

# BAYVIEW MANOR II

November 26, 2007 • Issue 1

## Letter from the President

Hello Everyone,

Your Board welcomes you and wishes you all a happy holiday.

There are many new changes we are implementing this year and we all need each other to make it work. In general, we are making the Board more transparent and making us all accountable for each other's success.

Fortunately, we have an excellent start with a committed board, whom I've introduced below.

We have many challenges to face this year, the first of which is the approval of the new budget. This is especially critical now, since the original budget was rejected. The bottom line is **the new budget MUST BE APPROVED BY December 4, 2007. This will give your board the time needed to submit the assessment to New Castle County by December 6, 2007.** We've made many changes, taking into consideration the community's comments and we were able to **reduce** the original allotment by \$22.97 per person to **\$163.40** from \$186.37, but more on that later.

Please carefully review this newsletter. Many new things are in store.

Your New Board Members have been in the community for one to three years. They are **Claude White**, President (Two year resident), **Brian Wegrzyn**, Vice President (One year), **Kevin Stecca**, Secretary (Three years), **Jackie Hawkes**, Treasurer (One year), **Linda Pine**, Member; Landscape Committee (Three years), and **Scott Sumiel**, Member; ARC Committee (Two years). Two open positions remain on the board. Please contact us if you are interested in participating.

Your Budget as presented during the last community meeting was rejected. We've addressed the concerns raised during our last public Board Meeting. **The new budget, attached, reflects an overall reduction of \$4,297.50 in annual operating expenses.** We've based all line items on actual expenses incurred in prior years and provided a footnote explanation for most of the line items.

Unfortunately, this budget rejection came during the time the annual assessment is billed by New Castle County to the residents to allow our Home Owners Association to operate. **A budget MUST be approved by the community within the next week, by December 4, 2007 in order to provide the community with the funds needed to operate! Grass cannot be cut, snow cannot be removed, etc. until a new budget is approved by the community.**

Another note, unpaid assessments increase the annual cost to homeowners that do pay their annual dues. This year \$2,447.03 remains unpaid from the prior year. The current reduced assessment of \$163.40 would have been another \$13.09 lower, had these funds been collected.

Please vote on the enclosed budget with the form provided and mail it to our post office box before December 4, 2007.

### BOARD AGENDA FOR 2007-08

**This is YOUR Board, the Community's Board, and it will be:**

**Open** – The community is welcome to watch and listen during the board meetings. A separate period will be set aside to record any comments the attending community members may have. The board meetings will only be closed when personal information related to a community member is discussed.

**Responsive** – E-mail and phone lines WILL BE MONITORED. Each inquiry will be answered within THREE BUSINESS DAYS

**Private** – Disputes or issues that pertain to specific individuals will be addressed by the Board during a CLOSED session, not open to the public. The Board values the privacy of its community. No personal information will be released to the community or discussed at public board meetings.

**Informative** – Education is the primary goal of the Board. Our goal is to make sure all homeowners know how we can make this community better.

**Attention** – The Community's Help is needed to address the following issues:

**Maintenance of Common Areas WILL be performed by the Contractors engaged by the Board on your behalf.** We understand that historically, service has not been consistent and that in response, some homeowners have taken it upon themselves to maintain the common areas adjacent to their properties. This is not necessary. All common areas will be maintained.

**Confirmation and Definition** of the common areas will be made through the **ARC (Architectural Review Committee)**. Affected homeowners will be contacted to ask them to stop maintaining the common areas and to re-define for the home-owners what those common areas are.

### Board Members

Claude E. White, III, President  
Brian Wegrzyn, Vice President  
Kevin Stecca, Secretary  
Jackie Hawkes, Treasurer  
Linda Pine  
Scott Sumiel

### Contact us:

**E-mail**  
BayviewManor.HOA@gmail.com

**Address**  
P.O. Box 11646  
Wilmington, DE 19850

**Hotline**  
302-689-4506

### In this Issue:

- Letter from the President
- Deed Restrictions
- Useful Information
- Interested in Helping a Neighbor

*Claude White, President*

## Snow Removal

After the new Board was elected, we were notified that our streets had been turned over to the State. What this means is that Bayview Manor II, is responsible for snow removal from our community streets. Previously, the developer was responsible for snow removal. This is a new process for our development and a new cost that must be included in the budget. No bids for snow removal had been solicited in the past and the current Board is diligently requesting bids for snow removal and we hope to secure a contractor within the week. We have submitted the paperwork for reimbursement from the State, which will help offset the some of the cost.

In order to help the snow removal process, please be sure in to not park vehicles on the streets when plowing/salting may be necessary. This will speed up the process and prevent possible damage to any of your vehicles. Please also be aware that the sidewalk around your house is your responsibility to clear of snow and ice. This is not the responsibility of the Maintenance Corporation.

