

**WEBBS LANDING HOMEOWNERS ASSOCIATION (WLHA)**  
**2016 Annual Meeting Minutes**  
**September 17, 2016**

**1. ATTENDEES**

A. Board Members

Judy Britz, President; Nancy Trunzo, Vice President; Bob Stine, Corresponding Secretary; Steve Britz, Treasurer

B. Others Present

Debbie & Ray Klecker, Shirlene Knopsnyder, Sam Cole, Joe & Edith Choma, Bill Lounsbury, Roy & Joyce Fennell, Judy Sun, Claudia & Warren Sandberg, Dan Himmelfarb, Donna Musselman, Jo-ann and Mike Bacher, Jamie Loucks, Glen & Penny Hayes, Lisa Stine

**2. CALL TO ORDER**

President Judy Britz called the meeting to order at 10:15 a.m. at 212 Waterford Drive.

**3. OPENING STATEMENT**

Judy Britz opened the meeting by welcoming all the attendees. . Everyone present introduced themselves.

**4. APPROVAL OF MINUTES**

Upon a motion duly made and seconded, a majority of those present  
**VOTED:** That the minutes of the Board Meeting of September 19, 2015 that were previously submitted to residents be approved.

**5. TREASURER REPORT**

Steve Britz distributed copies of the WLHA Treasurer's Report (attached) and discussed each line item:

A. 2015 Budget

B. 2015 Actual

C. OVER/UNDER Amounts for 2015

D. 2016 Budget

E. Income minus Expenses for 2015 and 2016

F. Checking and Money Market totals.

G. Projected 2016/17 Expenses and Budget

Steve Britz mentioned delinquent assessments and possible legal action required to collect them. Jo-ann Bacher mentioned that the WLHA could place liens on the properties of those delinquent in paying their assessments.

Steve Britz and Judy Britz discussed new insurance for the community dock including liability and looking into possibly getting a discount for insurance.

An updated budget will be circulated after voting on the enclosed ballot is tallied. The enclosed treasurer's report was provided at the meeting.

## 6. SIGNS

### A. Stop Sign

The Board discussed the stop sign that was replaced on the corner of Heather Drive and Webbs Landing Road due to it being stolen and then having to be repaired after being damaged. Steve Britz mentioned the fact that a stop sign will probably need to be installed at the corner of Waterford Drive and Heather Drive.

### B. Neighborhood Watch Sign

Judy Britz inquired if residents would like to have a Neighborhood Watch sign for the stop sign on Heather Drive to replace the old one that was stolen along with the previous stop sign.

Upon a motion duly made and seconded, a majority of those present

**VOTED:** To install a Neighborhood Watch sign for the stop sign on Heather Drive.

### C. Webbs Landing Sign

Bob Stine provided history regarding the old, wooden Webbs Landing sign being rotten, decayed and falling over. After contacting several sign vendors, two quotes for a new sign were received from Rogers Sign in the amount of \$8000 and \$2000. The price difference between each quote was discussed with regards to what we would be getting for each amount with specific emphasis on appearance, material and maintenance. A picture of the proposed sign from Rogers Sign was passed around to attendees.

Upon a motion duly made and seconded, it was unanimously

**VOTED:** To get other quotes for a development sign not to exceed \$5000.

## 7. COMMUNITY DOCK

Nancy Trunzo explained that requests were made for a kayak launch at last year's meeting and that the board was looking into providing one while adhering to DNREC policies and procedures.

A quote was received from Hastings Marine which is a contractor listed on the DNREC website for labor and materials in the amount of \$9,520.00.

Pictures of the propose kayak launch and drawings of the modifications to the pier that Nancy received from Hastings Marine were passed around to attendees.

Dan Himmelfarb asked if a canoe would fit on the proposed launch. It was noted that if a launch is installed, then it should be able to accommodate a canoe. Dan also mentioned the height of a step down from the pier to a floating dock/launch being too high and should be adjusted.

## **8. ASSESSMENTS**

The significant costs for a new development sign and community dock launch led to the discussion of whether or not a special assessment, in addition to the annual assessment, of \$150 per year not to exceed two years would be feasible to pay for these expenses since the money currently in the budget should be reserved for future road repairs.

Instead of a special assessment, a discussion regarding the current dues ensued. Dan Himmelfarb mentioned the current dues were very low and not realistic with current day expenses an HOA faces with regard to legal fees, maintenance, etc. citing assessments that other HOAs collect. Dan also pointed out that there is a restriction in the covenants regarding the percentage assessments can be increased.\*

Additionally, a discussion was held regarding a new development being built close to Webbs Landing which could lead to the possibility of having sewers installed and road work being performed on Waterford and Heather Drives.

Lisa Stine asked if anyone knew about natural gas being available in the future. Steve Britz replied that he knew of no such plan.

Upon a motion duly made and seconded, a majority of those present  
**VOTED:** To increase the annual assessment to \$300, effective June 1, 2017.

Upon a motion duly made and seconded, a majority of those present  
**VOTED:** To approve the 2016 budget.

\*NB: This restriction applies to the percentage that the Board can increase annually  
**without resident vote.**

## **9. COMMUNITY ACTIVITIES**

Judy Britz brought up the topic of Webbs Landing residents being interested in any community activities such as a yard sale or picnic, but no decision was made to have any specific community activities at this time.

## **10. OTHER BUSINESS**

Jo-ann Bacher acknowledged the new reflectors and sign at the end of Webbs Landing Road near Waterford Drive. Bob Stine told residents that email correspondence from a resident to the WLHA brought traffic problems to the attention of the WLHA who then notified DelDOT. Bob asked residents to use email and whatever means they had to

notify the WLHA of any potential problems so the WLHA can looking into fixing those problems.

