

**WEBBS LANDING HOMEOWNERS ASSOCIATION (WLHA)**  
**2017 Annual Meeting Minutes**  
**September 16, 2017**

**1. ATTENDEES**

A. Board Members

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

B. Others Present

Velma & Sam Cole, Shirlene Knopsnyder, Kathy Ford, Bill & Lynn Lounsbury, Roy & Joyce Fennell, Dan Himmelfarb & Donna Musselman, Pat Trunzo

**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 17, 2016, previously submitted to residents, be approved.

**5. TREASURER REPORT**

Steve Britz distributed copies of the WLHA Treasurer's Report (next page) and discussed line items contained in the report including insurance.

Steve Britz mentioned delinquent assessments and the possibility of legal intervention.

Kathy Ford mentioned there is an organization call the Cape Community Fund to assist those that face real hardships and difficulty paying their annual dues.

Judy Britz mentioned that residents with assessments past due have been offered the option to work out a payment plan that works for them.

Filing a lien without an attorney is possible and residents inquired whether or not any Webbs Landing resident was an attorney that may want to assist with overdue assessments.

A discussion about raising dues 5% per year was discussed, but not at this time, given the increase in assessments from \$150 to \$300 in the past year.

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

VOTED: To approve the 2017 budget

	A	B	C	D	E	F	G	H	I
2	<b>ANNUAL WLHA Budget*</b>								
3									
4			<b>2106 BUDGET</b>		<b>2016 ACTUAL</b>		<b>OVER (UNDER)</b>		<b>2017 BUDGET</b>
5	<b>INCOME</b>								
6									
7	Assessments		5250		5417		167		10,500
8	Refund		0		0		0		
9	Interest		75		73		-2		75
10									
11	<b>Total</b>		<b>5325</b>		<b>5490</b>		<b>165</b>		<b>10575</b>
12									
13	<b>EXPENSES</b>								
14									
15	Insurance		2000		672 **		-1328		1200
16									
17	Legal		200		0		-200		1000
18									
19	Maintenance		1600		898		-702		2000
20									
21	Office		100		8		-92		200
22									
23	Taxes		45		179 ***		134		26
24									
25	Electricity		700		628		-72		650
26									
27	Bank Credit		0		0		0		0
28									
29	Special Expense****		5000		4008		-992		5000
30									
31	<b>Total</b>		<b>9645</b>		<b>6393</b>				<b>10076</b>
32									
33	<b>INCOME - EXPENSE</b>		<b>-5325</b>		<b>-903</b>				<b>499</b>
34									
35	<b>BANK</b>		<b>6/1/2016</b>		<b>5/31/2017</b>				<b>5/31/18 EST</b>
36	Checking		2369		1054				1300
37									
38	Money Mkt		71,053		71,425				73,000
39									
40	<b>Total</b>		<b>73422</b>		<b>72479</b>				<b>74300</b>
41	<b>Change</b>				<b>-943</b>				<b>1821</b>
42									
43									
44									
45	* Unaudited								

## **6. SIGNS**

Residents approved of the appearance and sturdiness of the new community sign from Rogers Sign that was installed.

The neighborhood watch sign was installed on the stop sign post on the corner of Heather Drive and Webbs Landing Road.

Neighbors are asked to keep a watch for any suspicious activity in the community and to report it to one of the Board members.

Judy Britz mentioned the Nextdoor website and app that sends out emails with various local topics of information and news for neighborhoods with the nearest neighborhood being Love Creek Woods. Residents can contact the WLHA for more information if interested.

## **7. ROADS**

Steve Britz mentioned that a pothole was repaired on Waterford Drive and that the road consists of a sand base and 2" on pavement on top of that.

Bill Lounsbury mentioned that previous road repair experts said it would be better to patch the road when required as opposed to tearing up and replacing the entire road; not to mention the inconvenience to residents.

Paving versus tar/chip was discussed.

