

URBAN
BY NATURE

KENDALL
YARDS

May 1, 2024

RE: 2024 Annual Membership Meeting
Voting Materials – Election of Directors

Dear Homeowner(s),

Enclosed please find a Ballot for your review and completion prior to the upcoming Annual Membership Meeting. The meeting will be hosted in-person, details are listed below. More information is available on the website at www.kendallyardshoa.com.

TIME & DATE: 6:00 pm on Tuesday, May 21, 2024

LOCATION: Kendall Yards Welcome Center
1335 W Summit Pkwy, Spokane, WA 99201

The Association must achieve a quorum of 25% in order for the vote to move forward. Quorum is tallied through Ballot return so please reply by the deadline outlined herein. Absent of achieving quorum, the meeting will proceed as scheduled but the voting deadline will be extended until sufficient ballots are collected to tally the election outcome. Please refer to the enclosed Voting Instructions for Ballot return options.

Please contact Rockwood Property Management by any means listed below with questions or concerns. Thank you for your continued support.

In partnership,
Rockwood Property Management
For Kendall Yards Homeowners Association

PHONE: (509) 321-5921

EMAIL: kendallyardshoa@rockwoodpm.com

WEBSITE: www.kendallyardshoa.com



2024 Annual Membership Meeting

6pm on May 21, 2024

In-person at the Welcome Center

AGENDA

1. Call to Order
2. Introductions & Meeting Format
3. Board of Directors Election
 - a. Call for Nominations from the Floor
 - b. Candidate Introductions
 - c. Online Ballot Poll Closes at 6:30pm
4. 2024 Community & Development Update
5. Financial Review
 - a. 2023 Yearend
 - b. 2024 Year to Date
6. New Business
 - a. IRS Revenue Ruling 70-604
 - b. Adopt 2023 Annual Meeting Minutes
7. Homeowner Forum – Questions
8. Adjourn

A Board of Directors Meeting will be held directly following the Annual Membership Meeting, the agenda for which is below:

1. Call to Order
2. Old Business
3. New Business
 - a. Enumeration of Officers
4. Homeowner Forum
5. Adjourn



Voting Instructions

2024 Annual Membership Meeting

Members may submit their vote online or via the enclosed Ballot. Each option requires that you take specific action by the posted deadline to ensure your vote is counted. Please select from ONE of the following voting options. Each lot may vote only once; multiple owners of a single lot should discuss their voting preferences prior to submission then cast their vote collectively. The description of each action subject to member vote is included in the enclosed Ballot and can be accessed via www.kendallyardshoa.com. Ballots received after the deadlines specified below are invalid and will not count towards the voting outcome.

1. DELIVER to ROCKWOOD PROPERTY MANAGEMENT OFFICE

Ballots delivered to the RPM office **must be received by 3pm on 5/21/24**. Please select from the following options for delivering your completed Ballot to Rockwood Property Management “RPM” (1421 N Meadowwood Ln Suite 200, Liberty Lake WA 99019):

- a. Personal delivery to RPM. Office hours are Monday through Friday, 9am – 5pm but ballots may be deposited into the green HOA payment collection box (located at the northeastern entrance to the building) at any time up until the deadline stated above.
- b. Courier or first-class US Post. Please allow plenty of time as mail delivery has been inconsistent over the past year.

2. EMAIL TO KENDALLYARDSHOA@ROCKWOODPM.COM

Ballots submitted by email **must be received by 6:30pm on 5/21/24**. To do so, please complete the enclosed Ballot then scan (or take a picture) and email to the address listed above.

3. VOTE IN-PERSON at the ANNUAL MEMBERSHIP MEETING

Ballots can be submitted in person at the Annual Membership Meeting until the polls close, which is expected to occur at approximately 6:30pm.

Time/Date: 6:00 pm on Tuesday, May 21, 2024

Location: Welcome Center @ 1335 W Summit Pkwy, Spokane, WA 99201

4. ONLINE BALLOT at WWW.KENDALLYARDSHOA.COM/ONLINE-BALLOT

Online Ballots **must be received by 6:30pm on 5/21/24**. Please visit the website above then follow the prompts to submit your ballot online.

