

**Crossroads Farm POA**  
**Bi-Monthly Board of Directors Meeting Minutes**  
July 18, 2024 | 5:00 PM  
Location: Rocktown Realty (via Zoom)  
218 East Market Street, Harrisonburg, VA 22801

Board Attendees: Karl Schaeffer, Mike Ruckman, Gene Layman, Frank Gearing, Kate Lowe, Denise Surber, & Ron Dunham

Guest Attendees: Barbara Peters, Aaron Fuchs, Roy Bergey & Vi Dutcher, Azhar Ahmed, Bill Smith, Hillary & Ryan Ellis, Pam Kuhn, Beth Schaeffer, & Kara Layman

POA Management: Bernard Hamann, Kristin Bosworth, & Adrianna Ladd – Rocktown Realty

1. Call Meeting to Order & Establish Quorum: 5:00 PM (President Mike Ruckman)
2. Approval of Minutes from Previous Meeting (05/16/24): Karl notes a missing word in a sentence in the open forum notes. With that edit to be made, Ron motions to approve the minutes & Karl seconds – motion passes.
3. President's Report: Mike says that all has been calm in the community & there isn't much to report at this time.
4. Treasurer's Report: Total cash on hand as of 6/30/24 was \$156,685.52. Including investments of \$670,000.00, total assets were \$828,385.05. With a small amount of prepaid income of \$3,109.37, total liabilities & capital were also \$828,385.05. With total income of \$214,585.63 & total expenses of \$116,569.75, net income was \$98,015.88. Roy asks why the community must pay taxes & if it's a not a non-profit. Bernard says that the HOA is a c-corp & is required to pay taxes on interest income, but the dues are exempt.
5. Manager's Report
  - a. Summer Mailers: The annual mailers were sent earlier this month, so homeowners should be receiving them soon if they haven't already. These include the 2024-2025 dues statements, as well as some other information. Email reminders for dues will be sent closer to August 1<sup>st</sup>.
  - b. Red Cliff Lights: The Dominion watch lights have all been installed & the entrance sign lights are still in progress.
  - c. Red Cliff Hydrant: The hydrant's repair has been completed by Blauch Brothers.
  - d. Mowing: This year's drought has eliminated the need for frequent mowings, but lot owners are still being contacted as needed with mowing reminders.
  - e. Sprinkler System: The sprinkler at Bella Vista was repaired by Weaver Irrigation.
  - f. Walking Reminder: Residents are reminded to clean up any pet waste & refrain from trespassing on other owners' property when out walking.

- g. Townhouses: The townhouses are still under construction, but no additional information is available at this time.
- h. Wilton/Markham Common Area: After two trees fell this year, vendors were contacted for quotes. One price is currently available & another is pending.
- i. Delinquency: All but one owner has paid their dues for the current fiscal year.
- j. Sales: There is one developer lot left for sale. No townhomes have been listed for sale yet.

6. Landscape Advisory Committee Report: In Cindy's absence, Kristin reports on her behalf. Fine Earth has replaced the dead plants at the Red Cliff entrance, & Cindy has been watering them. She checks all of the plants/trees regularly to ensure their soil is moist, but she may need help with watering if the drought continues. Some plants have not made it due to the dry weather & it appears that two redbuds will need to be replaced in the fall. The July pruning has been completed by Turn-A-Leaf. Frank says that Turn-A-Leaf has not been mowing behind Elgin, so the milkweed has grown a lot. Vi is concerned about cutting the milkweed & then losing monarch butterflies. Runoff from the fields on either side of Bella Vista is also mentioned, with Karl noting that there will be a basin behind the townhomes. The left side is owned by the developer & partly maintained by The Glen, while Simensen is responsible for what they own. Kate says that Turn-A-Leaf has missed a lot of overgrowth in Peale's Park, while Roy says that the grass is tall in the strip behind Alnwick.

7. Events Committee Report: Kate thanks the Strites for the use of their lot for the sno-cone event at the end of the school year; she says it was well attended. This year's July 4<sup>th</sup> celebration was held on July 7<sup>th</sup> & Kate thanks everyone who contributed. The next event the committee is hoping to hold is a cocktail truck & kids movie combo in August. There has been no word yet on any volunteers for holiday decorating.

8. Rules & Regulations/ARC Committee Report: Hillary thanks Aaron for his attempts at scheduling a meeting & defers to Mike for additional information. Mike says that they will try to schedule further meetings soon. Roy asks if there is a solicitation policy & if there are any restrictions on exterior lighting. Bernard says that no solicitation is allowed & Mike confirms that he tracks down solicitors to ask them to leave/remove flyers. Karl says that lawn care, roofing, & other such vendors have been a problem lately. Mike notes that signs should be removed from properties after work has been completed. Karl says it has been a general suggestion for all new homes to have a light post near the street & there is additional information in the design standards regarding light level, etc. Roy says that there is a home with very bright LED lights & motion detector lights that turn on when people walk past. Kate seconds the LED concerns, as she has a similar home near her. Bernard says that these can be addressed on a case-by-case basis. Karl notes that this is not something that is generally included in ARC reviews & is a subjective rule.

9. Old Business

- a. 2024-2025 Annual Budget: The budget was approved as presented & is posted online.

10. New Business

a. Entrance Sign: Mike would like to get options for a new front entrance sign. Gene says that the tree at the entrance is getting too large.

11. Open Forum for Owners: Kate asks if a shelter could be placed in Peale's Park, but Bernard & Karl note that running utilities to it could be an issue.

12. Next Meeting: Thursday September 19, 2024 at 5:00 PM – Rocktown Realty

13. Adjournment: 5:47 PM (Mike)

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