

MINUTES
WILDFLOWER RIDGE HOMEOWNERS' ASSOCIATION, INC.
HOMEOWNER'S MEETING
June 24, 2026

Board of Directors:

Delia Plowden, President
Mike Faulkner, Vice President
Brandi MacDonald, Secretary (Virtually)

Others Present:

Melody Rockenbaugh, Community Manager
Angela Thurber, Community Manager

Homeowner's Present: - See attached list

I. Call To Order:

The meeting was called to order at 6:05 PM by President, Delia Plowden, second a motion by Vice President, Mike Faulkner, and was held in person-and via conference call from The Knights of Columbus located at 108 W Stephen St., Martinsburg, WV.

II. Verification of Notice:

Notice of Annual Meeting was mailed via USPS to all homeowners on May 11, 2026, and posted on the HOA website.

III. Approval of 2024 Annual Meeting Minutes:

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

IV. Meeting Etiquette:

Delia reviewed the Conduct and Etiquette expectations. Homeowners were reminded to remain respectful, stay on topic, and be mindful of time. Board members are homeowners as well, and constructive feedback is welcomed. When presenting concerns, owners are encouraged to offer potential solutions.

V. Financial Report:

Melody Rockenbaugh presented the current financial status and answered questions.

**VI. Provide Updates and Touch on Some Topics from the Spring/Summer Newsletter: Delia Plowden
Reviewed the following Updates:**

a. Current & Completed Projects

- a. Fence repair/replaced near the pond area has been completed.
- b. Fence addition at the front entrance has been installed. Additional lighting and landscaping are planned. This project, including cleaning and brick repair around the sign area, cost approximately \$5,000 and was funded using late fee and interest income.

The Board continues to monitor the HOA savings accounts to maintain high-yield interest rates, helping fund projects without increasing dues.

- c. New "No Solicitation" sign installed at the entrance.
- d. Divider and bold line at the development entrance completed.
- e. Dog waste stations were installed throughout the development. The HOA's maintenance person will ensure bags remain stocked.
- f. The Board is working with contacts at the Sheriff's office to partner with one of their deputies as a liaison to address community concerns. Homeowners are encouraged to share issues they feel should be discussed during the upcoming anticipated meeting. You may send emails to progressivebookkeepers.com.

b. Common Area Dumping

Trees and foliage were cut back in the common area off Moonlight and Saturn. Trash and large dumped

items were removed. Dog waste issues were also addressed in several common areas. Homeowners are reminded to:

- Clean up after pets immediately and properly.
- Avoid dumping trash, debris, or pet waste in common areas.
- Help maintain a clean and safe community.

c. **Electric Bikes & Traffic Concerns**

Electric bike usage has increased. Homeowners are reminded to:

- a. Wear helmets
- b. Use front and rear lights
- c. Obey all traffic and speed signs

Speeding continues to be an issue. Complaints persist regarding ATVs, dirt bikes, running stop signs, and unsafe driving. The Board may consider additional speed humps but must coordinate with the school to ensure bus access. The Board hopes the new Sheriff will assist with enforcement and solutions.

Reminder: Non-street-legal or untagged vehicles are prohibited on all roadways and common areas.

d. **Storm Water Management Project**

Storm water management remains an ongoing concern. Homeowners should report issues to the management company so they can be addressed promptly. The Board continues working with Triad to move the project forward.

Homeowners should keep culvert areas clear and avoid blocking drains with debris, weeds, stones, or decorative items.

e. **Playground**

Zoning restrictions continue to prevent the HOA from obtaining approval for a playground within the development.

f. **July 4th – Fireworks**

As a reminder, certain activities on July 4th are not only against the rules of our development but also constitute a violation of Berkeley County regulations. The community adheres to the ordinance adopted and enacted by the Berkeley County Council on July 9, 2017.

Homeowners are encouraged to review the full ordinance to ensure compliance and promote a safe and respectful celebration. The ordinance is available at:

<https://www.berkeleywv.org/DocumentCenter/View/329/Fireworks-PDF>

VII. Election of New Board Members:

Evan Lavelle was nominated as a Board Member – this will be reviewed during a closed Board meeting following the annual meeting.

**VIII. Open Forum:
Fountain and Pond**

Homeowners reported dead fish in the pond. It was clarified that the HOA did **not** use a new algae treatment. The fountain appears to be malfunctioning, and Progressive Bookkeepers is obtaining quotes for repair.

Parking

Parking continues to be a struggle, vehicles should be pulled off to the side and behind the white lines, be courteous of each other and don't block your neighbors' driveways and mailboxes. We can't require owners to park only in front of their residences.

IX. Adjournment:

There being no further business, the meeting was adjourned at 7:17 pm by Delia Plowden seconded by, Mike Faulkner.

Wildflower Ridge HOA
Annual Meeting Sign-In Sheet

Date: 6/24/26

Name	Property Address
BARRY BATES	3414 Universe Dr.
Alex Fenton	191 Moonlight Lane
Mike Fenton	14 Jupiter
Evan Lovelle	587 Universe Dr.
Geraldine Lloyd	557 Universe
Karmin Moots	34 Moonlight
Nelia Goodman	Universe
Brandi Mitchell	Pluto
Drew (Andrew Sullivan)	596 Universe
Beth Jones	58 Moonlight
Courtney Dodson	119 Orion
Abbey Delaughter	2104 Moonlight
Eric Womack	98 Moonlight
Brittany Carter	73 Gemini
Stacey Mepherson	37 Pluto
Tamara	
Chad Cummings	444 Moonlight
Savannah Davis	79 Lotus
Linda Fontaine	25 Pluto
Nicole Keesicker	81 Lotus
Cameron Butler	257 Moonlight