

Raven Pointe Homeowners' Association

PO Box 1701
Winchester, Virginia 22604

PRESIDENT'S REPORT

- The 2023 Board of Directors held an Annual Meeting open to all Raven Pointe homeowners on 6 November 2023 at the Millwood Fire Station Bingo Hall. A new board was then elected, and attendees participated in an open forum.
- At a subsequent Board Meeting, the newly elected directors appointed Bill Melvin President, Joe Dewald Vice President, Natalie Evernham Treasurer, Valerie Kramer Secretary, and Bob Puttock Director.
- This Board met four (4) times since the last Annual Meeting and was in communication with various homeowners on many occasions.
- The HOA filed a 2023 1120-H tax return, filed a Registration and Annual Renewal Report with the Common Interest Community Board, and filed an annual report with the Virginia State Corporation Commission as a non-stock corporation.
- 2024 dues have not been paid by all lot owners. Two (2) homeowners closed on their homes during the year and were invoiced for their dues late. Two (2) other homeowners are delinquent. The developer, Glaize Developments Inc., is not required to pay dues on lots that it owns.
- The HOA dues were increased to the current \$95 in 2024. The Board is closely monitoring our financial situation to ensure that we can meet our financial obligations, current and anticipated. We have a substantial balance in our checking account, but it is because the HOA has been able to add a little more each year and because it benefits from volunteer efforts from the Members. The Board elected tonight will meet and decide by late November if any change is warranted and, if so, how much.
- We continue to budget for landscaping and land maintenance but to date expenditures have been minimal. Currently, the HOA has responsibility for certain drainage easements and the small area surrounding the entrance signs to the community which, for the most part, have been maintained by the adjacent homeowners. Our landscaping and maintenance responsibilities will increase when the wooded common area at the southern end of Summerfield Dr is transferred from the developer. When that occurs, the HOA

will be responsible for the maintenance of a Storm Water Management Facility (pond) that will require regular attention.

- The Board has retained a professional corporate registered agent. This was done for a fee of \$235 a year. The agent serves as the consistent designated corporate presence for the HOA. It also provides a more professional presence and ensures that we stay current on changes to the laws regarding corporate registrations. The agent will receive all official documents addressed to the HOA.
- Gallop Web Services was retained to maintain and post announcements to our website. We currently pay \$125 monthly for their services.
- The Board has had, and continuously maintains officer and director liability insurance to cover our HOA Board for the decisions it makes, as well as general liability insurance. The Board's bonding and liability insurance has been consolidated into a single policy with an annual premium of \$1,145/year.
- Raven Pointe HOA currently consists of 137 homeowners and 27 lots owned by the developer.
- The Board requested that the County and VDOT, install "NO THROUGH TRUCK TRAFFIC" signs on Inverlee Way. With the rezoning of One Logistics Park there will be a street built on the south side of US 50/Millwood Pike forming an intersection with Inverlee Way. The street will lead to structures built in One Logistics Park. We can anticipate that heavy trucks will cross US 50/Millwood Pike and attempt to pass through our community to gain access to Senseny Rd. Our request was not submitted by the Planning Division to the Board of Supervisors siting enforcement issues as the rationale. We will resubmit the request when construction on One Logistic Park progresses to the point that the intersection is created.
- The number of instances of vandalism or crime in our community over the last year has decreased. The Board sends out emails notifying the community of incidents, includes the details in the Newsletter and posts same to the website. Keeping our homes well-lit at night continues to be a good idea. All criminal acts should be reported to the Sheriff's Office. If you notify the board, we will do our best to notify the community so that vigilance can be increased. The fastest way to get the word out is by email. If we don't have a good email address for you, it will take longer for you to be informed. Please consider providing the board with your email address. It will be used for no other purpose than to announce issues that directly impact the community.

- The HOA has a simple set of guidelines for seeking Board approval of a construction project posted on the website to expedite consideration. We ask for this information because Article VII, Paragraph 16, Deed of Dedication reads in relevant part:

"No building, structure, addition or exterior alteration ... shall be constructed on any Lot...unless the plan" of construction, including quality of workmanship, design, colors, and materials including siding specifications shall have been approved in writing by the ...Raven Pointe Homeowners Association, as being in harmony with the whole single-family section and especially the adjoining single family residential properties" ... We work with cooperating homeowners to achieve their goals within the restrictive covenants, and we are not looking for reasons to deny our approval. Over the course of the last year, we received three (3) requests for review and approved all three.

