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Lighthouse Crossing HOA Notice of 2019 Annual Meeting

To: All Members of the Lighthouse Crossing HOA

From: Lighthouse Crossing HOA Board of Directors

Subject: 2019 Annual Meeting

Date of Meeting: 7:00 PM, Tuesday, May 14, 2019

Location: Salem United Methodist Church, 29 W. Church Street, Selbyville, DE

As reported last month by the Board Secretary, please mark your calendar for The Lighthouse Crossing HOA 2019 Annual Meeting. The Board will be sharing current community updates and a recap of the past years' activities. In 2017, all Board Members were elected to a two-year term, so elections will be held this year. To date, there have been 5 Nominations received, but more may be accepted when we get to the Election portion of the Meeting Agenda.

If you have any questions, please contact a Member of the Board or SeaScape Property Management.

Enclosed is a Meeting Agenda, Absentee Proxy to count toward Quorum, and a Draft of last year's Minutes which will be approved at the 2019 Annual Meeting.

Sincerely,

The Lighthouse Crossing HOA Board of Directors

LIGHTHOUSE CROSSING HOMEOWNER'S ASSOCIATION, INC.

ANNUAL RESIDENTS MEETING
MAY 14, 2019 7 p.m.
Salem United Methodist Church,
29 W. Church Street, Selbyville, DE
AGENDA

Call to Order

- A. Welcome and Board Introductions
- B. Approval of 2018 Annual Meeting Minutes

Land Development Matters - Alan Halle

- A. Development Schedule
- B. Scope of Development
- C. Lands turned over to HOA

Homebuilding and Sales Matters - Alan Halle

- A. Sales Progress - Stanley Halle Communities
- B. Product Updates - Stanley Halle Communities

HOA Governance Matters

- A. Board of Directors President's Report
- B. Board of Directors Treasurer's Report
- C. Management Report - SeaScape Property Management
- D. Architectural Review Committee Report and Guidelines
- E. New Residents/Welcome Committee Report
- F. HOA Social Committee Events and Planned Activities

Election of Board of Directors

- A. Motion to Open Board Nominations to those who have not yet been Nominated
- B. Introduction of Nominees
- C. Motion to Close Nominations
- D. Community Vote (If more than 5 Nominees have come forward)

Old Business/Common Area and Site Maintenance Reports

- E. Ponds and aerator fountains
- F. Dry storage area
- G. Pool matters
- H. Landscaping
- E. Irrigation

Other Matters/New Business

- A. Community Web Site
- B. Additional Public Comments and Q&A
- C. Announcements
 - i. Results of Election (If Necessary)
 - ii. Community Yard Sale Date

Adjournment



Lighthouse Crossing Homeowners Association

2019 Annual Meeting

Proxy Instructions

This Proxy notice is provided to you in order to assist with achieving a Quorum at the 2019 Lighthouse Crossing Homeowners Association Annual Meeting to be held Tuesday, May 14, 2019.

Please complete and return this Proxy today to SeaScape Property Management if you do not make the 2019 Annual Meeting.

Even though you may plan on attending now, situations change and a last minute event may prevent you from attending. For this reason, we ask you to please submit your proxy to the Property Management office, no matter what your intention.

The Bylaws of the Lighthouse Crossing Homeowners Association, Section 8, *Quorum*, states "At all meetings of members, each member may vote in person, by proxy or written ballot approved by the Board. All proxies shall be in writing and filed with the Secretary before the appointed time of each meeting. Every proxy shall be revocable and shall automatically cease upon conveyance by the member of his or her lot or upon receipt of notice by the Secretary of the Board of the death or judicially declared incompetence of a member or upon the expiration of eleven (11) months from the date of the proxy. A form of proxy or written ballot may provide an opportunity to specify approval or disapproval with respect to any proposal.

