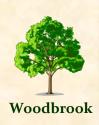
Woodbrook Civic Association 2019 Annual Meeting



February 12, 2019



Introduction

Michael Hoffman (representing Avenue North)

JP Dawson (DuPont Country Club)

2018 Review

2019 Look Forward

Budget Review (Kathy Kammer)

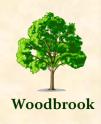
Annual Dues

Block Captain Program (Nigel Pond)

Infrastructure (Michael Paul)

Street Trees (Scott Cahayla)

Closing



Board Composition

Existing Members

Caitlyn Cahayla – Secretary

Scott Cahayla – Street Tree Management

Andi Degnan – At large

Kathy Kammer – Treasurer

Susie Mathews – Social Coordinator

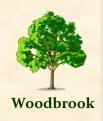
Michael Paul – Infrastructure

Nigel Pond – Vice President

Mark Wachter - President

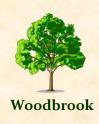
New Member

Pat Grugan – Architectural Review



2018 Review

- Domain Name (WoodbrookDelaware.org) & Website
- Avenue North
- Streetlight Project
- Architecture Review Process

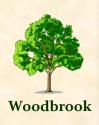


Woodbrook Architectural Review Checklist

In order to have your project reviewed by the Board, the following items are required:

- A conversation between you and your affected neighbors explaining the project and discussing any concerns.
- A completed Architectural Review Request Form
- A site plan showing the location of the house and the proposed improvement (including dimensions from the property line).
- A picture or drawing of the intended improvement (sketches, clippings, catalog illustrations, links to websites, or other data).
- If applicable, architectural plans (elevations) of the intended improvement.

Please direct any questions or concerns to architecture@woodbrookdelaware.org



Woodbrook Architectural	Review Request Form
Home Owner:	
Property Address:	
Phone:	Email:
Date Submitted:	Proposed Start Date:
Project involves the following type Fencing Deck/Pation Drive/Walk Addition	
Project description and location on	the property:
Neighbors affected and conversation	
	Name:
Conversation summary:	
	Name:
	Name:
Conversation summary:	
not responsible for passing on safety, whether structura regulations, nor does its approval of an improvement co	in order to proceed with installation of improvements. I understand that the Board is al or otherwise, or conformance with building codes or other governmental laws or onstitute approval of any building codes or other governmental laws or regulations, and mplete the proposed improvements. I acknowledge and agree that the Board assumes f any plans submitted.
Home Owner Signature:	Date:
Board Action:	
Approved as submitted.	
Approved subject to the following	ng requirements:
 Disapproved 	
	Date:



2019 Look Forward

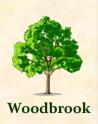
- Bylaw revisions
- Website construction
- Going Green (NEED EMAIL!!!)
- Block Captain program restart
- Common area landscaping
- Street tree policy revisions

Woodbrook

Street Trees







Street Tree Policy

Current policy: association pays \$500, you pay the rest Challenges:

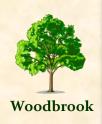
- Difficult to implement proactive plans
- Financial burden lies on an unlucky few
- No recourse for non compliance



Street Tree Policy

Proposed policy: association pays 100% of the costs Benefits:

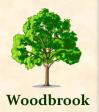
- Proactive, long term plans can be implemented
- Financial burden spread across the association
- Cost savings to the association
- Operations are much simpler
- Budget accuracy



Line Item	Forecast		Actual			
	Debit	Credit	Debit	Credit	+/-	
Revenue						
2018 Association Dues (\$200/house)		\$43,600		\$40,600	-\$3,000	(203 of 218 houses pa
Expenses						
Administration	\$1,940		\$1,784		-\$157	
Legal expenses	\$200		\$0			
CCOBH Dues	\$30		\$30			
Franchise Tax	\$25		\$25			
Insurance	\$1,580		\$1,579			
Miscellaneous	\$105		\$150			
Meetings and Communications	\$5,000		\$3,292		-\$1,708	
Annual Meeting	\$600		\$366			
Avenue North	\$0		\$263			
Welcoming	\$100		\$0			
Fall Social	\$3,300		\$2,173			
Printing/Copying	\$1,000		\$490			
Snow Removal	\$4,000		\$1,223		-\$2,777	
Stewart Ramsey	\$4,000		\$4,000			
State of DE Reimbursement		\$0		\$2,777		
Street Tree Management	\$30,500		\$18,569		-\$11,931	
Maintenance/Pruning			\$6,373			
Removals			\$4,482			
Stump Grinding			\$1,114			
Plantings			\$6,600			
Common Area Maintenance	\$1,500		\$1,549		\$49	1

- 2018 Starting Balance \$43,402
 - **Total Income** \$40,600
 - **Total Expenses** \$26,417
- 2018 Ending Balance \$57,585

Line Item	Fore	cast	Actual		
	Debit	Credit	Debit	Credit	+/-
Revenue					
2019 Association Dues (\$200/house)		\$43,600			
Expenses					
Administration	\$3,500				
Legal expenses	\$0				
CCOBH Dues	\$200				
Franchise Tax	\$25				
Insurance	\$3,000				
Miscellaneous	\$275				
Meetings and Communications	\$5,700				
Annual Meeting	\$265				
Other Meetings	\$265				
Welcoming	\$50				
Fall Social	\$2,500				
Website	\$2,500				
Domain Name	\$20				
Printing/Copying	\$100				
Snow Removal	\$2,000				
Stewart Ramsey	\$4,000				
State of DE Reimbursement	. ,	\$2,000			
Street Tree Management	\$57,000				
Ash Tree Treatment	\$12,000				
Maintenance/Pruning	\$15,000				
Removals	\$15,000				
Stump Grinding	\$5,000				
Plantings	\$10,000				
Common Area Maintenance	\$5,500				
Maintenance	\$1,500				
Landscaping	\$4,000				



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2019 Starting Balance \$57,585

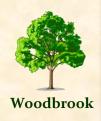
Total Income \$40,000

- Total Expenses \$73,700
- 2019 Ending Balance \$23,885

Annual Dues

112	Country Club	504	Rothbury
101	Dexter	513	Rothbury
107	Dexter	515	Rothbury
108	Dexter	315	Waycross
111	Dexter	318	Waycross
405	Foulkstone	202	Welwyn
415	Foulkstone	216	Welwyn
538	Kerfoot Farm		

*5 of the 15 did not pay 2016 or 2017 dues



Infrastructure

- 2018 Street Light project update
- 2019 Street Light proposed schedule
- Snow removal overview
- Sidewalk maintenance



2019 Street Tree Proposed Work

- New plantings
- Pruning and maintenance
- Proactive removal of unhealthy/dying trees
- Ash Tree treatment



Ash trees in a Toledo, Ohio neighborhood in June 2006. Credit: D. Herms

Woodbrook



Toledo, Ohio trees after emerald ash borer in August 2009. Credit: D. Herms.

