

ASSATEAGUE POINTE HOA MINUTES

November 8, 2025, | Meeting called to order by Keith at 9:00AM

Board Members in Attendance

President: Keith Shoff, Vice President: Missi Clark, Treasurer: Troy Purnell, Secretary: Joe Mosby, Recording Secretary: Xanthe Lewis

Property Manager's Report by Troy Purnell

Property Manager's Report:

- We have done the last of the grass cutting for the year. All the equipment will be assessed. I don't think we will need a new lawn mower this year, they are \$15,000. Usually we just replace motors and/or decks as needed.
 - The grounds crew is down to two guys, who will be on throughout the winter. This allows us to get a lot of the tree trimming and other projects done before the springtime.
 - Last year for the first time we had the fountain pulled out at the beginning of November. The fountains are serviced and stored until spring. Each fountain costs about \$3,000-\$5,000 per year in electric to run. This is a big cost savings and extends the life of the fountains. They will be removed again sometime this coming week.
 - We did two spots of erosion work this summer, where we graded the spots that aren't draining well, and putting them back to the original elevation. That worked very well. We are going through the list and doing the worst spots first. Also, we are repairing where the storm drains are failing at the grates. We have a proposal coming on how to repair the frontier town pipe from our side. Unfortunately, the new management at frontier town will not allow us to do the work from their side.
 - Road cracks were last done in 23'. It should not be as many as in years past. If it doesn't get done this fall, it will be completed next spring.
 - The laundry machines are running well. Please do not overfill them with detergent. You do not need to use more than you would for your machine at home. Do not put the pod detergent in the liquid detergent tray, place them in with your items. They do not dissolve in there and the plastic clogs the tray. Please leave the door open once you have completed your wash so the machines can air out. If the coins are jammed, please contact the office, do not continue to put coins in there.
 - Compared to last year the trash is down about 15% money wise, pulls, and tonnage. The small dumpsters are down to 2 pulls a week, and will go down to once a week soon, and won't go back up until May.
-

Treasurer's Report by Troy Purnell

Financial through September 2025:

- The income is over budget \$82,141, due to the \$74,750 transfer from the Reserve fund. This was for erosion control, snow plowing, a new fountain, and a new mower. Emergency services are now requiring us to plow all of the roads in Assateague Pointe when the snow accumulates. We are placing \$140,000 in the Reserve account each year in accordance with the Reserve Study recommendation required by the state. We have always had a Reserve, so we did not have to do special assessments for projects. Amenities are \$5,114 over budget, due to the purchase of the mower, but is offset by the Reserve transfer. The pool contract was under by \$5,018. Expenses are under budget by \$5,543, due to the contingency being under budget \$5,599. Maintenance is over budget \$55,975, mainly due to the erosion control, which is offset by the Reserve transfer. We did not do any special projects which saved \$18,000. Utilities are under budget \$7,512, mainly due to the electric being under budget. Overall, we are under budget \$33,844 as of the end of September.

- The payroll account has \$13,115 and \$422,000 in the Reserve account. We owe \$154,500 on the line of credit, which is used to pay the electric bills, and is paid down once the homeowners are billed and we receive their payments.
- 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.

Old Business

2026 Budget: It was proposed at the last meeting and posted on the website, the monthly dues will be raised from \$150 to \$160 per month. The budget needs to be amended to reflect the total amount of \$160 x 522 homes would equal \$83,520 per month. An updated copy will be posted on the website. We've not heard many comments and questions about it. The property management contract increased \$10,000 mostly due to office expenses. We received the pool contract for the next 3 years' rates, but we are still negotiating with the pool company on some final details. The pool contract was put out to bid, and we contacted several companies, and our current company is the only contract that came back. We are a semipublic pool, which means we are required to have lifeguards Memorial Day through Labor Day. After Labor Day we are allowed to be opened without a lifeguard as long as it's posted on the gates.

**Troy made a motion to pass the budget with the amendment for 2026; seconded by Missi. The motion passed unanimously.*

Increase in County Water Rates: Worcester County increased the water rates to \$196.50 per quarter. The board does not have anything to do with this. You are all customers of the county and can reach out. It is our understanding that it was a county wide increase, not just Assateague Pointe. The county was not collecting enough revenue to cover their administration and overhead costs with the increase in minimum wage. There is a generator at the first water station. The lift station is 35 years old and there are 2 sewer pumps in there and 1 need repaired. The rails were also corroded, so the generator is just a precaution.