## Questions?

In the past, e-mails and voicemails had not been returned. Please continue to submit your questions and be assured that these will be responded to going forward. We hope to provide you with important and useful information that you may need. We want to make sure all of your questions and concerns are addressed. If you have questions or would like a further explanation of something concerning the development, please e-mail [BayviewManor.HOA@gmail.com](mailto:BayviewManor.HOA@gmail.com) or call 302-689-4506. We will address you directly within three business days, and if we feel necessary, we will include the response in the next newsletter. Also some of your questions may be answered by reading the information posted to our website.

## Right address, wrong name?

If you received this newsletter with the incorrect name because you recently purchased your home, please e-mail [BayviewManor.HOA@gmail.com](mailto:BayviewManor.HOA@gmail.com) or call 302-689-4506 and we will correct our mailing list.

## ARC Committee Members Needed!

*Looking for a few volunteers*

The ARC (Architectural Review Committee) is the community run group dedicated to maintaining the deed restrictions in our community. Community members are needed to join this important committee which is separate from the Board.

Committee members need to:

- Elect responsible Chairs and/or Co-Chairs to head the committee
- Define the committee's agenda
- Carry out the committee's objectives

If you would like to volunteer your time, please e-mail [BayviewManor.HOA@gmail.com](mailto:BayviewManor.HOA@gmail.com) or call 302-689-4506. From the volunteers, a Committee Chairperson or Co-Chairs will be elected to head the activities of the committee. Until a committee is formed and a chair is selected, Scott Sumiel will be meeting with the former Chair to gather the necessary information and records for the committee.

In case you are not familiar with the ARC, it is a volunteer committee of your neighbors that ensure all architectural guidelines and deed restrictions are followed in a manner that protects and maintains appropriate community appeal.

Your ARC reviews all requests for approval to modify or change the exterior of homes or structures to ensure that your proposed change meets the guidelines and standards of your neighborhood. These changes include fencing, landscaping, painting, decks, stains, roofing, outdoor storage units,



remodeling, additions, gazebos, and any other change/addition that is visible from the street or other homes.

Your ARC conducts reviews to determine the status of community appeal and compliance with the deed restrictions. Yes, this process can be subjective, but more often than not, guidelines, rules and regulations govern the actions of the ARC.

In case you have misplaced your Deed Restrictions, or did not receive them at settlement, a copy is posted to the community Web site, <http://www.neighborhoodlink.com/ncastle/bayviewmanor2/>. Once the new ARC is formed, the Deed Restrictions will be reviewed to determine if they are still suitable to our community, or if any amendments can be made. If you have any suggestions for changes to the Deed Restrictions, please email [BayviewManor.HOA@gmail.com](mailto:BayviewManor.HOA@gmail.com) and these will be passed on to the Chairperson(s) for the committee's review. Any changes will need to be approved by two-thirds of the Homeowners in writing before the Deed Restrictions can be amended. This will occur probably early next year.

***The ARC needs to be formed, so please sign up if you are interested, and get involved!***

## REMINDER ABOUT HOLIDAY LIGHTS

Have fun, be creative, and enjoy the holidays! We hope that you and your family have a wonderful holiday season and a very happy New Year. Just please remember that after the holidays, all exterior holiday lights and/or ornaments need to be removed no later than January 15, 2008. We have also posted information about local disposal facilities for Christmas trees to the community Web site, <http://www.neighborhoodlink.com/ncastle/bayviewmanor2/>



# Useful Information

## A Dozen Ways to Prevent Identity Theft

1. Shred all unnecessary documents containing personal information. Shred credit card offers and "convenience checks" that you don't use. Shred all credit card and bank statements except the most current.

2. Do not carry your Social Security card with you. Minimize the identification information and the number of credit cards you carry with you. Give your Social Security number only when absolutely necessary.

3. Destroy old or expired credit cards. Close all inactive credit card and bank accounts.

4. For ATM and debit cards, choose a PIN different from your address, telephone number, date of birth, or the last four digits of your Social Security number.

5. Memorize your PIN. Do not write it on your ATM or debit card, or keep it written on a piece of paper somewhere in your wallet or purse.

6. Keep personal information in a safe place. If you employ outside help or are having service work done in your home, please keep your personal information secure and out of sight.

7. Do not give out personal information over the telephone, through the mail, or over the Internet unless you have initiated contact, or know the business with which you are dealing.

8. Order a FREE copy of your credit report from one of the three major credit reporting agencies (Equifax, Experian and Trans Union) each year. Order your FREE annual credit reports by phone, toll free at 877-322-8228 or online at [www.annualcreditreport.com](http://www.annualcreditreport.com).

9. Periodically check your ATM and debit card activity for unauthorized use. Check bank statements, canceled checks, and credit card bills for suspicious activity.

10. Ask questions whenever you are asked for personal information that seems inappropriate. Ask how the information will be used and if it will be shared. Ask how it will be protected. If you are not satisfied with the answers do not give out your personal information.

