

Highview HOA Annual Meeting. July 9, 2022

Board present: Bob Gallagher, President

Anita Janney, Secretary

Absent: Kevin Flurharty, Treasurer

Agenda items addressed:

1. Bob. Introductions and overview of Agenda
2. Anita. Summary of last year's meeting minutes
3. Anita. Update on dock completion and floating dock on order
Delays in arrival of kayak launch from manufacturer has delayed progress. Hope to have installed by mid-August, at current estimate from vendor, A Plus Marine
 - a. PROPOSED: to add an aluminum ladder at the right angle of the current dock, replacing the wooden one in disrepair. This will make it easier to drop in at high tides and not have to negotiate the sharp turn. Low profile so the sharp turn is not impeded upon.
 - b. VOTE: Aye to proceed with expense.
 - c. UPDATE: Floating dock installed – due to replace one floating plate to match tan color. The kayak launch works great, and is really stable!
4. Bob. Snow removal issue
Regular plowing firm had equipment issues, and recommended another contractor, who agreed to follow the state reimbursement guidelines, verbally, but charged far higher rate using his own estimate numbers. Refused our proffered payment that would have met the state guidelines. Now taking us to small claims court
 - a. question: Will we reinstate the contract with previously contracted firm? As it was generally agreed it's best to have a contract in place, with a company who will follow the state program of reimbursement.
 - b. UPDATE: To date, Odd Job Rob has not yet filed a claim against us. Bob Gallagher has filed the necessary papers to represent the HOA in small claims court.
5. Bob. Financial Report
 - a. The year to date financial status report was reviewed which including two nonrecurring expenses: a new pier and floating dock. The detailed financial information can be obtained by request.
 - b. Question: If the snow removal lawsuit does not go in our favor, what is the possible higher cost the HOA will be obligated to pay? Approx. \$2000.
6. Bob. Covenants and Bylaws rewrite update
 - a. History of the versions
 - b. Our intentions on rewriting – to better organize sections and to use plain English, making it easier to understand.
 - c. We've engaged a law firm to review our draft, for \$1,000
 - d. We will send full copies to all HOA members and put to a vote later this year.
7. Bob. Rules of our HOA reviewed

- a. A progress report was presented relative to a proposed simplified, hopefully, easier to understand Highview Homeowner's Association Declaration, presently under review by the law firm of Whiteford Taylor & Preston. Per Delaware Code 25, Chapter 81, the Declaration must describe how our HOA operates, e.g., membership, board selection, dues, etc. The by-laws section covers the rules and regulations designed to ensure a certain conformity and standards to help maintain the value of the community. There were no comments or questions by the members relative to the proposed Declaration presently available on our website for review.
- b. The board anticipates this consolidated Declaration will be sent out for a member vote sometime in late August. As noted at the meeting, it requires a positive vote by two-thirds of the members, based on one vote per lot ownership, in order to accept the proposed Declaration for filing with the Sussex County Recorder of Deeds. Failure to return your ballot would be considered a no vote.
- c. Rules can be reviewed in the existing and proposed bylaws documents on the website, highviewhoa.org
 - i. Keep animals under control
 - ii. Pick up dog waste
 - iii. No dumping of yard waste on common property
- d. Question: How do we enforce the time limit proposed for floating devices tied to the dock?
- e. PROPOSED: To better define "recreational vehicle" within the proposed bylaws, and to clearly state what is allowed/not allowed. Submit this definition to legal review, then return to members as part of the rewritten covenants and bylaws, for a vote.
 - i. Prevent using camper as a permanent or long-term domicile – eg, no electric hookup, no overnight residencies, no water/sewer hookup. No street parking. Sussex Country Regulations.
 - ii. Please see attached examples of similar PotNets bylaws and also Three Oaks HOA, a similar HOA community to Highview
 - iii. Recreational vehicles in/on property during the "season" as generally understood or as described by the state; April 15 – October 15

AOB: none raised at the meeting. Commenced block party luncheon. Thank you to Charlotte Gallagher and Anita for putting together the event.

HIGHVIEW FINANCIAL STATUS 2022

Account Balance 6/30/2022 \$ 32,129.64

2022 dues not collected \$ 900.00

Total Assests \$ 33,029.64

*Dock already paid for by l

Accounts paid 01/01/2022 - 07/09/2022

Dock Complete \$ 13,279.00

Floating dock / kayak launch \$ 3,565.00

Lawn cutting \$ -

Communication expenses \$ 262.00

insurance \$ 441.00

Del Electric \$ 120.00

HOA party / polos \$ 718.00

legal \$ 20.00

Anticipated 2022 Expenses

Legal \$ 1,000.00

lawn cutting \$ 1,400.00

DEC \$ 85.00

Snow removal \$ 641.00

GS&A \$ 200.00

Taxes \$ 300.00

Floating Dock balance \$ 3,565.00

Maintenance \$ 600.00

HOA examples and rules around RVs

HOA Guidelines examples

PotNets Communities Rules regarding vehicles

BOATS

A. STORAGE. One boat and/or two personal watercraft (jet skis) may be stored or parked on the home owner's home site (in the area which provides least public view). Watercraft must be currently registered. Boats and jet skis must not block the view of vehicular traffic or block access to utilities.

PARKING & REPAIRS. Cars and other vehicles including trailers shall be parked only in designated parking areas, not on the street, lawns or unoccupied home sites. If not being used or if not currently licensed and operable, vehicles shall be removed from the community. No major repairs or overhauling of cars is permitted in any community. No outside storage or parking of buses, truck tractors or truck trailers or oversize commercial vehicles (i.e. box trucks, tow trucks, etc.) or construction equipment will be permitted on home owner's home site. As permitted by law, community management reserves the right to remove vehicles parked in violation of these Guidelines and further reserves the right to remove inoperable vehicles without current license plates. All expenses incurred shall be paid by the homeowner.

21. MOTOR VEHICLES Home owners are required to affix an identification sticker/tag as directed on any resident vehicle to be used in the communities. These may be obtained at the Sales & Information Center.

A. GOLF CARS. Must be registered with Pot-Nets Communities and home owners must permanently mount assigned tags on the front and rear of the golf car. Golf cars with gasoline engines are not permitted unless they were tagged by Pot-Nets Communities prior to 4/15/89 and are quiet in operation. Gas golf car tags are not transferable. Golf cars may be operated between 6:00 A.M. and midnight and may be operated after dusk only if they have adequate working headlights permanently mounted on the golf cars. Drivers of golf cars shall be fourteen years of age or older, unless accompanied by an adult, and must have a photo ID*. No one under the age of sixteen shall be allowed to operate a golf car after dusk. There may not be more than four people in the golf car at one time and all passengers must be seated when the vehicle is in operation. Golf cars are to be operated in a safe and attentive manner and should be restricted to golf car pathways, when possible. Any violation of the above will cause Security to take corrective action. The first two minor violations will elicit written warnings, with the third leading to the cancellation of golf car privileges. Wantonly irresponsible or reckless behavior involving golf cars may result in the immediate cancellation of golf car privileges. * Photo ID's for operators between the age of fourteen and sixteen may be obtained free of charge at the office.