

AVALON WOODS II

Avalon Woods II Board Meeting Minutes

May 14, 2024 | 5:00pm

Location: Rocktown Realty Office & Zoom Videoconference
218 East Market Street, Harrisonburg, VA 22801

Board Attendees: Megan Austin & Rick Frutuozo

Board Absentees: Michael Noble

Management Attendees: Bernard Hamann & Kayleigh Sponaugle – Rocktown Realty

1. **Call meeting to order & establish quorum:** 5:01pm (Megan); we have 2 of 3 Board members present, quorum has been established.
2. **Review & approve of previous minutes (November 8, 2023):** Megan motions, Rick seconds, minutes approved as written.
3. **Manager's Report:**
 - a. Trash – We have not had any missed dumpster pick-ups recently, and the only recent issue was a resident who moved out, placed bulk items in and around one of the dumpsters. We were able to get these items removed prior to Waste Management coming to tip.
 - b. Parking – Parking concerns have been addressed as they arise. There is a unit that has a vehicle with a cover over it that has been there for a while; we have contacted the owner who is reaching out to the tenant.
 - c. Delinquency – There is one owner in the community that has not made any payments and is close to \$1,000 past due. Rocktown has contacted them about making payments but will file against them if no effort is made.
 - d. Downed Tree – A tree fell in the common area on King Arthurs Court that we believe came from the Hillmont Apartments property. Rocktown is waiting to hear back from Riner Rentals about having this addressed.
 - e. Vandalism – There was graffiti on one of the new dumpster enclosures and we were able to have that removed quickly.
4. **Financial Review (YTD, April 30th):** Through the end of April, we had \$22,619.34 in total operating income and \$25,051.06 in total operating expense.
 - a. On the non-operating expense side, the dumpster enclosures cost \$5,684.92, as the three wooden enclosures were replaced with white vinyl.

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5. Old Business:

- a. 2024 Budget – Rocktown presents the amended 2024 budget to the Board, which includes the dues increase in April and the reserve expenses and projected transfer at the end of the year.
 - i. Rocktown will update the budget to reflect the landscaping line item, as some money was saved through March, as Ground Illusions was still contracted during that time.
 - 1. Megan did want to note that the new landscapers have been doing a great job and that Premier Vinyl did excellent and efficient work on the dumpster enclosures.

6. New Business:

- a. Gazebo Estimate – Per the reserve study, gazebo repairs are scheduled for this year. Rocktown reached out to get a quote from Valley Maintenance services, which came in at about \$2,500, which is significantly less than was budgeted.
 - i. The Board unanimously approves of the estimate for the gazebo repairs.

7. Member Input:

- a. Megan requests that Rocktown reach out to the owner of three units on Merlins Way to trim the bushes that are growing over the sidewalk.

8. Adjournment: 6:02pm (Megan)

9. Next Meeting: August 6, 2024 - 5:00pm