



Running Man Homeowner's Association Meeting

2 December 2024

Tabb Elementary School Cafeteria
7:00PM

AGENDA



- President's Welcome Eric Todhunter
- York County District 5 Representative Comments Tom Shepperd

- President's Report Eric Todhunter
 - Status of Governing Document
 - Long-Range Funding Assessment Review
 - Status of Volunteerism
- Webmaster Report Liz Rooney
- Treasurer's Report Russell Kratoville
- Neighborhood Watch David Glover
- Architecture Control Report David Glover
- Covenants Report Kyle Aulenbach
- Landscape / Common Area Report Matt Matson
- CY2024 Accomplishments Overview Eric Todhunter

- Election of Officers for 2025 Board Eric Todhunter

York County Representative



Tom Shepperd

District 5 Representative
York County Board of Supervisors

shepperd@yorkcounty.gov

(757)903-1875

PRESIDENT'S REPORT



Eric Todhunter
President

Running Man Community Association



Vision Statement

Have a neighborhood that is engaging, family friendly, and aesthetically pleasing while sustaining a modest annual cost to our neighbors

Strategic Objective

Sustain or improve current community assets and add to the amenities available to the neighborhood as funding permits

Covenants Consolidation

Recap



- Initial work began in February 2020 by the Covenant Consolidation Committee consisting of ; Kathy Cook, Kathey Tapfer, Huck Robinson, and Dick Strunk.
 - ✓ Crafted initial consolidation of covenants into a format provided by RM's legal advisors
 - ✓ Passed product off to HOA Board April 2020
- Board quickly realized the Covenants and the By-Laws were inter-dependent requiring both to be updated- - effort evolved into an update of all governing documents.
- Board took a holistic view of the Running Man governing documents; covenants, By-Laws, and ACC Standards (formerly ACC Guidelines).
- Board focused on formatting, organizing the documents, and covering new topics that were not envisioned when the developers began construction of our neighborhood 35 years ago
- Board working closely with the legal firm of Gordon, Rees, Scully, and Mansukhani for:
 - ✓ legal review to ensure everything is still legally sufficient
 - ✓ Add language to facilitate the RM HOA to annex or acquire assets that facilitates the maintenance of neighborhood property values.
- In 2021 the Board began work on update of the Articles of Incorporation as well.
- Still waiting on York County Review and approval of draft documents.

Covenants Consolidation

Recap



- **Features included in the new draft Governing Documents** (Covenants, By-Laws, Standard) include:
 - ✓ Prohibits the use of properties within the neighborhood from being used as a drone distribution center for commerce
 - ✓ Prohibiting short-term rental thus precluding the establishment of a Bed and Breakfast (AirBnB) establishments within the neighborhood.
 - ✓ Add language to facilitate the RM HOA to annex or acquire assets that facilitates the maintenance of neighborhood property values.
 - ✓ The Standards have been reorganized for clarity and will now be reviewed at least annually by the HOA Board for approval.
 - Previously the Standards could be changed based on the judgement of the appointed ACC Committee.
 - Now recommendation must be made and approved by the elected HOA Board.
 - Provides neighbors a means of appeal to the HOA Board if the ACC determines a submitted request does not conform with the approved Standards and denies the submitted request.
 - ACC Change Requests will still be required for approval but the submission fee is eliminated.

Covenants Consolidation

Recap



- *Way-ahead :*

- ✓ Post proposed Articles of Incorporation, Covenants, and By-Laws to the website to make them accessible for neighborhood to review.
- ✓ Board will publish and mail to each home a summary of the new documents highlighting new changes
- ✓ Will schedule Question and Answer sessions in the clubhouse for neighbors to personally pose questions to the board. Will attempt to have Notary's present for neighbors to complete their proxy vote

CY 2024 Goal is to present to the neighborhood the new Covenants, By-Laws, and Articles of Incorporation to the neighborhood for comment and initiate vote for adoption. COMPLETE