- Virginia law requires that when reselling a unit or lot in a common interest community, the unit/lot owner must provide a potential purchaser with certain legally required information regarding the development, common elements/area, and the association. The Virginia Resale Disclosure Act revised the way associations provide resale certificates/disclosure packets for the resale of properties. The Raven Pointe HOA is a "common interest community" under this act. This act requires disclosure of information about the common interest community and its association in a resale certificate. Effective July 1, 2023, the Commonwealth of Virginia established a standard resale certificate in the Code of Virginia. This intended to help streamline the process for providing required documents at resale, which culminated in several significant changes to the provisions for providing resale documents. All documents pertaining to resale are now referred to as the "resale certificate." The term "disclosure packet" has been eliminated. The construction of the resale certificate form allows the first few pages to serve as a road map of the document and a broad overview, with specific documents found in the appendices following the initial summary pages. The seller is now responsible for requesting and paying for the resale certificate from the HOA and providing it to the purchaser. All resale certificate fees, which are controlled by the law, are now due when the item is ordered. This means that when a seller orders the resale certificate, they will have to pay for the certificate at that time, not at settlement. All HOA dues and other fees must be current before the resale certificate can be issued. A Resale Certificate Request Form is available on the HOA website. It includes instructions for submitting the form. Much of the information about the HOA, which is required for the Resale Certificates, such as the covenants, By-Laws and annual budget, is made available on the website. The compilation of the data and maintenance of the records is time-consuming and requires the effort of someone with access to the required information. Bob Puttock has been filling this role, setting up the spreadsheets, maintaining the records of requests and serving as the contact with the realtors. He works with our Treasurer,

Natalie Evernham who has prepared the budget and the tax returns while maintaining the records of payments received from the annual assessments to ensure that the HOA maintains the proper financial records required by State and Federal law. Recognizing the substantial time commitment required to maintain and produce required financial information, the Board voted to take the Resale Certificate fees collected and to pay modest amounts to those board members, currently Director Puttock and Treasurer Evernham, for their continuous efforts required to meet our legal requirements and to maintain the HOA's financial records. In 2023, with the implementation of the Virginia Resale Disclosure Act, the HOA established the amount charged for a printed resale certificate at \$211 and an electronic certificate at \$176. In 2024 we processed four (4) requests for Resale Certificates.

- At the request of several homeowners at the north end of Summerfield and Taggart, the HOA contracted with Rappahannock Electric Coop (REC) to install an additional streetlight in their area. That light has been installed and seems to have improved the lighting situation in that area. It should be noted that streetlights are installed by the developer initially per plans approved by the county. Any additional streetlights added after the HOA assumes responsibility for the community are the responsibility of the HOA.
- A Rutters convenience store/gas station is scheduled to buy Lot 3 in late November. It will be situated at the top of the retaining wall. Additionally, Lot 4 just to the south of Rutters is also scheduled to settle about the same time. The buyer plans to build a +/- 60,000 square foot building for their own use in the medical equipment business and rent the balance of the building to others. On Lot 2, the big building is scheduled for completion of the base building around late January/early February. Leasing activity is in progress, but no tenant name is available to share just yet. Work is starting on the intersection of Coverstone Drive and Route 50 with the installation of the signal.
- We have several volunteers that make this the great community that it is. These wonderful neighbors have been volunteering for several years in many cases and we owe them our gratitude:
 - Alex Hewes, a Summerfield Dr resident, and attorney has attended all Board meetings and has been a trusted and diligent advisor to this Board. He has been the consummate voice of reason always looking out for the interest of the HOA and its members.

- Brenda Goodwin has continued to serve as a volunteer greeter for new residents and has maintained the public listing of emails for instant communications from the board to the residents. She has been a valuable communication link between the Board and the HOA community.
- Dave Goodwin continues to ensure that our community looks good by policing up the trash that accumulates along the side of the streets and common areas. Dave can be seen fulfilling this responsibility with his near-daily walk-about.

It is a pleasure to serve on the Board and to be a member of this great community. Thanks to all of you for your understanding, patience and support this past year.

William Melvin

President