

Northfield Estates POA
Board of Directors Meeting Minutes
January 9, 2025 | 6:00 PM
Location: Rocktown Realty (via Zoom)
218 East Market Street, Harrisonburg, VA 22801

Board Attendees: Brian Nixon, Ed Price, Rachel Gagliardi, Markita Madden-Puckett, Dana Cornett

HOA Management: Bernard Hamann, Adrianna Ladd – Rocktown Realty

1. Call Meeting to Order & Establish Quorum: 5:59 PM (President Brian Nixon)
2. Approval of Minutes from Previous Meeting (11/7/24): Brian motions to approve the minutes as written and Rachel Gagliardi seconds — motion passes.
3. Financial Review (through 12/31/24): Total cash on hand was \$132,135.77. Total operating income was \$100,375.27 and total expenses were \$83,482.98, giving the association a year-to-date net income of \$16,892.29.
4. Manager's Report
 - a. Meeting Schedule: The meeting schedule has been set for 2025 and posted online.
 - b. CTA: The Corporate Transparency Act (CTA) is currently suspended, but the expectation is that it will be reinstated. Rocktown can help board members with this process if needed.
 - c. Entrance Visibility: Rocktown spoke with BJ Crawford with the City of Harrisonburg, and he will take a look at the community to see if it warrants any changes.
 - d. HCAP: Bernard reached out to Chris Coggins about setting up a site visit. We are still waiting to hear back at this time.
 - e. Landscaping/Snow Removal: Contracts were renewed this year with Curb Appeal for both landscaping and snow removal.
 - f. Trash: Trash continues to be an issue; Rocktown will continue to send out reminders to homeowners as needed and communicate with the vendor when pickup schedules change.
 - g. Mailboxes: The post office confirmed that cluster mailboxes would be the only option for the townhomes. They stated that if the community did away with cluster mailboxes, they would stop mail service.

- h. Owner Issues: There have been some unhappy owners in the community who have been confrontational at times. Rocktown will continue to address issues to the degree we are able to.
- i. Delinquency: There are only seven owners with a balance of \$500 or greater. There are no other significant delinquencies at this time. We will send out another reminder and warrant in debt warnings.
- j. Sales: There have been 6 sales recently within the Northfield Estates community, ranging from \$230,000 to \$265,000. Overall, property values have increased within the neighborhood.

5. Old Business

- a. Fine Structure: Rocktown will draft a new fine structure based on one used for the Crescent Ridge community and present to the Board for feedback.
- b. Towing Policy: Brian mentions adding in a section to the new towing policy that prohibits parking in the grass. Rocktown will make the adjustment and submit to the Board for approval.
- c. Dues Increase: Dues increased from \$100/quarter to \$125/quarter effective 1/1/2025.
- d. Officer Positions: John Lenhardt resigned from his position on the board.

6. New Business

- a. 2025 Annual Budget: Rachel motions to approve the 2025 budget and Dana seconds — motion passes.

7. General Comments/Questions

- a. Brian inquired about snow removal in the townhomes and if Rocktown had heard anything from owners. Markita mentioned that she had been pleased with the snow removal services this season.
- b. Brian discussed wanting to foster community in Northfield Estates. He suggests creating an activity/community calendar and/or forming a social committee.

8. Date of Next Meeting: Thursday April 10, 2025 at 6:00 PM – Rocktown Realty

9. Adjournment: 6:58 PM (Brian)