

APPROVED

BELLS VALLEY HOMEOWNERS ASSOCIATION, INC.

Annual Meeting Minutes
Monday, November 27, 2017

- I. Meeting was called to order at 6:36 p.m.
- II. Welcome and introductions were made by management and developer.
- III. Verification of Quorum:
 - 10 Homeowners were needed for quorum, 8 homeowners were present plus the developer who owns 30+ lots.
- IV. Approval of the Agenda: Motion to approve by Mr. King and motion 2nd by Mrs. Burton. Motion carried.
- V. Proof of 2017 Notice of Annual Meeting was provided by management.
- VI. Officers Reports
 - President's Report- none
 - Treasurer's Report (Financials 9/30/2017) Management provided a brief description of the financials for Bells Valley.
 - Stated reserve study would be completed in 2019 (5 years after incorporation of association)
 - Association delinquency rate is around 1% much lower than average.
 - 2018 Budget Discussion:
 - Homeowner voiced concern over price dropping and asked to keep price of dues at \$60 instead of \$55 to increase reserve or if there are any expenses not accounted for when developer turns over.
 - Management will re-input the budget for \$60 and allot expenses for electricity when lights will be installed in 2018.
- VII. Developer Report:
 - Discussed the parameters of sections for the community; Section 1 consists of all of lots on Corin Way and ends at lot 56 and 103 Orchid Lane.
 - Paving of driveways in Section 1 will be completed in Spring 2018.
 - Top coat of streets in Section 1 will be completed in Summer 2018

APPROVED

- Street lights for the community will be installed all at once and will be completed in Spring 2018. Working with Dominion to install sooner and possibly install lights with blackout sides so lighting does not affect homes they are installed in front of.
- All lots will be sold within 12 months and all lots will be completed building in 18-20 months.
- Developer will be putting in all striping and signs for roadways once paving is completed.

VIII. IRS Ruling 70-604 Motion to pass resolution 70-604 by the members.
Unanimously voted for.

IX. Community Comments (3-5 minutes)

- Speeding on Corin Way.
 - Asked for a “No Outlet” sign added to street to deter vehicles trying to cut through the community.
 - Possibly decrease speed limit throughout community.
 - Install speed bumps.
 - Developer stated this is a VDOT issue, and speed tests would have to be completed to get installation of stop signs or speed bumps.
- Cars parking in cul-de-sac on Doria Hill and near Tot Lot. Stated they loiter in the area.
- Homeowner questioned who is responsible for paving before roads turnover to state maintained.
 - Developer is responsible for paving streets for community until turnover.
 - Developer stated if any issues to contact Chris Flowers.
- Behind 65 Orchid Lane the retaining wall and fence are not maintained by HOA.
 - Homeowner has several trees in Common Area that are dead and one fell on the fence and broke the fence.
 - Developer and management are working to figure out who built the fence and retaining wall to fix problems and maintain area going forward.
- Infiltration trench behind 65 Orchid Lane needs maintenance/landscaping.
 - Area is overgrown with weeds. Homeowner was wondering if this area will be maintained going forward.

APPROVED

- Management and developer stated that some areas are naturally maintained and will allow to grow naturally and not be cut regularly for erosion control.
- The end of Orchid Lane near 65 and 66 flood due to the sediment buildup near filter.
- Homeowner wanted to know who is in charge of maintenance strips.
 - Management stated homeowners are in charge of the strips of grass between sidewalk and street.
- Management hired an independent landscaper who maintains the two entrance signs for Bells Valley, Common area behind the model home, the walking trail/fence line on Bells Hill Run, common area between 25 Corin Way, and the Tot Lot.
 - Entrance sign near Doria Hill needs maintenance, lots of weed over growth etc.
- Tot lot benches and trash cans will be installed ASAP. The original benches were placed at the wrong location, so they had to be reordered. The HOA paid for a trash can to be installed at the same time as the benches to alleviate some costs.
 - HOA replaced dead trees near tot lot and began mowing area.
- Mulch in Tot Lot is washing out of the black frame and causing large dips in the area.
- Homeowners wondered why some Lots were permitted fencing, decking, etc. that were not in compliance with documents and Code 3.
 - Those approved were approved prior to Landmarc managing and Graham Weigle approving the applications. Those prior approved were oversights and there isn't anything that can be done at this time, since they were approved incorrectly.
 - Homeowner suggested getting an ARC committee with homeowners represented.
- Homeowner asked if there is any way to contact Postal Service since a lot of mail is sent to the wrong addresses since Bells Valley isn't on GPS, etc.
- Homeowner asked is mowing of empty lots could be completed.
- Homeowner asked if possible to get a perimeter fence around the storm water pond behind Corin Way.
 - Children and teenagers hang out in the area and want to make sure they do not go into the area.
- Debris and trash from construction lots are flowing into community.
 - Developer stated that the can implement fines to the vendors if caught for littering.

APPROVED

- Homeowners stated that lots of illegal dumping occurring on the construction dumpsters.
- Black fence on Bells Hill Run road is missing boards needs to be assessed and fixed.

X. Motion to Adjourn:

- Motion to adjourn by Mr. King. Motion 2nd by Mr. Fowler. Motion carried, meeting adjourned at 8:00 p.m.

BELLS VALLEY HOMEOWNERS ASSOCIATION, INC.

