

WHITE HORSE PARK COMMUNITY ASSOCIATION  
BOARD OF DIRECTORS' MEETING MINUTES

[DRAFT]

March 22, 2025 – 10:00 AM



**Meeting Procedure:** This is an **Owner's Only** Meeting.

Meetings are recorded by the Secretary to be used / deleted upon completion of the Minutes. The Open Forum is scheduled prior to any vote 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 any pre-meeting work session.

**Call to Order: 10:00 am**

**Attendance: - Live - 28 / Zoom - 30 / Total lots represented = 58**

**Pledge of Allegiance:**

**Introduction of Board Members:**

Tammy Franklin - President

Valerie Clark - Vice President/Treasurer

Terry Lenhart - Secretary

John McKinney - General Member

Michelle Flory – General Member

**Approval of Minutes:** Motion made by Valerie Clark to approve the October 26, 2024 Meeting Minutes, Seconded by John McKinney. The Minutes were approved unanimously by the BOD and Members.

**Property Manager Report:** By Janice Carr Highlights: (1) Janice gave update on cold winter and pipes breaking in the park. Reminders to winterize were in the newsletters. 2) She gave update on projects that were completed, weather permitting. 3) Janice touched on Gazebo situation, county did rule that we can have them in park but with many stipulations. Those rules were available at the meeting, and on website. Permit from both county, and ECC required, along with property survey. 4) She stated that speed bump was damaged by snow plow and will be replaced. 5) Janice mentioned the new cottages placed in the park by Oakwood, and that another source may be available in the future by Lee Williams. No decisions as of yet. 6) Marina and Skipjack bath house will be de-winterized by April 11<sup>th</sup>, all repairs should be completed by then. 7) Payments due for boat slips by April 1, 2025, stickers by June 1, 2025. Can be paid in office. 8) Janice explained new program for all homeowners, Method, which you can access your personal account any time. 9) She mentioned new fiscal year payment schedule, which will go into effect by this meeting once budget is voted and accepted. It was available at meeting. 10) Janice mentioned picking up after your dog within the park. Waste bags are available. 11) She also stated that during the winter, Mediacom was in and completed setting up cable boxes, if not working call the office. 12) Roll off dumpster is there for homeowners only, contractors must remove all of their waste materials. More dumpsters will come out as time goes on. Small dumpsters are only for household trash.

**Treasurer's Report:** Treasurer Valerie Clark read from the October, November, December 2024, along with January and February 2025 Financial Commentaries. All Financial reports are available on the Park's Website, here: <https://whpca.org/financials/> . Valerie gave brief summary of October through January Commentaries. Beginning in October, she stated that the net operating income of \$47,345 was over budget. Reserve fund balances totaled \$343,250 and the Marina Reserve fund balance totaled \$216,419. November had a net operating income of \$11,745 over budget. Total reserve contributions year-to-date were \$85,777, balance was \$347,321 and Marina balance was \$220,419. December had a net operating income of \$13,120 over budget. Reserve balance was \$354,191, and Marina balance was \$224,419, total reserve contributions this fiscal year-to-date were \$96,647. January 2025 showed a net operating income of \$2,737 over budget, Reserve fund balances totaled \$361,300, Marina balance was \$228,419, total contributions this fiscal year-to-date were \$107,756. February showed the year-to-date gross income was \$1,394,307, while the actual gross income was \$1,399,417, resulting in \$5,110 over budget. Year-to-date budgeted expenses were \$1,406,536, but actual expenses were \$1,400,927, resulting in \$5,609 less than budget. This results in a net operating income of \$10,719 over budget. Total delinquent accounts receivable (not including bankruptcy) increased from \$8,775 to \$14,147. There were five accounts in collections. The Reserve balance was \$358,874 and Marina reserve was \$232,419. Total reserve contributions this fiscal year-to-date were \$118,330. Through the end of the month, \$64,245 in reserve funds were used this fiscal year to maintain the community property.

**Treasurer's Report Approval:** A motion was made by Terry Lenhart to approve the October, November, December 2024 along with January and February 2025 Treasurers reports, seconded by Michelle Flory. Approval was unanimous by vote of the Board of Directors.

### **Committee Reports:**

**\*Marina Committee Members: Phil Wood and Ted Pedzich.** Phil Wood was not present. John McKinney stated that April 15<sup>th</sup> will be opening day at Marina, slips must be paid by April 1<sup>st</sup>. Large waiting list for slips. He stated all marina fees have gone up. Please let Phil know if you still want slips due to waiting list. John mentioned they will be looking into Kayak launching ramp in future, along with adding kayak racks. Replacement boards on docks have been addressed.

