

The Village at Innsbrook Annual Homeowners Meeting

The Place at Innsbrook
27 January 2024



Agenda

- 8:30 – 9:15 Breakfast, Check-in, Meet & Greet, HOA Dues
- 9:15 – 9:20 Meeting called to order, President’s Welcome
- 9:20 – 9:40 Community Updates - Dan Schmitt, Henrico County Supervisor
- 9:40 – 10:00 Voting on 2024 Directors, changes to Bylaws and Declaration of Restrictions, and poll on Declaration and home color
- 10:00 – 10:15 Board of Director Reviews
- > Architectural Guidelines and RFI Summary
 - > Home Sales & New Neighbors
 - > HOA Improvements, Activities & Volunteers
 - > 2023 and 2024 Assessment
- 10:15 – 10:30 Open Discussion
- 10:30 Ballot Results | Meeting Adjourns



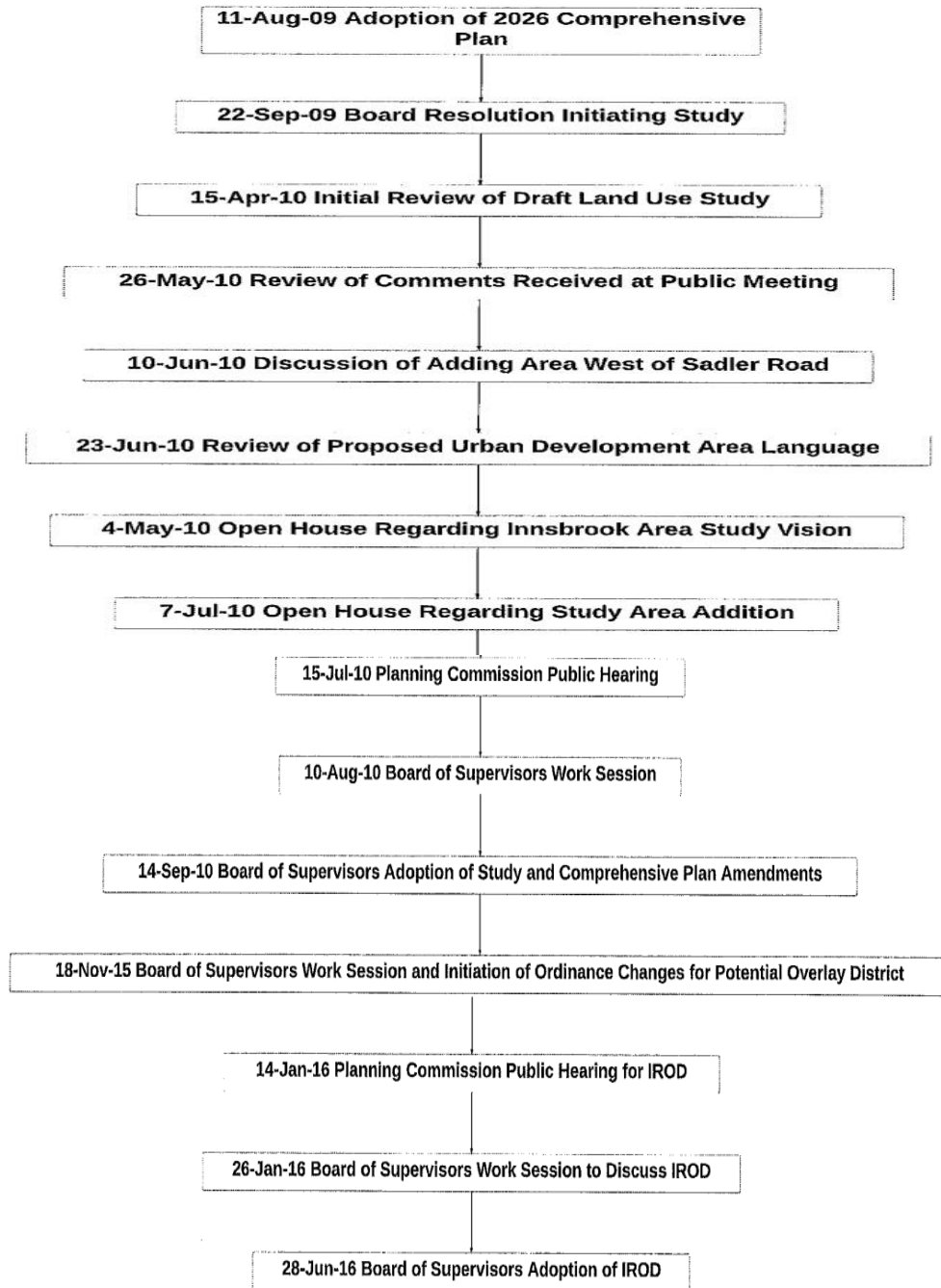
Dan Schmitt

Board of Supervisors

Henrico County - Brookland District

Saturday, January 27, 2024

Timeline: Innsbrook Area Land Use Study & Innsbrook Redevelopment Overlay District



Apartments in Innsbrook		Units in POD Review		Units remaining from REZ		Units Pending		Total	
TC	U	TC	U	TC	U	TC	U	TC	U
Innsbrook Study Area									
223	-	1,297	-	1,980	1,476	-	-	1,448	1,975
and Bay B									
Highwoods North End URMU (REZ2021-0010)									
-	-	-	-	700	685	-	-	700	685
**public road and infrastructure PODs in process (POD2023-08188, PO2023-06952, PO2023-06366)									
-	-	-	-	700	-	-	-	700	-
Jingerfelt URMU (REZ2021-00036)									
-	-	-	-	475	-	-	-	475	-
and Bay B									
205	-	975	-	1,180	880	-	-	1,014	880
