



Cedar Point Board Meeting Minutes

March 12, 2024 | 6:15pm

Location: Rocktown Realty Office & Zoom Videoconference

218 East Market Street, Harrisonburg, VA 22801

Board Attendees: Gail Mitchell, Lisa Souder, & Cindy Parnell

Board Absentees: David Bates & Samantha Lamas

Management Attendees: Bernard Hamann & Kayleigh Sponaugle – Rocktown Realty

- 1. Call meeting to order & establish quorum:** 6:16pm (Gail); We have 3 of 5 Board members present, quorum has been established.
- 2. Approval of meeting minutes from July 11, 2023:** Gail motions to approve the minutes as written, Lisa seconds, motion passes.
- 3. Financial Update (YTD, February 29th):** Through the end of February, we have \$18,967.69 in total operating income and \$12,829.43 in total operating expense.
- 4. Community Update:**
 - a.** Delinquency: We have one owner that is over \$1,000 past due and another owner that is close to that amount. Rocktown will reach out to both owners about paying off their balances and file on them if no payments are received.
 - b.** Dumpsters/Trash: Curb Appeal has picked up extra trash and items that were found outside the dumpsters and fines were also assessed to units who left trash out.
 - c.** Spring Reminders: Spring reminders will be sent to all owners this week and will also be hung at each property during the weekly inspection, with rules and regulations included.
 - d.** Bio-Retention Ponds: Exact Storm completed the first maintenance visit for the ponds and filterra systems earlier this month.
 - e.** Weekly Inspections: Weekly inspections are being done by Rocktown. If Board members note any concerns or violations in between them, please let Rocktown know so they can be addressed appropriately.
- 5. Old Business:** None.



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6. New Business:

- a. Cameras above doors: The association cannot legally prevent residents from installing cameras at their units.
- b. 2023 Reserve Transfer: The reserve funding is not far from where the association should be according to the 2019 reserve study.
- c. 2024 Budget: Lisa motions to ratify the email vote to approve the 2024 budget, Gail seconds, motion carries.
 - i. The dues are scheduled to increase to \$270/quarter (\$90/month) in July.
- d. 2024 Landscaping: Lisa motions to ratify the email vote to approve Curb Appeal for 2024 landscaping and snow removal, Gail seconds, motion carries.
- e. Reserve Study Proposals: Reserve studies are legally required to be done by homeowner associations every 5 years. They look at the common elements in the community and forecast when they will need to be replaced and what the estimated cost will be.
 - i. The last study was completed in 2019, so an updated study is due this year; Rocktown obtained quotes from DMA and Global Solutions for an updated study.
 - 1. DMA's quote was \$2,400, Global's was \$4,500.
 - 2. Lisa motions to approve DMA's quote, Gail seconds, motion carries.
- f. Speedbumps: Lisa had reached out to Rocktown to request a quote for additional speedbumps to help the speeding issue with the community and a quote was provided by Smith Paving to add 2 additional speedbumps between the current 3.
 - i. This concern will be tabled for now and can be presented later when all Board members are present.

7. Member Input:

- a. Gail asks if additional Board members can be added.
 - i. The Bylaws state that there can be no more than 7 members, so up to 2 additional members can be added and the current Board can appoint them.



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1. Rocktown will send a notice to the community about the Board openings and see if anyone is interested in serving.
 - b. Lisa mentions that there are some areas of sidewalk that need to be pressure washed, and she has reached out to Rocktown Pressure Washing for an estimate to have this done and will send this to Rocktown.
8. **Adjournment:** 7:02pm (Gail)
9. **Next Meeting:** June 11, 2024 at 6:15pm