**\*ECC Committee Members: Leroy Weinreich (Chairperson), Craig Small, Susan Waskey, Eugene Neighoff.** Leroy Weinreich gave a short report, he stated ECC will begin inspections in May, stated that park looks good. Reminded that if anything is done outside, ECC permit is required.

**\*Clubhouse Committee Members: Lynn Redding (Chairperson), Betty Michalak.** Lynn Redding has many events planned, once more asked for volunteers. She will be finalizing event calendar on website in next few weeks. She invited members to join her Saturday evening at Don's Chop House. She reminded that Sunday, 9 to 11 AM there would be coffee and donuts. Lynn acknowledged that Betty and Walt Michalak will once again host ice cream socials this year.

### **New Business / Announcements**

\* Valerie explained the new Reserve Study, that must be performed every 5 years, or within 3 years. A new one is now under way. The site visit was planned for that following Monday. This determines when infrastructure, equipment, etc, should be replaced or maintained. They are provided with information regarding anything that has been already done from 2020 through 2025. It is responsibility of BOD to use that money properly. The reserve fund is for this purpose, not to just stockpile money. She stated as we are a not for profit organization, all monies collected are taxable, thus must be used for repair purposes. She encouraged questions at end. Tammy also commented on the actual reserve study calendar, pointing out that the study was required by Maryland state law.

\* Tammy went into detail explaining why the Reserve Study amendment was proposed to require future BOD's to conduct these studies, and to use them. The second amendment proposed was a result of common ground being deeded by easements to homeowners in the past. This will prohibit that if passed. Special meetings would be required to circumvent.

\* Terry then reviewed the quorum process that is in our bylaws for voting both for new elected BOD members at the annual meeting, and the separate quorum process for voting also at the annual meeting on amendments. A question was asked by a homeowner why there were two separate requirements, and the secretary responded that he did not have a definitive answer, but it is part of the bylaws. Tammy interjected that new amendments do not necessarily need to be passed, it is up to homeowners. Valerie reminded that declaration changes require 2/3 vote by all homeowners which is very difficult.

\* Valerie explained the new Annual budget. She stated that it had been posted on the website. Budget was developed with an average 3% increase for inflation. Water and sewer had gone up \$2.00 per home, and it had to be passed along. Actual dues increased \$5.00. If there is large overage this year, it may be possible for no increase next fiscal year.

\* John explained the county requirements regarding gazebo's. He explained the county had agreed to permit gazebo's but it is required to obtain a county permit first, and they are now requiring an updated property survey. If you have current survey, any and all changes on your property must be noted and approved. There must be a 3 foot separation between any and all buildings. Must have 2 parking spots to be approved. County will come out once gazebo or shed has been placed. ECC will then give permit. County will also be looking for personal property off of common ground.

\* Terry gave update on upcoming BOD election, there are currently 2 positions for BOD seats this year. Election will be held at the annual meeting, June 28, 2025 at Ocean Pines Community Center. He stated that anyone wishing to run can contact the office, in writing, sending resume/bio/picture to the BOD secretary through the office 45 days prior to election, not later than May 14, 2025 by the end of business day which is 4PM. He explained the election protocol, and reminded that member must be in good standing to qualify, which includes being up to date with all WHP invoices. Candidates are encouraged to attend the May 24, 2025 open meeting to introduce themselves, and resumes will be posted in advance on the website, and in newsletters prior to election. Ballots will be mailed out to each homeowner.

\* Michelle explained the new in-person meeting schedule, March, May, June, and September this current year.

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

\* John gave a Compliance Project update. He stated that the BOD had started this prior to the County mandating personal property off of common ground. After the annual meeting, compliance will become mandatory and gave list of what is included to be removed. A committee will be formed to check out properties, report back to BOD, it will not be a responsibility of the ECC. Any questions regarding this can be addressed back to BOD via email. After inspection, a re inspection will take place. Tammy also responded that the BOD is not looking to create stress, we are willing to work with homeowners. The BOD will be sending out letters for those who are not in compliance. The Compliance Committee will be disbanded once everything is complete.

\* Terry issued reminder regarding family and friends visiting homeowners in the park. It is a requirement that anyone visiting homeowners in park must check in with the office, or guard during off hours to give names and plate numbers, as this is a gated community and we all need to know who is in the park at all times to keep properties safe. Tammy stated one time check in required, and letting friends in by the back gate is prohibited.