Covenants Consolidation

Current Status



| 1A | | | 1B | | | 2 | | | 3A | | | 3B | | | 4 | | | 4B | | | 5A | | | 5B | | | 5C | | | 5D | | | 6A | | | 7A | | | 7B | | | | | |
|-----|---|---|-----|---|---|-----|---|----|-----|----|----|-----|---|----|-----|----|----|----|---|---|-----|---|---|-----|---|---|-----|---|---|-----|---|---|-----|---|---|-----|----|---|-----|---|---|---|---|---|
| # | P | N | # | P | N | # | P | N | # | P | N | # | P | N | # | P | N | # | P | N | # | P | N | # | P | N | # | P | N | # | P | N | # | P | N | # | P | N | # | P | N | # | P | N |
| 17 | 4 | 5 | 19 | 4 | 5 | 57 | 9 | 10 | 51 | 11 | 13 | 52 | 8 | 14 | 63 | 12 | 11 | 6 | 0 | 1 | 15 | 5 | 5 | 15 | 3 | 3 | 14 | 3 | 3 | 22 | 6 | 9 | 14 | 3 | 5 | 38 | 11 | 8 | 36 | 5 | 9 | | | |
| 24% | | | 21% | | | 16% | | | 22% | | | 15% | | | 19% | | | 0% | | | 33% | | | 20% | | | 21% | | | 27% | | | 21% | | | 29% | | | 14% | | | | | |

| 9A | | | 9B | | | 9C | | | 10A | | | 10B | | | RM Status | | |
|-----|----|----|-----|---|---|-----|---|----|-----|---|---|-----|---|---|-----------|-------|-----|
| # | P | N | # | P | N | # | P | N | # | P | N | # | P | N | # | P | N |
| 48 | 13 | 16 | 31 | 7 | 8 | 57 | 8 | 12 | 4 | 0 | 0 | 30 | 6 | 9 | 589 | 118 | 146 |
| 27% | | | 23% | | | 14% | | | 0% | | | 20% | | | 20.0% | 24.8% | |

- Phase I – Update Governing Documents
- Phase II – Gain York County Attorney Approval
- Phase III – RMCA Board Approval to move to vote
- Phase IV – Neighborhood Approval
- Phase V – Update Covenants Records with County

- July was the last scheduled Q&A Session
- Assessment is we've reached the all neighbors who are active in the neighborhood.
- Shifting tactics to engaging "door-to-door" to collect Proxies only.
- Seeking assistance in engaging neighbors to sign the proxies to get the documents adopted.

Running Man Community Association



Current Situation

- Volunteerism within the neighborhood is still waning. Many folks have good ideas or concerns for others to do but few people volunteer to bring their ideas to fruition or concerns to closure.
- We can have 9 HOA Board Members. In CY2024 we had 7 board members. Were losing two in 2025 due to conflicting requirements.
- Tonight we have 5 board members agreeing to serve another year and NO new volunteers for total of only 5 for the 9 positions.

What does this mean...what is the “so what”

- The HOA’s primary responsibility is the protection of the neighborhood and neighborhood property values.
- Fewer volunteers means less control over the neighborhoods well being by the residents themselves
- Longer reaction times to issues that surface throughout the year.

Running Man Community Association



Volunteer Opportunities

- You can still serve the community in other capacities without being on the HOA Board.
- ✓ Neighborhood Garage Sale Coordinator
- ✓ Neighborhood Welcome Coordinator
- ✓ Project Officer supporting a Director Landscape/Common Area Director

ELECTION OF OFFICERS



➤ Current Nominees

- Eric Todhunter
- Russell Kratoville
- Liz Rooney
- Matt Matson
- David Glover
- **OPEN**
- **OPEN**
- **OPEN**

➤ Nominations from the Neighborhood – If you're interested in joining the CY2025 RM HOA Board please let us know.

➤ Vote

COMMUNICATIONS/ WEBMASTER



Liz Rooney
Director

COMMUNICATIONS/ WEBMASTER



Key Points

- The Communications position is responsible for maintaining the Running Man Website and posting Neighborhood Watch alerts. These alerts are posted to the Running Man Nextdoor.com website
- The Running Man website, runningmancommunity.com, was designed by RM resident Melissa James of Creative Copy. The website combines the RMCA, RMRA, and swim team information, making it easy to find exactly what you are looking for.

COMMUNICATIONS/ WEBMASTER



WEBSITE: <https://www.runningmancommunity.org/>



Award-winning neighborhood in Yorktown, Virginia • Tabb 23693

 **running man**

About | Amenities | Pool & Clubhouse | Photos | News & Events | HOA | RMRA | Contact

One of York County's most sought-after neighborhoods

RMCA Annual Meeting on 12/4/23 at 7 PM at Tabb Elementary School

Great schools. Great homes. Great friends.

