

CREEK'S EDGE AT STONY POINT TOWN HOMES
HOMEOWNERS ASSOCIATION, INC.
Annual Meeting – November 29, 2023
2023 DRAFT Minutes

I. **Call to Order & Introductions (President)**

- Larry Dahn welcomed everyone and called the meeting to order at 5:30 pm and introduction of Board Members and Committee Chairs.
- Board Members: Larry Dahn (President), Karen Bennett (our board director), Melissa Eager (your board secretary), Roseann Salasin (our community treasurer), Anne Nelson Morck (the HOA board vice president). And, Dave Hering VP of community partners and our property manager.
- Our wonderful committee chairs: Representing Covenants – Debbie Markel, Landscaping co-chairs Sharon Benedict and Joe Perszyk, Social events stars John & Mandy McLarin, Electrical the shockingly talented Mike McCabe, Our webmaster designer star Dan Apple, and AED our retired pediatrician Rick Bream (proud owner of more than 500 ties).
- This is a meeting for the community as a whole and the primary purpose is to elect 2 homeowners to the Board and discuss any Association issues that affect all homeowners.
- **Meeting, in attendance:** Larry Dahn – President; Anne Nelson Morck – Vice President; Karen Bennett – Director; Roseann Salasin – Treasurer; Melissa Eager – Secretary; Dave Hering – Managing Agent; Rob and Lisa Tait – Homeowners; John and Susan Meybin - Homeowners; Bob Camire - Homeowner; Judy and Mark Beheshti - Homeowners; Dave Bell – Homeowner; Debbie Markel – Covenants Committee Chair; Richard and Sue Bream – AED Committee Chair and Homeowner; Joe Perszyk – Homeowner; Mick and Lorraine Massell – Homeowners; Pat Mohr - Homeowner; Mike and Nita McCabe - Electrical Committee Chair and Homeowner; Mike Roscoe - Homeowner; Sara Cowherd - Homeowner; Hugh and Debbie Cline - Homeowners; Pat and Diane McCarthy - Homeowners; Tom Scott - Homeowner.
- **Guest Speaker** - Kristen Nye, City Council Representative, introduced by Mike McCabe. Please save questions and comments for our January

Board Meeting. Larry, Melissa, and Mike recently met with the new Stony Point Owners, their representative from Williams Mullen and City Council Representative Kristen Nye and assistant, Timmy. SP Owners' goal is to stabilize current tenants and select new tenants. Biggest obstacle to do such is the current CUP (community unit plan), which limits tenant types and hours. Think of the CUP as an extra layer of zoning for entire Stony Point Area. Background of the CUP - the community wasn't excited about mall so there were restrictions put into place. 25 years later - it is time to update the CUP. The process to update the CUP involves submitting paperwork which was formally done. Next step is for these amendments to be presented in front of city council which won't occur until 4 to 6 months; fastest it would be in front of council is April 2004. There will be time before that time to voice opinions about the updates to the CUP. The proposed changes to the CUP seem positive to this community; ultimately the amendments will increase activity and enable improvements to the shopping center. As always, please reach out to Kristen with any concerns or questions.

- Eagle Construction updates (read by Larry Dahn):

Eagle Construction is in the final push of construction of 6 new townhomes, with one closing in December, 4 spec. homes finish buildout the end of December and one remaining spec. home finishing up early spring 2024.

All landscaping (including irrigation and exposed sidewalks) completed with the inputs from our Landscaping committee.

Cleanup of our detention pond and surrounding areas was ongoing and now completed.

Removed mound of dirt, leveled down and remaining dirt to be used as fill dirt once remaining 3 story bldg. basement is sealed.

Power washing drives and street area around newly constructed homes is scheduled for next week.

Orange fencing surrounding remaining unfinished 3 story group of homes will remain, along with the plastic barriers and will evaluate periodically if they need to adjust.

Limbed up the evergreen trees in the back drive for trucks and cars.

Installation of post & cable security fencing along the back street/drive of detention pond.

Status on the two villa lots: they are still working on layout/design plans and will make a decision for capital outlay, which will be communicated to people on the VIP list. No definitive timeline. (note: the City of Richmond approved for street front garage entrances).

No status on the next section build-out; as they have said from the beginning, it will be based on sales and they've only sold one home in the first building.

