

The Townes at BlueStone

The Townes at Bluestone Board Meeting Minutes

September 14, 2023 | 6:00pm

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

Board Attendees: Tim Cassel, Adam Hancock, & Kristy McComb

Board Absentees: Jeff Dyche & Samy El-Tawab

Management Attendees: Drew Preston & Kayleigh Sponaugle – Rocktown Realty

- 1. Call meeting to order & establish quorum:** 6:01pm (Tim); We have 3 out of 5 Board members present to start the meeting, quorum has been established.
- 2. Review and approve of previous meeting minutes from June 8, 2023:** Tim motions to approve the minutes as written, Kristy seconds, motion passes.
- 3. Financial Review (YTD, August 31st):** Through the end of August, we have \$82,521.57 in total operating income and \$58,551.62 in total operating expenses.
 - a.** In non-operating expenses, \$2,000 was spent for the parking lot restriping and renumbering, and we are scheduled to transfer \$35,875.00 into the reserve account at the end of the year. These funds could then be put into a CD to earn interest if the rates are still high.
 - i.** Rocktown will check to see how much interest has been earned so far on the CD and let the Board know.
- 4. Community Update:**
 - a.** Stolen Package: On 9/6, a resident of 356 Blue Stone Hills Drive reached out to Rocktown and let us know that a package was stolen off of the front porch, and they believed it was done by a member of the landscape company.
 - i.** Bernard reached out to the owner of Season After Season, who then contacted HPD, where it was determined this was not done by a member of his team.
 - b.** Fallen Tree: Rocktown was contacted by an owner on Deyerle about a tree that had fallen down onto common area.
 - i.** Rocktown was able to determine that it came from a home on Pearl Lane and was able to get in touch with the owner, who promptly had the tree removed by the end of the week.
 - c.** Mowing: One owner in the community has called or come into the Rocktown office regarding a lack of mowing being done.

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- i. Rocktown reiterated to them that with the drought, the landscapers were not going to mow, as that would do damage and possibly kill the grass.
 - 1. The landscapers also checked the owner's yard to make sure it did not need to be done and confirmed that it was too dry.
- ii. Kristy mentions that she has also spoken with the owner about this and also told them that they would not be mowing during the drought.
- d. Dead Tree Removed: The dead tree by the cemetery was removed by Dry River Tree Service.
- e. Delinquency: The association does not have an issue with delinquency at this time. There are 3 owners that are multiple months past-due and they have received reminders via email and USPS.

5. Old Business:

- a. Tanzanite Landscaping: Bernard will follow up with Matchbox to see if they would be interested in splitting the cost to form a barrier between the community and Charleston Townes.
 - i. Adam mentions that there are dead plantings behind the homes on Tanzanite that need to be removed.
 - 1. Rocktown will get with the landscaper on this.
- b. Line Striping: All parking lot lines were restriped and renumbered in July.

6. New Business:

- a. ARC Request – 375 Blue Stone Hills Drive: Owner submitted an application to change the front door color and the Board is unanimous that this is approved.
 - i. Rocktown will update the ARC guidelines to state that approval must be given to change the color of the front door. The document currently states to keep the colors the same as the original color.
- b. Annual Meeting Location: Last year's meeting was held at Horizons Edge and their pricing was very reasonable.
 - i. Tim asks if the Rockingham County Municipal Building would allow us to reserve a space for the annual meeting. Adam will look into this and let us know.

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- c. Kristy submitted some questions for new business via email and the items are discussed as follows:
 - i. Landscaping:
 - 1. Kristy motions to remove the weed & feed from the scope of work for the landscapers for next year, Adam seconds, motion passes. Rocktown will reach out to Season After Season.
 - 2. The shrubbery is scheduled to be pruned and trimmed between now and October.
 - 3. SAS always tries to start work in the community at 2pm and finish by 5:30, but there have been a few instances where they have gotten a late start and finished after 7:30pm. This is not something that will happen regularly.
 - 4. SAS is contracted to address the weeds in the parking lots, but there are a lot of weeds growing through cracks in the parking lots and along drains. Rocktown will follow up with the landscaper on this to confirm the correct areas are being addressed.
 - ii. AirBNB's:
 - 1. There are currently 2 townhomes in the community that are listed as an AirBNB.
 - 2. The governing documents do not state that these are not permitted, so they would need to be amended, which involves obtaining an attorney to draft the language, and then having a special meeting where at least 66.67% of owners must vote in approval for this. The Board would like to have AirBNB's be an agenda item at this year's annual meeting to see how owners feel about this.
 - 3. The Board requests that the 2 owners be contacted about having more than 2 unrelated guests and that 361 Blue Stone be contacted about possibly having more than 2 unrelated guests.
 - a. Drew & Kayleigh will confirm with Bernard if this is something that can be done.
 - iii. Crime: If there is suspicious activity in the community, HPD needs to be contacted, and it is ultimately on the owner or property management company if tenants are breaking the law.

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1. Rocktown will send and hang notices to all residents to be vigilant and to contact the police if they suspect anything.
- iv. Traffic Issues: There needs to be a 4-way stop at the intersection of Deyerle and Blue Stone Hills. Because these are public streets, Rocktown can put a request in with the City and VDOT.
 1. There's an issue at the same intersection where vehicles park close to stop signs, which is not permitted and can be ticketed for. Rocktown will include this in a notice to the community.
- v. Businesses: Board members suspect a unit on Deyerle is running a business out of their townhome, as possible employees have been seen parking at the property and loading up early in the morning.
 1. Per the Covenants, the community is for residential purposes only. Rocktown will follow up with the unit about this.
- vi. Individual property maintenance: There are a number of properties whose garden beds need to be better maintained, have dead plants removed, or trees removed or trimmed.
 1. There currently is no fine structure in place for this, so the only that can be done is for Rocktown to send notices to owners.
 2. The Board would like to add this as an agenda item at the annual meeting to let owners know there will likely be fines put into place for landscape maintenance at individual properties.
- vii. If the Board is sued by an owner in the community, the association would pick up the legal costs. The association also has a liability policy that includes Officer & Director coverage for Board members.
- viii. If there is a vehicle parking in the community on the first part of Deyelerle or anywhere along Blue Stone Hills Drive, these streets are pubic, so the non-emergency line should be contacted.
- ix. Rocktown is contracted to do inspections of the community as needed but like to go out on a monthly basis to get eyes on the community. If Board members note any issues that need to be addressed, please contact Rocktown with information and photos if possible. Rocktown can coordinate with Board members to come with them during the walk-throughs.
- x. Architectural reviews can be done via email with the Board.

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1. 371 Bluestone changed their front door color without approval and the Board requests an application be completed retroactively.
- xi. Sidewalk damage and cracking on Blue Stone Hills Drive: Because this is a public street, this something the City would need to address. Rocktown can put in a request with them to repair.
- xii. The reserve study was completed in 2021 and will be due again in 2026.
- xiii. Dues: We will determine 2024 dues based on next year's budget. The budget cycle is beginning, with landscaping bids, so we'll be able to plug in numbers to get an idea for next year's expenses.
- xiv. There is a hornet's nest in the ground at the stop sign at Lapis Lane and Sapphire Drive.
 1. Rocktown will reach out to Orkin to have this addressed.

7. Member Input: None.

8. General comments/questions: None.

9. Adjournment: 7:07pm (Tim)

10. Next meeting: November 2, 2023 at 6:00pm – Annual Meeting