DISA

Contact Webmaster: runningmanhoa@gmail.com

TREASURER'S REPORT



RUSSELL KRATOVILLE
Treasurer

TREASURER'S REPORT

2024 Budget Status



| INCOME | 2024 BUDGET | JAN - NOV | % OF BUDGET |
|---------------------------------|----------------------|----------------------|--------------------|
| Architectural Fees | \$ 500.00 | \$ 475.00 | 95% |
| Disclosure (Home Owner) Packets | 3000.00 | \$ 1,500.00 | 50% |
| Dues (\$220) (589) | 129,580.00 | \$ 129,140.00 | 100% |
| Verizon Tower | 10,950.36 | \$ 10,037.83 | 92% |
| TOTAL INCOME | \$ 144,030.36 | \$ 141,152.83 | 98% |

TREASURER'S REPORT

2024 Budget Status



| EXPENSE | | | |
|--|----------------------|----------------------|-------------|
| Administration - Stipend | \$ 1,800.00 | \$ 1,650.00 | 92% |
| Annual Meeting | 750.00 | | 0% |
| Annual State Registration | 155.00 | \$ 155.00 | 100% |
| Board - Treasurer, Supplies, etc. | 350.00 | \$ 2,186.28 | 625% |
| Disclosure Packet - Costs | 300.00 | \$ 99.47 | 33% |
| - Stipend | 1,200.00 | \$ 600.00 | 50% |
| Dues Letters - Costs | 1,633.50 | \$ 285.18 | 17% |
| Electricity | 3,600.00 | \$ 2,816.40 | 78% |
| Garage Sale | 400.00 | \$ 250.00 | 63% |
| Grounds Improvements | 4,500.00 | \$ 17,935.00 | 399% |
| Grounds Maintenance | 60,000.00 | \$ 55,334.45 | 92% |
| Insurance - Common Area | 5,400.00 | \$ 6,121.00 | 113% |
| Legal Fees | 10,000.00 | \$ 4,631.00 | 46% |
| Luminaries | 3,200.00 | | 0% |
| Neighborhood Watch | 7,271.50 | \$ - | 0% |
| Pond Maintenance | 4,450.00 | \$ 7,121.40 | 160% |
| Post Office Box Rental | 166.00 | \$ 176.00 | 106% |
| Storage Unit | 1,535.00 | \$ 1,815.00 | 118% |
| Taxes - Accountant Fees | 4,650.00 | \$ 1,795.63 | 39% |
| Youth/Neighborhood Activities | 2,275.00 | \$ 2,095.09 | 92% |
| Capital Improve. Res. Fund Contribution | 32,071.00 | \$ 32,071.00 | 100% |
| TOTAL EXPENSE | \$ 145,707.00 | \$ 137,137.90 | 94% |

PROJECTED EXECUTION

BUDGET: \$145,707.00
 EXPENSES: \$148,319.56
 TOTAL: (\$2,612.56)
 RESERVE: \$30,930.00
\$28,317.44

ASSETS

CHECKING: \$44,493.99
 SAVINGS: \$ 25.00
 M.M.&CD: \$201,729.70
\$246,248.69

TREASURER'S REPORT

2025 Budget



| INCOME | 2025 BUDGET |
|---------------------|---------------------|
| Architectural Fees | \$750.00 |
| Disclosure Packets | \$1,000.00 |
| Dues (589X\$231.00) | \$136,059.00 |
| From Reserve | \$140,000.00 |
| Verizon Tower | \$10,950.00 |
| TOTAL INCOME | \$288,759.00 |

TREASURER'S REPORT

2025 Budget



| EXPENSES | 2024 BUDGET | EXPENSES | 2024 BUDGET | EXPENSES | 2024 BUDGET |
|---------------------------|--------------------|-------------------------|--------------------|-----------------------|---------------------|
| Admin- Stipend | \$ 1,800.00 | Luminaries | \$3,200.00 | | |
| Annual Meeting | \$750.00 | Neighborhood Activities | \$3,200.00 | | |
| Annual State Registration | \$155.00 | Neighborhood Watch | \$ 300.00 | | |
| Board Treasurer Supplies | \$350.00 | | | | |
| Disclosure Pkg Costs | \$300.00 | Pond Maintenance | \$54,610.00 | | |
| Stipend | \$800.00 | PO Box Rental | \$ 186.00 | | |
| Dues Letters- Cost | \$750.00 | Reserve Fund Update | \$2,000.00 | | |
| Stipend | \$883.50 | Reserve | | Reserve Fund Contrib. | \$31,900.00 |
| Electricity | \$3,900.00 | Fore Bay Cleaning | \$50,000.00 | | |
| Garage Sale | \$400.00 | Playground Shelter. | \$50,000.00 | TOTAL EXPENSES | \$283,150.00 |
| Grounds Improvements | \$3,790.50 | Monument Refurbish. | \$40,000.00 | | |
| Grounds Maintenance | \$60,925.00 | Storage Unit | \$2,000.00 | | |
| Insurance-Common Area | \$7,500.00 | Taxes-Accountant Fees | \$ 850.00 | | |
| Legal Fees | \$11,500.00 | -Federal | \$ 900.00 | | |
| | | -State | \$ 800.00 | | |
| | | Welcome Packets | \$ 100.00 | | |