11. Identity thieves "phish" for victims by pretending to be banks, retailers, government agencies and charitable organizations. They do this over the phone, by regular mail and over the Internet. Don't take the bait. Never give out personal information unless you initiate the contact. Do not respond to requests to verify your account number, PIN number or password.

12. Click with caution when shopping online. Only enter personal information on a secure web site and shield your computer from viruses and spies to block out hackers. Don't click on links in pop-up windows or in spam e-mail.

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## Fall Lawn Maintenance

To help to ensure a healthy lawn, there is some fall lawn maintenance you can do regardless of the type of grass on your lawn.

- Apply herbicides to broadleaf weeds
- Correct soil pH: if your lawn is not performing well, have your soil tested. If the soil test should show a need to reduce acidity, apply lime now. If alkalinity needs to be reduced, apply sulphur.
- Thatch removal: dethatch your lawn, by raking; for bad cases of soil compaction, you may have to employ the technique known as core aeration, for which lawn equipment known as "aerators" can be bought or rented
- Rake leaves, or use a leaf vacuum, lest the leaves smother your grass over the winter
- Lawn equipment care: make sure to drain old gas out of lawn mowers after last mowing

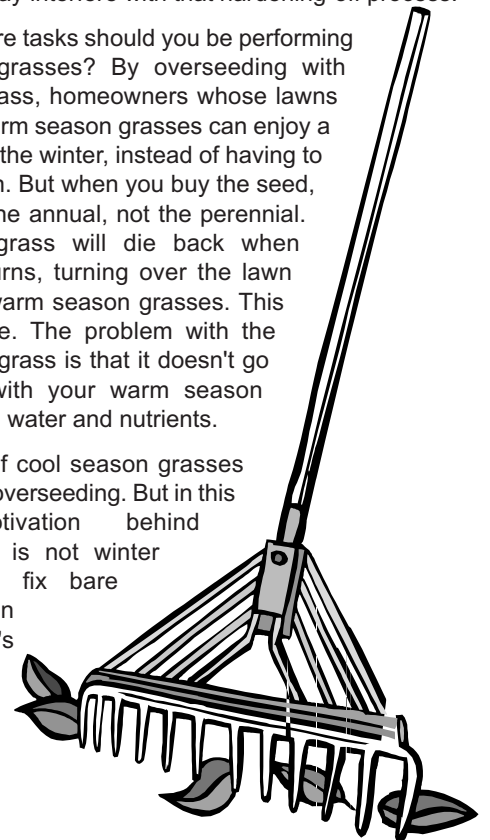
The nature of the following fall lawn care chores depends on whether it's a cool season or warm season turf grass that you have to care for. These chores are watering, fertilization, and setting lawn mower height.

Fall lawn care for cool season grasses entails ensuring that lawns receive enough fall water to carry them through the long winter. Don't think that because the temperatures outside are no longer high, you can forget about watering in the autumn. Another fall lawn care tip that applies specifically to the maintenance of cool season grasses is fertilization. Apply one pound of nitrogen per 1,000 square feet of lawn.

Conversely, avoid fertilizing a warm season turf grass in the autumn. The latter undergoes a hardening-off process during this time of year to prepare it for winter. Fertilizing warm season grasses in the fall may interfere with that hardening-off process.

So what fall lawn care tasks should you be performing for warm season grasses? By overseeding with annual winter ryegrass, homeowners whose lawns are composed of warm season grasses can enjoy a green carpet during the winter, instead of having to look at a brown lawn. But when you buy the seed, be sure to ask for the annual, not the perennial. Annual winter ryegrass will die back when summer's heat returns, turning over the lawn once again to the warm season grasses. This exit is a timely one. The problem with the perennial winter ryegrass is that it doesn't go away, competing with your warm season grasses for sunlight, water and nutrients.

Lawns composed of cool season grasses can also profit from overseeding. But in this case, the motivation behind overseeding lawns is not winter cosmetics, but to fix bare patches ... with an eye to next year's lawn.



# Interested in Helping a Neighbor

## Want to Support a Local Business?

Do you have a business that you run from your home, a local business, or a company that has provided excellent service which you would like to share with the community? If so, please feel free to let us know and will list them on the newsletter. We will post the name and phone number of the person referring any business so that any interested parties can inquire further with you.

Please send your posting to *BayviewManor.HOA@gmail.com* or call 302-689-4506. We would love to see our neighbors and local businesses.

## Interested in a Social Club, Network or Community Event?

We would like to help bring the community together both professionally and socially. If you are a member of a social club or professional networking club that you would like to share with the community please feel free to send them to us with a contact name and phone number or e-mail.

Would you like to see a community event? We would like to hear from members of the community that would be interested in starting a Civic Association or being a member of the Events Committee. Both of these groups will help bring our neighbors closer.

Please send your information to *BayviewManor.HOA@gmail.com* or call 302-689-4506. We will post it in the next newsletter or if necessary on the Web site for the entire community to view.



If you would prefer to receive future newsletters electronically, please e-mail *BayviewManor.HOA@gmail.com*.

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