Lighthouse Crossing Homeowners Association
2019 Annual Meeting Proxy

I / We, _____ owner(s) of _____ in
the community of Lighthouse Crossing hereby designate _____ **A Member of the Board**
or _____ (Homeowner) to vote my / our proxy in event any
discussion requiring a vote is necessary at the 2019 Annual Meeting of the Lighthouse
Crossing HOA to be held at 7 p.m. **Tuesday, May 14, 2019** at the Salem United Methodist
Church, 29 W. Church Street, Selbyville, DE 19975.

Witness the hand of the undersigned this _____ day of May, 2019.

Signature

Signature of Any Second Homeowner at Same Lot

Please return proxy whether or not you plan to attend the meeting.

_____ I / We plan to attend the 2019 Lighthouse Crossing HOA Annual Meeting.

_____ I / We **DO Not** plan on attending the 2019 Lighthouse Crossing HOA Annual Meeting.

Please return by mail to:

SeaScape Property Management
PO Box 1761, Millsboro DE 19966

Or by Fax to:

302-645-1292

Or by email to:

jpoole@seascapepm.com



LIGHTHOUSE CROSSING HOMEOWNERS ASSOCIATION, INC.
ANNUAL RESIDENTS MEETING
MAY 15, 2018
Salem United Methodist Church, Selbyville, DE

Call to Order

1. Debbie Graves, President called the meeting to order at 7:03 p.m. She welcomed everyone and introduced the following: Herself, Jonathan Poole (Seascape Property Manager), Bob Klienpaste (Developer), Alan Halle (Builder), Nancy Mozal (Treasurer), Janine Hyde (Vice President), Karen Bryant (Secretary) and Nancy Mozal (Member at Large).
2. Debbie Graves then made a motion to approve the previous year's minutes and Janine Hyde seconded the motion.
3. In addition, she mentioned there was a paper on the table to update your email address if you were not receiving the minutes, etc.

Land Development Matters – Bob Klienpaste & Alan Halle

4. Bob Klienpaste reported:
 - Top coating (2nd part of paving/grating) the road in Phase 2 Section (developed section of Bright Ocean Way) would begin in June. *NOTE: Phase 3 Section is the part of Bright Ocean Way which is currently under construction.* A question was asked about Phase 3 being top coated. Bob stated it would not be done until all building in that section is completed. This is due to the large construction equipment that would negatively affect the road.
 - Pond Irrigation will be happening on Ponds #3 & 4 in approximately a month. Also, the fountains and lighting will be installed.
 - At year end they will be turning over the streets to the town.
5. Alan Halle reported:
 - Sales – There are 35 homes left to sell.
 - Anticipates construction in Phase 2 & 3 to be completed by end of July/early August.
 - New Product is the Gull which is a spin-off of the Egret and Derrickson. He would like to introduce this new style home for the narrow lots in the community.
 - There are two (2) spec homes currently under construction, lots 69 & 70.
6. Debbie Graves asked Alan about the status of the gully in back of Lots 15 & 16. Alan stated that it had been worked on and they will continue to monitor it. Debbie mentioned that they are still having problems with it. Alan mentioned that it has been repaired two times but they will keep monitoring it.



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7. Ronnie Spittle (resident) asked about the dead trees on Pond 1. Debbie stated we are waiting on Sposato to replace.
8. Jeff Mozal asked who owns property in back of his house (Bright Ocean Way). There are two (2) abandon cars back there (behind lot 57) he would like removed. Alan stated it was our common area. Bob & Alan had discussion about removing them and will look into.
9. Lance Lamers (resident) questioned the heavy silt in Pond #4 and would this be removed. Alan stated that Pond 4 still needed to be analyzed and maybe excavated again. Alan re-stated that Ponds 3 & 4 are not in a completed state and he and Bob are still working on them.
10. Ingrid Cathell (resident), questioned about having additional lighting placed on the street near the corner of Bright Ocean Way and Two Ponds, very dark there. Bob and Alan addressed the street signs and lighting. Street signs are addressed by the town of Selbyville. Bob and Alan will look into lighting.
11. Donna McClellan questioned how/when the Bird House at Pond #1 would be fixed. It came down after the wind/storm Saturday evening. Janine (Vice President) addressed that she is in the process of having it taken care of by the HOA.
12. Smokey Anonsen, resident, brought up the vacant corner lot at Two Ponds and Soft Beach roads. How it is a mess, grass is over grown and when would it be cleaned up? Much discussion came up about that lot and other lots that are vacant and over grown. Alan said he was in touch with Royal about mowing those lots. He also stated the corner lot is a construction lot and if he were to move it back in Phase 3 those folks would be unhappy. Last year he assured us it was to be moved to Phase 3 area. There was mention that Phase 1 is basically a completed area and it is an eye sore. Since Phase 3 is an active construction area it should be in that area.
13. Debbie Graves extended Thanks and introduced to the following:
 - Jim McKeldin – has been caring for the upkeep of the front entrance to the Community. Jim was not present and Debbie informed the lighting in that area would eventually be turned over to all LED lighting as the existing lighting has been discontinued. She also introduced:
 - Walter Hyde – ARC Committee
 - Donna McClellan – Welcome Committee



