

**Crossroads Farm POA**  
**Bi-Monthly Meeting Minutes**

May 16, 2024 | 5:00 PM

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

Board Attendees: Karl Schaeffer, Kate Lowe, Gene Layman, Denise Surber, & Mike Ruckman

Board Absentees: Frank Gearing & Ron Dunham

Guest Attendees: Jim & Barb Peters, Cindy Wishon, Tim Ozcan, Michael Stoloff, Becky Ruckman, & Hillary Ellis

POA Management: Bernard Hamann & Kristin Bosworth – Rocktown Realty

1. Call Meeting to Order & Establish Quorum: 5:01 PM (Secretary Karl Schaeffer)
2. Approval of Minutes from Previous Meeting (03/21/24): Karl motions to approve the minutes as written & Gene seconds – motion passes.
3. President's Report: Mike appreciates everything that Rocktown Realty does & he has had a seamless transition into his role as president. He says that residents should feel free to reach out if they need anything.
4. Treasurer's Report: Gene says that everything is going fine & defers to Rocktown Realty for the financial update. Total cash on hand as of 4/30/24 was \$187,947.23. Including investments of \$670,000.00, total assets were \$859,646.76. With a small amount of prepaid income of \$1,759.37, total liabilities & capital were also \$859,646.76. With total income of \$213,145.82 & total expenses of \$82,518.23, net income was \$130,627.59.
5. Manager's Report
  - a. Homeowners can expect to receive this year's summer mailers in July. They will include statements & other community information. Owners should update any mailing addresses prior to July to ensure prompt delivery.
  - b. The board is reviewing the latest issue of the quarterly newsletter & it should be sent out soon. Kate suggests not including information about the townhomes, as it shouldn't be a place for anything that could be considered controversial. Mike requests that there be no correspondence with Simensen & Bernard adds that no one should be entering the construction site who isn't supposed to be there.
  - c. Three of the four watch lights at the Red Cliff entrance have been installed by Dominion. Rocktown Realty is waiting on an update from them on when the fourth light will be available. Dean Brothers will be installing lights at the entrance.
  - d. Blauch Brothers ordered a part for the Red Cliff hydrant & they are scheduled to install it tomorrow.

- e. Grass on the vacant lots has been growing very quickly due to recent rains. Owners who have not been maintaining their lots regularly have been given a deadline of May 16<sup>th</sup> before the association's vendor mows them.
  - f. Rocktown Realty & the board have been given very limited information about the townhouses to share with the rest of the association. Some basic renderings were acquired & Mike suggests sending those in a mailing to all homeowners.
  - g. There are only two owners with delinquent dues in the community & they are sent monthly statements.
  - h. There are two single family lots left to sell by the developer. There is currently no information on when townhomes will be available for purchase.
6. Landscape Advisory Committee Report: Cindy says that Fine Earth installed the Red Cliff plants, but some of them have died. She asks if Rocktown Realty can reach out to them for replacement of the switch grasses. The second Zelkova also needs to be replaced at the same price as the first. Cindy also asks why the early annuals haven't been planted yet at the Bella Vista entrance by Turn A Leaf. Karl notes that weeds are growing through the mulch.
7. Events Committee Report: Kate says that there was no Easter egg hunt because of Rockingham County's spring break overlapping with Easter. They plan to pick back up with the egg hunt next year. The color run had low attendance, so this likely won't be a repeat event in the future. The next upcoming event is sno cones toward the end of the school year. The 4<sup>th</sup> of July is on a Thursday this year, so the picnic & parade are tentatively scheduled for July 7<sup>th</sup>. Bernard asks if this can be added to the next newsletter & Kate says the overall summer schedule can be included. She also notes that they had a successful event honoring Ron Dunham at Brix & Columns & thanks Marie Rossi.
8. Rules & Regulations/ARC Committee Report: Hillary says that they have not met again since the March board meeting & Mike notes that the committee will try to schedule a new meeting soon.
9. Old Business
- a. Board of Directors Changes: Ron has stepped down as president, but will remain on the board as a director. Mike will now serve as board president.
10. New Business
- a. 2024-2025 Annual Budget: Bernard notes that the association's financials are very healthy, but the choice was made to still be conservative by not including potential townhome dues. Dues will be remaining at \$600.00 per year again. Mike motions to approve the budget as presented & Kate seconds – motion passes.

11. Open Forum for Owners: Karl is still working on the VDOT/traffic light issue & hopes to have more information for the next board meeting. Mike asks if there is an update on the house being built at 1380 Frederick & the Peters says that they're still working, but sporadically. Barb asks if there is a chair of the architectural review committee & Bernard says that there is no chair; the board works collectively on ARC requests. Karl offers to stop by the Peters' home to at their proposed work & give them guidance. Tim says that a tree from the common area behind his home fell in his backyard & he had that section removed. He also had a dangerous looking tree removed from the neighboring lot. In addition to the cost of the tree removal, he asks for reimbursement for his damaged evergreens & will send the quote via email. Tim also notes that the tree is still on common area, so management will follow up with Turn A Leaf.

12. Next Meeting: Thursday July 18, 2024 at 5:00 PM – Rocktown Realty

13. Adjournment: 5:53 PM (Mike)

DRAFT