Residents expressed concern about speeding vehicles and the large heavy trucks on the roads, contributing to the alligator cracks in the road.

Safety is a priority when determining whether or not funds will be used to repair any problems on or near the roads.

The Sussex Conservation District (SCD) came out and assessed the sink hole on Waterford Drive. After thoroughly examining the cause, the district concluded it was due to an opening in a concrete pipe for the catch basin. Their recommendation is to excavate, seal the hole and fill back in. They would also scope for more openings. The total cost for this repair by the SCD would be \$2,120.00. The SCD would pay half of this cost since that is their policy with HOAs so the cost to the WLHA would be \$1,060.00. Copies of the SCD quote are available from the WLHA.

## **8. COMMUNITY DOCK**

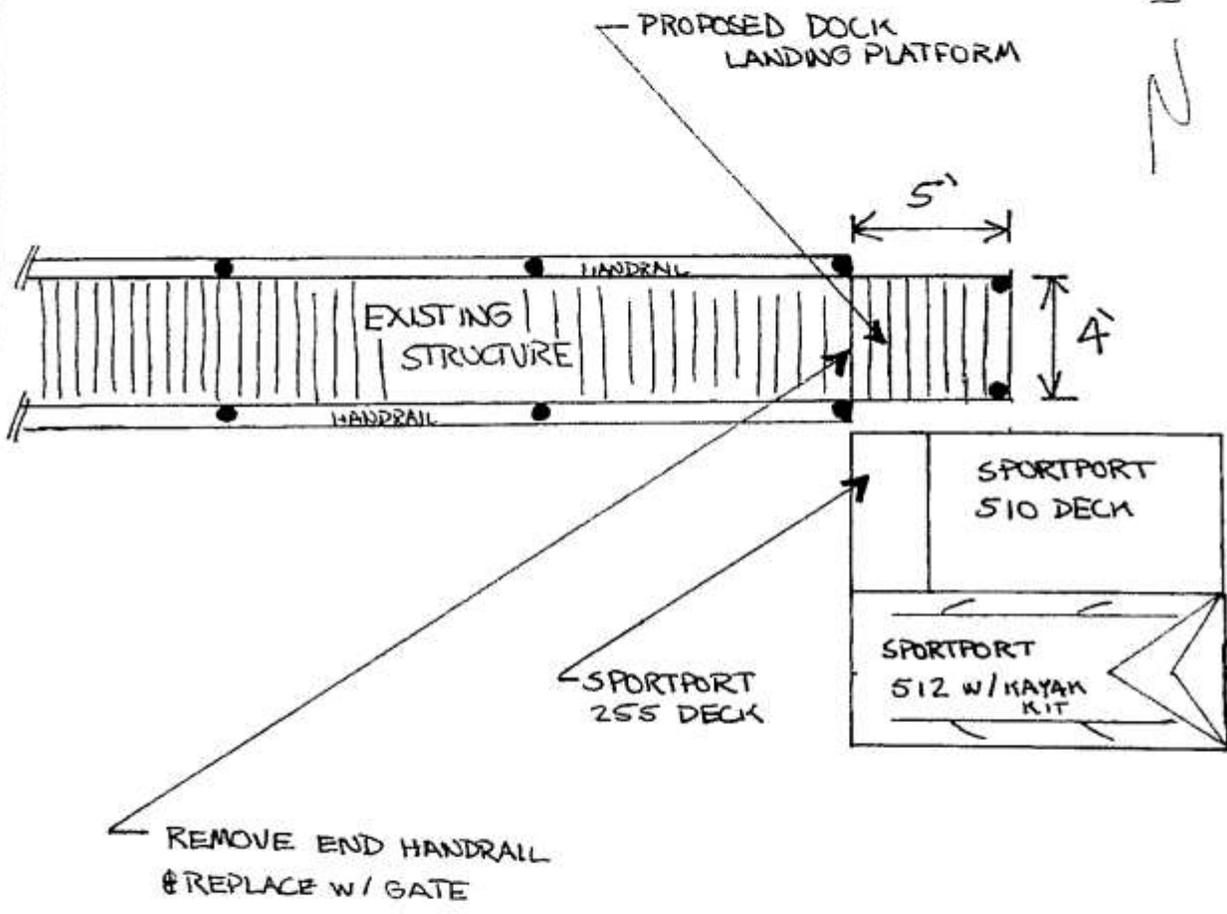
Judy Britz explained that the dock was power washed and loose boards replaced.