Rick B. - Eagle needs to fix the dead end sign - it needs to be repositioned.

II. Establishment of Quorum

Dave Hering verified that there is a quorum represented by absentee ballots (45 absentee ballots).

III. Proof of Notice of Meeting

Dave Hering verified proof of notice - notice of meeting was mailed out on November 3rd.

IV. Disposition of Minutes of last Annual Meeting

The 2022 Annual Meeting draft minutes have been posted on the Community Website for review.

Bob Camire made a motion to pass the 2022 Annual Meeting Minutes; Debbie Markel seconded the motion; the motion passed unanimously.

V. President's Report (Larry Dahn)

The board would like to thank & show appreciation to all homeowners for helping to create a wonderful & involved community. Cathy Cooper, Pat Mohr, Ann Hester, Bob Camire, Jenise Swall and Sandy Apple, Sharon Talarico, Debbie Cohen, Martha Camire, Mark Wood, Sue Bream, Jason Eager; and of course, all our committee members.

Our work crew of volunteers continues saving us literally thousands of dollars each year. Headed by Rob Tait; along with Dallas Benedict, John Meybin, and Rob Austin.

Please continue to support "Stony Point Fashion Park and its 62-acre site and we look forward to the on-going redevelopment and informative discussion at our January board meeting.

Remember the city's new Richmond 300 - with its master plan that includes a reconsideration of Stony Point, suggesting a would-be green space and park nearby along Chippenham Parkway and mixed-use

residential buildings surrounding the mall, all connected by trails and greenways.

Over this year we're hoping you've seen the many improvements throughout the neighborhood that we'll share shortly.

Our committees have been given more autonomy and as a result you'll hear about the many projects and neighborhood improvements made.

We hope the newsletters and the major upgrades to our web-site have been very helpful and informative to all.

We're looking to make the clubhouse more accessible to all homeowners and have enlisted a core group of homeowners Jackie Bell, Lee Chaharyn, and Prudence Milligan (who will begin thoughts and ideas over the coming months).

Now I'd like to get into some of the key projects funded by our HOA dues:

- Newly remodeled kitchen with countertops, cabinets, new refrigerator & dishwasher and Installation new 77" TV monitor, and converted all lighting to led and don't forget our new outdoor refrigerator .
- Radon system installation in the clubhouse and the test results came back with overall average of .4 (radon concentration levels must be below 4.0).
- Newly installed gutter system addition on the clubhouse.
- Cleaning and inspection of all gutter interiors.
- Cleaning and sealing of all exposed aggregate walks and drives.
- Cleaning of all curbing and curbing- gutter areas throughout the neighborhood.
- Major tree trimming and/or topping has been completed.
- Nozzle extension upgrades to fountain and automatic water leveling system.
- Upgraded our "Pool" emergency phone system to a new upgraded wireless feature.
- Installation of 27 homes with new vinyl railings (replacing the old wood railings).
- Power washing all metal roofs and roof cleaning of identified roofs that are affected with mold, mildew and algae.
- Pothole repaired all remaining asphalt trip hazards.

Does everyone remember the pool code and how to enter and exit?
enter 4-digit code 1950 (push each numbered button).
Turn handle in the downward position to open.

If it doesn't open – push to “C” button (lower right-hand corner) to clear
Re-enter the 4-digit code (1950) and turn handle in the downward position
to open. Also, the bathrooms: Women's bathroom entry code “514” and
Men's bathroom entry code “415”.

We also now have a rather hefty project list for 2024 and will be
prioritizing that list (in the next board meeting) since the lists' expenses
exceed our 2024 budget.

Treasurer's Report (Roseann Salasin)

As of YTD October 2023:

Assets/Investments:

Reserve asset accounts totaling \$275,484 are invested with MoneyOne
FCU certificates, Towne Bank and a Pacific Premier money market:
\$17,894 in a Pacific Premier MM account earning (.25%), from which
reserve expenses are paid;
\$75,757 in 6-month CDs with Towne Bank earning 4.89% and 4.68%.
\$2,604 in MM/Business Savings accounts earning FCU required accounts
\$179,229 in staggered certificates earning 4.96% and 3.15%.
Operating Checking account balance of \$1,799;
Operating Contingency account balance of \$14,499, this is a fund for
unexpected one off occurrences
Paint Fund money market account balance of \$28,547
Accounts Receivable of \$345, we really appreciate everyone paying their
monthly HOA dues on time.

