

The Townes at BlueStone

The Townes at Bluestone POA | 2024 Annual Meeting of the Owners

Meeting Minutes

Tuesday, November 19, 2024 | 6:00pm

Location: Rockingham County Administration Center - Community Development Office

20 E. Gay Street, Harrisonburg, VA 22802

Board Attendees: Tim Cassel, Adam Hancock, Kristy McComb, & Kelly Meetze

Board Absentees: Jeff Dyche and Samy El-Tawab

Owners: 45 owners present in person or by proxy.

Management Attendees: Bernard Hamann & Kayleigh Sponaugle – Rocktown Realty

- 1. Call Meeting to Order & Establish Quorum:** 6:00pm (Tim)
 - a. The Bylaws state that 25% of owners be represented by proxy or in-person attendance, which is 33 units.
 - b. We have 34 units represented by proxy and 11 units in-person, for a total of 45. Quorum has been established.
- 2. Proof of notice of Annual Meeting:** Annual notices were sent out by email via SignWell and by USPS if no email was provided.
- 3. Review and approve of 2023 annual meeting minutes:** A motion was made to approve the minutes as written, Cheryl Cassel seconds, motion carries.
- 4. Financial Review (YTD, October 31st):** Through the end of October, we have \$103,320.64 in total operating income and \$78,746.31 in total operating expense.
- 5. Manager's Report:**
 - a. Tree Removal – Dead/dying trees were identified behind the townhomes on Deyerle and the homes on Pearl Lane.
 - i. 5 owners on Pearl Lane were notified via certified mail.
 - ii. A quote was received from Dry River Tree Service for the trees in the Bluestone common area and will be sent to the Board for approval.
 - b. Parking/Vehicles – Vehicles were tagged for having dead tags and/or state inspections, as well as for regularly parking in visitor spaces.
 - c. Speedbumps – Three speedbumps were installed on Lapis Lane last week and will be painted. This project was approved by the Board to help reduce speeding in this area.
 - d. Tanzanite Fence – Lowe's has been approved by the Board to install fencing from the end of fence around the retention pond to 390 Tanzanite.
 - i. The owners of 390 Tanzanite were contacted about this and were good with the project.
 - e. Landscaping – The Board chose to go with Curb Appeal for landscaping and snow removal for the upcoming year; this is a change from the current vendor who has serviced the community the past few years.

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- f. Rules & Regulations – The Board approved of a fine structure for the rule regarding landscaping.
 - i. There will be a warning sent via email and certified mail, if nothing is done in 2 weeks, a \$25 fine will be assessed; if nothing is done after another 2 weeks, the association will have the landscapers take care of it and charge the owner.
 - ii. Rocktown will update the Rules & Regulations document and distribute to all owners.
 - g. Delinquency – The association filed on one owner earlier this year who was over \$1,000 past due.
 - h. Sales & Occupancy – 4 townhomes have sold and closed this year, ranging from \$312,000 – 325,000; property values have continued to increase.
- 6. **Old Business:** None.
- 7. **New Business:** None.
- 8. **Member Input:**
 - a. An owner asks what is being built on Deyerle and Lucy.
 - i. Kelly: This initially was approved for Section 8 housing, which is assisted financial support for lower-income families, but the work has stopped.
 - b. An owner asks if dues will remain the same for next year.
 - i. Bernard: We have started working on the budget for 2025 and the association is tracking well according to the reserve study that was done, so we believe that dues will likely be the same.
 - c. Is maintenance done in the retention pond area?
 - i. This is the association's responsibility and there is quarterly maintenance done by the landscaper.
 - ii. There is a lot of trash in the area that needs to be cleaned up.
 - 1. Rocktown will reach out to C&L to add trash pick-up to their future contracts.
 - d. An owner asks about solar panels and if approval is needed to install them.
 - i. Yes, an ARC request would need to be submitted, but the Board cannot tell you where to install them on the roof.
 - ii. An owner suggests contacting HEC for their solar farm rates, which are locked in for 25 years, and you can opt out at any time.



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9. **Board of Directors Elections:** *Per the Bylaws, Board members shall serve for one-year terms and are elected annually; there can be 3-7 Board members. There are currently 6 Board members, and one will be stepping down.*
 - a. Tim motions to re-elect the existing Board, except himself, as he is stepping down. Cheryl seconds, and the motion carries.
 - b. Board positions will be decided upon at the next Board meeting.
10. **Adjournment:** 6:40pm (Tim)