TREASURER'S REPORT

2025 Annual Dues Letter



This letter is to inform you that the annual Running Man Community Association, Inc. (RMCA) assessment will increase for the 2025 calendar year to **\$ 231.00** per lot owned which reflects an increase of 5% in accordance with our Covenants and Bylaws. Annual assessment payments are due **January 1st** each year. Any assessment payment which is not paid within 30 days will be delinquent.

Your **2025** annual assessment payment should be submitted as follows:

- **NEW Online Payment Option:** Starting on January 1, 2025, payments can be submitted via the Running Man website at <http://www.runningmancommunity.org>
- Payment is due and payable by **January 1, 2025, and will be considered delinquent if not received by January 31, 2025.**
- Make checks payable to **RMCA** in the amount of **\$ 231.00**
- Mail to: Running Man Community Association
P.O. Box 2114
Poquoson, VA 23662
- Please Include your Running Man **street address** on the check to ensure proper credit to your account

- All Payments: via online banking, personal check, cashier's check, or money order must be postmarked by **January 31, 2025** and be submitted for the **2025** annual assessment amount of **\$231.00** to be considered on time.
- Failure to pay your assessment in full by the deadline may result in your account being turned over to our attorney for collections. The initial charge for the demand letter from our attorney will be \$ 192.00, which amount will be added to your account. Such amounts are your responsibility under the governing documents of the Association. Legal fees and costs shall continue to accrue as additional collections efforts are taken until such amount is paid in full.
- To avoid additional charges and / or collections actions, including, but not limited to, the filing of a memorandum of lien against your lot, please make your payment on time.

Note: The RMCA will **not** send multiple reminder letters.

Thank you in advance for your assistance.

RMCA Board



David Glover
Neighborhood Watch

NEIGHBORHOOD WATCH



York County Launches School Zone Speed Cameras to Protect Students and Improve Road Safety

Camera Locations:

- Tabb Elementary
- Grafton Bethel Elementary
- Seaford Elementary
- Dare Elementary
- York High School
- Bruton High School

NEIGHBORHOOD WATCH



Flock Safety Sparrow Automatic License Plate Recognition (ALPR) Camera

- Self contained - Can be installed anywhere
- Company maintains and services the camera for an annual subscription price of \$2,400/unit per year (plus a one-time installation cost of \$350 per camera).
- Provides vehicle “Fingerprint” technology. Footage provides ability to provide:
 - ✓ Timestamp
 - ✓ Vehicle Make and Color
 - ✓ License plate
 - ✓ Number of visits
- Software compatible with software installed in York County patrol cars.
- Recommended by incoming York County Sherriff MAJ Montgomery



Potential Sites

- RM Trail x4
- Messongo X1
- Pohick X1
- Tuckahoe X1

Est. One-time Installation: \$9,200

Est. On-going annual expenses: \$7,250

ARCHITECTURE CONTROL COMMITTEE



David Glover
Director



Committee Members

- Kyle Aulenbach
- James Wright
- Melissa Shandor
- Breana Schaefer

ARCHITECTURE CONTROL



Running Man ACC



- Architecture Control Committee (ACC) focuses on additions or external modifications to the property
- Contact the ACC Chair if you have questions about your project **before you begin your project.**





ACC Submissions

- The ACC Change Request form can be obtained on the RMCA website, then the HOA link.
- Email, call, or text the ACC Director for submission process for quickest response.
- Please include pictures that show the location of the addition, your plat, as well as a detailed description of the project, and check for the \$25 fee made payable to RMCA.



ACC Notes of Interest

- 28 Inquiries / Requests processed in 2024, down from 33 in 2023
- 15 Disclosure Packets
- Current ACC Standards were published in 2023 providing clarification on new projects, repair vs. replacement, and maintenance of existing structures. The standards appeared to help clarify responsibilities and will be updated as needed.
- The location of your property may be in a Resource Protection Area (RPA) or a Resource Management Area (RMA) and may slightly vary the ACC Standards, which is why it is important to check with the ACC before any work begins on your project for approval.



