

KENWICK PLACE HOMEOWNERS ASSOCIATION

HALL ASSOCIATES MANAGING AGENT-- 540-982-0011

P O Box 20468 -- Roanoke, Va., 24018

Chrissy Greene--Director of Association Management--e-mail--cgreene@hallassociatesinc.com

NOTICE OF ANNUAL MEETING

ALL HOMEOWNERS ARE REQUESTED TO ATTEND THE
ANNUAL HOMEOWNERS ASSOCIATION MEETING

Location, Date and Time

South County Library - Auditorium
6303 Merriman Road
Roanoke, Virginia 24018

Monday May 19, 2025 at 6:00 PM

Sign-in starts at 5:30 PM

Agenda Items

Election of Board Members (one seat open for election)

Nominations may be taken from the Floor.

Please contact management if you would like to have
your name placed on the ballot for consideration.

General Discussion

PROXY

Your attendance is greatly needed at the Annual Meeting.

However, if you cannot be present, please appoint a
Proxy to act on your behalf.

Your attendance or proxy is needed to insure a quorum.

This is necessary to conduct the meeting.

PROXY INCLUDED WITH THIS NOTICE

Your proxy must be signed, dated and witnessed in order to be valid. If there are multiple owners of a property, all owners of record must sign the proxy in order for it to be valid.

A brief Board/organizational meeting will take place immediately afterward.

KENWICK PLACE HOMEOWNER'S ASSOCIATION

HALL ASSOCIATES, INC. MANAGING AGENT-- 540-982-0011

P O Box 20468 -- Roanoke, Va., 24018

Chrissy Greene – Vice President of Association Management – cgreene@hallassociatesinc.com

AGENDA – ANNUAL MEETING

Monday May 19, 2025

South County Library

6:00 PM

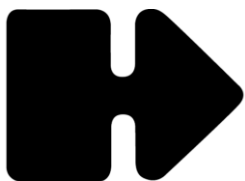
- I. DETERMINE QUORUM & CALL TO ORDER
- II. INTRODUCTIONS & PROOF OF NOTICE
- III. READING OF MINUTES FROM PREVIOUS ANNUAL MEETING
- IV. REPORTS FROM DIRECTORS
 - Financial Report
- V. ELECTION OF OFFICERS
 - Current Board Members

Archie Fralin	President	2026
Russ Merritt	Vice President	2027
Elizabeth Kolendrianos	Secretary	2027
Elaine Beaumont	Treasurer	2026
Cynthia Barnhart	Director	2025

There is one Board member seat up for election. This seat is for a three-year term. Nominations may be taken from the floor.

Expiring members may be nominated for another term. The seated Board members will elect officers at a brief organizational meeting immediately following the Annual Meeting. Current name on the ballot is Cynthia Barnhart.

- Open Floor for Nominations
 - Appointment of Inspectors of Elections (IF NEEDED)
- VI. GENERAL DISCUSSION
 - VII. ADJOURNMENT



Hall Associates

Kenwick Place Homeowners Association

HALL ASSOCIATES, INC MANAGING AGENT (540)982-0011
112 Kirk Avenue SW - Roanoke Virginia 24011

Chrissy Greene/Director of Association Management – cgreene@hallassociatesinc.com

ANNUAL MEETING

May 20, 2024

I. DETERMINE QUORUM & CALL TO ORDER

A quorum of one third (33.3%) or 13 of the 38 units is required to conduct an Annual Meeting. A quorum was satisfied with 26 of 38 (19 in person and 6 by proxy), or 66% represented and the meeting was called to order by Association President Archie Fralin at 6:01 PM at South County Library, 6303 Merriman Road, Roanoke, VA 24018.

II. INTRODUCTIONS & PROOF OF NOTICE

President Fralin introduced himself and the other members of the Board of Directors, Mary Ahearn, Elaine Beaumont and Chris Bohannon, as well as Chrissy Greene and Amanda St. Clair with Hall Associates, the representative from management. President Fralin thanked the Board and management for their efforts on behalf of the community this past year. President Fralin recognized each of the Chairs of the Committees – Architectural – Marshall Gillespie, Landscape – Cynthia Barnhart, Welcome/Social – Mary Ahearn, Security – Chris Bohannon.

