

**Hunters Ridge Condominium Owners Association, Inc.**  
**Annual POA Meeting Minutes**

October 24, 2024 | 6:00 PM Location: Rocktown Realty (via Zoom)  
218 East Market Street, Harrisonburg, VA 22801

Board Attendees: Julie Hamann, Nico Iglesias, Michael Osinski

Board Absentees: Curtis Prince, Amber Ham, Ken Reeves, John Going

Owners: Gary Powers, Mercedes Cornejo-Stengel, Wei Huang, Christopher Nott, Eddie Roadcap, Darren Witte, Maggie Zheng, Patricia Rusak

HOA Management: Bernard Hamann & Adrianna Ladd – Rocktown Realty

1. Call Meeting to Order & Establish Quorum (50% required): 6:01 PM (President Julie Hamann); with 64 proxies and those in attendance, quorum is met.
2. Proof of Notice: Notice was sent to all owners via SignWell.
3. Approval of Minutes from Previous Annual Meeting (10/26/23): Gary Powers motions to approve the minutes as written and Nico Iglesias seconds — motion passes.
4. Financial Review (through 9/30/24): Total Cash on hand currently is \$355,966.88 & total assets are \$575,058.50. Including prepaid income of \$13,114.00, total liabilities & capital are \$575,058.50. Total income is \$383,791.50 & total expenses are \$757,260.26, giving the association a year-to-date net income of -\$373,468.76.
  - a. Wei asks about the lighting expenses, and Bernard explained that 34 light poles in the community would be replaced, and the new fixtures will have LED lights, enhancing the community's lighting and reducing energy consumption.
  - b. Gary asks about the light pole in the visitor parking lot; Bernard confirmed that this will be moved to the edge of the parking lot during the lighting project.
5. Community Update
  - a. Reserve Study Projects & 2025 Annual Budget: The 2020 reserve study calls for concrete work – curbs, gutters, & steps – to be completed in 2025. Rocktown will assess the areas in question to see if they need to be done now or should be postponed. Since reserve studies are legally required to be redone every 5 years, we will get bids from different companies for the board to review. The budget process is underway, so 2025's annual budget will be finished soon and posted on the Hunters Ridge website once it's approved by the board.
  - b. Quad Roof Replacement: All 4 roofs in the “quad” – 1380, 1384, 1390, & 1396 – were replaced this past year. The project was initially spurred by continuous leaks. Since roof replacement was coming up in the next few years, the board felt that it made the most sense to do all 4 buildings at once for continuity.
  - c. ADA Handrails: After the steps in the breezeways were replaced, the city

- inspector notified us that we would also need to update the railings to be ADA compliant. This project has been completed.
- d. Light Installation: Parking lot lights and building exterior lights have all been purchased, and will be installed in early 2025.
  - e. Visitor Lot Dumpster Pad: Due to asphalt damage from the garbage trucks, an extension was added to the dumpster pad.
  - f. Fire Pit Repouring: The Harrisonburg Fire Department requested that the dimensions of the fire pit be adjusted to meet the city's fire code. VMS repoured the concrete to the required specifications.
  - g. 1336 Water Main: The city water bills indicated a large amount of water being consumed, but no specific condo appeared to be the source. 2 Brothers replaced the water main from the meter up to the top of the hill to stop the leak.
  - h. 1340 Pressure Reducing Valve: Multiple units in the building were complaining of very low water pressure. 2 Brothers found no water located in the right side of the meter box & replaced the pressure reducing valve.
  - i. Quest Replacement: Additional units in the 1330, 1340, & 1380 buildings were completed earlier this year. The project was paused again over the summer, but the handful of units left will be scheduled soon.
  - j. Dog Park Repairs: VMS repaired areas of the fence that could let smaller dogs slip through.
  - k. Power Washing: GM7 power washed throughout the community as needed over the summer.
  - l. Pest Treatments: Roaches had been reported in units in the 1330 & 1384 buildings. At Ugly Bug's suggestion, inspections were done in various condos throughout the two buildings & it was determined that further treatment was needed. Individual units have been treated as necessary.
  - m. 1348 Tree Replacement: The tree beside the 1348 exterior steps was causing a mess on the steps with petals, insects, etc. That tree was removed & replaced with a different tree that should not cause the same mess in the future.
  - n. Spruce & Sod Installment: Many of the decorative trees by the breezeway entrances were dead/dying or already missing. All remaining trees were removed and are being replaced by Montgomery blue spruces as they're available. Sod will be installed soon to fill in some areas around the community that tend to be muddy or bare.
  - o. Community Packets: The annual informational packets were placed on every front door at the end of August. A copy was also emailed to all homeowners and property managers.
  - p. Parking Passes & Towing: Towing was reinstated on September 8<sup>th</sup> after being suspended for the summer. Email reminders were sent to all owners and property managers, along with signs that were posted in the community.
  - q. Delinquency: There is one owner who is past due by 2 months, and we have reached out with reminders to get their balance paid in full as soon as possible. All other owners are current.
  - r. Sales/Occupancy: Unit values continue to increase, with two bedroom units selling for almost \$200,000 and 5 bedroom units having sold for over \$220,000.

## 6. Contractor Review

- a. Salmi Cleaning Service (Cleaning): Salmi continues to clean the breezeways monthly to remove any stains or debris in between power washing each year.
- b. Connie Phillips Insurance (Insurance): Due to an extreme increase in the annual rate, the association was forced to switch from Farmers Insurance after many years. After cancelling that policy, the new one is with Connie Phillips at a much more competitive rate.
- c. Curb Appeal (Landscaping & Snow Removal): The board voted to renew the landscaping and snow removal contracts for the upcoming year. Curb Appeal has done a nice job of maintaining the property and working with us on additional projects to keep the community looking its best.
- d. Utility Billing Services (Water Metering): UBS continues to provide water metering services for the community. Their team has been an integral part of catching and preventing leaks by sending weekly reports on consumption in all units. This allows us to quickly identify any potential problems and notify the owners/managers ASAP.
- e. Waste Management (Trash Removal): Waste Management has done a good job of servicing the community per the contract, and the account rep is always very responsive to any questions or requests.

## 7. Old Business

- a. Security Cameras: We have engaged Apex Security to install the first set of cameras for 24/7 video surveillance of the community. These will be installed in the next few months.
  - Gary asks about cameras near the 1396 building; Bernard explains that the intention is to have more cameras installed. Gary also inquires about access to cameras, and Bernard explains that Rocktown can control who has access if owners are interested in seeing the footage.
  - Wei inquires about the use of security cameras thus far; Bernard mentions that Rocktown has received numerous requests regarding stolen packages, but that these areas are not covered by current cameras. Wei suggests combining the camera footage with residents' own doorbell recordings to identify suspects.
  - Patricia asks about the retention period for the camera footage, and Bernard explained the footage is retained for 30 days.
- b. 1372 Dumpster: After reviewing the service with the Waste Management rep, it was determined that the current level of service is still the most financially beneficial for the association. Curb Appeal also helps to clean up any additional trash that's left out. Moving the dumpster could present other issues, such as accessibility for the garbage trucks & proximity to residents.

## 8. New Business: None

## 9. Open Forum for Owners:

- a. Gary thanks the Board & Rocktown for doing a great job, Eddie seconds this.
  - b. Gary inquires about when cement sidewalks will be replaced. Bernard explains that it is done on an as-needed basis, and the reserve study calls for more of this work during 2025.
10. Board of Directors Elections: Julie motions to re-elect current board. Eddie Roadcap seconds — motion carries.
11. Adjournment: 6:40 PM (Julie)

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