Jingerfelt URMU (REZ2021-00029)									
-	-	-	-	850	-	-	-	850	-
Highwoods Original URMU (C-13C-11 & POD2014-06188)									
-	-	134	-	986	986	-	-	1,230	-
Innsbrook / Silver Hills (POD2020-08052)									
-	-	-	-	-	-	-	-	-	-
Somerset URMU (POD2020-00044)									
-	-	-	-	305	-	-	-	305	-
The Apartments @ Innsbrook Square (POD2020-09134)									
-	-	-	-	430	204	-	-	730	-
Metropolis/Innsbrook Edge URMU (REZ2020-00118)									
-	-	-	-	-	-	-	-	-	-
Metropolis at Innsbrook Ph. 1 (POD2020-06117)									
-	-	-	-	723	-	-	-	723	-
Innslake Place (POD2017-06006)									
-	-	-	-	-	-	-	-	-	-
Innslake Place (POD2017-08304, POD2018-08055)									
-	-	-	-	-	-	-	-	-	-
and Bay C									
-	-	-	-	181	-	-	-	181	-
Jax Road URMU (REZ2019-00706 approved 687 units, but only 181 on POD 1569 West View (POD2021-06197)									
-	-	-	-	181	-	-	-	181	-
and Bay D									
-	-	-	-	-	-	-	-	-	-
In Apartments									



2024 Board of
Directors Vote

Bylaw Change
Ballot

Declaration of
Restrictions
Ballot

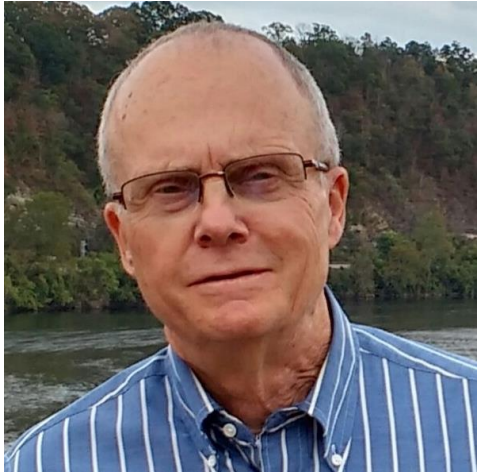
Membership
Poll

Election of Board of Directors (vote via secret ballot)

The Nominations Committee presents a recommended slate of officers for the 2024 Board of Directors.

The Board of Directors consists of five members, four of whom hold positions as President, Vice-President, Treasurer and Secretary. The fifth member is a Director-at-Large. The members elect the Directors; the Board elects Officers.