Nancy Trunzo provided updated information from Hastings Marine Construction regarding a kayak/canoe launch. This information included a diagram and quote for a total project cost of \$9,997.00 (next 3 pages). A 5% price increase will go into effect if construction does not take place until the spring.

Upon a motion duly made and seconded, a majority of those present  
**VOTED:** To send out a ballot for the Hastings Marine Construction project.

# PLAN VIEW

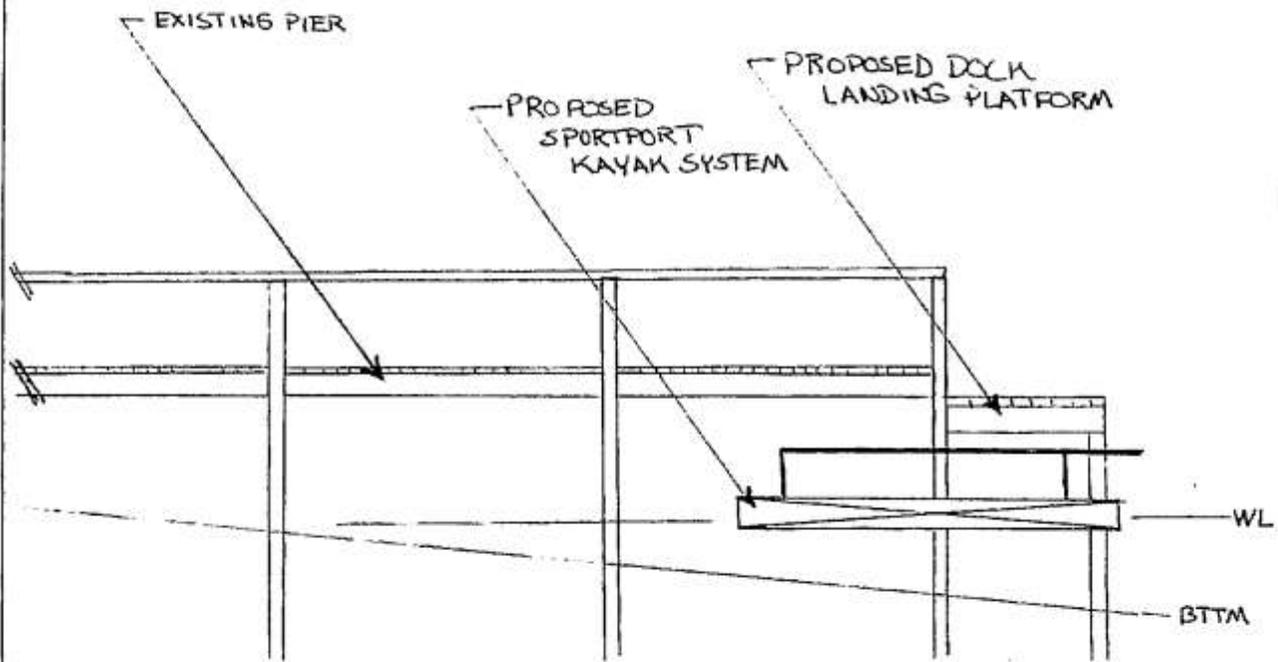
LOVE CREEK



**HASTINGS**   
**MARINE CONSTRUCTION**  
 10372 OLD FERRIS RD., SEAFORD, DE 19773  
 1-800-574-2253 BIDD 1-302-624-8749 OFFICE 1-302-536-7677 FAX  
 WWW.HASTINGSMARINECONSTRUCTION.COM