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- Matt Noble – Webmaster
- Mary Mitchell – Activities/Social Committee

HOA Governance Matters

14. Nancy Mozal – Treasures stated she is now setting up online billing. She and Jonathan prepared a new budget with the Board's approval. All HOA dues have been paid with the exception of one (1) resident which they are working on.
15. Jonathan Poole (Property Manager) reviewed the budget (hardcopy was provided to all at this meeting) for the months of Jan – May, 2018. He said he held off on the payment of some of the Landscaping bills and paid some bills from last year. The Treasurer and President or appropriate board member sees all invoices and approves prior to payment.
16. Jonathan also reviewed each account on the handout.

Old Business/Common Area and Site Maintenance Reports

17. Jonathan mentioned that once Ponds 3 & 4 are completed by builder/developer and fountains are installed the ponds will be turned over and the HOA will be responsible for all maintenance to the ponds
18. Bob reminded Jonathan to talk about the difference in the Income. February income very high. The developer pays all dues annually for vacant lots. Thank you Bob! When lots are sold and settlement occurs the settlement company is supposed to pay back the builder the difference. However, the settlement company was paying it back to the HOA. Thus the HOA was being paid twice. So the difference is being paid back to the developer.
19. There was a motion made to approve the budget, and Matt Noble seconded the motion.
20. Jonathan stated:
 - He is in the process of finalizing the agreement to coat the area (due to slippage) near the pool/by the bathrooms with special product (inclusive of sand) to avoid future accidents. He stated it will be completed next week.
 - Pool pump is fine and chemicals are good.
 - Men's room door lock and storage locks are frozen. Jonathan will be replacing. Fran, resident suggested having locksmith look at it. There was also suggestion of getting a push button lock so as not to incur additional expense of new keys.
 - Sposato is on schedule with irrigation, fertilizing, etc.



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- There is still an issue with residents leaving trash cans and recycle can out in view. Jonathan reminded all of the enclosures available for installation.
- Brown mailbox has been addressed and will be replaced with white box.
- Comments on barking dogs. Home owners were very apologetic and issue has been addressed.

Other Maters/New Business

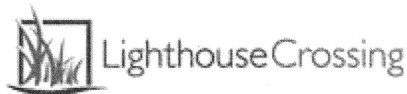
21. Walter Hyde – who has been taking care of ARC approvals for construction or improvements. **Note: He stated that there will be no verbal approvals, provide two (2) copies of forms for approval and it would be a maximum of two (2) week turnaround. All ARC updated forms are on the website.**
22. Donna McClellan – Welcome Committee she mention there are 14 new residents she has visited from Maryland, Delaware and Pennsylvania. She has 6 more new residents to visit.
23. Matt Noble – (Web Master) – he spoke about the new website and went into detail about the information under each title on the home page. Website is: <http://lighthousecrossinghoa.com/> Email address to contact the Board is: board@lighthousecrossinghoa.com.
24. Mary Mitchell (Activities & Socials) – She is interested in having some informal gatherings to get to know one another. Mary spoke of things like: “Apply Hour at the Pool” – bring an appetizer and your favorite drink (plastic only) or just bring yourself and enjoy one another’s company. “Ice Cream Social”, Mystery Beer Party, whatever.
Mary mentioned the upcoming Memorial Day Weekend Cookout at the Pool Parking Lot. Also, she hopes to coordinate a 4th of July and Labor Day cookout. For additional information contact Mary at: mitchell688@yahoo.com.
***Alan chimed in and generously stated he wanted to contribute \$500.00 towards the party!
THANK YOU ALAN! PLEASE JOIN US AND BRING YOUR FAMILY!***
25. Debbie and Matt both talked about how we are continuing to grow our website and will be sending something out to all to have a community online directory which will be password protected. Only residents will be given the password. We are also looking into an online calendar.
26. Debbie mentioned the following:



