

MINUTES OF THE ANNUAL MEETING
RainTree of Albemarle Homeowner's Association
Charlottesville, Virginia

September 30, 2025, 6:00 PM – 8:30 PM

Call to Order

The RainTree of Albemarle Homeowners Association annual meeting was called to order by the Board of Directors at 6:10 PM.

Establishment of Quorum

Twenty-two households, including two Board members, were present. The quorum requirement of 85 households was not satisfied.

Notice for the Annual Meeting

Notices for the Annual Meeting were sent by U.S. mail in late August and early September 2025.

State-of-the-HOA Briefing

A prepared slide presentation was delivered covering:

- A roster of HOA Board of Director members (a new board was elected in 2024), Architectural Control Committee (ACC) members, and regular contractors that the HOA uses (e.g., to support common area maintenance) was provided (refer to slide 3 in the presentation).
- Information was shared on how to stay informed about the HOA and how to contact the Board of Directors (slide 4).
- A brief review of the discussion that took place during the 2024 Annual Meeting was held (slide 5).
- A summary was provided explaining the accounting transition from billing dues in arrears to the standard practice of billing in advance that took place earlier in 2025 (slide 6).
- A comparison of current dues against historical amounts and neighborhood averages was provided (slide 7), including:
 - The original 1988 dues assessment of \$65/quarter is equivalent to \$182/quarter in 2025 accounting for inflation.
 - Trash service alone is \$91/quarter for individuals; this by itself substantially exceeds the RainTree HOA dues that includes the same trash service.
- Some general information about dues was provided (slide 7):
 - Dues are invoiced by the HOA's accounting firm during the first quarter of each calendar year; follow-up invoices are sent for unpaid balances.
 - A 2% monthly late fee is assessed on delinquent balances after a grace period (typically 60 days).
 - Accounts that become severely delinquent may have trash service suspended after proper notice and an opportunity to arrange a payment plan (more details below).
 - Dues do not fund road and sidewalk maintenance or snow removal; those services are provided by the Virginia Department of Transportation (VDOT).

- A table was presented showing the HOA's expenditures for the period from Oct 1, 2024 to Sept 25, 2025 (Slide 8).
 - Of note, trash removal service alone accounted for 82.3% of the annual expenditure.
 - Common-area maintenance expenses were under budget at \$2,280; starting in June, mowing around the RainTree sign was voluntarily assumed by a resident at no cost.
 - Significant efforts were made to minimize expenses; however, most costs are fixed.
- A budget estimation for 2026 was shown (slide 9).
 - At the current dues level of \$72/quarter, projected costs are not fully covered.
 - Two new dues options were proposed:
 - \$76/quarter covers the proposed budget.
 - \$82/quarter covers the proposed budget and enables \$5,000 to be contributed to the emergency cash reserve. The cash reserve is intended to function as a safety net to guard against large unforeseen expenditures (e.g., major storm damage to trees in the common areas). The long-term intent is to slowly build and maintain the reserve at \$30,000.
 - The danger of not having a reserve is that, in the event of a large expenditure, an emergency assessment would be required that could result in a substantial out-of-cycle bill for every resident.
 - Attendees voted overwhelmingly by show-of-hands for the second option of \$82/quarter and this amount will be reflected in the 2026 invoices [please note that per RainTree covenants and bylaws dues changes of this magnitude do not require a quorum].
- There was a discussion regarding homeowners in arrears.
 - Currently, a 2% monthly fee is being assessed for outstanding dues balances. This policy will remain in effect.
 - Suspension of trash service for egregiously delinquent accounts, following appropriate notice and an opportunity to establish a payment plan, received general support from attendees.
 - The specific threshold for "severely delinquent" was discussed without clear consensus. A 2019 policy referenced two years in arrears as a threshold.
- A summary of common area maintenance was provided (see slides 10 and 11).
 - Three hazardous trees were removed in the past year.
- A road maintenance update for side roads and a general timeline for the ASCA water main replacement was provided (slide 12). Information on how to contact VDOT was provided (slide 13).
 - Residents were encouraged to contact VDOT for temporary repairs until the streets can be milled and repaved after water line replacement.
- The importance of maintaining vegetation near sidewalks to avoid obstructing pedestrians was discussed.
 - Draft guidelines were presented (slide 14).

- An advisory vote indicated a desire to add these guidelines to the RainTree Architectural Guidelines.
- Attendees agreed that trimming vegetation on another homeowner's property should not be undertaken without permission.
- A brief update of nearby infrastructure and development plans was provided (slide 15).
- Invasive species (spotted lanternfly and tree-of-heaven) were discussed (slides 16 and 17).
 - The HOA would like to systematically remove these trees; however, it is a lengthy and expensive process.
 - Hazardous tree removal remains the priority, with tree-of-heaven removal as a secondary priority to be done as budget allows.
- There was a discussion on the consistent lack of quorum at annual meetings; a quorum is necessary to elect new board members and for other important votes.
 - 85 homeowners are required to establish a quorum.
 - Proxy votes have been used in the past to establish a quorum.
 - The use of electronic voting was brought up as a potential option to engage more homeowners.
- The HOA seeks to update and correct resident email addresses (the current list contains errors and is out of date).
 - General interest was expressed by those in attendance to help collect/correct the HOA's email list.
 - There was discussion regarding reviving the "Street Wardens" concept established in the 2019 meeting.
 - A suggestion by the BoD was made to collect the names of people in attendance and poll them to assist with email updates was received positively.

Nominations and Elections

There were no volunteers to serve on the Board of Directors and there were not enough members present to establish a quorum. The current BoD, who are still willing to continue in this capacity, will therefore remain in place in accordance with HOA bylaws.

Adjournment

The meeting was adjourned at approximately 8:20 p.m.