DeIDOT response to the trash problem on Webbs Landing Road was discussed. Bob Stine said residents can contact DeIDOT regarding any trash on their own or let the WLHA know and they will contact DeIDOT.

Donna Musselman mentioned the fact that residents have had cars ransacked the past few weeks and if there was any follow up. Debbie and Ray Klecker described what happened regarding their vehicle and that the police were not summoned. There was no follow up other than to alert residents to be vigilant and keep all doors locked in their home and vehicles.

Bob Stine mentioned that the current ARC form appears to be for new construction and suggested a revised ARC form that is more generic for other projects. Dan Himmelfarb was receptive to having a new form in addition to the current form. Bob will submit drafts on new ARC forms to Dan for approval.

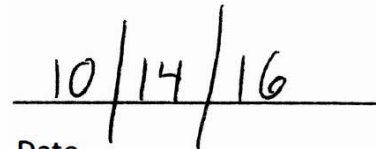
#### 11. MEETING ADJOURNED

Meeting was adjourned at approximately 11:30 am.

These minutes were approved by the Board of Directors.



Bob Stine, WLHA Corresponding Secretary



Date

| ANNUAL WLHA Budget* |  |             |  |             |  |             |             |
|---------------------|--|-------------|--|-------------|--|-------------|-------------|
| 9/17/2016           |  |             |  |             |  |             |             |
|                     |  | 2105 Budget |  | 2015 Actual |  | Over(Under) | 2016 Budget |
| INCOME              |  |             |  |             |  |             |             |
| Assessments         |  | 5250        |  | 5319        |  | 69          | 5250        |
| Refund              |  |             |  |             |  |             | 123         |
| Interest            |  | 75          |  | 72          |  | -3          | 70          |
| Total               |  | 5325        |  | 5391        |  | 66          | 5443        |
| EXPENSES            |  |             |  |             |  |             |             |
| Insurance           |  | 1350        |  | 2459        |  | 1109        | 2000        |
| Legal               |  | 150         |  | 0           |  | -150        | 200         |
| Maintenance         |  | 1000        |  | 585         |  | -415        | 1600        |
| Office              |  | 100         |  | 0           |  | -100        | 100         |
| Taxes               |  | 45          |  | 44          |  | -1          | 45          |
| Electricity         |  | 750         |  | 686         |  | -64         | 700         |
| Bank Credit         |  | 0           |  | 0           |  | 0           | 0           |
| Total               |  | 3395        |  | 3774        |  | 379         | 4645        |
| Income - Expense    |  |             |  |             |  |             |             |
|                     |  | 1930        |  | 1617        |  | -313        | 798         |
| BANK                |  |             |  |             |  |             |             |
|                     |  | 6/1/2015    |  | 5/31/2016   |  |             | 5/31/17 EST |
| Checking            |  | 1331        |  | 2369        |  |             | 1300        |
| Money Mkt           |  | 70480       |  | 71053       |  |             | 72920       |
| Total               |  | 71811       |  | 73422       |  |             | 74220       |
| Change              |  |             |  | 1611        |  |             | 798         |
| * Unaudited         |  |             |  |             |  |             |             |

## BALLOT NOTICE

At this time the WLHA board would like to remind everyone of the covenants with regards to voting. As stated in the Webbs Landing Homeowners Covenants:

***“ARTICLE II HOMEOWNERS ASSOCIATION, CLAUSE A. Membership and Voting, Section 1.***  
*Every person who or entity which is the record Owner of a fee or undivided fee interest in any lot that is the subject of this Declaration shall be deemed to have membership in the Association. Membership shall be appurtenant to and may not be separated from such ownership. The foregoing is not intended to include persons who hold an interest merely as security for the performance of an obligation, and the giving of a security interest shall not terminate the owner's membership. No owner, whether one or more persons, shall have more than one membership per lot owned. The rights and privileges of membership, including the right to vote, may be exercised by a member or the member's spouse, but in no event shall more than one vote be case for each lot.*

***(a) Voting in the Association shall require an affirmative vote of a majority of the members.”***

Therefore, the WLHA board is asking each property owner to cast one vote for each question on the enclosed ballot, which are the same questions voted on at the meeting, in order to adhere to the WLHA covenants regarding membership and voting.

# WEBBS LANDING HOMEOWNERS ASSOCIATION (WLHA) BALLOT

## INSTRUCTIONS

1. Mark the ballot with your choice for each question. You may vote either YES or NO on each question, but not both. The ballot must be voted by the owner of the property.
2. A majority of votes on returned ballots for each question will determine its outcome.
3. Place the completed ballot inside the return, self-addressed, stamped envelope.
4. Mail the addressed, stamped envelope or drop it off at 212 Waterford Drive. Ballots must be received no later than October 31st to be counted. You MAY NOT revoke a ballot once cast.
5. If anyone would like to be present for tallying the votes on the ballot, then please contact Judy or Steve Britz at 212 Waterford Drive or email the WLHA board at [waha@webbslanding.org](mailto:waha@webbslanding.org).

**QUESTION 1: Install a Neighborhood Watch sign for the stop sign on Heather Drive?**

YES  NO

**QUESTION 2: Get quotes for a development sign not to exceed \$5000?**

YES  NO

**QUESTION 3: Increase the annual assessment to \$300, effective June 1, 2017?**

YES  NO