

Meeting Minutes: Estates at Dove Run Virtual Zoom Meeting – December 18, 2025

The meeting started at approximately 7:04 pm.

1) Greetings/Introduction (Rich Green)

- o Rich welcomed the attendees (approximately 12) and identified the HOA board members: Rich Green, President, Bill Wolff, Vice-President

2) Architectural Review Committee Update/Deed Restrictions (Bill Wolff)

- o The ARC approved 14 project applications this year.
- o Major approvals included solar panels, sheds, pavers, window replacements, and fence upgrades.
- o Lot owners are strongly encouraged to report any deed restriction issues to the Board.
- o The Board will respond to all inquiries and address every violation brought to our attention.
- o All reports are handled on a confidential basis.

3) Public Safety/Nuisance Issues, Exterior Projects (Rich Green)

- o For concerns such as unauthorized parked vehicles, noise disturbances, or traffic violations, residents should contact the Middletown Police Department (MPD) at 302-573-2800.
- o Reminder: Lot owners must obtain HOA approval before beginning any exterior project, including roofs, sheds, pools, decks and fences.

4) Review of Expenditures for Calendar Year 2025 (Rich Green)

- o Collected HOA dues from approximately 95% of the 298 lot owners.
- o Landscaping accounts for nearly 70% of total expenses and includes maintenance of the Brickmill entrance (mulching, planting, trimming, mowing) and the cul-de-sacs (mowing).
- o Administrative expenses primarily cover website maintenance and mailing services through The UPS Store (approximately four mailings per year).
- o Insurance expenses consist of personal liability insurance coverage for Board Officers and property insurance for the monuments and plantings at the Brickmill entrance.
- o The HOA filed approximately 40 petitions to the JP Court for unpaid assessments at a cost of approximately \$40 per case. Most of the delinquent owners eventually paid the assessment and the associated court fees.
- o As illustrated below, the total expenditure was about 1% less than the budgeted amount.

Budget Performance: Budget vs. Actual Expenditures for 2025	Actual	Budget	Variance %
Landscaping (Mulching, Planting and Mowing)	\$13,396	\$13,000	3.05%
Administrative	\$2,473	\$3,500	-29.34%
Liability Insurance	\$1,434	\$1,500	-4.40%
Court Filing Fees (Delinquent Accounts)	\$2,000	\$1,500	33.33%
Total Expenditures/Operating Expenses	\$19,303	\$19,500	-1.01%
Brickmill Entrance: Median and Monument Areas	\$10,466		
Cul-de-Sacs: Wood Duck, Autumn, Bucktail	\$2,930		
Landscaping	\$13,396		
Postage/Mailing (UPS Store, Mailbox Rental)	\$1,728		
Website Maintenance	\$520		
Misc. (Corporation Tax, Bank Fees)	\$225		
Administrative Expenses	\$2,473		

5) Acknowledgement of Board Members for Calendar Year 2025 (Rich Green)

- o No new candidates expressed interest in joining the board this cycle.
- o Current board members Bill Wolff and Rich Green were nominated and, with no opposing candidates, are Elected by Acclamation.
- o Both will continue to serve for an additional one-year term.

6) Questions (Submitted Prior to the Meeting)

Question #1: *Is the mail notification for the Annual meeting within the time period established by the HOA Bylaws? Bylaws require 7 day notice prior to the meeting date.*

HOA's Response: The notification letter was prepared on December 6, 2025, and sent (along with the address list) to The UPS Store for mailing. Usually, it is a five-day turnaround from receipt at The UPS Store to final delivery; therefore, we expected the letters to arrive by December 11, 2025.

On December 9, 2025, The UPS Store indicated the following: *This mailing went out yesterday.*

On December 16, 2025, we sent a follow-up email to The UPS Store about the status of the mailing. Their response: *Sorry, I sent out last Monday. I will check with the Post Office.*

Basically, The UPS Store forwarded the mailing to the postal service on (Monday) December 8, 2025, but there was a delay in the letters being delivered to the lot owners.

Question #2: *Why can't the HOA body vote on whether to institute a No solicitation policy? Many communities in the State of Delaware have this policy. I am not speaking to the enforcement of the no solicitation policy.*

HOA's Response: Based on our research, we do not believe that the HOA can adopt a no solicitation policy. According to Delaware law, solicitation is permissible. Please see the following for additional information: <https://delcode.delaware.gov/title6/c044/>

Question #3: *Why wasn't the Access ID included in the mail notification of the Annual HOA meeting?*

HOA's Response: We use the free version of Zoom, which limits the number of participants to 100 attendees. If we exceed this limit, we will have to obtain a paid Zoom subscription. Therefore, we need to know the approximate number of potential attendees before conducting the (Zoom) meeting.

7) Additional Questions (Submitted Through Zoom Chat)

Question: *Are liens being filed on "deadbeats?"*

HOA Response: A licensed attorney must file liens; the HOA no longer employs an attorney. The JP Court, however, issues default judgments, which hold delinquent homeowners accountable. There were instances when real estate agents have contacted the HOA to check for outstanding claims (including default judgments), ensuring unpaid balances are addressed and paid. When payments are collected, the HOA notifies the court to release the default judgment.

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Question/Comment: *Some did not receive the notice.*

HOA's Response: Unfortunately, we have no control regarding the delivery of the notices. But meeting minutes will be posted on the HOA website to ensure everyone has access to the information.

Question: *What's being done about deed restrictions – still see violations.*

HOA's Response: The HOA addresses violations as they become aware of them. Residents are encouraged to provide specific addresses so the HOA can investigate. Most cases result in a violation letter or a fine (if unresolved), depending on the situation.

HOA's Response to Basketball Hoops Question: Complaints pertaining to **permanently mounted basketball hoops** can be submitted to Middletown, as town vehicles cannot access the area. Further, according to Middletown's Ordinances, basketball goals are not permitted on public sidewalks/streets. Residents can submit these types of complaints directly to Middletown: <https://www.middletown.delaware.gov/complaints>

For portable hoops, residents should notify the HOA so they can be addressed individually.

Question: *Do contracts get bids each year?*

HOA's Response: Contracts are not bid out every year. Bids were obtained more regularly in the past. However, the current contractor does quality work, has minimal price increases, and the HOA is satisfied with their performance.

Question: *What was the work that was done at the pond behind the "bucktail" cul-de-sac?*

HOA's Response: The pond areas are owned by the Town of Middletown, not the HOA. We appreciate the question, though.

Closing Comments: Several attendees expressed appreciation for the efforts of the HOA Board.

HOA's Closing Remarks: We appreciate the kind remarks! We had a good turnout (12 attendees), considering the normal number is about four attendees!

We encourage everyone to contact us with questions.

Meeting adjourned at approximately 7:35 PM