Operating Income/Expense (Year-to-date):

Net operating income/expense was \$(7,752), \$1,392 excess net revenue;
while we are under budget at this time, we anticipate being over budget
for 2023, due to the revenue shortfall.
Revenues of \$319,050 were under budget by \$1,600 net of \$50 in late fees.
Eagle Construction has sold one home, estimating settlement in December.
We anticipate a \$4,675 shortfall in the 4Q 2023 revenue due to delayed
home sales.
Expenses were \$326,082, \$2,992 under budget, we anticipate being
basically on budget for the year.
Major expense category differences:
Administrative/Clubhouse/Pool \$2,412 under budget primarily reflecting
prior year credit for taxes, insurance, and pool phone service offset by
repairs needed from a leak in the clubhouse;
Landscaping \$4,116 under budget reflecting lower expenses in irrigation

repairs and other expenses; we anticipate being overbudget in the category primarily due to tree infestations and grounds maintenance; Maintenance/Repairs (\$4,266) over budget reflecting the additional gutter cleanings and greater than budget roof repair expenses. Utilities \$730 under budget reflecting higher electricity offset by lower water for irrigation. We resolved the higher stormwater fees with the City who has reinstated our discounted rate since our runoff flows into the creek/river and not the storm drains.

Our repair/replacement reserve is funded in accordance with the 2021 reserve study recommendation.

2024 Operating Budget:

In our October meeting the board approved our 2024 budget increasing the monthly 2024 dues to \$300, which is \$25 per month, \$300 per annum per home. This increase is needed primarily due to lower revenues from delayed home closings/building lots and rising costs most notably in landscaping, trash collection, general/roof repairs, insurance and electricity along with the increased contribution to our reserve accounts per our 2021 reserve study. Noteworthy to mention, in this budget: Fully fund the reserve per the 2021 Reserve Study recommendation; Assume settlement of 5 new homes in 4Q 2024; Increase contracted landscape maintenance to improve service, new vendor selection was Green Dream; Paint Fund contribution increased to accumulate funds for future forecasted painting schedule; Contingency Fund contribution of \$15,000.

We have budgeted \$30,000 for Grounds Other based on the priority list submitted by committees and home owners. However, there are still unknowns, eg., snow season, final bill from NTS, which may consume some of these funds. We will prioritize our project list later in the year to guide our spending, and may not have the affordability for all that's currently on the 2024 list.

VI. Reports from Committees

A brief update of activities during the past year.

- *Covenants*

Our Association's Declaration document spells out in detail the duties of the Covenants Committee, and to further understanding of

what we're charged to do, here is a very quick summary with everyone. The Declaration states the following:

Our main purpose is to provide for visual harmony and soundness of repair, to avoid activities deleterious to the aesthetics or property values of the community, and to promote the general welfare and safety of our owners, tenants, and guests. This involves balancing the shared desire to keep the community attractive and to preserve property values, while also considering individual uniqueness. Power is granted to the committee to regulate the external design, signage, colors, appearance, use, and upkeep of the property within the community. These powers are exercised to ensure that any changes to the exterior of the homes are uniform and visually standardized to a reasonable extent.

If an alteration to the exterior of a home is taken without going through the formal approval process, the committee and the Board can take appropriate action.

The committee is charged with performing an annual survey for the condition and maintenance of each Lot and to provide a written survey to the Board. The report shall contain a list of violations of the guidelines and/or the Declaration and any recommended improvements.

The committee must also investigate and respond to any complaints of noncompliance with the rules and regulations.

Every decision we make is made on an individual basis; however, the Rules and Regulations and our Architectural Guidelines are very clear and we try to apply them in an objective and fair manner.

We have had another very active year. Following are the accomplishments we achieved in 2023:

We welcomed a new member, Pat Rollins.

We had to say good-bye to Cindie Rice, who was a valuable member of the committee.

We received 15 total requests for exterior modifications, many of which involved landscaping changes. Of the 15, 1 was withdrawn, 2 were declined, and the rest were approved. The majority were for landscaping changes.

We held 8 in-person meetings and communicated regularly via email.

We performed the mandatory annual survey of the neighborhood and we provided the required report of our findings to the Board.

Only 1 violation was found on this year's survey. Dave Hering accompanied us on this survey.

