

# WHITE HORSE PARK COMMUNITY ASSOCIATION BOARD OF DIRECTORS' MEETING MINUTES

**-DRAFT-**

**February 25, 2023 Open Meeting.**



**Meeting Procedure:** – Meetings are recorded by the Secretary to be used / deleted upon completion of the Minutes. The Lot Owners' *Open Forum* is scheduled before any vote is taken by the Board. The Board reserves the right to add and remove vote items during the meeting, and Agenda items may be added by the Board during a pre-meeting work session.

**Call to Order 10:00am**

**Attendance:** - Live - 28 / Zoom - 52 / Total lots represented = 80

**Prior to the Pledge of Allegiance, Pat opened the floor to any new Homeowners who never attended a meeting before. Two Owners**

**Volunteered to introduce themselves. Lots #149 and #041.**

**Pledge of Allegiance**

**Introduction of Board Members:**

Pat Heath - President

Tammy Franklin - Vice President

Brian Fenstermacher - Treasurer

Jon Gilmore - Secretary

Terry Lenhart - General Member

**Approval of Minutes:** Motion made by Terry Lenhart to approve the October 22, 2022 Meeting Minutes, Seconded by Tammy Franklin. The October 22, 2022 Minutes were approved unanimously by the BOD and attending Members.

**Property Manager Report:** Janice Carr offered a presentation. Highlights: 1) Renovations to the Office and Guardhouse. 2) Walkway to the Clubhouse repairs is completed. 3) Clubhouse floors were cleaned and waxed. Old floor rugs / mats were replaced. 4) The large sign at the entrance of the Park was repaired and painted. 5) Road repairs are scheduled to start in March. 6) New signs for the updated Pool rules have been ordered. 7) The Pool's entrance gate needs a new design. 8) Purchasing a Handicap accessible chair for the pool is being researched. 9) More caulking is needed around the pool area. 10) The number of Washers and Dryers have been reduced to cut down on increased costs. The washer and dryer in the Office building has been removed. 11) The Pool contract and Lawn Service contract has been finalized. 12) Maintenance on water shutoff valves is ongoing. 13) Gino Neighoff volunteered to join the ECC Committee last year, and Beverly Valtos recently stepped up to help. Leroy Weinreich has been appointed "Chairperson" for the ECC, replacing Bonnie Stevens. 14) Bathhouse floors need to be repainted. 15) A tree planting project is planned for the perimeter of the pool.

**Treasurer Report:** By Brian: Catching up on the October, November, December, and January Financial reports were made available at the Meeting and on the website. For the meeting, Brian chose to focus on January and the more recent news and information associated with the Park's owners. The Treasurer Report highlighted the following items: 1) New P&L format. 2) Water & Sewer cost increase. 3) Misc projects were shared with relevant costs. 4) Income and expense data was shared. 5) As of January 31st there were 12 lots in Collections. 6) Prepayment of the pool contract resulted in a discount of \$2,188.00. 7) Reserves funds are invested in an assortment of CDs. \$13,000.00 is projected as interest for 2023. 8) Pat Heath communicated to all, a notice of hard work and long hours put in by Brian Fenstermacher and the new Accountant Gary Deutsch.

**Treasurer Report Approval:** A motion was made by Jon Gilmore to approve all Financial Reports to date, seconded by Terry Lenhart. Approval was unanimous by vote of the Board of Directors and attended Membership.

### **Committee Reports:**

**\*Marina Committee Members:** Phil Wood and Ted Pedzich. **Report by Phil:** Highlights: 1) Welcome to new Owners. 2) Slip owners should expect an email soon, covering the 2023 Season. 3) Announcement: Owners who are not current with their payment to the Park, will not be allowed to rent a slip or use the Boatyard. 4) Payment for Slips by March 15th is preferred. 5) A new Marina Flagpole is in the planning stage. Phil asked for help from anyone experienced in Aluminum vs Fiberglass Flagpoles. 6) Tree trimming (overhang) is planned along the back of the Boatyard. 7) The Marina season at the Park opens on April 15th.

**\*ECC Committee Members:** Leroy Weinreich (Chairperson), Craig Small, Susan Waskey, Leroy Weinreich, Eugene Neighoff, Beverly Valtos. **Report by Leroy:** 1) Annual ECC Owner Lot Inspections planned to start in June. 2) Follow up by Leroy was, "just keep your property looking nice."