Running Man Standards

- Not necessarily specific to Architectural items
- Defines
 - Repair – replacing existing with same color, material, and size – ACC approval not required
 - Replace – same feature, however, new material or color – ACC approval is required
 - New – a permanent fixed structure not existing before – ACC approval is required
- Offers specifics to help homeowners draft plans for certain elements
- Maintenance reminder for certain expectations that do not require ACC approval – free of mold, roofs and gutters free of debris, etc.

COVENANTS



Kyle Aulenbach
Director


COVENANTS



- Covenants' purpose
 - Maintain property values and minimize annoyance, distraction or offensive property use
- Board's current covenants philosophy
 - Pragmatic enforcement of clear-cut covenants violations mixed with polite engagement on less-clear issues
- What I *DON'T* do
 - Drive around specifically looking for violations
 - Walk onto your property to inspect something
- What I *DO* do
 - Respond to complaints I've received from Running Man residents (~10 this year)
 - Most common infractions: Signs, trailers, boats and RVs in driveways
 - Engage residents on issues I happen to notice while traversing the neighborhood

COVENANTS



- York County Customer Service Requests
- <https://yorkips.yorkcounty.cloud/>
- See list 

| | |
|----------------------------------|-------------------------------|
| > Building Safety | > Mosquito Control |
| > Compliment | > Roadside |
| > Development Services | > Sewer |
| > Environmental | > Sidewalk/Bikeway/Crosswalk |
| > Erosion and Sedment Control | > Stormwater / Drainage |
| > Fats Oils and Grease | > Street Lights and Signs |
| > Grounds (York County Use Only) | > Trash/Recycling/Yard Debris |
| > Misc. Complaint/Request | > Zoning and Code Enforcement |

- York-Poquoson Sheriff's Non-Emergency No. 757-890-3621

LANDSCAPE/COMMON AREAS



Matt Matson
Director

Duties of the Landscape Director



- ✓ Attend Board of Directors monthly meetings
- ✓ Monitor contractors
- ✓ Routinely Inspect landscaping through-out Running Man Neighborhood
- ✓ Recommend improvements
- ✓ Oversee new plantings, signs, entrance lighting and brick walls
- ✓ Provide assistance to the board and members
- ✓ Operate within the budget

2024 Year-End Review



- ✓ Oversaw maintenance of bushes, trees and plants in common area
- ✓ Oversaw installation of bushes, mulch, and plants (perennials and annuals)
- ✓ Worked with Grasswackers Inc. weekly during the summer to insure contractor performance

2024 Year-End Review



- ✓ Mulched playgrounds and workout stations along power lines
- ✓ Rebuilt drainage basin on Chaptico and cleaned drainage swell due to York County findings
- ✓ Extended power line walk way from playground to Corrotoman Run

SUMMARY



Eric Todhunter
President

Running Man HOA Board 2023 Summary of Actions Overview



- ✓ Completed coordination for new governing documents and brought them to the neighborhood
- ✓ Hosted multiple Q&A Sessions for neighbors to address questions about the new documents
- ✓ Extended and improved the walk path in the common area under the powerlines
- ✓ Again Co-sponsored with RMRA the “Octoberfest” event

Running Man HOA Board 2025 Goals



- ✓ Complete socialization and begin voting on new proposed neighborhood governing documents
- ✓ Contract for the conduct a new Reserve Study to capture inflation (last conducted in 2018)
- ✓ Re-dredge retention pond on Victory side of RM Trail
- ✓ Construct a new shelter near playground near pool and expand playground there.
- ✓ Complete work on Running Man signage for entry monuments

Christmas Luminaries



- **Need Volunteers to:**

- ✓ *Pack and Deliver at the Clubhouse* *Dec 22nd*
- ✓ *Put candles out in Common Areas* *Dec 24th*
- ✓ *Pick up candles from Common Areas* *Dec 25th.*

- Sand Delivery *~Mon, Dec 18th*

- Luminaries Inclement weather decision will be posted on the Next Door Neighbor App and Running Man website.

- **If you're not going to be home, need help, or are able to volunteer please notify Jen Arnold via text or call @ (719)339-0907.**

ELECTION OF OFFICERS



➤ Current Nominees

- Eric Todhunter
- Russell Kratoville
- Liz Rooney
- Matt Matson
- David Glover
- **OPEN**
- **OPEN**
- **OPEN**

➤ Nominations from the Neighborhood – If you're interested in joining the CY2025 RM HOA Board please let us know.

➤ Vote



Thanks for Your Support

and

Happy Holidays

from the

Running Man Community Association

Board