The proof of notice of the meeting was distributed as per the association documents.

III. APPROVAL OF MINUTES FROM PREVIOUS ANNUAL MEETING

A motion was made (Talevi) and seconded (Hutchison) from the floor to waive the reading of the minutes from the previous Annual meeting, May 15, 2023, and approved as distributed. Motion passed unanimously.

IV. REPORTS FROM DIRECTORS

Association Manager Greene reported on the association's financial status. Financial summaries are available on the website at www.kenwickplacehoa.com.

The account balances as of 04/30/24 were as follows:

Operating	\$ 14,379.09
Operating Reserve	\$ 13,442.49
Capital Reserve	<u>\$114,498.35</u>
Total Combined Assets:	\$142,319.93

The end of the year balances as of 12/31/23:

Operating	\$ 16,552.40
Operating Reserve	\$ 13,255.39
Capital Reserve	<u>\$108,840.34</u>
Total Combined Assets:	\$138,648.13

Overall, the association ended 2023 with a positive cash flow as a result of being under budget on snow removal by approximately \$3,000, repairs and maintenance by approximately \$1,700 and administrative costs by approximately \$384. The association was slightly over budget in utilities, by approximately \$83.

President Fralin welcomed owners to the annual meeting and reviewed a written report:

The primary goal tonight is to elect a new board of directors to represent you. There are two open positions to replace Shirley Simmons and Mary Ahearn whose terms have expired. I would like to take this opportunity to thank Shirley and Mary for their dedicated service. We also have an open one-year term to replace Chris Bonhanon who has decided to step down early. I also thank Chris for his invaluable participation on the board. We have two announced candidates and we can also take nominations from the floor. If all three vacancies are not filled, then the board can make a one year assignment to a qualified and interested person.

Before we get started on that process, I want to make some comments about the current state of our Homeowners Association. I can tell you that the financial health of our HOA is very good! We have paid all of our bills, we have a substantial amount of money in reserve to pay for capital expenditures in the near future. We have no outstanding judgments or liens to worry about. We have a steady stream of monthly revenues from your dues to pay on-going expenses. As a footnote, I will tell you that our on-time dues payments are running at 98% and no one is more than 30 days late. That responsible behavior by all of you is commendable.

The board spends 80% of our time dealing with architectural requests, landscaping and various rules interpretation on a variety of issues. However, the primary purpose of your board is to protect and enhance the value of your property at a cost that is reasonable and sustainable in a manner which is open, transparent and representative of the view points of the majority of our homeowners.

The good news is that we have been successful in these endeavors.

Nancy and I paid \$215,000 for our townhouse seven years ago. Today, it has a market value of \$330,000. That's a 6.4% annual, compounded growth rate. It's not as high as the stock market but I am very pleased with it (except when I have to pay my taxes). Many of you have experienced similar gains in value. Much of this can be attributed to the overall rise in housing prices, but any realtor will tell you that curb appeal, location and common area maintenance have a significant impact on a home's selling price.

During that seven year timeframe, my HOA dues have increased 2.5% annually which is a lot less than my groceries and other bills. I think it is important for you to know exactly where your dues are being spent. This information is posted in our annual budget on the website but to summarize:

The \$177 each month is spent on three things:

(1) Grounds Repair & Maintenance	64%	\$113
(2) Administration	17.6%	\$ 31
(3) Capital Reserves	<u>18.4%</u>	<u>\$ 33</u>
	100%	\$177

Grounds costs include mowing, trimming, weeding, landscaping, irrigating, snow removal, etc.

Administration is primarily the fee we pay to Hall & Associates for management but also includes insurance, legal advice, tax preparation, banking, meeting expenses, etc. The third category is capital reserves which is the money we put aside to pay for future infrastructure, repairs and replacement.

Every five years we commission a certified consultant to assess the condition of the infrastructure in our common areas and to help us establish a thirty year plan to make the necessary repairs and to fund the expected costs. We have just concluded our most recent study. The entire 84 page report is on our website but I will try to summarize it for you.

In summary, it says that over the next thirty years we going to have to make repairs and replacements that will total \$1,240,000 in future dollars.

