

**Crescent Ridge Townhomes Homeowners Association**  
**Annual POA Meeting Minutes**

April 4, 2024 | 6:00 PM

Location: Rocktown Realty (via Zoom)  
218 East Market Street, Harrisonburg, VA 22801

Board Attendees: J.M. Snell, Chad Branson, & Joseph Snell

Guest Attendees: Brenda Durden, Joseph & Taylor Wangerow, Kate Kokhan, Avis Foster, Ken Reeves, Jordan Templeton, Jan Peterson, & Chad Wood

HOA Management: Bernard Hamann & Kristin Bosworth – Rocktown Realty

1. Call Meeting to Order & Establish Quorum: 6:01 PM (President Chad Branson); quorum is met by the developer being in attendance.
2. Proof of Notice by POA Manager: Notice was sent to all homeowners via Docusign and/or USPS.
3. Approval of Minutes from Previous Meeting (4/13/2023): J.M. motions to approve the minutes as written & Kate seconds – motion passes.
4. President's Report: Chad B. says that all units have been completed & there are three left to close. The county is close to signing off on the community & handing it over to the owners, possibly by the end of April.
5. Treasurer's Report: J.M. says that the balance sheet looks healthy & defers to Rocktown Realty for the financial review.
6. Financial Review (through 3/31/2024): Current cash on hand is \$65,158.91, with total assets of \$124,811.68. Including some prepaid income of \$3,677.38 & owner contribution of \$1,000.00, total liabilities & capital are also \$124,811.68. Total income at this time is \$46,435.45 & total expenses are \$28,352.67, giving the association a net income of \$18,082.78.
7. Community Update
  - a. Vendors
    - i. Trash Removal: The contract is still with Meridian this year & they say that there have been improvements since management sent a community reminder regarding trash. Residents are still reminded to limit loose trash by totes & to have the totes out early enough for Meridian to pick up everyone's on their pass through the neighborhood.
    - ii. Insurance: The policy was renewed this year with Erie.
    - iii. Landscaping/Snow Removal: The contract with Curb Appeal was renewed this year. Spring cleanup has been completed & the mowing start date was delayed until next week due to rain.
  - b. Inspections/Violations: Inspections are done on a monthly basis & management asks that owners also keep them informed in the meantime of anything that they may not observe.

- c. Architectural Review: Owners are reminded to submit an architectural review application to Rocktown Realty for the board to review. This applies to any modifications such as color changes & fence installations.
  - d. Delinquency: There are a handful of delinquent owners, but even more with unpaid roof assessments. Monthly statements are sent via email and/or USPS to all delinquent owners.
  - e. Sales: There is currently a Harvest Court unit pending at \$319,000 & there was an Earthshine Way resale for \$299,000. Values seem to be staying consistent at this time.
8. Old Business: (none)
9. New Business: Chad B. notes that a fine structure has been requested. Bernard says that this can be charted by the new board of directors & how they want to address certain issues.
10. Board of Directors Elections: Bernard notes that the covenants call for three members with staggered terms & anyone can be nominated. Chad B. has six units, three developer lots, & nine proxies; he would like to remain on the board. J.M. nominates Chad B., Chad W. nominates himself, & Joseph nominates himself. Following the vote, Chad B. will serve a term of three years, Chad W. will serve for two years, & Joseph will serve a one-year term. Management will schedule a board meeting soon & it will be posted online.
11. General Comments/Questions: Chad W. mentions that vehicles/trailers, loud music late at night, & trash continue to be issues. He asks if there are restrictions on rentals & Bernard says that the governing documents call for single family living along with short-term rental limits. Unrelated families should not be living in a single property together. Avis asks if an Earthshine street sign will be installed. Chad B. says that missing signs will be put up. He doesn't think that street lights are in the plan requirement, but Kate reiterates the desire by owners for lights. Chad B. says the board will consider them if the budget allows. Jan asks how fines can be enforced regarding visitor parking. Bernard points out that it's very difficult without parking passes & owner info, but towing signs with company info could be put up for no street parking. Chad B. notes that they'd be parked on private property. Chad W. also notes the dogs off leash in the community & Bernard says that management can send a reminder about that & dog waste to all owners. Chad W. asks why the creek side of Harvest Court has not been sodded like the rest of Crescent Ridge. Chad B. says they didn't want to disturb the ground so close to the creek per the county & the berm was put up. Topsoil & seed were put down instead, but it was not done past the berm due to the potential for runoff. He also plans to schedule an appointment to view & assess the area. Kate asks if there's a plan for an entrance sign & Chad B. says that there is nothing in the developer plans for one. Bernard notes that amenities can be added under the new owner management as long as there is room in the budget.
12. Adjournment: 6:43 PM