

Crescent Ridge Townhomes
Board of Directors Meeting Minutes

August 27, 2024 | 5:00 PM

Location: Rocktown Realty (via Zoom)

218 East Market Street, Harrisonburg, VA 22801

Board Attendees: Chad Branson, Joseph Wangerow, & Chad Wood

Guest Attendees: (none)

HOA Management: Bernard Hamann & Kristin Bosworth – Rocktown Realty

1. Call Meeting to Order & Establish Quorum: 4:59 PM (Chad B.)
2. Approval of Minutes from Previous Meeting (5/1/24): Chad W. notes that the meeting began at 5:03 PM, not 6:03 PM. He motions to approve the minutes with that change & Joseph seconds – motion passes.
3. Financial Review (through 7/31/24): Current cash on hand is \$142,476.69, with total assets of \$142,476.69. Including some prepaid income of \$3,945.14 & owner contribution of \$1,000.00, total liabilities & capital are also \$142,476.69. Total income at this time is \$94,838.21 & total expenses are \$59,358.18, giving the association a net income of \$35,480.03.
4. Community Update
 - a. Entrance Sign: There is one quote so far for building a monument sign & Rocktown is waiting on a couple of other options to present to the board.
 - b. Basketball Hoop: The hoop is still lying beside the townhome & needs to be removed; Rocktown will reach out to the owner.
 - c. Delinquency: There is one owner who has a balance over \$500.00. The warrant in debt warnings have helped & another set of reminders was sent today.
 - d. Sales: Five units, mostly new, have closed so far in 2024.
5. Old Business
 - a. Fine Structure: Joseph mentions that it's difficult to get trash bins to the back of some townhomes or leave them in the garage. Bernard says that some communities use small enclosures, but it wouldn't be feasible at all addresses in Crescent Ridge. He suggests removing it from the fine structure out of fairness to all owners. Chad W. says that there are window AC units in the front of several units. Bernard notes that there is currently nothing in the governing documents, but it can be added to the rules & regulations. Chad W. says that children have been going into garages, using spigots, etc. There have also been cases of broken windows & other vandalism/trespassing. He also says that there is an unapproved "pergola" & overgrown vines. There are also areas that are completely covered with plants &

shrubs that don't match the rest of the community. Chad B. is less concerned about the backs of units, but agrees that the fronts should be uniform. Any changes would need to be approved through the architectural review process. This will apply to the narrow driveway dividers, as it could affect neighbors. Chad W. motions to approve the fine structure draft with the suggested edits & Joseph seconds – motion passes.

- b. Board Meeting Schedule: A quarterly schedule was set & posted on the community's website.
- c. Officer Appointment: Officer positions were assigned & also posted online.

6. New Business

- a. Rock Removal/Mulch Installation: Chad W. says that more vehicles have been damaged & would like to proceed with replacing the rocks on Harvest Court with mulch. Chad B. notes that rocks were originally put down to prevent a mess from the mulch, but he understands the concerns. Chad W. motions to approve the project, but there is no second. The motion can be reintroduced at a later time.
- b. Lighting: Joseph was expecting street lighting to be put in when the buildings were complete. Chad B. says that wasn't in the plans, because the community is in the county & not the city. Lights are usually put near transformers & those are in the front. Bernard notes that owners have previously requested lights at the front entrances & mailboxes. Chad W. would like to get pricing & Chad B. says that Dominion could install them.
- c. Bus Shelter: A shelter had previously been requested at an annual meeting. The board declines to pursue one at this time.
- d. No Parking Signs: Chad W. suggests putting signs on Earthshine near the mailboxes, near the entrances, & in common areas between units. Bernard says that a mock-up can be sent to the board with suggested locations for them to review.

7. Open Forum for Owners: Chad W. says that there is a commercial truck on Harvest & Joseph says that there are commercial vehicles on Bluemoon as well. They often stick out into the street. Chad W. says there is no consensus yet regarding a standard for pergolas & Bernard suggests waiting for the annual meeting. Joseph asks about addressing multiple families living in a single home. Bernard notes that there are no county zoning restrictions & it could be difficult to define or prove relationships. Joseph asks about broken blinds & Kristin says that the owners have been notified. Chad W. asks if Curb Appeal has a set schedule or if it's weather dependent. While they have a schedule, they also use their best judgment based on weather, grass height, etc. Joseph asks if they can pick up any trash on the ground rather than running over it. He also asks about installing waste stations, & Bernard says this can be added to the November meeting's agenda.

8. Next Meeting: Tuesday November 26, 2024 at 5:00 PM – Rocktown Realty

9. Adjournment: 6:08 PM (Chad W.)