

MINUTES
WILDFLOWER RIDGE HOMEOWNERS' ASSOCIATION, INC.
HOMEOWNER'S MEETING
June 28, 2022

Board of Directors Present:

Delia Plowden, Treasurer
Challice LaRose, Secretary

Others Present:

Melody Rockenbaugh, Community Manager
Angela Thurber, Community Manager

Homeowner's Present:

Brandi MacDonald & Jeffrey Mitchell – Pluto Place
Heather Fike – Planet Court
Cameron Butler & Adrianna Bowlin – Universe Drive

I. Call To Order:

The meeting was called to order at 6:10 PM by Delia Plowden and was held in person and virtually from The Knights of Columbus located at 108 W Stephen St., Martinsburg, WV. One homeowner couple was present, and two others attended virtually.

II. Verification of Notice:

Notice of Annual Meeting was mailed via USPS to all homeowners on May 15, 2022, and posted on website.

III. Approval of 2021 Annual Meeting Minutes:

Annual Meeting minutes were previously distributed to BOD members and therefore reading of the minutes were waived.

IV. Financial Report:

Melody Rockenbaugh presented the financial status and answered questions.

V. Review Updates in Spring/Summer Newsletter: Delia Plowden Reviewed the following Updates:

a. Storm Water Management

When Triad completed their survey and presented their findings to the Board, the Board had developed a plan and scheduled work to be completed. We are happy to report that most of those action items have been completed from 2021 and some from 2022. We are aware that some of the landscaping still needs to be addressed as some places have been missed. Progressive Bookkeepers will follow up with Botanica to ensure they are completing all of the agreed work. We would like to remind homeowners that easements are not to be changed, and we appreciate all the corrections that have been made to those easements that had already been changed. Some properties around Moonlight and Galaxy do not have documented easements, TRIAD assisted the HOA in determining which owners were affected by this and will be continuing to work with the HOA for a storm water solution for the community. This project will include adding drainage piping to help move water more efficiently.

b. Paving Project

We have contracted Top Gun Seal Coating to begin work in the development to fix some of the alligator cracks and seal the roads to preserve the roads. Letter were sent to homeowners regarding the upcoming work, and we understand there was a delay, and they are to begin the work this upcoming week. We anticipate the paving project work that was scheduled for this year will be completed and future work will be scheduled to ensure we continue to maintain the roads.

c. Speed Limit Reminder

Speeding is an issue within the development, and we would like to remind everyone to slow down; and remember kids do play in all areas of the development. The Board will be partnering with local law enforcement to assist with getting control on the speeding in the development. There may be a need for additional speed bumps in areas that have no speed bumps. The Board will review the need and work on a plan to ensure that if needed they get budgeted and installed. Also, it is important to note that ATVs are also not allowed in the development and the signs have been removed. The signs will be replaced, and the Board will evaluate the need to add additional signage.

d. Curb Appeal

To maintain increased home values and show pride within our development we would like to remind homeowners of the importance in maintaining their properties and to adhere to the Bylaws and Covenants for WFR. Progressive Bookkeepers will continue to do regular inspections and we would like to thank those in advance who comply with the violation letters and do regular maintenance on their properties.

e. **Board Members Needed**

We still have vacancies on the Board of Directors, we have a couple of vacancies, and you can find the appropriate forms and more information regarding the HOA on the HOA website www.wildflowerridgehoa.com. Please consider helping to make a difference in your community.

VI. Election of New Board Members:

Homeowners present stated nomination was mailed to Progressive Bookkeepers; however, no nomination form was received. We provided a copy of the nomination form to the homeowners present and advised them to resend by mail or email. Once nomination forms are received the BOD will call a special meeting.

VII. Open Forum:

a. **Animals Running loose in development**

Berkeley County does require animals to be leashed, we understand that some animals have been allowed to run without a lease, this is not allowed by our covenants or our local laws. Homeowners are encouraged to report issues to local authorities to ensure laws are enforced. There has also been an increase in stray cats in the development and some of the homeowners are trapping and spay/neutering cats at their own expense. Some homeowners are also willing to help in trapping these strays to ensure they can be properly fixed then released to cut down the increase in stray cats. If you are interested in more information, you can reach out to the management team, and they will get you in touch with the appropriate people.

b. **Past Due Accounts and Assistance**

The management company sent out notices in May to make homeowners with past due balances aware of an assistance program that could help with their past due balances on their accounts. If you have not received that information or would like more information, please contact Progress Bookkeepers for that information.

c. **Playground/Equipment for Kids**

Homeowners have expressed their interest in finding a way to put in a playground area for kids. This has been reviewed in the past with previous board members, however we would like to revisit the idea to see if things have changed. While we can't guarantee a play area, we are willing to review and discuss the possibilities and what that would mean for the HOA.

VIII. Adjournment:

There being no further business, the meeting was adjourned at 6:54 pm by Delia Plowden.

Minutes submitted by Angela Thurber.