

Meeting Minutes: Estates at Dove Run Virtual Zoom Meeting – December 12, 2023

The meeting started at approximately 7:05 pm.

1) Greetings/Introduction: Presenter, Rich Green

- o Welcomed the (6) attendees and introduced the board members: Bill Wolff, Vice-President, and Rich Green, President

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

- o Bill provided an overview of the activities of the ARC for the current year. Please refer to the ARC Report for additional information. Report will be posted on website (i.e. Middletown approval process for permits).
- o Rich encouraged lot owners to report deed restriction issues to the board, as we may be unaware of certain deed restriction issues. We will respond to and enforce all violations that have been brought to our attention; your inquiries will be kept confidential. In addition, lot owners can report certain complaints directly to the Middletown Police (such as unauthorized vehicles parked on public streets).

3) Review of Expenditures: Presenter, Rich Green

- o Rich provided a brief overview of the HOA’s financial activities during calendar year 2023, as illustrated and discussed below:

Calendar Year 2023: Cash Balance			
Beginning Cash Balance		\$6,717	
Collection of HOA Dues (98% Collection Rate)		\$20,602	
Total Available		\$27,319	
(Less) Actual Expenditures		\$19,570	
Ending/Current Cash Balance		\$7,749	
Comparison: Budget and Actual Expenditures for 2023			
	Actual	Budget	Variance %
Landscaping (Mulching, Planting and Mowing)	\$14,222	\$14,500	-1.92%
Administrative	\$2,957	\$4,500	-34.29%
Liability Insurance	\$1,391	\$1,500	-7.27%
Court Filing Fees (Delinquent Accounts)	\$1,000	\$500	100.00%
Total Expenditures	\$19,570	\$21,000	-6.81%
Brickmill Entrance: Median and Monument Areas			
	\$11,452		
Cul-de-Sacs: Wood Duck, Autumn, Bucktail			
	\$2,770		
Landscaping	\$14,222		
Postage/Mailing (UPS Store, Mailbox Rental)			
	\$2,242		
Website Maintenance			
	\$518		
Misc. (Corporation Tax, Bank Fees)			
	\$197		
Administrative Expenses	\$2,957		

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- Collected HOA dues from approximately 98% of the (298) lot owners.
- Landscaping represented about 73% of the total expenditures and included the following areas:

<p>Brickmill Entrance: Mulching, Seasonal Planting, Trimming and Mowing Cul-de-Sacs: Mowing</p>

- Administrative expenses mainly include website maintenance and mailing services (via the UPS Store). The HOA sends approximately four mailings during the year.
- Liability consists of personal (Board Officers) and property insurance to cover the monuments and plantings at the Brickmill entrance.
- HOA files petitions in JP Court (approximately 35 per year) for unpaid assessments. The Court charges approximately \$40 per filing. Most of the delinquent lot owners eventually pay the assessment and the associated Court fees.
- Our total expenditure total was about 7% less than the budgeted amount.

4) Acknowledgement of Board Members for Calendar Year 2024: Presenter, Rich Green

- No new candidates have expressed interest in joining the board. Therefore, current board members Bill Wolff and Rich Green have been nominated and deemed Elected by Acclamation, as there are no opposing candidates. The current board members will serve another one-year term.

5) Open Discussions and Questions

Questions sent prior to meeting:

Question #1: A streetlight near Drake Dr and Wood Duck on the 300 block of Drake side. It is very dark, and people engage in illicit activities (aka, smoking marijuana).

Response: The Town of Middletown handles streetlights. As it relates to public safety/nuisance issues, lot owners should contact the Middletown Police Department (MPD), via their non-emergency number (302-573-2000). Based on prior dealings with the MPD, they have been very responsive in handling public safety/nuisance issues. Note: The HOA will not contact the MPD on behalf of the lot owner.

Question #2: Speed bumps or some type of deterrence for the traffic on Drake Drive, to minimize speeding.

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Response: The Town of Middletown owns/operates Dove Run Blvd. In the past, Board Member Bill Wolff and a former resident (who formerly served on the public safety commission) had brought this issue to their attention. Unfortunately, Middletown has refused to install speed bumps, citing public safety reasons.

Question #3: Signs for no soliciting. The abundance of contractors that knock on my door is insane.

Response: Unfortunately, solicitation is permitted, per state law. The board is open to purchasing/placing no solicitation signs near the Brickmill entrance. Ideally, the signs can serve as a deterrent, but we are powerless to stop anyone from soliciting.

Questions/Comments from Attendees:

Comment: Homeowner thanked the board for doing a wonderful job and presenting a thorough budget document.

Response: Thanks!

Question(s): What are the rules for people growing fruit or vegetable gardens? And rules for garbage can left in front of house – does not look good.

Response: It is against our deed restrictions (vegetable gardens). For violation reporting, please provide the address, the issue and a picture (if possible) of the violation. And the HOA will send a violation letter to the applicable homeowner.

Regarding trash receptacles, Rich said he will post a reminder on the website, in accordance with Section 6 of our Declaration of Deed Restrictions. Basically, trash receptacles should not be placed in public areas prior to 24 hours of pickup. Further, trash receptacles should be removed by the residents on the same day that the trash has been collected. This is also in accordance with the Town of Middletown's Ordinances.

Rich adjourned the meeting by thanking the attendees for their participation and kind remarks.

Meeting adjourned at approximately 7:38 PM