

**Crossroads Farm POA
Bi-Monthly Board of Directors Meeting**

March 27, 2025 | 5:00 PM

Location: Rocktown Realty (via Zoom)

218 East Market Street, Harrisonburg, VA 22801

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

Guest Attendees: Becky Ruckman, Bill Smith, Kara Layman, Barb Peters, Beth Schaeffer, & Barb Simonetti

POA Management: Bernard Hamann & Kristin Bosworth – Rocktown Realty

1. Call Meeting to Order & Establish Quorum: 5:00 PM (President Mike Ruckman)
2. Approval of Minutes from Previous Meeting (1/16/25): Gene motions to approve the minutes as written & Ron seconds – motion passes.
3. President's Report: (none)
4. Treasurer's Report: Total cash on hand as of 2/28/25 was \$173,466.38. Including investments of \$690,000.00, total assets were \$865,165.91. With a small amount of prepaid income of \$1,500.00, total liabilities & capital were also \$865,165.91. With total income of \$208,711.85 & total expenses of \$151,685.27, net income was \$57,026.58. \$61,058.00 is set to be transferred to the road reserve at the end of the fiscal year & Karl points out that some of the older sections need quotes for their maintenance. Overall, the association is still doing well & is actually ahead of the reserve study. The new budget process will begin in April, with plans to have a draft ready for approval at the May board meeting.
5. Manager's Report
 - a. Bella Vista Entrance
 - i. Tree: The tree above the entrance sign had not been doing well & was also in the way of larger vehicles turning left out of the community, so Bartlett removed it.
 - ii. Fence: Panels had come loose in a couple of spots, so Valley Maintenance put those back in place.
 - iii. Entrance Sign: The sign continues to have issues with letters falling off & we have some rough designs for replacement options. We will need the board to decide what style & location they like, so we can proceed with narrowing down a design & getting pricing. The board likes the idea of a single sign that sits on top of the current sign & would be visible when approaching from either direction. Karl notes that the lights can be redone as well, to properly illuminate the new sign.

- b. Red Cliff Lights: Dean Brothers is planning to have the boring done this coming Wednesday.
- c. Landscaping: The board voted to switch vendors this year to Three Brothers. The previous company had serviced the property for over a decade & there will be an expected learning curve as Three Brothers gets acquainted with the community. Bernard & Kristin, along with the board of directors & the landscape advisory committee, toured Crossroads with them this past month. We ask that residents please direct any questions or concerns to Rocktown to address with the landscapers, rather than contacting them.
- d. Mowing: While there are many new homes that have been built, there are still a number of vacant lots throughout Crossroads. Those owners are responsible for keeping their lots regularly maintained during the entire mowing season & anyone with construction under way should keep the edges of their lot as neat as possible. If the HOA must have a lot mowed, the vendor's charge along with a \$50.00 admin fee will be added to the owner's account.
- e. Colchester Cul-de-sac: Since Colchester was reopened, there have been reports of alcohol bottles being thrown out, people parking their cars to access the golf course, etc. As the cul-de-sac continues to develop, there should be fewer & fewer problems, but please keep management updated in the meantime of any concerning activity. Rocktown can also ask the sheriff's office to increase patrols through that area for a while.
- f. Electrical Box: It was reported that there is an electrical box along Frederick, between Chelsea & Cambridge, that is open. Rocktown will look into this, to make sure that the inside isn't exposed to the elements. Karl says that he has also seen it & it appears to be a Verizon box.
- g. Groundhogs: A homeowner near the Markham/Wilton common area had reported groundhogs causing damage to their property. This would be a homeowner responsibility to address on a case-by-case basis, rather than the HOA. Ron & Mike both have traps that can be borrowed if anyone needs them.
- h. ARC Process: Lenita has asked Rocktown to let everyone know that she is currently very busy & applications may take a little longer for approval.
- i. Delinquency: There are two homeowners who have not paid for the current year. One homeowner has not paid for the past 2 years, so a WID was filed earlier this month & that court date is scheduled for April.
- j. Sales: There are a number of properties currently for sale and/or under contract at this time.
- k. Townhouses: Construction began recently on the end of the existing townhomes. They are expected to be on the market in the second quarter.

6. Landscape Advisory Committee Report: In Cindy's absence, Kristin presents the LAC report. Cindy asked the landscapers to forgo the spring flowers this year, so they will instead do a summer planting & a fall planting of pansies. She has also let them know what to plant for the summer & when to do so. If anyone has any questions, you can reach out to Cindy. There are some dead shrubs in the Elgin Court common area that will be removed soon. Cindy also wanted to let everyone know that the hoses were taken from Red Cliff back in the fall; one belonged to her & the other to Crossroads. The replacement Redbud trees will need to be watered once they're planted, but she isn't sure how to best secure the hoses. Karl suggests lighter flexible hoses that could be more easily transported & Bernard suggests bolting hoses to the back of the monument signs.

7. Events Committee: Kate says that the events survey is finished, with results to be published in the spring newsletter. She has emailed the final draft to the board for review, so it should be sent to homeowners soon. The Easter egg hunt is scheduled for April 13th. The committee is set to meet again in early May for planning, & they have some new ideas!
8. Rules & Regulations/ARC Committee Report: Karl says that they did not have anything final to present at today's meeting, but plan to have another meeting soon.
9. Old Business
 - a. Rules & Regulations/ARC Survey: The survey will remain as old business at this time.
10. New Business
 - a. Tree Care Proposal: Cindy had reviewed Bartlett's proposal for this year's tree care & given her approval. With Cindy's recommendation, Gene motions to approve the proposal as submitted & Ron seconds – motion passes.
 - b. Virginia Green Proposal: The board would like to further discuss whether or not to use fertilizer treatments this year before making any decisions about this specific proposal.
 - c. Cambridge/Frederick Landscaping: Three Brothers will put together a quote for fixing the erosion. Karl notes that the evergreens were planted by an owner & have not been maintained over the years. The HOA can take over future responsibility for that area, but the initial work will be a shared responsibility between the association & homeowner.
 - d. Townhouse Covenants: David Simensen had a set of covenants drawn up for the board to review. Karl notes that Article 4 is the only part that is very specific to the townhomes, while everything else is boiler plate & follows the community's existing covenants. Ron motions to approve David filing the townhome covenants as presented with Rockingham County & Gene seconds – motion passes.
11. Open Forum for Owners: Mike says that there is a dead tree near him that needs to be removed, but Karl says they haven't been able to positively identify the property corner. He does note that that general area needs some maintenance, although not as much as the Markham/Wilton common area.
12. Next Meeting: Thursday May 15, 2025 at 5:00 PM – Rocktown Realty
13. Adjournment: 5:56 PM (Mike)