaley-** The small birdhouses along Assateague Way are the bluebird houses. We look after them and make sure they are available to the birds. Bluebirds are smaller than a robin and have blue on their backs. We also have 3 purple martin houses. The seasons for both are over, so we have been cleaning the debris out of them and wiping them down. After about 4 years we finally got purple martins in one of the houses, right across from the Rec Center. The bluebirds have been listed as endangered, but we have seen an increase in them. When you drive down Assateague Way you may spot the birds.

**Butterfly Garden: Brenda & Dave Hawk-** This year we had a great butterfly release with about 90 people. We had 20 monarchs and 25 painted ladies. There was a little net that we put about 6 painted ladies in, so the children got to watch them. We asked for a \$10 donation for anyone that wanted to release their own butterfly, which covers the cost of the butterflies and shipping. If you would like to do that for next year, please contact the office. Throughout the year, after the spring beautification, we plant more flowers to keep the garden stocked. Over the summer a family that was staying at Frontier Town brought down a tub with some caterpillars. Their garden at home had been eaten by some deer, and they found we had a butterfly garden, so they dropped them off at the office. We were able to relocate them. I found a new place called String & Pedals, it's on 113 across from Roadie Joes, they get milkweed in every spring, but it sells fast. A flier is on the board at the Clubhouse.

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## Announcements

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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](http://www.AssateaguePointe.com)  
& JOIN OUR FACEBOOK PAGE FOR ONGOING ANNOUNCEMENTS!

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## Open Discussion

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Vince Luca Lot#318

C: I am thinking of changing how I place the flags around the pools. The small flags have been getting caught in the fence and torn. Maybe we can get larger flags and mount them just in the 4 corners of the fence.

We keep the price of the events as low as we can. The cost of food and other supplies have gone up. The events are not to make money. If you have any ideas let me know.

Gerald Nikolaus Lot#234

Q: Why did you restock the ponds?

- a) *The pond consultants we use now suggested we stock bluegill and channel catfish to help the bass population grow.*

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## Next Meeting

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November 8, 2025, at 9:00 AM, at the Clubhouse.

A motion to adjourn was made at 10:40 a.m. and was passed unanimously.

Recorded by Xanthe Lewis