\* Valerie gave membership update on gate counts. She stated that due to county issues in the past, the county is given gate counts and sign in sheets on any homeowners during off season that exceed the 60 day aggregate. She stated that this season we had 5 lots exceed that amount. The homeowners names are then sent to the county, the BOD does not know what happens after that. Fines are sent by county. Our office also turns off gate card for that homeowner. We can not keep

homeowners from their property. At that point that person must sign in. Fines do increase by the county. The BOD did investigate replacing gate card system and the cost was prohibitive, along with requiring all new gate cards for all 465 homeowners. There would also be problems exiting park without a gate card. It was decided not to pursue. Only owners that go over limit are reported to county. Lot #326 Don Bauer asked what requirement from the county mandates gate counts, Valerie stated none, and homeowner suggested to stop. Valerie reminded that a verbal agreement was issued by prior BOD. We are trying to enhance our relationship with county at this point. Terry suggested at this point that the meeting should regain control, all comments should be limited to open forum after all business is concluded due to his ability to take minutes during this meeting listing names and lot numbers.

\* Valerie gave update on Mediacom. The 5 year contract will expire this year. Prices can not be guaranteed due to service fees, broadcast fees, etc. Some homeowners have asked about internet, and she stated it is either an all, or nothing with a bulk contract. Negotiations are ongoing at this point. When all options are firmed up, the BOD will be sending out email blast for homeowners OPINION on what they would like to have. The BOD must make decision by June 1<sup>st</sup> whether to continue, or end bulk all together. She stated the BOD has decided we will not enter another 5 year contract but will only go one year at a time. More info to follow shortly. Valerie also added if you wish to have internet, the modem is no charge from Mediacom, but owner is responsible for any wiring inside your home.

\* Tammy reminded once more that the park is always in need of volunteers. Please contact us.

#### **\*Open Forum Rules:**

\* Please be respectful.

\*The Board reserves the right to utilize a time limit.

\* Use a microphone when speaking.

\* State name and lot number prior to speaking.

\* Virtual (Zoom) Meeting: Use "chat" for questions. Please wait to be instructed on when to post your questions and comments.

#### **\* Open Forum:**

Lot #80 Bonnie Harnly asked if our park is an official HOA or not? Tammy responded that she did not think we were, but must abide by all the laws. The state Attorney General states no. Bonnie asked if that was ever considered, and Valerie stated we will get back to her.

Lot #399 Karen Link questioned meeting schedule, why we are not having each month. Tammy responded that there was not that much to report each month, and some homeowners asked for less. Other communities have less. March was decided as BOD must vote on budget, May so members may present themselves for election, June due to Annual meeting and election, September for season end. Any homeowner which wishes special meeting, bylaws provide for that. Tammy's hope is that with less meetings, more homeowners may wish to join BOD. Karen also asked why copies of financial info were not provided, and Valerie stated that last year the BOD decided to reduce paper cost, all available on the website or available in the office.

\* Lot #260 Myra Ebaugh asked if the only cable available was Mediacom, and Valerie stated that is correct.

#### **\* Virtual (Zoom) Open Forum: Lot number will be required for questions,**

\* Lot #127 Kevin Johnston reminded everyone to use common walkways instead of through his property. Tammy stated to please use common ground walkways.

\* Lot #280 Kevin Dunn asked if any research had been done to make WHP a year round community, and how difficult would that to change? Tammy stated that this is a county issue, there are only 2 seasonal in the county. Michelle stated that all infrastructure would all have to be changed, and would be cost prohibitive. Terry stated that the roads do not conform to the current width guidelines per county, and that may be impossible due to the way the park was set up.

\* Lot 117 Edwin Canales stated he wished that the cable would be paid for by each owner, as his family does not use this. Tammy responded the BOD will make decision based on feedback from the homeowners, please watch for upcoming email.

\* Lot # 51 Ray Blakeney asked will there be a spring clean up this year. Tammy stated that this will be considered for April or May.

\* **Board Vote on Open Issues:** A motion was made by Terry Lenhart to approve the 2025/2026 WHP Budget to adopt as presented, it was seconded by Valerie Clark. The vote was approved and adopted unanimously by the full Board of Directors.

\* **Motion to Adjourn:** Following Tammy's call, John McKinney made a motion to adjourn, seconded by Valerie Clark. Meeting was adjourned at 11:50 AM

Submitted by Secretary Terry Lenhart 03/29/2025

*Terry L. Lenhart*