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**Dear Clearbrooke HOA Members: May 1st 2024**

Our spring meeting for the Clearbrooke HOA was held on April 9th, 2024. In case you missed it, a copy of the Treasurer’s Report and Operating Budget are included with this correspondence. The board also addressed other topics:

* On-Line Payments: Beginning this year, members can elect to make direct on-line payments electronically to the HOA account at PNC Bank. Details will be provided with your statement invoice this fall.
* Roadway Safety: The board is looking into the use of reflective pavement markers and the use of reflective paint to enhance motor vehicle safety in the development. Intersections will be a focus along with the entrances to the development.
* Some federal monies were allocated to Delaware to address soil conservation issues. We will continue to work with our local elected officials at the state and county level in advocating for the additional drainage work outlined by Sussex Conservation. Previously, the absence of funding availability would not allow any work to take place.
* We discussed our new collections process for delinquent accounts utilizing Bayside Receivables Inc.
* The board is projecting additional paving projects in the spring of 2025.
* Sherwin Williams Discount: Former Director Rick Martens worked out a deal with our local Sherwin Williams (near Texas Roadhouse) store. Just tell the store staff that you’re are a member of the Clearbrooke HOA and you will receive significant savings on your purchases.

The board shared some common issues which often need to be addressed with our membership. Most issues are resolved with a simple “Warning Letter” being sent out. However, there are occasions when fines and additional legal action are required to gain compliance. Protecting and seeking the welfare of the community requires the board to be diligent in addressing violations of our covenants. Here are some of the common problems our Code Enforcement encounters:

* Trash/Garbage in yard or stored on porches. Spring is a great time to clean up around our properties. Sometimes we forget to finish the job and have an item removed to the dump. If you need assistance, please reach out to the HOA.
* Trash Receptacles: All trash cans must be stored in such a way as to ensure they “are concealed from public view.” This can be done by keeping them in your garage, at the rear of your home, or behind some type of purposeful screening (fencing/landscaping). For guidance, if you can view your trash receptacle from the road, you are in violation.
* Drainage Ditch Debris: Our drainage system in the development is challenged when the water does not flow away from our properties as intended. A lack of attention by contractors when placing driveway culverts has created uneven drain points which often leads to water backing up. Some members have complicated their problem by digging out their ditch (lowering the elevation) or by stopping the proper flow of water through their property by damming the entrance to their culverts with stones or other debris. The stones look nice, but, if done improperly, they can slow or stop the flow of water through our corporate ditches that we all rely upon for evacuation of water from our properties.
* Travel Trailers/Motorhome parking: Our covenants direct that all recreational type trailers and motorhomes will not be stored forward of the front most part of the dwelling. Please keep this in mind when you are storing a trailer or RV on your property.
* Mildew on Siding: All of our properties must be maintained and this includes keeping the vinyl siding of our homes and our fencing free of mildew and dirt.
* Grass Trimming Your Fence Line: We often forget to keep the grass cut on the outside of our fencing. Grass and weed killer can help with maintenance in this area.
* Pet care and the Delaware Dangerous Dog Ordinance.

If you are contemplating a home improvement project, please take the time to review our permit packet available on our website: Clearbrooke.com. Whether you are adding on, installing a pool, building a shed, building a fence, or making any other changes to your property, it is all covered in our project packets. Permits are required before you begin. We make it as easy as we can for you to enjoy your property with the improvements you desire. There is no charge for the HOA permit process.

Preserving the peace, stability, and welfare of Clearbrooke Estates ensures that all of our property values are maintained. Our community is highly prized for the upkeep and maintenance by our members. We look after each other in our community, and our HOA is here to help. We encourage you to contact us with any questions through one of the following ways:

**Website: Clearbrooke.com**

**Email:** **ClearbrookeHOA@yahoo.com**

**Address: Clearbrooke HOA, PO Box 1045 Seaford, DE 19973**

**Phone: 302-536-1327**

**Our next public meeting will take place on October 8th, 2024.**

 **Very Sincerely,**

 **Clearbrooke HOA Board of Directors**