



**** D R A F T ****

**Mendenhall Village Homeowner's Association
Annual Meeting Minutes**

May 09, 2023 - 6:00 pm
Webinar/Virtual online meeting

Board Members present: Tom D, George J, Catherine J, Chris K, Ben K, Lorraine L, Elaine W, Susan B

Board Members absent: none.

A2Z Representatives present: Mark B and Joe H

Speakers: none

Motions made and carried:

- **The 2022 annual meeting minutes were approved as presented.**
- **The year-end financial report was approved as presented.**
- **The 2023/24 budget and assessment was approved as presented.**
- **A motion was made and carried to close nominations from the floor for the slate of Board members to be elected.**
- **The Slate of Board members/Officers presented was affirmed for a 2-year term. Those on the slate included Elaine Woerner, Chris Kaye, and George Jardine**

Mark B of A2Z kicked off the meeting after introducing each of the Mendenhall Village Board members. Currently there are 27 delinquent homeowners who collectively owe \$28,737.

A quorum of 61 homeowners attended online or by proxy; Seven board members attended in person, 32 homeowners dialed in, 22 proxies were received.

OFFICERS REPORTS

The Recreation Committee report was given by George and Catherine Jardine. Social activities for the past year included:

- a Halloween parade led by Mill Creek Fire company on October 22
- Mill Creek Fire company delighted the kids with brightly decorated firetrucks topped with waving Santa and Mrs. Claus on most MV streets in December.
- in March we had an Easter egg hunt which was attended by more than 120 people. Candy was donated by Representative Mike Smith and Monica Bush and free kid's meal coupons were donated by Friendly's Restaurant.
- The annual MV yard sale is next week on 5/20. Sellers should mark their homes with balloons.

The Secretary report was given by Susan Bogucki. Board minutes are available on our website, www.mendenhallvillage.com. Board meetings were held in person this year. A motion was made and carried to approve last year's annual meeting minutes.

Vice President of Mendenhall Village townhouses report was next.

- The doggie pot program which supplies plastic bags to pick up dog waste has been very

successful! Residents are requested to tie the bags securely and to dispose of them in proper trashcans. The bags should NOT be discarded in trashcans inside of the playground for sanitary reasons.

- There were 47 architectural requests from townhomes this year and most were approved in less than 1 week. A reminder that ALL changes to the outside of a home (deck, siding, roof, doors, railing, storm doors, etc.) require an approved Architecture Change form which is available on the www.mendenhallvillage.com webpage.
- Reminder that every town home has a specific color scheme. These can be found on the MV website.
- There is a six-foot walkway easement at the back of all townhome lots. Residents use these easements to access their trashcans and wheel to the front yard on pickup day. Maintaining these easements is the responsibility of each individual townhome and is a deed restriction requirement. Easements must remain clear and everyone must have rear yard access.
- Deed restrictions require that trashcans remain out of view. Receptacles should be stashed inside the privacy fence and out of view. Some homeowners, who were unable to keep trashcans inside of their fence, have submitted ARC requests which were approved for acceptable trashcan enclosures.

Elaine Woerner, Vice President of single-family homes gave her report.

- A reminder that ARC requests must be submitted before beginning a project. The turnaround on requests has been very quick. Since COVID the number of ARC requests has increased.
- Each year, as our community ages, we spend more time and funds on maintenance of common open space areas. This is especially true for trees as they get bigger and older.
- We are pursuing solutions with government officials for the damaged fence behind Farmhouse and Fieldstone.
- We continue treating MV common area trees for ash borers, and spotted lanternflies. We seem to be keeping them under control. Private homeowners may want to check trees on their property. We have been using Bartlett.
- Trashcans are still the biggest violation of deed restrictions. Trashcans cannot be left outside and must be out of view except on trash day. Trashcan enclosures can be requested via an architectural request.
- 29 homes sold in Mendenhall Village last year.
 - 13 townhomes with sale prices ranging from \$313k to \$390K.
 - 16 single family homes with sale prices ranging from \$386k to \$700K.Mendenhall Village is a desirable neighborhood, and it is important to keep it updated and well maintained.
- There were about 91 home improvement architectural requests this year; all approved within 10-12 days. After all the details are received, we are required to respond within 30 days. A reminder to homeowners that any exterior alteration, change, replacement, addition, etc. requires an architectural review and approval. These could include updates to siding, painting, doors, windows, fences, decks, re-roofing, major landscaping, etc. Forms can be found on our webpage or by calling the MV message line at 302-234-3979 or by emailing info@mendenhallvillage.com. Forms can be submitted by mail or email. Make sure you make your request before work starts. We are required to process requests within 30 days, but most are approved quickly after all questions are answered and all information is supplied.