Any member in good standing may be nominated to serve, provided a consent-to-serve form has been signed prior to being nominated. Additional nominations will be accepted from the floor at the meeting.



Jerry Davis



Jessica Engle



Patsy Ledford



Betty Overbey



Chris Rouse

Nomination Slate for 2024 BOD

2024 Board of Directors Vote

Proposed Bylaw Changes

Bylaw changes are made over time to improve operating clarity and/or efficiency of the Association.

Recommendations this year include the ability to personally deliver or email the meeting notices, plus updates to the Architectural Control Committee function and Proxy Form.

Voting will be by ballot collected at this meeting.

Proposed Bylaw change #1

#1

Reduce copying, postage, and administrative costs by adding the option to deliver Member meeting notices personally or by email, vs. solely by U.S. Mail, provided appropriate Member consent is obtained.

For

Against

Proposed Bylaw change #2

Update Architectural Control Committee responsibilities and how the Committee and Board each conducts itself regarding review and approval of change/improvement processes and requests.

#2

For

Against

Proposed Bylaw change #3

#3

Update the sample Proxy Form stating it can be personally returned to a current Director, emailed to the Board Secretary, or sent via U.S. Mail. Update the signature block to require printed and signed name and remove seal requirement.

For

Against

Proposed Declaration Changes

Recommendations are being made to specify amendment terms (2/3rds vote of membership), impose fees for violations of the Declaration (subject to limits), restrict short/long-term rentals/leases (does not impact current arrangements).

- Voting opens at this meeting and remain open through March 15, 2024.
- Passage requires approval of 2/3rds of the lot owners.

Proposed Declaration change #1

#1

To incentivize Lot owners to abide by the Declaration of Restrictions (five violations in 2023), add a paragraph allowing the Board of Directors to adopt reasonable rules and regulations permitting the Association to assess reasonable charges against Lot owners for violations of the Declaration of Restrictions by the Lot owner, subject to limits of the Virginia Property Owners' Association Act (currently not to exceed \$50 for a single offense or \$10 per day, for up to 90 days, for any continuous offense).

For

Against

Proposed Declaration change #2

Amendment clarity. Add a paragraph that states that 2/3 of lot owners must approve any changes to the Declaration of Restrictions.

#2

For

Against

Proposed Declaration change #3

#3

Lease/rental restrictions to maintain property values. Add paragraphs to restrict short- and long-term leases/rentals of properties and provide the Board of Directors notice upon entering an approved lease/rental. Will not impact existing lease/rental in effect at time of the Amendment.

For

Against

Confidential Membership Poll Questions

Questions in the poll are related to the Declaration of Restrictions and whether there is interest or not in moving forward with additional changes.

Any change to the Declaration will require a 2/3rds approval of owners.

The poll will be conducted via confidential poll.

Question #1

Home colors. The “Painting your home” section for color choice in the Board-approved Architectural Guidelines¹ currently states:

#1

Painting your home. If you want to paint or stain your home (siding, trim, corner posts, fascia, etc.) you need to choose a color that has a LRV of less than 72 and falls within the spectrum of the colors shown on Sherwin Williams [WoodScapes Exterior Acrylic Solid Color House Stain](#) color chart.

Are you in favor of adding this to the Declaration of Restrictions where this type of restriction typically resides, requiring 2/3 of Lot owners to approve changes?

YES

NO

¹ Architectural Guidelines are available on the HOA website www.thevillageatinnsbrook.com or email request to secretary@thevillageatinnsbrook.com. A color chart link is included therein and will be available at the meeting.

Question #1 Color Chart



WoodScapes Exterior Acrylic Solid Color House Stain (48 colors)



Colors vary considerably online. An official brochure provided at the meeting and available at any Sherwin-Williams.

Question #2

#2

Home color exception. There are ~14 homes outside of the spectrum of colors referenced in #1 above but approved (at time of painting) by the Board over time. **If #1 above is added to the Declaration, are you in favor of adding the exception below to permit these homes to be repainted the color they are (i.e., not require them to conform to the specified spectrum of colors when repainted)?**

“The only exception to this requirement is that you may paint or stain your home the same color as it is currently painted or stained, provided the color was previously approved by the HOA and does not have a documented repaint restriction. If you qualify for this ², you’re still encouraged to consider a color within the spectrum of the colors referenced above.”

