



**Congers Creek POA, Inc.**  
**2023 Annual Meeting of the Owners | Meeting Minutes**  
**November 7, 2023 | 4:00pm**  
**Location: Zoom Videoconference**

Board Attendees: Jerry Scripture, Scott Rogers, & Amar Gogja

Board Absentees: Kate Kelty

Owners: 13 units represented via Zoom

Management Attendees: Bernard Hamann & Kayleigh Sponaugle – Rocktown Realty

- 1. Call Meeting to Order & Establish Quorum:** 4:02pm (Jerry)
  - a.** The association is still under Developer control, so with Jerry present, quorum has been established.
- 2. Proof of Annual Notice:** Annual notices were sent to all owners via email or by USPS.
- 3. Review and approve of previous minutes (November 15, 2022):** Sharon Blanchette motions, Julie Hamann seconds, minutes pass as written.
- 4. Financial Review (YTD, October 31<sup>st</sup>):** Through the end of October, we have \$60,537.35 in total operating income and \$47,701.83 in total operating expense, for a net income of \$12,835.52.
  - a.** Stephanie Lanphier asks if streetlights will be added closer to the entrance?
    - i.** Jerry: There are no plans for this at the moment, but he is willing to look into providing lighting in this area.
    - ii.** Thomas Uglavitch: It is very dark in the morning and evening.
    - iii.** Sherrie Colby: From Caspian to Palomino there are light posts up, but no lights are on.
      - 1.** Per Jerry, this should be taken care of about 3 weeks from now.
  - b.** Sharon B. states that she was not aware of the link with Rocktown and the association.
    - i.** Rocktown will send a communication to all owners with information on the Rocktown Realty website, association information, online portals, etc.
    - ii.** Jerry thanks Rocktown for their managing of the association and also states that as the Developer, he is always willing to improve the community and make it better for everyone.



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**5. Manager's Report/Community Update:**

- a. ARC Guidelines – Any exterior modification to your property needs to go through the ARC process. The guidelines and application can be found on the association's website.
- b. Vandalism – We were notified by a resident that there was graffiti in the pavilion area and on the tables, and we sent out our maintenance team have that removed.
- c. Pet Station – There is a dog waste station available in the common area in the first section for residents to use. Please let us know if additional stations are needed.
- d. Delinquency – There are a few owners that are a few months past due and we have contacted them to pay their balance and will continue to follow up.
- e. Occupancy/Sales – The townhomes have been selling in the range of \$330,000 - \$350,000. Our job as your management company is to help maintain property values in the community.
  - i. Current rental values are in the range of \$2,200 - \$2,300.
- f. Paving – Paving on Palomino is tentatively scheduled for this Thursday, 11/9. Rocktown will email all owners as soon as we have a firm date.

**6. Old Business:**

- a. Parking – Sharon B. mentions the unit by the stairs always has four different vehicles parked blocking the sidewalk.
  - i. The Covenants state that there can be no more than 2 vehicles per unit.
  - ii. Vehicles have also been seen double parking by the mailboxes on both sides of the street, which makes it difficult to get through.
  - iii. Jerry states that we will keep an eye on this and contact the fire department to come to the community and mark streets if needed.
- b. Trash Totes – A lot of units are leaving their trash totes in the front.
  - i. This depends on if the unit has a garage or not, and also the grade of each unit.
  - ii. The builder has built screens at some properties for the totes to be placed, and this will be ongoing.



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**7. New Business:**

- a. Streetlights – As mentioned earlier, the electricity will be set for the streetlights in about 3 weeks.
- b. 2024 Budget – Rocktown is working on drafting the 2024 budget and will send that to the Board for review and approval. Once approved, the budget will be posted to the website.

**8. Member Input:**

- a. Sharon B. makes a motion that the association put together a reasonable system of fines for violations.
  - i. Scott states that they can look at other associations as examples for this.
  - ii. The income from the fines goes directly to the association.
- b. Sharon B. is concerned that there is significant cracking of the concrete after just 1 year.
  - i. Jerry: The concrete that is used is a strong mix, but it will get cracks in it when it is filled.
- c. There is a recommendation for the steps that go down to unit's 2814 Belgian's driveway be moved more to the center so that they're not going directly to someone's townhouse.
- d. Mark Miner: Loves the playground in the community and wants to know if there is a plan for a permanent fence to go around it.
  - i. Jerry is willing to look into this and mentions that they will be putting a covered area near the playground.
    - 1. Amar supports having a fence to help contain children playing on the playground.
  - ii. Mark also mentions that the trash bin at the playground is over full and needs to be taken care of.
    - 1. Rocktown had asked Curb Appeal to take care of this and will follow up with them to make sure it is done regularly.
- e. Geoff Burt mentions that there is an issue with birds getting into the air vents and Jerry says they will try to find a solution for this.



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- i. Scott mentions that the most effective method to prevent this is not permitted, according to code.
- f. Stephanie Lanphier says that there is an issue with speeding on the public road (Congers Creek Rd.).
  - i. Rocktown can contact the Rockingham Sheriff's Department to have someone posted in that area to monitor. It would also help to know the time of day that this is noted.
- g. There is an issue with trash at the pavilion and a request is made to install a trash can.
  - i. Jerry says they can do this, and we will have the landscapers take care of emptying it just as they do the pet station.
- h. Can a dog park be put in the community?
  - i. Scott: A dog park is not in the current plans or in the site plans for the community.
  - ii. Bernard: Once the community is handed over to owners, they can decide if they would like one, but notes that any amenity that is added to the community will cause dues to increase.
- i. Thomas Uglavitch: Bricks have been falling off of townhomes, can someone go through the community and take a look at them?
  - i. Scott: We will get with construction and talk with the subcontractor for the stone to see what's going on.

**9. General Comments/Questions:** None.

**10. Board of Directors Elections:** None, community still under Developer control.

**11. Adjournment:** 5:32pm (Jerry)