

**Clearbrooke Estates HOA, Inc.**

**P.O. Box 1045**

**Seaford, DE 19973**

December 29, 2020

### NOTICE OF FINAL DETERMINATION

This is the Notice of Final Determination of the Clearbrooke Estates HOA Board of Directors. Per our “meet and confer”, there were three major complaints discussed.

First of which was the transparency of the financial records. These records are always posted on the bulletin board at the HOA building. However, it was brought to my attention that they were hard to read and inconvenient to stand in bad weather to copy. The Board of Directors agree that from this point forward, the Financial page, the running budget, and board meeting minutes will all be posted on the web site for easier access.

Second was the election procedures. Both the Board members and the Homeowners present acknowledged that previous elections was held incorrectly due to a lack of volunteers. Starting with the October 2019 elections, all current Board members were elected by the community. However, the Board of Directors have agreed, starting with the October 2021 elections, and if allowable by the Covenants and By-Laws, candidates will have to declare the position for which they are running: ex; open seat on the Board of Directors or a specific elected officer (Vice-President, Secretary and so forth).

Third was the installation of speed humps. The speed humps were installed as safety measures. That concern still exists. With that in mind, the Board of Directors agreed the speed humps will not be removed. However, the Board will look into the feasibility of converting the present speed humps into a more automobile friendly “calming strip”. The community will be advised on our findings.

Notice:

If the board issues a final decision denying your CIC Complaint, or if the board does not respond to it after 20 days, you have the right to file a Notice of Final Adverse Decision with the Common Interest Community Ombudsperson under to 29 Del. C. 2544 (9), (10).

The notice to the Ombudsperson:

- must be filed within 30 days of the final adverse decision (unless waived by the Ombudsperson for good cause);
- must be in writing on the Ombudsperson's 'Contact/Complaint' form (available on the website of the Ombudsperson or by calling the number below). Fill out the "Contact/Complaint" form completely;
- must include the complete IDR complaint with attachments;
- must include a copy of the board's written decision;
- must include copies of any Required Information listed in the Contact/Complaint form and supporting documents, correspondence and other materials related to the decision; and
- must enclose the \$35 filing fee (unless waived by the Ombudsperson for good cause)

You may contact the Office of the Ombudsperson through:

Delaware Department of Justice

Office of the Common Interest Community Ombudsperson

820 N. French Street

Wilmington, DE 19801

Telephone: (302) 577-8400

email: [CIC.OmbudspersonDOJ@state.de.us](mailto:CIC.OmbudspersonDOJ@state.de.us)

Respectfully Submitted;

Board of Directors,

Clearbrooke Estates HOA