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 biggest hurdle seems to be the 3ft separation between the structure and the steps. The association has no issues with the pergolas and gazebos. We have left that between the county and the homeowner.

Full-Time Residents: We received an email from Worcester County regarding occupancy. "Good morning, As we approach the off-season for the campground, I wanted to let you know that Worcester County will need to be notified when an occupant reaches the thresholds (30 consecutive, 60 aggregate) during the off season. If there are any questions or concerns, please reach out to me. Thank you, Jennifer." We have multiple ways we keep track of the occupancy with the cars in the driveway report, gate card swipes, and electric charges. The county can go a step further. They can check your water meters, tax records, and where your drivers license is registered. We will continue with the same process we have always done with sending violation in January. The county will receive a copy, and they will contact you after that. If you are not in compliance, please make arrangements to do so.

McGee Park Pergola or Pavillion: We are going to move the gazebo that's in the dog park up to McGee Park. That is not expensive, and we think it will get more use over there. We will add some benches in the dog park area.

Tree Trimming: We received a bid to trim the trees through the community, and it was \$10,000. Our ground crew will go through and trim any tree to give a 16ft of clearance up from the road. If you do not want us to trim your tree, please have it taken care of as soon as possible.

Phragmites Spraying: Phragmites are the tall reed grass you see over by the water. It is an invasive species. Every other year we have a licensed company come in and spray the phragmites. The chemicals are safe and spraying is permitted. It is done on Assateague Island as well.

New Business

Gate Software Update: The gate system we have had for 16 years, the software is not working. The company that makes the software is out of business. We are replacing the system and software. On your end, other than the new cards, the gate will function the same way. There will be a reader at the gate to swipe your card and a controller in the gate shack. The new software is a portal online which will allow us to log in from anywhere. Each homeowner will get 6 new gate cards. Those will be prepared into bags and ready for pick up by the owner. The owner can sign at the office or gate shack, and we will give those to you. If you would like additional past the 6 cards, you can purchase more. I recommend that you do not give cards out to family members, friends, previous homeowners, or contractors. You can leave additional cards at your home for your guests to use while they are here. That way anyone who is not an owner must sign in with us. All the details will be sent in an email blast in the next few weeks. Everything should be changed before the end of the year.

Metal Roofs: There was a formal request at the annual meeting to consider allowing metal roofs in the community. Over the last several months we have done a lot of research and spoken with local roofers, they were all in agreement that with the design of these homes, only the shingle-style metal roof would work. The flat metal, raised metal, and the corrugated seam metal no roofer has recommended. ECC approval is required for any roof replacement. The board will work with the ECC on adding specifications for the shingle-style metal roofs into our guidelines. Just like with asphalt roofs we will only be allowing certain colors. Unlike the asphalt shingles, Worcester County must approve the metal roof and will only do so with an engineering stamp. An engineering stamp can be approximately \$600, and the homeowner is responsible for that cost. We recommend you do your research and use a licensed and knowledgeable contractor.

**Missi made a motion to allow "Shingle-Style" metal roofs in Assateague Pointe; it was seconded by Joe. The motion passed unanimously.*

Proposal for New Gates (per MD Law) for both Pools: When you open the pool gates, they have closers because they have to spring shut behind you. If the gate gets open too far when the door snaps shut the clamp will break. The health department requires the gates spring close at all times. We have some proposals for other types of gates that will function better. Those will probably be installed before next year's pool opening.

New Street Sign & Stop Sign for Bay Watch: That has been ordered, and it should be here soon.

"Footprints" Report

Community News:

- Missi Clark has brought some milkweed seeds, and there are a few bags available at the office. Milkweed is food for monarch butterflies.

Committee Reports

ECC: George Akers- The ECC has inspected the exterior of every home, shed, property and most golf carts throughout the summer. Most property owners have kept their property clean, attractive and in good condition. Thank you to those who have done so! Unfortunately, there are a few property owners that have not been considerate of their neighbors and our community. For those property owners that did not comply with ECC standards, please be mindful that keeping your property in good condition benefits all of us. It is appreciated if every property owner has a legible house number on display. This is important because in the event of the need for emergency services, personnel can find the home. It also helps the ECC when doing inspections. It is a reminder to all homeowners that you will need ECC approval for anything significant that you add or change to

the exterior of your home. If you are not sure about your addition, change, replacement or repair, please check with the ECC or refer to the ECC guidelines located in the last section of the blue Assateague Pointe manual. This will enable you to stay in compliance with our guidelines. ECC forms and applications are available under communications located on our web site. When making changes, please include a detailed drawing and specifications with your application. This will help expedite your request. This includes HVAC systems because it is very important that the Assateague Pointe electrician can review the new system specifications before you proceed. It is also a good idea to check with the Worcester County zoning and permits office before proceeding with major projects. Their number is (410) 632-1200.