YES - add the exception

NO – do not add the exception

² Approved via RFI process or shown by other supporting documentation. If your home is currently the same color as it was when you purchased your home, it is deemed to be HOA approved.

Question #3

Multiple Declarations of Restrictions. For simplicity and clarity, **consolidate and restate into a single Declaration of Restrictions the current three (3) separate Declarations that cover all The Village at Innsbrook lots which were executed as different phases were built.**

#3

(Two-thirds (2/3) of the lot owners under each Declaration will need to approve this change.)

FOR

AGAINST

Board Reviews / Updates

VP / ACC Chair

Brian Russell

Architectural Guidelines

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graph TD; A[Architectural Guidelines] --> B[Summary of RFI Activity]; B --> C[Helpful information];
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Summary of RFI Activity

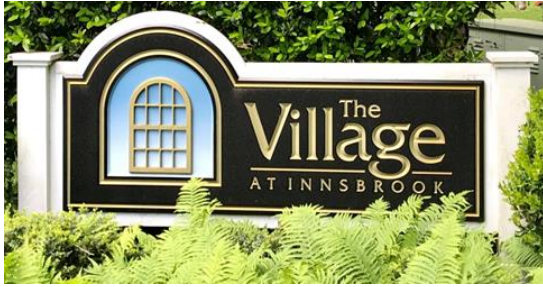
Helpful information



Architectural Guidelines

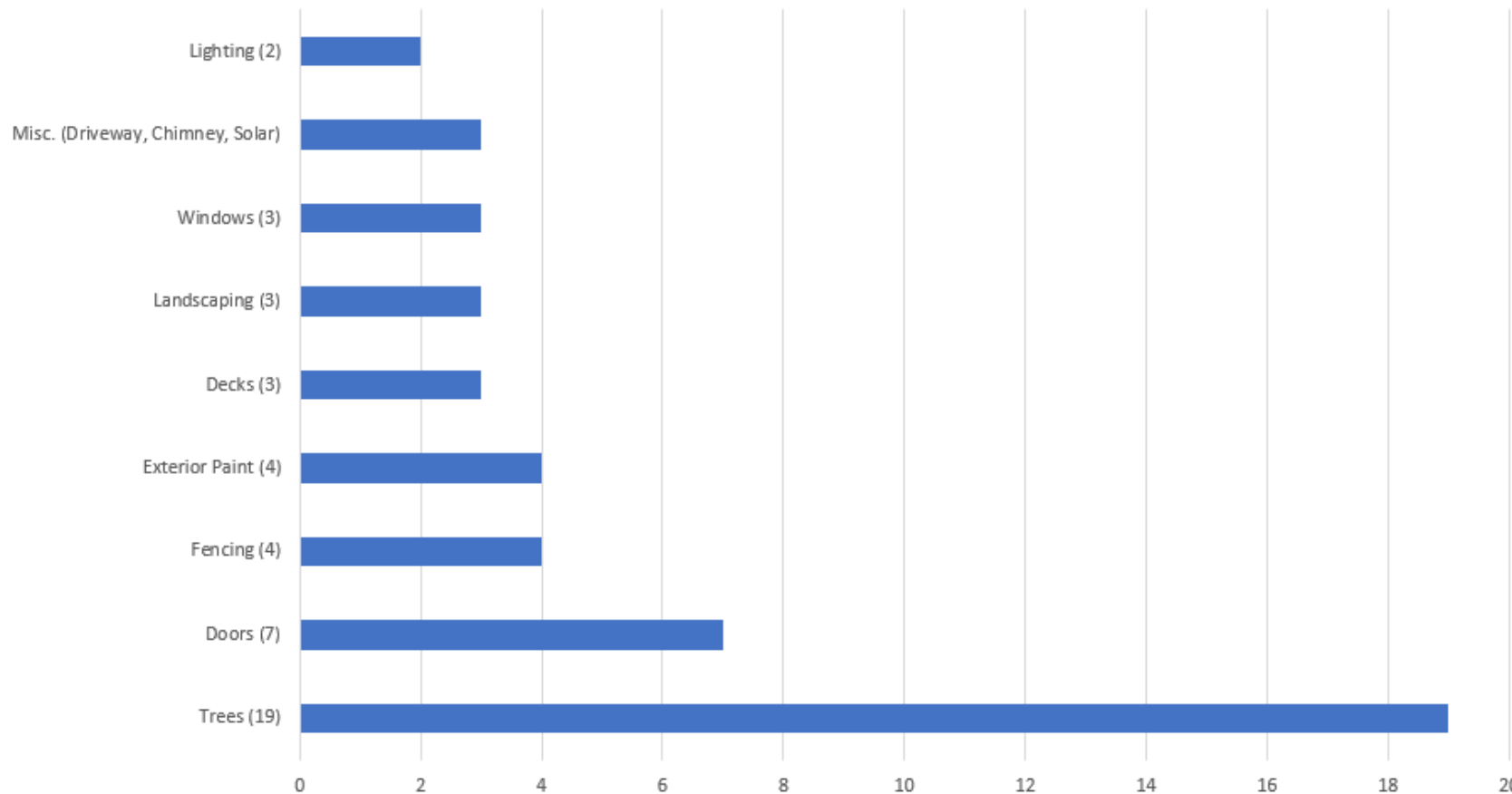
The current HOA Board approved Architectural Guidelines can be found at www.thevillageatinnsbrook.com. The combination of key Restrictions (from the Declaration of Restrictions) and these guidelines (available as a PDF) help determine if a desired exterior improvement/change to a property will be acceptable and approved by the HOA through the Request for Improvement (RFI) process.



