

HOA Meeting Minutes: 2019 Estates at Dove Run HOA Meeting (12/05/19) MOT Senior Center

1) Greetings/Introduction: Presenter, Rich Green

- Commenced meeting at approximately 7:09 pm
- Introduced Board Members in Attendance: Bill Wolff, Vice-President and Architectural Review Committee Chairperson, Michael Pinkston, Board Member/Architectural Review, and Rich Green, President
- Purpose of the HOA Meeting is to appoint the Board Members to serve during calendar year 2020, to provide an update of the HOA's activities/issues for 2019, and to answer questions upon the conclusion of the agenda topics.

2) Financial Status for 2019: Presenter, Rich Green

- Provided a brief overview of the HOA's financial activities during calendar year 2019, as noted below:

2019 Budget Status				
Beginning Cash Balance		\$4,371		
Collection of HOA Dues		\$18,032		
Total Available		\$22,403		
(Less) Total Expenditures		\$16,908		
Current Cash Balance		\$5,495		
Budget and Actual Expenditures - 2019		Budget	Actual	Variance %
Landscaping		\$12,000	\$12,288	-2.40%
Administrative		\$2,000	\$2,121	-6.05%
Liability Insurance		\$1,500	\$1,479	1.40%
Court/Collection Fees		\$1,500	\$1,020	32.00%
Total Expenditures		\$17,000	\$16,908	0.54%

- Collected HOA dues from approximately 97% of the (298) lot owners.
- Landscaping represented approximately 75% of the actual expenditures and covered mowing, mulching, weeding and planting all areas to include the main entrance and three cul-de-sacs.
- Administrative expenses include supplies, website maintenance and mailing. Mailing expenses (via the services of the UPS Store) represent most of the administrative expenses; the HOA sends approximately four mailings throughout the year.
- Liability consists of personal (Board Officers) and property insurance. Property portion covers the monuments and plantings at the main entrance.

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- HOA uses the services of JP Court to pursue collections against delinquent accounts. The Court charges approximately \$35 per case, which the HOA accesses against the delinquent lot owner(s).
- Actual expenditures were approximately \$100 less than the budgeted expenditures. The overall budget variance is 0.54%.

3) Architectural Review Committee Update (ARC): Presenter, Bill Wolf

- Bill provided an overview of the 2019 ARC Report, as indicated below:



ARC Mission Statement:

The Architectural Review Committee (ARC) is comprised of volunteer residents serving on behalf of the HOA Board and all Dove Run homeowners. The Mission of the ARC is to accept, review, and vote on proposed changes ensuring they are following the deed restrictions. The goal of the ARC is to assist in maintaining the high quality and consistency of the aesthetic beauty and design of the homes within the Estates at Dove Run.

Applications Approved

The ARC approved **6** applications in 2019 which were 5 less than in 2018.

- 1 Shed
- 1 Patio
- 1 Pool
- 2 Fences
- 1 Generator

Violations:

Mike Pinkston who joined the HOA Board and ARC since year had written numerous violation letters for the complaints we received regarding rising number of violations, mostly basketball goals. One homeowner continued to leave his construction trailer in the street. Another homeowner continued to leave his boat in their yard. After escalating both situations, with multiple letters and then certified letters, threatened fines, court costs the owners finally complied. Moving forward we recently updated our fine structures to \$75 for those who have disregarded the postal mailed fine letters to better cover the cost of multiple mailings and certified letters to streamline the process quicker to resolution.

Middletown Police – CALEA Certified

There are no trends or issues in Dove Run at this time. There has been a vehicle stolen from a driveway in Mallard Way. Use your inside and outside lights, close your garage door and lock your doors to both house and vehicles. Remove packages from your porches as soon as you can. MPD has recently been given online access to Amazon/Ring doorbell online video databases to better assist investigations.

Foreclosed Home: 723 Wood Duck

Good News: Last Year we reported on a foreclosed home with open windows and doors open taking on water and damage inside. We worked to contact the bank asking for help to save the home from more damage. Last year, someone purchased the home for \$252K and totally rehabilitated the home inside and out and it just sold for \$454K at the end of October. This is great news for the value of our homes!

ARC Members:

Bill Wolff
Mike Pinkston

- Lot owners are encouraged to report deed restriction violations to the ARC; in addition, certain complaints (such as unauthorized vehicles parked on public streets) can be reported to the Middletown Police.
- A \$75.00 fine will be assessed against those who refuse to correct deed restriction infractions in a timely manner.

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- Bill provided crime prevention tips (i.e. locking car/home doors locked and watching for suspicious vehicles). Bill encouraged homeowners to contact the Police, if they see any suspicious activity.
- Question: Are crime tips sent to homeowner?
Response: Bill posts crime tips, community events, on the Estates at Dove Run Facebook page.
- Rich encouraged homeowners to report deed restriction activity to the HOA, as the board/committee members may not be aware of certain infractions.

4) Election Results: Presenter, Rich Green

Total 19 votes; 13 proxies; 6 ballots submitted at meeting.

- Candidates Frank Fidelman, Rich Green, Michael Pinkston and Bill Wolff have been nominated and are deemed Elected by Acclamation, as there are no opposing candidates. According to the HOA's Bylaws, a maximum of eight homeowners are permitted to serve as board members. The nominated/elected candidates will serve a one-year term, ending 12/31/20, upon a regularly scheduled election.

5) General Discussions and Questions (Main Areas of Discussion)

- One homeowner expressed concern about trampolines causing property damage as a result of gusty winds. General discussion was held about a specific homeowner who has a trampoline in their yard.
Response: Trampolines are against the deed restrictions. The HOA will send a Violation Letter to the owner in question.
- A general discussion was held regarding vegetable gardens.
Response: Vegetable gardens are against the deed restrictions.
- Question: If you have a blinking streetlight, do you go online to get it rectified?
Response: Bill affirmed that you can submit a repair request, via Middletown's website - Public Streets department.
- Rich mentioned about Middletown's noise ordinance. You can call a non-emergency number with Middletown police.
- Question: Attendee asked if the HOA plans to resume its annual yard sales.
Response: Bill indicated that the HOA has no immediate plans to conduct a community yard sale; however, this does not preclude anyone from having their own yard sale. Bill will be glad to post the event on the HOA's Facebook page. But the owner must handle their own marketing.

Meeting adjourned at approximately 7:45 PM