President Ben Kisielewski gave the Presidents report.

- We believe that MV homeowners prefer virtual meetings are preferred over in person meeting.
- Delmarva's electric power upgrade project is slated to be complete later this year.
- The landscaping project to improve MV entrances on Village Drive began today. We will also refresh the entrance on Fox Run Drive. A new planting area and sign will be added later this year at the intersection of Village Drive and Middleton.
- The fence along Limestone Road is falling apart. We are talking with state elected officials to try to obtain funding to replace it.
- We are working with Deldot and Delmarva Power to try to have the streets which were dug up and patched. We are also talking with our Representative, Mike Smith, to see if state funding is available.
- The mild winter helped us cover the costs this year of extensive tree work, such as the ash borer and spotted lantern fly. Homeowners should check their own trees and pursue treatment; it is cheaper to treat than have a tree taken down.
- This year we are working to replace the entrance signs and mounting hardware at both Village Drive entrances.
- We hope to start a project this year to clean, repair, and stripe the overflow parking lot for townhomes.
- The MV assessment has been the same amount for the last 9 years. We try to focus on 1-2 projects each year and not to spend down our reserve funds.
- Mendenhall Village is a great "small town" with a diverse population.
- Don't forget that we are a deed restricted community.
- If you see suspicious activities, please call County Police non-emergency (302-573-2800) or emergency (911) numbers.
- If you have questions for A2Z or the Board you can visit our website www.mendenhallvillage.com , email info@mendenhallvillage.com or can call (302)234-3979 message line and we will respond in a timely manner

MVHA Responsibilities

- Conduct annual meeting.
- Present financials and budget
- Comply with federal, state, county laws and corporate governance/oversight.
- File & retain all official docs, uphold/enforce deed restrictions & bylaws, DE Dept of Corps filings, annual state franchise tax, federal tax filings, enroll yearly in Deldot's SEEP
- Ensure compliance with Delaware's DUCOIA
- Full financial management and recordkeeping including budgeting, expenses, assessment, billing and collection, insurance, legal fees.
- Maintain all common areas, open space areas, and common elements, such as overflow parking, around the pond, community trash cans along Village Drive.
- Advise NCC of any county open space issues.
- Snowplowing and salting streets
- ARC review and approval for any home's exterior additions, changes, replacements, etc. (fences, decks, pools, additions, sheds, windows, doors, shutters, siding, roofs, driveway changes, whole house generators, major landscaping, retaining walls, etc.) Anything outside of the house requires an ARC request.
- Reminder that vegetable gardens are only allowed in rear yards per NCC residential community codes.

FINANCIAL REPORTS

The Financial report and budget were reviewed in detail by Joe Hackman of A2Z. The year-end financial report and 2022/23 budgets were each put up to a vote and approved unanimously. There was also a vote to approve the fiscal year 2023 budget and the proposed assessment amount; the vote was affirmed unanimously. The assessment invoice will be sent out by June 1.

Possible long-term projects for the upcoming year include:

- MV open space maintenance
- Entrance landscaping
- Replacement of entrance signs
- Patching and sealcoating Village Drive walking path
- Patching sealcoating and striping the overflow parking area
- Replacement of picnic tables at pond and playground.

ELECTIONS

Slate of Board members/Officers for 2-year term included: Elaine Woerner, Chris Kaye, and George Jardine. A motion was made to close the nominations. The slate was presented to vote. The vote was affirmed, and motion carried.

If any homeowners would like to volunteer for a board position or special project, please contact the Board anytime.

SPEAKERS

County Council Representative, Janet Kilpatrick (3rd district), State Senator Laura Sturgeon (4th district) and State Representative, Mike Smith (22nd district) were invited but unable to attend.

A recording of this meeting will be emailed to homeowners for review. Make sure that A2Z has your email address so that they can send you information and set up a password in the portal for your use. The information can be emailed to info@mendenhallvillage.com or leave a message on our message line, (302)234-3979.

Respectfully submitted by the Secretary,

Susan Bogucki