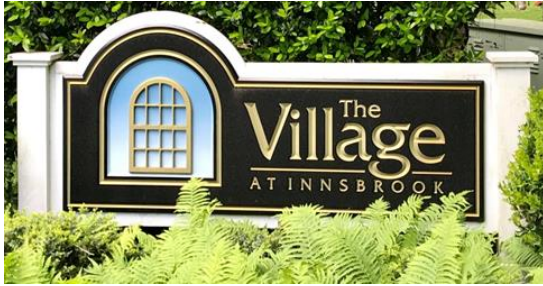


Architectural Control Committee (ACC) Summary of RFI Activity

2023 Approved Requests for Improvement

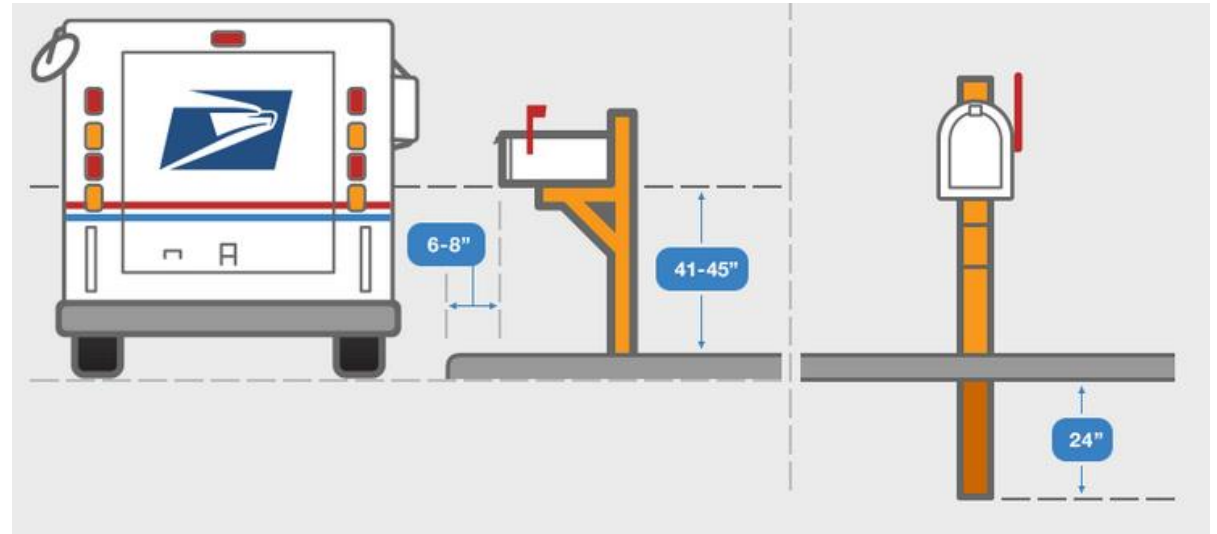


- **Please submit a RFI prior to starting a project**
- 48 total requests this year
- 13 more RFIs in 2023 compared to 2022
- Tree work continues to be the leading request (removing any tree larger than 6" in diameter requires approval)
- Exterior home changes needing approval include paint colors, roofing, windows, doors, gutters, and lighting