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- That we (the Board) meet monthly, with the exception of summer vacations and major holidays.
 - The difficulty in understanding the Rules & Regulations in the By-Laws. It was suggested by Debbie that we have a committee to just go over them step by step and develop an easy read manual. Kathy Thess has volunteered to head up this committee and has another person interested in joining the committee. The Board will have someone from the board to monitor this process. There was a signup sheet on the table for anyone interested in this committee.
 - It was mentioned that no changes could take place without the voting process which is established in the bylaws.
 - She and Janine have attended some seminars put on by Senator Hocker for HOA members.
 - Pool chemicals are being monitored 5 times a week.
 - Increased cleaning of the bathrooms to twice a week.
 - If you have trash when you come to the pool, please take it home with you and not dispose of it in the bathrooms as space is limited.
27. Jonathan brought up the geese issue and there was discussion regarding the geese.
28. Debbie mentioned there is irrigation in common area at the front entrance only. In the past, we have had problems with it running too long. If you notice that occurring, could you please notify one of the Board members? Also, if you notice street lights out, let us know too. It typically takes 2-3 days for the utility company to fix.
29. Janine Hyde and Karen Bryant are responsible for the Ponds. Typically, Janine looks after Ponds 1 & 2 and Karen will be responsible for 3 & 4. Karen asked Lance & Shelley and Mary & Phil to assist with ponds 3 & 4 as they have a much better view. They will let Karen know of any issues.
30. Bob & Alan added information about the area around Pond 2 getting a bench and the area was being fertilized. Janine stated it was not. Alan will contact Royal. **Since the contractor has still not provided it, Bob said he would give the HOA \$500.00 to go and purchase ourselves. THANK YOU BOB!**
31. Janine suggested we considered an "Adopt a Flower Bed" for around the ponds. Anyone interested in doing so, please contact the HOA Board.



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32. Nancy Melton (Member at Large) talked about the Dry Storage Area. She said there are currently 14 spots in use and there are still available lots. She also mentioned to be sure and pull the chain tight when locking the gate, people are able to squeeze in if not pulled tight.
 - Weeds tend to grow up in that area and we have a volunteer who is willing to maintain and spray the area. We also will be spraying by the pool. The pool will be closed during the spraying.
33. The area where the chain is out front was brought up. Much discussion occurred. The board will be looking into removing that access road/chain.
34. Walter Hyde gave a tip that some homes do not have shut off valves for outside faucet. You can purchase a shark bite valve to cut into PEX tubing at Lowes and turn off for winter.
35. Jackie Burger, resident ask if the town of Selbyville does mosquito spraying. It was stated they did not. There was mention of contacting DNR for spraying. Someone said the county does helicopter spraying. Another resident stated she has Brasure's spray her back yard for ticks and mosquitoes. Debbie and Janine will check with town.
36. Lance Lamar ask if he could have common area added to his irrigation system to assist in maintaining the common area by his house. We will discuss and get back to him.
37. Debbie reminded folks about the Community Yard Sale this upcoming Saturday, May 19th.
38. Debbie Graves motioned to adjourn the meeting at 8:07pm and Karen Bryant seconded the motion.