

**Raven Pointe Homeowners Association**  
*Annual Meeting Minutes*  
October 1, 2019

Prior to the meeting, copies of the Annual Report, Treasurer's Report and Minutes from the 2018 Annual Meeting were distributed.

At 7:05, Bill Melvin called the meeting to order. Bill Melvin introduced the Board of Directors for the previous year. Each of the members present introduced themselves.

Twenty-five Lots were represented in person and eleven proxies were submitted. A quorum was present.

Attention was called to minutes from the previous annual meeting. Bill Mergler moved to approve the minutes as written. Joe Dewald seconded, and the motion carried.

### **TREASURER'S REPORT**

There is \$43,081.00 in the Association's bank account. The balance for the end of the year including projected expenses will be \$41,850.00. There are no major expenses expected at this time.

Bill Melvin commented that *he will recommend to the Board at the next meeting that the Association dues will remain at \$80.00 for 2020*. He reminded homeowners that once the common areas are transferred to the care of the Association, additional expenses will be incurred. It is prudent to keep sufficient funds in the account to cover the transfer. There is no specific timeline when that will occur. Valerie Kramer moved to approve the Treasurer's Report. Joe Dewald seconded, and the motion passed.

### **NEW BUSINESS**

#### **Board Member Changes**

Bill Melvin addressed the Board changes during the last year. Brandy Schwab resigned as secretary in December 2018. Her vacancy was filled by Valerie Kramer. Jon Noland assumed the Director's position. Unfortunately, due to medical reasons, Jon had to resign. Bob Puttock agreed to serve on the board filling Jon's position as Director. Bill indicated the overall Board Elections would take place later in the meeting.

#### **Construction Project Forms**

The homeowners were informed of the Construction Project Forms that were implemented this year. The forms can be obtained by sourcing the HOA website. The forms submitted will enable the Board to review intended homeowner construction projects for approval.

### **Home Security System**

The **Ring Home Security** has approached the Board regarding their outside and inside security systems. There was no commitment from the Board, further information was being sourced by Bill Melvin to share, if homeowners were interested.

### **Burglary Attempt**

Recently, there have been three attempted burglaries on Summerfield. Fortunately, due to the alertness of the homeowners and/or their neighbors the attempts failed. An email was sent to all the homeowners and law enforcement was notified. A review of safety practices around our homes were discussed to hopefully deter future attempts.

### **Recognition**

Pete Sherman continues to keep Raven Pointe HOA website current. The Raven Pointe Board and homeowners appreciate his expertise and diligence.

Brandy Schwab continues, on the behalf of the HOA, to access the Frederick County property transfers. The recording of the updated transfers enables the HOA payment of dues to stay correct and current.

### **NOMINATION OF OFFICERS**

The current Board members have agreed to serve again if there is no one else who volunteers.

Bill Melvin nominated Joe Dewald, Natalie Evernham, Valerie Kramer and Bob Puttock to serve on the Board for another year. They were unanimously approved.

Tom Tandy nominated Bill Melvin to serve on the Board for another year and Bill Mergler seconded. The motion carried.

### **OPEN FORUM**

#### **Raven Oaks Subdivision**

An inquiry was made regarding land east of Inverlee to be developed as Raven Oaks. It is understood that after the development of Summerfield and Taggart Streets, there will be a move to develop Raven Oaks.

Bill Melvin shared that the farm behind Raven Pointe subdivision will remain. Inverlee will not be extended. Instead, there will be a sharp right turn (opposite of Taggart), creating a road behind the farm connecting to Greenwood Road.

### **Raven Pointe Sign**

A homeowner indicated that the shrubs planted at the Raven Pointe sign have become overgrown. Unfortunately, prohibiting the full lighting of the sign. A possible alternative may be placed there requiring less maintenance.

### **The Carper Valley/Governor's Hill Project**

Bill Melvin shared that earlier this year he was made aware of a parcel of land off Route 50 East to be rezoned. The land would be developed for either commercial or residential use. After Bill attended the County Board of Supervisors' (CBS) meeting, he concluded there would be a major impact on The Ravens. He contacted the President of the Raven Wing HOA to inform him of the proposal. He wrote a letter to the County Board of Supervisors from the Raven Pointe HOA Board. Fortunately, CBS did not accept the proposal from the developers. The Ravens were fortunate this time. Bill requested in the future as homeowners, that the Board be made aware of any projects that may affect our community.

### **The Ravens Subdivision Sign (Route 50)**

The responsibility for the sign on Route 50 is shared by both Raven Wing and Raven Pointe. Raven Wing is responsible for the landscaping, Raven Pointe is responsible for the lighting. Raven Pointe has the responsibility for the other two other signs at Cahille and Taggart as well.

A request was made to the Board regarding the Route 50 Inverlee sign. Could the Board make contact and inquire moving the sign closer to the roadway. The sign placement is easy to overlook traveling West on Route 50.

### **Grounds Maintenance (Inverlee)**

The walking trail parallel to Inverlee is the responsibility of Glaize. VDOT maintains 20 feet on either side of Inverlee. Raven Wing, on their own, maintains the landscaping from Kinross to Route 50. Raven Pointe does not want to assume any responsibility, since it is not our property. There are concerns if liability issues would arise.

### **Traffic Concerns**

Again, the concern regarding traffic congestion at Oakdale Crossing subdivision entrance onto Senseny Road. In the past VDOT has evaluated and their conclusion would be a cost of one million dollars to install a light(s). Oakdale Crossing subdivision entrance does not align with the Windsor Hill subdivision on the other side of Senseny Road. Traffic lights and traffic patterns would be difficult to be efficiently placed.

Traffic safety mirrors were suggested to be placed on the opposite side of the Oakdale Crossing entrance. A driver would have an advantage to see if a car was approaching from the left. There is a blind spot due to the incline on Senseny Road from that direction.

### **Summerfield Drive**

An inquiry was made regarding Summerfield Drive connecting to Fairfield Drive in Oakdale Crossing in the future. The sixty foot strip of land has not been dedicated to the County by Glaize and there is no immediate intent to do so.

### **Storm Water Management Pond**

The Storm Water Management Ponds (three) are located on the property on the other side of Inverlee. The property belongs to Glaize which make them the responsible party. Raven Pointe is not liable for any accidents or incidents regarding it.

### **Lawn Signs**

A reminder with the upcoming elections that the display of political signs are not permitted. The Deed of Dedication, Article VII, number 2 states that only "For Sale" signs are permitted.

### **Noise on Inverlee**

Homeowners commented on the noise coming from cars "racing" on Inverlee. Bill Melvin will contact the police department as has been done in the past.

### **ADJOURNMENT**

Before the meeting was adjourned, Bill Melvin announced that the next meeting of the newly elected Directors will occur before the end of the year. At that time, Officers will be elected.

At 7:50, Bill Melvin moved to adjourn the meeting. Unanimously seconded, and the motion carried.

Respectfully submitted,

Valerie Kramer, Secretary