**\*Clubhouse Committee Members:** Betty Michalak (Chairperson), Sandy Morgan, Julia Mummert, and Ginger Fromm. **Prepared report from Betty Michalak was read by Tammy Franklin :** Highlights: 1) Praise extended to Betty and everyone who helps with events and activities. 2) Many events and activities are planned for the 2023 season. 3) Debbie Roach & Family was mentioned for her volunteering spirit and Tammy reminded everyone that helpers are always needed and greatly appreciated.

**\*Beautification Committee Member:** Terri Koller (Chairperson). **Report by Pat Heath:** Highlights: 1) Help with decorating is always welcome and encouraged.

### **New Business / Announcements:**

**1) Amended Rules and Regulations (R&R):** Pat mentioned that voting for the amended R&R will take place following the Open Forum. Tammy covered the topic. Highlights: 1) The board has gone over the R&R many times, making changes. 2) Tammy covered several sections of the Rules and Regulations in detail, with a focus on Rentals; Owners who are behind on their WHP dues etc by 30 days, will not be allowed to rent their unit. 3) A late entry will be added and included in the Board's vote to follow the Open Forum. The Rules and Regulations are available on the Park's website; found on the Governing Documents webpage: <https://0483b67.rcomhost.com/gov-doc/>

**2) Resale Packet (book):** Pat informed everyone of the increase in cost for Owners who plan to sell their unit. The cost of the "Resale packet / booklet" will increase from \$150.00 to \$200.00. Pat explained a few examples to justify the increase.

**3) A/R Policy (accounts receivable):** Pat spoke on this topic. Highlights: 1) What started out as a (delinquency) balance due amount of \$49,000.00 is currently showing an amount of \$30,000.00. The first of the Owner quarterly statements had just been sent to all owners. 2) Those who are not paying their dues etc on time will be inconvenienced, including a possibility of having electric service turned off. 3) The A/R is available on the Park's website; Governing Documents webpage. 4) New, is the first of the following month's deadline for paying the quarterly electric invoice. 5) The cost of cable has not increased yet - the first payment due by April 1st. The first invoice for Cable will be sent in March and the remaining 2nd invoice will be sent in September. 6) Quarterly Reports (account statements) will be sent to all Owners. 7) Accounts will be sent to "Collections" once the delinquent amount reaches \$500.00. 8) Making payments on delinquent accounts will not be an option.

**4: 2023/2024 Proposed Budget:** The proposed Budget will be voted on at the March 2023 BOD Meeting. The proposed budget can be found on the WHP Website; Financials; Current Year Financial Reports. This topic was covered by Brian: Highlights: 1) Reserves increase was reported in detail. 2) Monthly assessment increase to start **April 1st**: There will be a \$1.00 increase in the monthly assessment for water & sewer; The new amount due for water & sewer services will be \$49.00 - \$10.00 increase in the monthly Association Dues. The new amount will be \$116.00. The combined total for the 2023/2024 monthly Association Dues will be \$165.00. 3) No increase in Cable has been reported (yet) by Medicom. 4) The Park's Accountant Gary Deutsch will take over all Bookkeeping tasks beginning on March 1st, 2023. 5) A new credit card reader / processor with a lower service fee is being used in the office. 6) lower Legal Fees. 7) Increase in Payroll. 8) Contact the Board for answers to any questions you might have on the proposed Budget.

**5: Payment Options:** Report by Brian: A printout of Payment options was provided at the Meeting No checks will be accepted in the office. Checks can still be mailed to Farmers Bank of Willards. Contact the Office for details.

**6. Washers and Dryers:** Report by Pat: The numbers of Washers and Dryers have been reduced in the Seahawk and Skipjack Bathhouses. The Washer and Dryer has been removed from the Office. The contract has changed from 5 years down to a 3 year contract.

**7. Change in BookKeep Service / System:** Report by Terry: Highlights: 1) The Board met with Accountant Gary Deutsch via a Zoom Work Session on February 17th. 2) For consolidation, Gary will remain to serve as the Park's Accountant, and also (starting March 1st), will also serve as the Park's Bookkeeper. 3) Various tasks provided by the Office and by Gary were mentioned in detail. 4) The Office will continue to field Owner's questions. 5) Mailing Newsletter via USPS will not be provided for anyone who uses email. 6) Election ballots will continue to be mailed USPS.