Helpful Information

- Mailbox
 - Request **FREE** paint from VP
 - Nailed on or adhesive numbers or letters prohibited
 - Keep distance around mailbox clear for USPS
- Leaf collection/disposal
 - \$30 through Henrico County
 - Call 804.501.4275 or order vacuum service online



Director-at-Large

Nelson Diaz

New
Neighbors
and
Home Sales

Keep HOA contact info current

email director@thevillageatinnsbrook.com with updates

Yard Sales in 2023

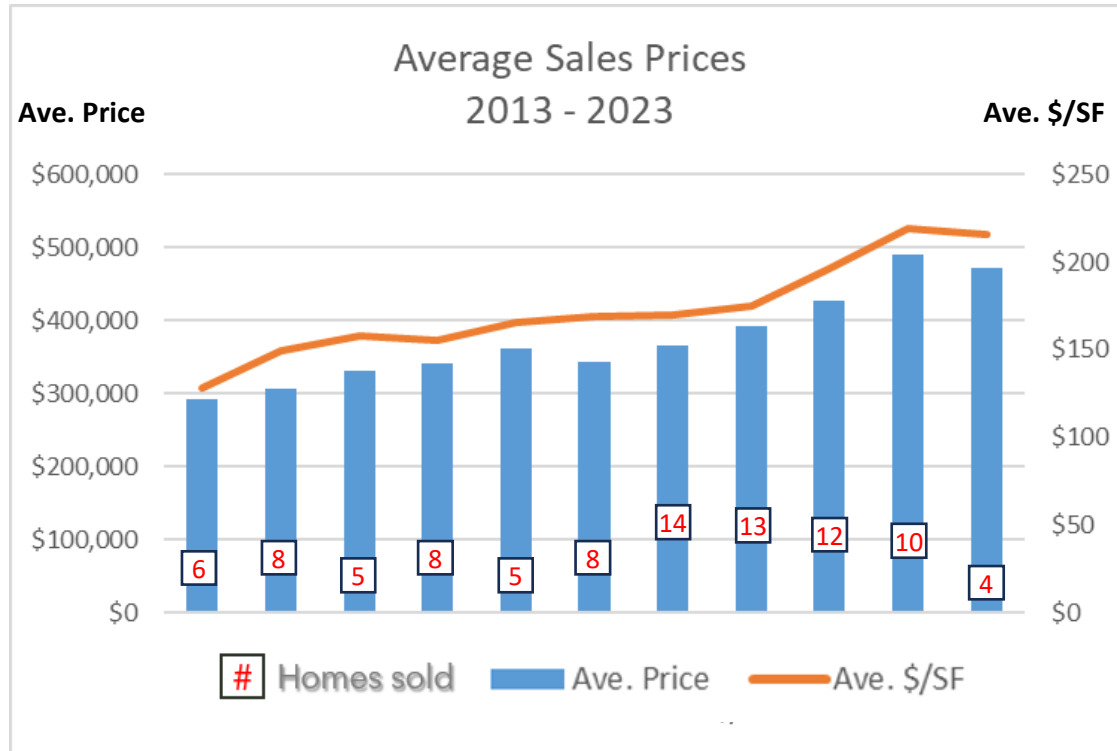
4 Disclosure packages

2023 Home sales (next page)

2023 Home Sales

- Fewer homes sold (4)
- 2% decrease in SF sales price

Address	Sq ft	Date	Price	\$ per SF
4635 Snowmass Road	2,261	10/31/2023	\$485,000	\$215
10801 Canaan Valley Court	2,171	8/25/2023	\$475,000	\$219
4808 Snowmass Road	2,156	12/1/2023	\$466,000	\$216
4804 Snowmass Road	2,151	6/15/2023	\$460,500	\$214
Average:			\$471,625	\$216