It is broken down into seven categories:

Roadways	22%	\$273,000
Storm water Drainage/Utilities	33%	\$409,000
Site Lighting	12%	\$149,000
Signage	1%	\$ 12,000
Retaining Walls	6%	\$ 74,000
Irrigation & Landscaping	15%	\$187,000
Site Furnishings (Gazebo & Mailbox Kiosks)	11%	\$136,000
	100%	\$1,240,000

As I said previously, our current reserves of \$114,000 are adequate but in order to make the future repairs in a timely manner and not have to charge any special assessments, we will have to contribute more money into the reserves.

As anyone who has had any building projects lately, you know that costs are up substantially and they are forecasted to continue to rise. A project that costs \$10,000 today will cost \$18,000 in ten years and \$32,000 in thirty years. That money can come from only one place and that is your dues. We have a plan to get this done and keep dues at a reasonable level, but they are going to go up in the neighborhood of 3% per year.

Finally, a few things that in my opinion we need to ponder on:

Our current prohibition on pick-up trucks is becoming increasingly unsustainable. We voted to continue the ban and so far we have been successful in enforcing the resolution. However, as of 2023, 25% of the personal vehicles in the US were pickup trucks. This number has increased every year since 2016. It is expected to grow further in the coming years. Over time, it is going to be very difficult for us to meet the reasonable vs. arbitrary standard when enforcing this rule in court. I suspect the resolution will come back for another vote in the next several years. When it does, I think you should think long and hard as to whether we want to remain an outlier on this matter.

Electrical charging stations are becoming more prevalent as the country moves toward EV. State law allows us to prohibit charging stations in common areas but it does not allow us to prohibit them on personal property. At some point, a homeowner is going to want to install a charging station in their front yard or on the front of their house. We will need your thoughtful feedback as to how to handle that.

Lastly, establishing and enforcing rules and regulations has always been a thorny issue. We have made substantive changes over the last several years and I suspect that we will make more in the future. We have rules to support our mission to protect property values and to resolve disagreements but people do not always agree so we have to make decisions which we think reflect the majority opinion. I encourage you to be an active participant in the process, by bringing your concerns to the attention of the board, and/or attending our regular scheduled meetings on the third Monday of each month at 3:00 p.m. You also have the right to elect board members who you feel will represent your view point and we will be conducting that process tonight.

The floor was opened to collections.

Judy O'Rourke inquired about the possibility of solar panels. This is something to be considered in the future, as well.

V. ELECTION OF DIRECTORS

Current Board Members, Titles and Terms;

Archie Fralin	President	(2026)
Shirley Simmons	Vice President	(2024)
Chris Bohannon	Secretary	(2025)
Elaine Beaumont	Treasurer	(2026)
Mary Ahearn	Director	(2024)

There are three board seats open for election; two of which are for three-year terms, expiring in 2026 and one is for the remaining one-year of a term (expiring in 2025). Expiring members may be nominated for another term. The current nominees are Elizabeth Kolendrianos and Russ Merritt.

The floor was opened to nominations. No additional nominations were made. A motion was made from the floor (Gillespie) and seconded (Talevi) to close the floor for nominations and elect by acclamation. Motion passed unanimously.

New Board Members and Terms:

Elaine Beaumont	(2026)
Archie Fralin	(2026)
Vacant	(2025)
Elizabeth Kolendrianos	(2027)
Russ Merritt	(2027)

A brief Organizational Meeting will be held directly after the Annual Meeting so that the Board Members can elect officers. Directors will serve through the Annual Meeting of the year noted above.

VI. GENERAL DISCUSSION

Owner Dick Williams inquired how the open Board member's seat will be filled. Association Manager Greene responded this seat may be filled by appointment of the Board. That appointee will serve until the next annual meeting.

President Fralin reiterated his appreciation to Mary Ahearn, Shirley Simmons and Chris Bohannon for their service. He also stated that the Board does not always agree or vote in the same way on issues, but all members are encouraged to vote their conscience.

Marshall Gillespie thanked the Board for all of their hard work.

President Fralin thanked all of the Committees and their Chairs. Marshall Gillespie as Chairperson of the Architectural Committee, Cynthia Barnhart as Chairperson of the Landscape Committee, Chris Bohannon as Chairperson of the Security Committee, Mary Ahearn as Chairperson of the Social Committee. Mary has resigned from her position as the Chairperson of the Social Committee, as well, so anyone interested in Chairing this committee should contact management or the Board.