PROJECT NAME: WEBBS LANDING KAYAK SYSTEM			
OWNER: WEBBS LANDING		DRAWN BY: LUCAS HASTINGS	
SITE ADDRESS: LOVE CREEK - LEWES, DE			
DATE: 5/20	SCALE: NTS	PAGE: 1/2	SIGNATURE: 

# SECTION VIEW



**HASTINGS**   
**MARINE CONSTRUCTION**

18372 OLD FURNACE RD., SEAFORD, DE 19973  
 1-800-574-2253 MAIN 1-302-624-8749 OFFICE 1-302-536-7677 FAX  
 WWW.HASTINGSMARINECONSTRUCTION.COM

PROJECT NAME:

WEBBS LANDING KAYAK SYSTEM

OWNER:

WEBBS LANDING

DRAWN BY:

LUCAS HASTINGS

SITE ADDRESS:

LOVE CREEK - LEWES, DE

DATE:

5/20

SCALE:

NTS

PAGE:

2/2

SIGNATURE:





10372 OLD FURNACE ROAD  
SEAFORD, DE 19973  
888-519-2253 (MAIN)  
302-629-0749 (OFFICE)  
302-536-7677 (FAX)

July 6, 2016

## QUOTE

Attn: Webbs Landing Homeowner's Association  
Love Creek – Lewes, DE

RE: Pier Extension & Kayak Launch System

1. Construction of a 4' wide by 5' long pier extension onto existing pier at an elevation of approximately 11" below current deck level – Extension to be accessed by installed (included in price) gate (SEE ATTACHED PLAN)

COST: \$2,980.00 # 3,130.00

2. Installation of a SportPort 512 Kayak Launch system (purchase price included in quote) with a SportPort 510 Deck and SportPort 512 Deck to create a total overall structure size of 12' long by 10' wide – Including cost of all trim caps, connectors, and post supports (SEE ATTACHED PLAN)

COST: \$6,040.00 # 6,342.00

3. DNREC Permit Application through service agreement with Hastings Marine Construction LLC for design, application, fee, and follow-up

COST: \$500.00 # 525.00

TOTAL PROJECT COST: \$9,520.00 # 9,997.00

This price is valid for 30 days from the date issued. If you have any question, concerns, or would like additional information, please feel free to contact us at your convenience to discuss this project in greater detail.

QUOTE BY: Lucas Hastings, Project Consultant

WWW.HASTINGSMARINECONSTRUCTION.COM

## 9. COMMUNITY ACTIVITIES

The community yard sale this year was a success with good traffic.

The next community yard sale would be in the spring of 2018.

## 10. BOARD ELECTIONS

Judy Britz announced she and Steve are resigning their positions as president and treasurer to spend more time with family out on the west coast

Nancy Trunzo volunteered to stay on as vice president and Bob Stine as secretary.

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

**VOTED:** To keep Nancy Trunzo as vice president and Bob Stine as secretary.

Current board members and residents are actively seeking candidates for president and treasurer while Judy and Steve Britz will work with the board during this transition.

## 10. OTHER BUSINESS

A neighborhood directory with contact information for other residents in the community was discussed.

A letter for consent for sharing contact information will be mailed out allowing residents to choose whether or not they want their contact information in a neighborhood directory.

## 11. MEETING ADJOURNED

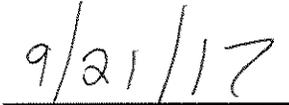
Upon a motion duly made and seconded, a majority of those present

**VOTED:** To adjourn the meeting.

These minutes were approved by the Board of Directors.

  
\_\_\_\_\_

Bob Stine, WLHA Corresponding Secretary

  
\_\_\_\_\_

Date