Year	# Homes Sold	Ave. Price	Ave. \$/SF	Change from prior Year			
				Ave Price	Percent	Ave \$/SF	Percent
2023	4	\$471,625	\$216	↓(\$19,265)	-4%	↓ (\$3)	-2%
2022	10	\$490,890	\$219	↑\$63,098	15%	↑ \$23	13%
2021	12	\$427,792	\$196	⇒\$34,834	9%	↑ \$21	12%
2020	13	\$392,958	\$175	⇒\$26,170	7%	↓ \$5	3%
2019	14	\$366,788	\$170	⇒\$22,631	7%	↓ \$1	0%
2018	8	\$344,156	\$169	↓(\$18,334)	-5%	↓ \$3	2%
2017	5	\$362,490	\$166	⇒\$20,246	6%	⇒ \$10	7%
2016	8	\$342,244	\$156	⇒\$10,064	3%	↓ (\$2)	-1%
2015	5	\$332,180	\$158	⇒\$24,751	8%	⇒ \$8	6%
2014	8	\$307,429	\$150	⇒\$15,562	5%	↑ \$21	17%
2013	6	\$291,867	\$128	-		-	-

Secretary

Betty Overbey

Community
Updates,
Activities,
Committees

Crosswalks & Nuckols Entrance Sign

Ice cream social

Curb Appeal & Newsletter

Volunteer opportunities

- Architectural Control Committee
- Audit Committee and welcome Committee

Treasurer Pasty Ledford

2023 Financials and 2024 Assessment

Per the Bylaws, the annual Assessment (the total amount assessed to HOA members for the year) covers the projected 2024 expenses of the Association and determines annual dues. **Dues this year will be \$75.00.** Invoices will be mailed out the week after the annual meeting.

	2023			2024
	BUDGET	ACTUAL	DIFFERENCE	BUDGET
INCOME				
Dues (\$75.00 per annum)	9,515.00	9,570.00	55.00	12,920.00
Fines	40.00	40.00	0.00	40.00
Disclosure Packets	800.00	500.00	-300.00	600.00
Int Inc Checking	10.00	0.00	-10.00	--
Int Inc MMA	40.00	96.27	56.27	75.00
TTL INC	\$ 10,405.00	\$ 10,206.27	\$ (198.73)	\$ 13,635.00
EXPENSES				
<i>Financial/Legal</i>				
Accounting/External Auditor Fees	3,000.00	0.00	-3,000.00	-
Bank Fees	12.00	19.00	7.00	20.00
Legal Fees	750.00	2,925.00	2,175.00	4,000.00
SCC Fees/DPOR	150.00	105.00	-45.00	105.00
Tax Preparation Fees	150.00	1.08	-148.92	-
Insurance	3,000.00	2,885.88	-114.12	3,000.00
<i>HOA Activity</i>				
Advertising (yard sale)	70.00	0.00	-70.00	-
Annual Meeting	2,500.00	2,237.00	-263.00	2,500.00
HOA Expenses (incl. welcome baskets)	750.00	96.41	-653.59	550.00
<i>Office Expenses</i>				
Office Supplies	100.00	67.12	-32.88	100.00
Postage/P.O. Box	400.00	502.72	102.72	400.00
Printing/Copying	350.00	0.00	-350.00	350.00
Software/Website/Email	725.00	741.98	16.98	725.00
<i>Utilities/Maintenance</i>				
Electric	180.00	168.55	-11.45	180.00
Phone	55.00	51.89	-3.11	55.00
Landscape	2,500.00	2,099.00	-401.00	2,500.00
Repair/Maint	100.00	165.00	65.00	100.00
TTL EXP	\$ 14,792.00	\$ 12,065.63	\$ (2,726.37)	\$ 14,585.00
NET	\$ (4,387.00)	\$ (1,859.36)	\$ 2,527.64	\$ (950.00)
Bank Balance (as of 12.31.23): \$37,259.79				

Open Discussion

Ballot Results



Next Annual Meeting

Saturday, January 25,
2025



Meeting
Adjourned