Storage Yard: Joyce Wetzel- Everything has gone well so far this year with the storage yard. I try to go through there once a week. Other than the weeds going crazy this year, everyone has been very cooperative. Thank you!

Entertainment: Vince & Lynn Luca- The volunteer party was attended by 56 people. The meal consisted of Caesar salad, steak with roasted vegetables, lasagna, vegetarian pasta, cannoli and chocolate chip cookies. Everyone that attended complemented on the meal and enjoyed the evening. The New Year's Eve flyer is posted and is our last event and closes the season for 2025. Thank you again for all you did for Lynn and I. We have discussed combining some events and we will mention our plan at the March meeting. The next meeting is scheduled for March 14, 2026, at 9AM.

Nature Conservatory: Mike & Kay Whaley- We have 15 bluebird houses that are stationed along the main route here. Also, the high top houses are for purple martins. Last year we got our first purple martin staying in them. We go around and check on them and clean them out when needed. For the new members when you are driving through don't be surprised if someone waves at you. It is just something we do here at Assateague Pointe.

Announcements

PLEASE CLEAN UP AFTER YOUR DOGS, THERE ARE 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

Don Reed Lot#201

Q: How much do we pay for the plow service for the year? Can we buy a plow and let the grounds crew take care of it? The homeowners that are having work done should have the contractors take the garbage out and not put it into our dumpsters. Why does the county not maintain our roads? The county should repair the hole on S. Longboat Way and move the machine into the easement on Assateague Way and not block someone's driveway.

- We have a few contractors that we contact as needed because some years we don't have snow. We don't have a 4-wheel drive vehicle to attach a plow to. The equipment would not be used enough to get our moneys worth.*
- The large dumpsters are there as a convenience to the homeowners. We do monitor that area and have cited many people for dumping things they shouldn't or placing items on the ground.*
- The roads are private, so it is our responsibility to maintain them.*
- We have called them multiple times regarding the hole on S. Longboat Way, and we can ask the county to move the machine. All of you are customers of the county and can call them as well.*

Buzz Shamer Lot#522

Q: Who reads the water meters? I was barely down this summer and my water bill was very high. Do you think the county will eventually close us for a few months of the year?

- a) *The water meters are monitored by the county. Although you each have a water meter that is operated by Worcester County, everyone pays the same flat rate regardless of your usage.*
- b) *No, we are a campground subdivision, and we are allowed to stay open all year.*

Joy Breidenstein Lot#352

Q: Can we try to get recycling cans here? What do we pay per dumpster? I have given animal control permission to come on my property to catch the cats.

- a) *We did have recycling cans years ago, and people were mostly putting trash in them, there is free recycling at Walmart.*
- b) *The 30-yard pulls are \$500 plus the tonnage.*
- c) *You can trap them and bring them to the humane society. We recommend you do not feed the cats if they are not your pet. There is a fine system set up for those who are doing that. A lot of them have already been caught and rehomed.*

Mike Whaley Lot#

C: I wanted to thank the board for keeping the grounds crew on and having the trees trimmed on the road by the mailbox.

Joyce Wetzel Lot#519

Q: I didn't know there was a fine for feeding the cats?

- a) *Yes, you can come to the office and fill out a complaint form. When you make a complaint, we do not tell who it came from, it stays anonymous.*

Alice Civitella Lot#

Q: Is there a way we can get readers for the swipe cards we are getting on the pool gates?

- a) *We can look into the cost of adding those. During covid we had to have a pool monitor and sign-in sheet.*

Laura Vest Lot#405

Q: Over the offseason, can we change the hours of the laundry room/Rec center, so we are not using as much electricity and having that additional expense?

- a) *During the winter they aren't using much electric. The washers and dryers only use electric when they are being used. Shortening the hours would not make any significant difference.*

Next Meeting

March 14, 2026, at 9:00 AM, at the Clubhouse.

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

Recorded by Xanthe Lewis