DRAFT 2018 Annual Meeting Minutes

Monday, November 26, 2018

- I. Meeting was called to order at 6:37 p.m.
- II. Welcome and introductions were made by management and developer.
 - In attendance:
 - i. Graham and Adam representing the developer.
 - ii. Gail and Carole representing Landmarc Real Estate.
- III. Verification of Quorum:
 - 10 Homeowners were needed for quorum, 22 homeowners were present plus the developer who owns 26 lots.
- IV. Approval of the Agenda: (6:39 p.m.) Motion to approve by Mr. Ensley and motion 2nd by Mr. Goodman. Motion carried.
- V. Approval of 2017 Annual Minutes (6:41 p.m.) Motion to approve by Ms. Wu and motion 2nd by Mr. Ensley. Motion carried.
- VI. Proof of 2017 Notice of Annual Meeting was provided by management.
- VII. Officers Reports (6:41 p.m.)
 - President/Developer's Report:
 - Community totals 117 lots. Currently 91 settled. 26 remain. 13 left to sell and 11 lots to build.
 - Moving from Construction to Approval phase with County. Notified homeowners that County will check that items are up to standard before turning over the Community to homeowner control. At this time it is anticipated this will happen next year.
 - Homeowners asked about paving within the Community. Informed that the developer intends to pave phases 1 & 2 at the same time instead of consecutively as originally planned. Developer and Landmarc will coordinate the timing and communication with the Community.
 - Treasurer's Report (Financials 9/30/2017) Management provided a brief description of the financials for Bells Valley.
 - Currently there is a surplus of 10,953.80, which is very high for the Community.
 - Presented 2019 Budget.
- VIII. IRS Ruling 70-604 (7:00 p.m.) Motion to pass resolution 70-604 by the members. Unanimously voted for. Carried by acclamation.

Bells Valley Homeowners Association

2019 Annual Meeting DRAFT Minutes

Tuesday, November 26, 2019

6:30 PM

Courthouse Community Center Room B, 29 Stafford Ave., Stafford, VA 22554

- I. Call to Order: 6:38p**
- II. Welcome & Introductions:** Graham Weigle, Adam Hagerman were present representing the Developer. Carole Hall and Cheryl Garber present representing Landmarc Real Estate.
- III. Verification of Quorum:** 21 Homeowners present, 4 proxies. Quorum Achieved.
- IV. Approval of the Agenda:** Motioned by Mr. Holt. Seconded by Kevin Tobin. So Moved.
- V. Motion entered to adjourn the meeting and reschedule to a date in the new year by Mr. Darrell, seconded by NAME.** Vote made: 16 in favor, 5 not in favor. So moved.
- VI. Adjourned 6:45p**

**** Please observe Robert's Rules of Order during the meeting ****

There will be a short Organizational Meeting immediately following the Annual Meeting.

IX. Community Comments (7:20 p.m.)

- Homeowner questions led to a discussion regarding the transition of the Community from developer to homeowner control.
 - Management noted that next year will probably be when the Community transitions and that there will be a specific meeting for that process.
 - Management explained the procedure of electing a board and the process of approvals for items (major and minor) to the functioning of the Community.
- Homeowner expressed concern regarding speeding on Doria Hill.
 - Noted that community members and contractors are speeding within the Community.
 - Adam will address with contractors and provide a VDOT contact to Community and Gail.
 - This issue is also at the bus stop at the community entrance.
 - Homeowners encouraged to contact VDOT with this concern.
 - Homeowner will draft letter to VDOT and ask for signatures of community members.
 - Install speed bumps.
 - Developer stated this is a VDOT issue, and speed tests would have to be completed to get installation of stop signs or speed bumps.
- Many homeowners requested a website for their Community so that the documents can be readily available to members.
 - Noted that a website is being considered for the community. Explained the process of getting one for the community and that there is a cost involved.
 - Carole to distribute the packets for 2018 tomorrow for community members who provided email.
- Infiltration trench behind 65 Orchid Lane
 - Homeowner (65 Orchid) was wondering if this area will be maintained going forward. Management explained that part of the transition of the community will be creating a specific landscaping contract and that area should be included in that.
 - Concern was raised that the County could be miscommunicating the status of this trench and follow up might be needed.

- Developer reported a geo-tech and engineer have checked the site and stated that it is functioning properly.
- Questions regarding lighting:
 - Light posts for entire community (as had been noted in 2017): Dominion Power is in charge of that process and the goal is to have both phases done at once. This item must be taken care of before the Community can transition to homeowner control.
 - Second request was made by Homeowner (31 Orchid) for lamps around the tot lots and walking path. There was concern regarding light shining into homes. This request will be assessed.
- Homeowner asked if possible to get a perimeter fence around the storm water pond behind Corin Way.
 - Children and teenagers hang out in the area and want to make sure they do not go into the area.
- Homeowner (14 Doria Hill) raised the question of cost to put in a dog park or dog waste receptacles in the community.
 - Consensus was that receptacles would probably be the least expensive option but there would still be a cost to the HOA.
 - This item will need follow-up involving the community at large.
- Homeowner (14 Doria Hill) asked if any additional amenities would be added to the community such as visitor parking or clubhouse. Developer explained that visitor parking is not a normal item added to single family home communities and that the clubhouse was not planned for and would be an enormous expense to the community.
- Homeowner (2 Doria Hill) requested the placement of the speed sign in front of her house be adjusted.
 - Chris will follow up with that item.
- 2 Doria Hill asked about the powerlines at Bells Hill Road and expressed concern about their safety.
 - These are owned by Verizon and will not be buried.
- Bush needs to be trimmed back for better visibility at second entrance at Bells Hill Road.

X. Ratified approval of 2019 Budget. Motion by Graham. 2nd by Adam.

XI. Motion to Adjourn:

- Motion to adjourn by Mr. Flower. Motion 2nd by Ms. Sanchez. Motion carried, meeting adjourned at 8:30 p.m.