

Crossroads Farm POA
Bi-Monthly Board of Directors Meeting Minutes

September 25, 2025 | 5:00 PM

Location: Rocktown Realty (via Zoom)

218 East Market Street, Harrisonburg, VA 22801

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

Board Absentee: Kate Lowe

Guest Attendees: Becky Ruckman, Harry McBrien, Cindy Wishon, Bill Smith, Suzanne Ballew, Cathy Rittenhouse, Lauren Williams, Christine Toh, Chris Miller, & Lillian Muia

POA Management: Bernard Hamann, Kristin Bosworth, & Erica Crawford – Rocktown Realty

1. Call Meeting to Order & Establish Quorum: 5:00 PM (President Mike Ruckman)
2. Approval of Minutes from Previous Meeting (7/17/25): Ron motions to approve the minutes as written & Gene seconds – motion passes.
3. President's Report: (none)
4. Treasurer's Report: Total cash on hand as of 8/31/25 was \$423,178.59. Including investments of \$712,724.23, total assets were \$1,137,602.35. With a small amount of prepaid income of \$600.66, total liabilities & capital were also \$1,137,602.35. With total income of \$170,803.04 & total expenses of \$8,713.08, net income was \$162,089.96.
5. Manager's Report:
 - a. Red Cliff Lights: Rocktown is still working with Dominion to establish an installation date for the new meter. Karl
 - b. Entrance Sign: Karl has revised the design & Rocktown would like for the board to review the proposed design again before proceeding with quotes. Karl thinks it makes the most sense to do a single flat, double-sided sign rather than two angled signs due to restrictions on the back width. The board agrees, so Rocktown will get quotes with lights included. Karl notes that the lights would be behind the stone & angled up. The sign companies can give recommendations for color, etc., & the electric will have to come from the original source at the front of the sign. The stump on top of the existing sign will not have to be removed & the letters will be removed from the stone.

- c. Wilton/Markham Clean-Out: The common area between the two cul-de-sacs was cleared out last year, but there has been a request for this year's growth to be removed. Rocktown will proceed with this if the board would like to do so. Karl suggests that pricing for this be combined with the area on Claremont. Cindy inquires why it needs to be done again & Karl notes that it can help with drainage issues, keeping tree of heaven from spreading, etc. Frank says that there is also a drainage issue behind Elgin Court, near The Glen. Bernard & Karl can look at it with Three Brothers.
 - d. Speeding & Reckless Driving: Aggressive driving continues to be a problem & the association asks that everyone please exercise caution & patience while driving. There are many children, pets, & pedestrians overall using the roadways. Additionally, residents are reminded to please drive their golf carts appropriately & to make sure their children are doing so as well. Ron also suggests that bright colors be worn at night.
 - e. The association would like to reiterate a few points regarding architectural design & rules for the community. Exterior modifications need to be submitted to Dreaming Tree Designs & the board of directors for review & approval. This also applies to items such as trampolines. Any mailboxes that do not adhere to the design standards need to be replaced with an approved model, & foundations on homes should be covered. Trash bins need to remain out of view other than when they are out for pick-up. Residents should also be aware of the lights on the exteriors of their houses to ensure that they are not disruptive to neighboring properties. Finally, everyone is reminded that street parking is not allowed on a regular basis & should be kept to a minimum. Extra vehicles should only be parked in your driveway.
 - f. Delinquency: One owner has not paid for the past three years, but a judgment has already been awarded on their previous delinquency. A number of owners still owe for 2025-2026, so everyone is asked to please send in their payments as soon as possible.
 - g. Sales: There have been no further townhouse sales at this time, but there have been ongoing sales of other homes & vacant lots.
6. Landscape Advisory Committee Report: Cindy says she & Rocktown had a good meeting with Three Brothers about what has gone well & what has not this season. While not everything was perfect, they were open to fixing anything that was asked of them & mowing occurred on a regular basis. She also notes that they have an excellent attitude & took notes on everything, as Crossroads is a complicated property & scope of work. Karl points out that the retention ponds are still an issue, with some work appearing to have been done but not all of it. Cindy says that the front sprinklers do not appear to be working, as the grass is very dry. Karl suggests having proactive maintenance in place, perhaps on a monthly basis.

7. Events Committee Report: (none)

8. Rules & Regulations/ARC Committee Report: (none)

9. Old Business

- a. Townhouses: Simensen says that everything is still going according to schedule. A committee needs to be formed to go over all of the details that currently do not exist, from trash removal to landscaping to design elements. Christine would like to be a part of the committee once it is formed.
- b. Survey: Once the modified language has been approved by the board, we can send it out to homeowners. Rocktown will resend a copy to the board.
- c. Claremont Trees: Mike & Karl have assessed the area, & Karl marked the trees that should be addressed. We are getting quotes from vendors to have those removed, along with clearing out the area.
- d. Radnor Fence: The owners at both properties have declined to submit any further applications or to correct the current violations, so the board will need to approve a cease & desist letter coming from the attorney. Ron makes a motion to proceed with sending a letter from the attorney & Gene seconds – motion passes.

10. New Business

- a. Lot Mowing: While most owners keep their lots maintained on a regular basis, some do not & other factors, such as rain, can affect how quickly the grass & weeds grow. One option would be to have a set date each month – for example, the last day – by which to have lots mowed. Another option that has been proposed is to require lot mowing every two weeks. Again, owners would be responsible for bi-weekly mowing or it would be done automatically by the association if needed. Bernard suggests waiting for the annual meeting & Karl agrees with waiting to gauge community feeling rather than the board's opinion. Bernard notes that it would be unfair to neighbors to have lots not mowed, while Karl suggests a height restriction rather than a set time. Suzanne asks if mowing at 7:30 PM is allowed, but the board determined that they would be unable to restrict mowing hours.
- b. The Glen Drainage: Bernard says that a plastic storm drain has collapsed after previously being replaced by Ted Budd. The Glen is asking for help is paying for a new drain, because it is on the common area property line between the two communities. The Glen has a \$7,800 quote from Innovative Earthworks for the work. Karl & Bernard will meet to look at it for potential alternatives & cost savings.

- c. Frederick/Cambridge Drain: Momentum has provided a \$2500 quote to repair the damaged drain if the board would like to proceed, which the board agrees to.

11. Open Forum for Owners:

- Lauren asks if signage can be placed along Beauford Road. There are large homes with small driveways, so there are four to five vehicles parked on the street round the clock. She asks if “No Street Parking,” “No Outlet,” & speed limit signs can be installed to address problems with vehicles in the cottage area. Bernard suggests placing a “No Outlet” sign at the entrance to Hobart Court to discourage through traffic.
- Suzanne says that 125 Radnor has six lights on the eaves on each side of the house. Outdoor lighting should be minimal & remain within the lot, rather than shining onto neighboring properties. She also says that speeding by contractors is a major concern.
- Bill asks about the hornet’s nest on Hobart Court & Cindy will address it.

12. Next Meeting: Annual Meeting – Monday November 17, 2025 at 6:00 PM – Massanutten Presbyterian Church

13. Adjournment: 6:15 PM