5. VOTE BY PROXY

To vote by proxy, the homeowner must complete the Homeowner Validation section of the attached Ballot and write their Proxyholder’s name in the space provided. Your proxyholder must be present at the Annual Meeting to submit the Ballot.

Candidate Statements

2024 Annual Membership Meeting



The following information was supplied to the HOA through candidate nomination and was transcribed exactly as submitted.

JOE FRANK (*incumbent*) I am the President of Greenstone Corporation. I have been involved with development and construction for nearly 20 years. As the developer of Kendall Yards, we have an insight and history for Kendall Yards that I believe would be beneficial to the board as the transition from declarant to the homeowners continues.

WAYNE LEITNER My goal is to help maintain Kendall Yards as a beautiful, safe, and desirable place to live. I am recently retired after 50 years flying helicopters in the military and commercially. I flew for the U.S. Forest Service, Oilandgas, and the United Nations in the Yugoslavia Conflict. The last 10 years I was contracted to the Dept. of Defense. My job involved administration, contracts and management of crews and aircraft as well as site security.

WENDE WILBER (*incumbent*) I am Principal at Kittelson & Associates and specialize in transportation and land use planning for both public and private sector clients. I routinely work with regulations, codes and standards related to new developments (including developing CCRs), roads, sidewalks, bike lanes, pathways, and landscaping and architectural design. A significant part of my work is finding creative approaches to problem solving and consensus building and effectively communicating the technical information to a variety of audiences ranging from private individuals, agencies, boards and commissions, and elected officials.

I have been in the neighborhood since October 2021 but grew up in Spokane and am thrilled to be back after 30 years in Anchorage, Alaska. Being able to live in Kendall Yards is especially gratifying for me as one of my first projects was to complete an environmental study and neighborhood layout for this area back in 1992. While a lot has changed since then, the original concept was also about community and I would be honored to serve on the Board of Directors to keep that vision strong.

BALLOT

2024 Annual Membership Meeting



Please help us achieve quorum by returning this Ballot according to the Voting Instructions. Please complete only **ONE** of the following ballot options:

OPTION 1: QUORUM ONLY

Please count my lot towards quorum for the 2024 Annual Meeting and any adjournment thereof. *(If you select this option, do not complete Option 2.)*

OPTION 2: VOTE BY BALLOT

To submit your vote using this Ballot, please complete the voting section(s) below.

➤ **ACTION for VOTE: BOARD OF DIRECTORS ELECTION** Please select up to two (2) candidates for election to the Board of Directors; mark the box next to your candidate(s) to indicate your vote.

JOE FRANK (incumbent)

WAYNE LEITNER

WENDE WILBER (incumbent)

Write-in Candidate: _____

Write-in Candidate: _____

➤ **ACTION for VOTE: ANNUAL AUDIT WAIVER** Pursuant to RCW 64.38.045, the Association's financial reports must be audited annually unless 67% of a quorum vote to waive the audit requirement. The option to waive is intended to offer relief from expenses related to audit preparation, should the Membership so choose. In 2023, the anticipated expenditure for audit preparation was \$2400, which is funded through Member assessments. Considering this, do you want the HOA to budget and contract for audit of the 2024 financial report?

YES, I want the HOA's financial report audited for the year ending 12/31/24.

NO, I do not want the HOA's financial report audited for the year ending 12/31/24.

Homeowner Validation; this ballot is not valid until the following information is complete:

Homeowner's Signature

Print Name

Address in Kendall Yards HOA

Date

(OPTIONAL) PROXYHOLDER AUTHORIZATION To vote by proxy, complete the Homeowner Validation section above **AND** write your Proxyholder's name in the space provided below.

"By my completion of this proxyholder assignment, I, the afore signed homeowner, hereby assign my voting rights and authorize my Proxyholder to vote on my behalf at the 2023 Annual Meeting or any adjournment thereof."

Proxyholder Name: _____