

**Meeting Minutes: Estates at Dove Run Virtual Zoom Meeting – December 15, 2022**

The meeting started at approximately 7:00 pm.

**1) Greetings/Introduction: Presenter, Rich Green**

- o Welcomed the (3) attendees and introduced the board members: Bill Wolff, Vice-President/Architectural Review Committee Chairperson, and Rich Green, President

**2) Financial Status for 2022: Presenter, Rich Green**

- o Rich provided a brief overview of the HOA’s financial activities during calendar year 2022, as illustrated and noted below:

<b>Calendar Year 2022: Financial Status</b>				
Beginning Cash Balance		\$6,189		
Collection of HOA Dues (98% Collection Rate)		\$19,236		
Total Available		\$25,425		
(Less) Actual Expenditures		\$18,834		
Ending/Current Cash Balance		\$6,591		
<b>Comparison: Budget and Actual Expenditures for 2022</b>				
		<b>Actual</b>	<b>Budget</b>	<b>Variance %</b>
Landscaping		\$14,619	\$13,500	8.29%
Administrative		\$2,828	\$4,000	-29.30%
Liability Insurance		\$1,387	\$1,500	-7.53%
Court/Collection Fees		\$0	\$500	
<b>Total Expenditures</b>		<b>\$18,834</b>	<b>\$19,500</b>	<b>-3.42%</b>

- o Collected HOA dues from approximately 98% of the (298) lot owners.
- o Landscaping represented approximately 78% of the actual expenditures and covered mowing, mulching and planting. Emphasis has been placed on the main entrance and the three cul-de-sacs.
- o Administrative expenses mainly include website maintenance and mailing services (via the UPS Store). The HOA sends approximately four mailings during the year.
- o Liability consists of personal (Board Officers) and property insurance to cover the monuments and plantings at the main entrance.
- o HOA files petitions in JP Court for unpaid assessments. The Court charges approximately \$40 per filing, the fees of which are withdrawn from our (Court) account. For 2022, the HOA had enough funds to cover the Court fees; therefore, we did not have replenish the account. Delinquent lot owners are ultimately liable for payment of the HOA dues and associated Court fees.
- o Total expenditures were 3% less than the budgeted amounts.

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

- Bill provided an overview of the activities of the ARC during calendar year 2022; this information is also included in the annual ARC report.
- The ARC approved 6 applications in 2022:
  - 1 Patio/Deck
  - 1 Pool (in-ground)
  - 1 Fence
  - 2 Roofs
  - 1 Multi Window Replacement
- The ARC has sent violation letters to address the complaints received during the year:
  - Basketball Goals
  - Trailers, Boats, Commercial Vehicles
  - Intex Pools
- Rich encouraged lot owners to report deed restriction violations to the ARC. Your information will not be disclosed. In addition, certain complaints (such as unauthorized vehicles parked on public streets) can be reported to the Middletown Police.

**Town and/or Developer Proposed Changes impacting Our Neighborhood**

- On November 18, 2021, the Middletown Planning and Zoning commission had a proposal from a developer to build 192 Apartments in Dove Run Shopping Center along Dove Run Blvd adjacent (to Friendly's) to our development which would have increased vehicle count in our town by 384 vehicles. Many saw this as a huge negative impact to our development as well as more traffic to an already over congested community. We posted this information on our Facebook Page <https://www.facebook.com/doverunhoa> and there was a huge turn out by our community to voice opposition to the proposed changes. Because of this, the proposal stalled and was not moved forward to Town Council to vote on rezoning from commercial to residential. Lot owners are encouraged to be active in the community, to protect our interests in our development and town.

**4) Election Results: Presenter, Rich Green**

- The HOA received nine ballots, with the current board members receiving at least eight of the nine votes cast. No new candidates expressed interest in joining the board. Candidates Bill Wolff and Rich Green 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 12/31/23, upon a regularly scheduled election.

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

Question #1: Why do we have to go through board elections formally?

Response: Encouraged by our attorney to hold board elections for the record.

Question #2: In response to a prior complaint, Rich asked Bill about the status of the dimly lit main (Brickmill) entrance. Specifically, Rich asked if Middletown could place reflectors at the median along the Brickmill entrance.

Response: Bill said he would ask Middletown to address the situation. Bill encouraged homeowners to contact Middletown (302-378-2711), to request repair of inoperative streetlights.

Question #3: How come few people attend the meetings?

Response: Rich indicated that, unless there are any “pressing” issues, most people bother attending the annual meetings. Rich added that, according to our web tracker (between 200 and 300 views), many lot owners have read our meeting minutes. Thus, many have kept abreast of current developments.

Question#4: Homeowner asked what is the max to serve on the board?

Response: A maximum of eight lot owners are allowed to serve during each (one-year) term.

**Meeting adjourned at approximately 7:39 PM**