**8. 2023 BOD Election:** Topic covered by Pat: Highlights: 1) There will be 2 openings on the Board in June (2023). 2) Resumes must be received by the Secretary no later than May 10th. 3) Nominee introductions will take place at the May Board Meeting. 4) Pat is hopeful that Owners will be motivated to run for office and vote in this year's election.

#### **Old Business / Unfinished Business:**

**1: Occupancy compliance during the offseason:** Pat shared an update based on data gathered by security gate system activity. Monitoring of all gate activity begins on October 1st and ends on April 1st. As of January 31st there were 5 Owners who show to be in violation of the Occupancy rules. All 5 have been reported to the County. Worcester County does not share enforcement or penalty information with the office or the Board of Directors. The County is responsible for enforcement of the Occupancy Rules. Upon request, the office can share the Park's tracking details with Owners.

## Old Business / Unfinished Business (Continued):

**2. WHP Cookbook Project:** By Tammy: Highlights: 1) As an update, Tammy shared a brief summary of her 2022 Cookbook plan and hopes. 2) More recipes are needed. 3) Pat shared an idea to add a White Horse Park history section to the cookbook. (submissions will be accepted by all).

**3. ECC Volunteers Needed:** Topic was covered by Terry: Highlights: 1) The ECC is vital to the appearance and valuation of all property within the Community. 2) Plans are in the making for a Board Member to sit alongside of the ECC Committee - not as a manager, but as a liaison between the ECC, the Office, the BOD, and to help the Committee with problem solving, open communications, and decision making. The workload during annual inspections needs to be shared by others. Following the Meeting, Terry met with ECC Committee Chairperson Leroy Weinreich.

### \*Open Forum Rules:

\* Please be respectful.

\* Limit 'the floor' to no more than 3 minutes per "lot".

\* Use a microphone when speaking.

\* State name and lot number prior to speaking.

\* (Virtual Meeting): Posting on chat: Please wait to be instructed on when to post questions.

\* **Open Forum:** Member's Q&A session.

**Lot #438:** Q: Is the Reserve account being funded sufficiently?

A: The budget for reserves is based on a Reserve Study and a new Maryland Law.

**Lot #85...** Q: Why is the cost for storing a trailer in the boatyard more than storing a boat?

A: Phil Wood responded by telling that the Boatyard's purpose is to accommodate Boats, not storage trailers, which is supported by the Park's By-Law Amendment; March 1988. Hence, a higher fee is charged for storage trailers.

**Lot #71** A gentleman was given the floor. Discovery mid conversation showed that the Man was not an owner. He was asked to leave, which he did.

**Lot #130** Q: How many rental properties are there?

A: We know of 15 from 2022 records and suspect there will be more in 2023.

Q: Why does Family and Friends need to register when entering the Park?

A: We need to know who's in the Park.

Q: Who will vote on the Rental Rules?

A: It's an item for the Board to vote on.

Q: With all the issues with renters, are they documented?

A: Guard logs show all incidents.

**Lot #149:** Q: The point being made by the Owner was to ask if an owner could change rules so a person could opt out from the Park's Cable service.

A: That is not an option. The Cable contract offers service as an all inclusive bulk community package. If a person was allowed to opt out prior to the contract's termination, the Community would have to absorb the cost.

**Lot #** (Unidentified Owner) A: Can Wifi be contracted as a bulk service package.

Q: That has not been a consideration. WiFi is currently available on an individual basis via Mediacom.

**Lot #151:** Q: Is a Metal Roof Gazebo allowed?

A: The Board will meet with an ECC Member following the meeting and vote.

**\*Open Forum (continued):**

**Lot # 51:** Q: Would sending account statements every month to those in arrears be helpful?

A: That type and/or other types of notification is already happening.

**Lot #151** Q: Can the Common Ground area facing the St. Martin River be cleaned?

A: The Park Manager should be contacted for that issue. A clean up day could help.

**Lot #48:** Q: Can payments to Revopay be made by check?

A: Yes. Mail the Check to Farmers Bank of Willards (see website for details:  
P.O. Box 884 Willards, MD 21874)

Q: How do you know who's renting their unit?

A: The Office would have records in the Office.

**Virtual (Zoom) Open Forum:**

**Lot #371** Q: For those in arrears, why doesn't WHP allow the owner to rent their property but require 25% of your outstanding debt per rental week.

A: There's no interest in financing Owner dept.

Q: Can WHP contact the county to clean out the drainage ditch/culvert and the end of Beachamp.

