

Dear Lot Owner:

As you each know, road maintenance in Keyes Ferry Acres has been very inadequate to say the least. We continually receive many complaints about the condition of the roads. I have written several letters to all the lot owners to explain that there is simply not enough income to the road fund to afford to improve the roads to the suitable condition and then maintain them for everyone's benefit. The fee level is too low and a great many owners pay nothing year after year even through all lot owners share in the costs, duties and liabilities relating to the roads. The problem is that unlike most modern era subdivisions, there is no mechanism in place for the lot owners to vote on maintenance decisions, assess and collect fees, and use those fees to keep the roads in good condition.

For over a year now, I have been working on a solution to this problem. There is a West Virginia Statute, Chapter 7 Article 12A which provides for the creation by the Jefferson County Commission of a Maintenance Association. This Association would be empowered to collect and expend lot fees for maintenance of the roads in Keyes Ferry Acres. The Association would be made up of all Keyes Ferry lot owners. Control will be by majority vote of all lot owners, referred to as Unit Owners. The Association would function much like a homeowners Association does in a modern subdivision but unlike a modern homeowners Association would have no authority relating to the use or improvement of lots/Units or enforcement of covenants. The maintenance association would, however, be authorized to own, regulate and control the roads and common areas of the subdivision for the benefit and protection of all the lots/Units. Oak Meadow will be transferring the common properties, as listed in Exhibit E of the Declaration, to the Association after it is formed, so that the Association can own, control, regulate and maintain these properties for the common benefit of the lot/Unit owners.

In order to form a Keyes Ferry Acres Maintenance Association, a number of documents are required. I have had these documents drafted by an attorney, Steve Prunty. Mr. Prunty is an acknowledged expert in subdivision law. The documents are:

- a Declaration, which describes the Association, the reason for its creation and its functions;
- Bylaws, which provide more detail of how the Association is to be operated;
- Articles of Incorporation, which are necessary to form the Association as a non-profit corporation under the West Virginia non-profit Corporation Act;
- Petition to the County Commission, which makes the request that the Association be formed and
- A Form of Petition for lot owners to sign, which will be provided to the County Commission to request that they form the Keyes Ferry Acres Maintenance Association.

Each of these documents are available for review at the website [www.kfama.org](http://www.kfama.org). The declaration, a large Exhibit A, which is a map of Keyes Ferry Acres, and an individual signature page are enclosed with this letter.

These documents are lengthy, but they are no longer than necessary to provide the structure for the formation of a Maintenance Association which can be controlled by the democratic process by all lot owners, and provide for the adequate maintenance of the roads in Keyes Ferry Acres. To create the Association, it is necessary to obtain the signatures of the owners of 60% of all the lots in Keyes Ferry Acres.

I have also included, with this letter, a hard copy of the declaration and of the petition signature page which is specific to you and your particular property. I hope you will read the declaration to understand its benefits to the Keyes Ferry Acres Community. Most importantly, I hope you will sign the petition signature page and return it in the envelope we have enclosed. Please inform us of your contact phone numbers, any address changes and any errors in lot ownership on the form enclosed. Also, we ask that you provide us with your best phone number to contact you and your email address so we can keep you informed of our progress.

Please review these documents and sign the enclosed petition signature page. If you are unable to access the website, please call 304-725-9140 and we will be more than happy to mail you a packet of all documentation on the website.

It is my hope that this Association can foster a structure to lead to an improved community for all lot owners. Better roads will improve everyone's lives and property values. We anticipate scheduling an organizational meeting of the Association after a sufficient number of lot petitions are accumulated, presented to the County Commission and the Commission votes to form the Association. You will receive notice of the organizational meeting.

Thank you for your attention. We look forward to hearing from you. If you have questions, please contact Emily Reed or myself at 304-725-9140.

Best wishes,

*Lee Snyder, Manager*