We responded to 12 homeowner-initiated notifications about potential violations. Some were handled through the violation process and others were determined to be allowable under our documents' guidelines.

We completed updates to the Rules and Regulations and Architectural Guidelines documents. We made suggestions for changes and the Board will vote on them in early 2024.

Thanks go out to the dedicated members of the Covenants Committee (Tom Scott, Mike McCabe, Pat Rollins, and Rick Bream) and our Board liaison, Karen Bennett. They care deeply about our community and our committee's mission of protecting our property values and keeping Creek's Edge at Stony Point a beautiful place to live.

- *Landscaping*

For 2023/2024:

VA Green and Richmond Irrigation doing great job – Even with hot/dry summer lawns look great – will be renewing contracts for 2024/2025.

Bringing on new landscape company Green Dream for 2024/2025. Crepes came back nicely from last year's issues, will continue to monitor and VA Green to treat.

New landscaping completed on median on north side of pool
Removed trees on Blvd and Creek Summit Circle that were damaging/threatening hardscape.

We have a few potential projects for 2024 that will depend upon the contingency fund.

We have a new member – Cathy Cooper. Anyone else interested in joining, no expertise necessary – just interest in keeping our community looking it's best, just reach out to any existing committee member:

Sharon Benedict – chairman

Joe Perszyk – vice chairman

Sharon Talarico

Laurie Carter

Cathy Cooper

- *Social*

The social committee had planned and had six events this year.

Two Winey Wednesday events.

The events were in March and September.

Total attendants: 60 March + 50 Sept for a total of 110 people.

Two Thirsty Thursday Event.

The events were in May and November.

Total attendants: 25 May + 30 Oct for a total of 55 people.

Two Outdoor Food Events.

The events were in April and October.

Total attendants: 70 April + 65 Oct for a total of 135 people.

Annual Total of attendants: 300 people participated in events plus Xmas.

Christmas Event Set Open House.

Comments: The committee has come up with some wonderful new ideas for this event.

Date: Sunday, December 10

Time: 2:00-4:00 PM

Where: Club House

Cost: Free

Comments: Hoping to have over 75 people during the event time.

- *Electrical*

Appreciate all who have kept an eye on the fountain. The LED cove lighting for the clubhouse will be installed shortly.

- *Webmaster*

1) Website Stats:

12,862 visitors since Nov 2022.

1,072/mo.

36/day.

News stories posted 2022-23

32 total

Last news story posted 144 out of 167 opened the email (86%).

Since launch 8/1/22 5,415 opened; average for 15 months is 361/mo
Emails from website
3,693 sent.
2,860 viewed 77.4%.

2) Classifieds section is underutilized

3) Directory was updated on 10/4/23. Is now listed in two places on website. Both need private pages access (login and password).

Resources section

Documents section

They can also request one using a “contact us” form.

- AED

Thank you to the Board.

The AED is located at the mail kiosk. It has an easy to read padlock with backlit numerals. The code is 1950. A container of NARCAN was added to the unit. Practice opening the AED unit. Thank you to Sue B for the Little Library located by the mail kiosk as well.

VII. Voting

A. Nominations from the Floor

- There are 2 director terms up for election.
- Bob Camire made a motion to close nominations; Pat Mohr seconded the motion; the motion passed unanimously.

B. Election of Directors

No additional nominations, Dave announced the results of the absentee ballot.

Melissa Eager was re-elected to the Board.

Anne Nelson Morck was re-elected to the Board.

C. Approval of IRS Revenue Ruling 70-604

Allows an association to carry excess income from 2023 to 2024 without taxable implications. This was approved via absentee ballot.

VIII. Questions & Comments from Membership

Mick M - thank you to the Board.

Mark B - thank you to the Board, Committees and all the volunteers.

Anne Nelson M - thank you to all the Christmas Elves. The neighborhood looks lovely!

Pat M - thank you to the Board and volunteers, we are lucky!

IX. Results of Voting *(n/a)*

X. Unfinished Business *(none)*

XI. New Business *(none)*

XII. Adjournment

- The Board will now hold an Organizational Board meeting and homeowners are welcome to stay.
- Bob Camire made a motion to adjourn Annual Meeting; Anita McCabe seconded the motion; the motion passed unanimously. The meeting adjourned at 6:38 pm.