A: The County takes no responsibility for that drainage ditch.

Q: Ask about offering a recyclable collection at WHP.

A: Locations for collection of recyclable materials were provided.

Q: Can a list for tree trimming be started?

A: A list has started. Contact the Office to get your name on the list.

Q: Does WHP get a tax break for being a Seasonal Park?

A: No. A tax break is not offered to WHP by Worcester County.

Q: Can WHP limit the amount of weeks that properties can be rented out to discourage these units from being investment properties?

A: WHP can only limit days during the Off Season; Oct. 1 - April 1.

**Lot #222** Q: Can trash be removed from the Pool area on a daily basis?

A: If it's not, it should be. Contact the office if there's a concern.

**Lot #222** Q: Could swipe-cards be installed on Bathhouses to extend hours of use?

A: That is deemed not possible at this time.

**Lot #372** Q: Owner ask if another lawn service could be considered - one that's agreeable to be responsible for damages to property?

A: Seeking a replacement by an Owner is allowed. Based on history, other have companies have demonstrated no interest in doing the work.

Q: Is it possible to have the same Gate Card restrictions for those who are violation of the occupancy rules, like the ones who are behind in their payments?

A: Yes. Owners who are in violation already have their Gate Cards deactivated.

**Lot #51:** Q: Would sending account statements every month to those in arrears be helpful?

A: That type and/or other types of notification is already happening.

**Lot #196** Q: Would it be possible to give the homeowners more than 24 hours advance notice to review important updates such as the 2023 Rules & Regulations?

A: Yes. Unfortunately the Board's cycles of "Review, Edit, and Approval" conflicted with the ratified deadline for voting at the February BOD Meeting.

Q: Could "quiet time: hours of 11:00 p.m. to 8:00 a.m. be changed to end at 7:00am?

A: There are no plans to adjust the quiet time hours.

**Lot # (No ID)** Q: Seeking consideration for extending curfew hours (9pm) for children under age 13 if walking home from the pool?

A: Thought on this is that loitering was the basis for creating that rule.

## Virtual (Zoom) Open Forum Continued:

- Lot #51** Q & A: Sending monthly statements vs quarterly has already been mentioned.  
Q: Will Owner account statements be emailed and mailed usps?  
A: The only Owners who will receive statements via usps are those who do not have an email address on file with the Park.
- Lot #170** Q: Re. Selling of Units, "owners must provide the office with a copy of signed sales contract - is that a new rule / what is the purpose?  
A: Not a new rule. Office needs advance information of all kinds prior to settlement.
- Lot #379 & #180** Q: Would the Board delay voting on the Rules & Regulations?  
A: Voting will take place today. For additional questions, contact the Board via the Park's website or stop by the office.
- Lot #190** Q: Owner is concerned about the loss of Laundry service in the Office.  
A: As discussed at the meeting, adjustments to the number of machines was done as a cost savings measure. The Office has other needs for the space.
- Lot #254** Q: Asked about cleaning out the ditch at the entrance of the Park.  
A: The County takes no responsibility for that, and prior attempts for a long term solutions have failed. Tidal fluctuations complicate the situation.
- Lot #408** Q: We have always sent checks to Farmers bank. Is the only option to paying bills at this time to pay on the Revo Pay app?  
A: No. You may still send your checks to Farmers Bank of Willards.
- Lot #46** Q: Has the board considered placing a lien on a home that owes money to the Park.  
A: That is an option and a few accounts are nearing that consequence.
- Lot #190** Q: What are people supposed to do when bathhouses are closed?  
A: People will need to use their own bathroom or laundry or wait until the bathhouses open.
- 12:42pm** **Invitation:** Pat opened the floor to anyone who would like to discuss or had an objection to the 2023 Amended Rules & Regulations - Note: No comments from the attending Membership.

**Board Vote on open issues:** At 12:34pm Pat made a motion to vote on the 2023 Amended Rules and Regulations. Motion made by Jon Gilmore; Seconded by Terry Lenhart. The 2023 Amended Rules and Regulations were accepted and approved unanimously by the White Horse Park Board of Directors.

**Motion to adjourn** was called by Pat; Motion made by Jon and Seconded by Tammy Franklin; The meeting was adjourned at 12:44pm by majority vote.

**Minutes (Draft) submitted by Secretary: Jon Gilmore 03/02/2022**

*Jon D Gilmore*