

Crossroads Farm POA
Bi-Monthly Board of Directors Meeting Minutes

July 17, 2025 | 5:00 PM

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

Board Attendees: Mike Ruckman, Gene Layman, Karl Schaeffer, Denise Surber, Frank Gearing, & Ron Dunham

Board Absentee: Kate Lowe

Guest Attendees: David Simensen, Becky Ruckman, Kara Layman, Cindy Wishon, Cathy Rittenhouse, Pamela Kuhn, Amanda Weir, Henry Sherwood, & Bill Smith

POA Management: Bernard Hamann & Kristin Bosworth – Rocktown Realty

1. Call Meeting to Order & Establish Quorum: 4:59 PM (President Mike Ruckman)
2. Approval of Minutes from Previous Meeting (5/15/25): Karl points out an edit to be made in the Landscape Advisory Committee Report. Ron motions to approve the minutes with the edit suggested & Gene seconds – motion passes.
3. President's Report: Mike notes that the tree across from his house still needs to be addressed & he plans to meet with Karl soon to further assess the situation.
4. Treasurer's Report: Total cash on hand as of 6/30/25 was \$271,713.66. Including investments of \$712,724.23, total assets were \$986,137.42. With a small amount of prepaid income of \$2,405.00, total liabilities & capital were also \$986,137.42. With total income of \$236,394.08 & total expenses of \$190,780.73, net income was \$45,613.35.
5. Manager's Report
 - a. Lot Mowing: With the large amount of rain we've received this season, grass & weeds on the vacant lots have been growing very quickly. The association asks that owners please keep up with maintaining their lots based on the amount of growth, which will unfortunately be more frequent this year. Rocktown Realty is also happy to provide recommendations for vendors if anyone would like to contract with a company for regular mowing.
 - b. Recreational Vehicles: Complaints have been received from residents about RVs, campers, & other such vehicles being parked for extended periods of time in the

- community. Other than what is immediately necessary for prepping for & returning from a trip, please refrain from storing these vehicles at your home.
- c. Entrance Sign: The board had decided on a design, but the dimensions would not adhere to Rockingham County's guidelines. The proposed plan called a V shape & visibility from both sides, but the opening in the back is too large & makes it "two" signs. Bernard says smaller signs can be made & Karl will revise his dimensions.
 - d. Red Cliff Lights: Rocktown Realty has still been working with Dominion to get this project completed. They required some additional information that also included contacting the IRS. That has now been received & passed on to Dominion.
 - e. Summer Mailers: The mailers have begun to arrive via USPS, so you should receive yours soon if you have not already. An email statement will also be sent closer to August 1st. If you are paying by check, please make sure that the addresses for all of your properties are noted. If you are paying online & own more than one property, a separate payment will need to be made for each lot to ensure your accounts are properly credited.
 - f. Delinquency: There is still one delinquent homeowner, with dues not being paid for the past two years. All other owners have paid their dues in full.
 - g. Sales: The first townhouse – 111 Haxby Court – closed earlier this month. A number of other homes & lots throughout the community have been listed as well.
6. Landscape Advisory Committee Report: Cindy says that there is a large on Bella Vista that is not doing well. Bartlett will cut out the dead limbs for free & see how it does after that. She also notes that the board may want to remove the inkberries that are not doing well. She says that Three Brothers is doing a good job overall for their first year. Much of the weeds in Peale's Park have been taken care of. She does point out, though, that flowers were never put in & it would be advisable to establish a plan for helping them if they stay on for next year's contract. Cindy asks how the process could work better & Bernard says that Diana (the association's point of contact with Three Brothers) is not on-site, but she & Cindy should be included in any meetings. Karl notes that the stormwater basins have not been been done yet & they have lots of growth. Per the contract, they should be maintained in the spring, summer, & fall. Cindy points out that July pruning is also in the contract, so she wants to make sure that is scheduled. Frank says that Three Brothers did a good job cleaning up Peale's Park & limbing the trees. He also comments that there are a number of dead plants throughout the property that need to be removed. Cindy suggests engaging another vendor if needed to avoid overwhelming Three Brothers with additional work. Ron agrees that another vendor might be needed to help with vacant lot mowing.
7. Events Committee Report: (none)

8. Rules & Regulations/ARC Committee Report: Karl says that there is no update at this time & Bernard notes that the board still needs feedback from the committee for their survey.

9. Old Business

- a. 2025-2026 Annual Budget: The upcoming year's budget was approved by the board & is posted on the community's website.

10. New Business

- a. Townhouses: Bernard says that certain logistics need to be established, like trash removal & landscaping.
 - David says that Waste Management is currently servicing 111 Haxby & suggests using a single provider in the future. Bernard agrees, as the townhouses are so close together. It would likely make sense for the HOA to manage trash to avoid multiple days of pick-ups & totes sitting out, & owners should not be allowed to opt out. This would work by having the townhome owners pay additional charges for trash on top of the annual dues. Karl asks if, rather than having trash service handled by the HOA, a specific vendor could be designated for owners to work with. He points out that this would be less work for the HOA & would also allow owners to opt out. The designated vendor could be changed if the association was not happy with their service.
 - Bernard notes that various communities are structured differently in how they manage their landscaping. David says that the plan was for the HOA to take care of all front & backs, unless a fence is installed; owners would then be responsible for mowing their own backyard. The backyards go back approximately 10-15 feet, then the drop-off/retention pond area is common area. David will continue to maintain the townhome common areas until they are deeded over to the association. He is currently doing all of the landscaping & thinks that spring 2026 would be a good time for the HOA vendor to take over that scope of work. Bernard suggests having all units mowed together to maintain consistency in appearance, especially given their close proximity to one another. David agrees & points out that this will also help to maintain property values. Cindy asks about the area by the mailbox cluster & David clarifies that that is a common area. She would also like to ensure that buyers are aware of the extra costs for their properties. Karl says that guidelines are needed for owner wanting to install their own plants. David's plan for that is for fronts to be uniform & backs can be up to the

owners. He has provided a list of existing plants to Rocktown Realty for future reference, as well as the dimensions for landscaping to share with bidding vendors. Bernard also notes that bio-retention ponds may require annual inspections.

- Bernard asks about the rate of progress & David says he hopes to have the first section of eight townhomes completed by spring 2026.

11. Open Forum for Owners:

- Ron wants to remind everyone that the solicitor cards issued by the city/county do not work in the community.
- Henry would like to ban commercial mowing on holidays due to the noise compared to the owners' own mowers. Karl suggests that this proposal be tabled for the next meeting, so the board has more time to consider options. Bernard asks if this would also extend to the association's vendor(s).
- Cathy asks how the speed limit can be enforced & says that she has almost been hit while turning into her property. She can also identify repeat offenders if needed. Mike questions how the speed limit could actually be enforced, as Bernard points out that the roads are private & police cannot issue tickets. Cathy asks if strategically placed speed bumps could be installed, especially in the long stretches of road. Frank notes that speed signs were previously set up in the community to show drivers their speed. Bernard suggests addressing this again at the annual meeting.

12. Next Meeting: Thursday September 18, 2025 at 5:00 PM (Rocktown Realty)

13. Adjournment: 6:15 PM