

**Park Place POA**  
**Annual Meeting Minutes**  
March 7, 2024 | 6:00 PM  
Location: Rocktown Realty (via Zoom)  
218 East Market Street, Harrisonburg, VA 22801

Board Attendees: Judy Milstead & David Milstead

Board Absentees: Sonya Weatherford

Guest Attendees: Evan Driver, Kristi Habwe, Shannon Rusmisl, Petra Rossi, Kristen LaPrade, & Darrell Branch

POA Management: Bernard Hamann & Kristin Bosworth – Rocktown Realty

1. Call Meeting to Order & Establish Quorum: 6:01 PM (President David Milstead)
2. Proof of Notice by POA Manager: All owners were notified of the meeting via email or USPS.
3. Approval of Minutes from Previous Meeting (1/12/2023): David motions to approve the minutes as written & Kristi seconds – motion passes.
4. 2023 Financial Review: As of 12/31/2023, total cash on hand was \$6,569.90 & total assets were \$6,569.90, with \$1,900 of that in prepaid dues. Total liabilities & capital also equaled out to \$6,569.90. Total operating income was \$20,671.24 & total operating expenses were \$16,060.60, giving the association a net income of \$4,610.64. Evan asks about the reserve study & Bernard says that a copy is available on the community's website. He explains that a study is legally required to be done every five years. A third-party vendor does an on-site visit & creates a detailed report, which is then used to establish what needs to be reserved for future expenses (ex. mailboxes, asphalt, etc.). It also gives an estimated life expectancy & cost in a given year, then works backwards. The reserve study was one reason that dues had to be increased for 2024.
5. Community Update
  - a. Website: The annual budget, meeting minutes, & other documents are available on the community's website to be viewed at any time.
  - b. Spring Reminders: Reminders were sent via email last week regarding power washing, parking, & other such items.
  - c. Landscaping/Snow Removal: The contracts with Season After Season were renewed for this year.
  - d. Inspections/Violations: Inspections are done on a monthly basis. Owners are contacted as needed to address any violations or other concerns.
  - e. Trash/Dumpsters: Season After Season has been cleaning up extra trash & bulk items as needed. The contract with Waste Management is actually set up through the Town of Grottoes, not the HOA.

- f. Insurance: Coverage was established in 2023 with Erie.
- g. Parking Lot Maintenance: This is one of the items accounted for in the reserve study & that process will begin with getting quotes from different vendors.
- h. Delinquency: There are currently three small delinquencies. One owner has had a warrant in debt filed against them & that court date is coming up.
- i. Sales: The only recent sale was in February. That property sold for approximately \$25,000 more than the last one sold in 2023.

6. Old Business: (none)

7. New Business: (none)

8. General Comments/Questions:

- David says that he also frequently picks up excess & bulk trash at the dumpsters & reiterates that this is a significant cost to the association. He reminds everyone that the county has a large dumpster nearby for that sort of disposal. Owners mention that a lot of the trash seems to be coming from people moving in & out, as well as from individuals outside of the community. Petra asks if cameras are a possibility Bernard says this is a frequent request in communities, but it is difficult to follow up on violations. There are also the issues of getting power to the cameras & how to access footage, in addition to the right equipment being cost prohibitive. Petra asks about decoy cameras & Bernard says they're not illegal, can be a deterrent, & are fairly inexpensive. David also suggests putting up signs that say the dumpsters are under surveillance.
- David says that the mowers have done a nice job.
- Petra says there has been an issue with children hitting vehicles with a baseball. She wants to know what the rules are for something like this, with the lack of a place for children to play. Bernard says that there isn't a specific rule, but the parents would be responsible for any damage. If anything else happens, residents should reach out to Rocktown Realty & management can contact the appropriate homeowner(s).

9. Adjournment: 6:22 PM (David)