Judy O'Rourke stated that she feels the traffic has decreased at the top of the hill.

Mary Lou Prillaman stated that she had a natural gas leak in her townhome. There were approximately 10 fire personnel in her home. Most of the other townhomes are set up in the same way. The leak was located downstairs in her fireplace that was pre-existing. A leak that registers between 5-15. Her home registered 4.7. She went door-to-door to her neighboring townhomes in her section. If an owner goes door to door and says that there is a gas leak, evacuate immediately. Do not hesitate. There are detectors that can be combined to pick up on Natural gas and CO2. The gas line comes in and goes up to your fireplace. The threads were worn out on the fireplace. It was inspected when she purchased her home, but the threads were not holding the cover. Marshall Gillespie had a contractor come check all of her lines. The contractor did change one of her valves.

Mary Lou Prillaman is asking the Board for support regarding things coming off the deck, such as knives, guns or BB guns. She contacted the police. She needs community support to enforce not allowing this to happen. There is a birdhouse in the backyard that was being used as target practice for the BB gun. The birdhouse is located on the neighbor's property, but there were birds in the birdhouse when it was being targeted.

Ms. Prillaman also spoke her support of revisiting the truck issue, as well.

Anne Stobbelaar asked if trucks are allowed to visit. President Fralin responded that visitors are allowed to be there for 72 hours.

Gena Bishop commented that the sight vision is her primary concern regarding large vehicles, such as SUV's or large trucks. However, if a truck backs into a space, it is significantly easier to see around to get in or out.

Chris Bohannon inquired about generators. There is currently one in the community, but it has to be approved by the Board and each specific request would be considered, based on size, placement, decibels, etc...

Elaine Beaumont asked about approval of change requests. Once something has been approved, is there a time limit on how long that approval applies before a new request has to be submitted. That time limit has been set at one year. The Board will need to find where that time limit is specified.

Russ Merritt reminded owners to be cautious about the wildlife. A bear was recently spotted behind his home again. Coyotes are a particularly bad issue right now. Please keep an eye on small pets.

VII. ADJOURNMENT

There being no additional business, the meeting was adjourned at 6:59 PM.

ORGANIZATIONAL MEETING

The meeting was called to order at 7:05 PM with all Board members present. Chrissy Greene and Amanda St. Clair with Hall Associates were also present.

A motion was made (Fralin) and seconded (Beaumont) to appoint the following officers:

Archie Fralin	President	(2026)
Russ Merritt	Vice President	(2027)
Elizabeth Kolendrianos	Secretary	(2027)
Elaine Beaumont	Treasurer	(2026)
Vacant	Director	(2025)

Motion passed unanimously.

A motion was made (Kolendrianos) and seconded (Fralin) to appoint Cynthia Barnhart to fill the vacancy until the next annual meeting. Motion passed unanimously.

The updated officers are as follows:

Archie Fralin	President	(2026)
Russ Merritt	Vice President	(2027)
Elizabeth Kolendrianos	Secretary	(2027)
Elaine Beaumont	Treasurer	(2026)
Cynthia Barnhart	Director	(2025)

The next meeting is the annual walk-through, which is scheduled for June 14th at 11 AM. The Board will start at 3794 Kenwick Trail, Roanoke, VA 24018.

The meeting was adjourned at 7:27 PM.

PROXY

Kenwick Place Homeowners Association

Proxy for Annual Meeting of Unit Owners to be held

Monday May 19, 2025 at 6:00 PM

South County Library - Auditorium

The undersigned hereby appoints _____, with full power of substitution, proxy to vote on behalf of the undersigned at the Annual Meeting of the homeowners of the association to be held at the date above and at any and all adjournments thereof.

_____ Signature	_____ Home #	_____ Date
_____ Signature	_____ Home #	_____ Date

A WITNESS IS REQUIRED TO MAKE THE ABOVE PROXY VALID.

Proxy must be signed by all owners of record and witnessed in order to be valid.

By signing below I acknowledge that I witnessed the above signature/s:

Witness's Printed Name: _____

Witness's Signature: _____ Date: _____

Witness's Address: _____

House Number & Street

City, State and Zip