



## **2024 Annual Meeting of the Owners**

### **Meeting Minutes**

September 10, 2024 | 6:00 pm

Location: Horizons Edge Sports Campus – Large Party Room  
325 Cornerstone Lane, Harrisonburg, VA 22802

Board Attendees: Gail Mitchell, Lisa Souder, David Bates, Samantha Lamas, & Cindy Parnell

Other Attendees: 51 owners present in person or by proxy

Management Attendees: Bernard Hamann & Kayleigh Sponaugle – Rocktown Realty

1. **Call meeting to order and Establish Quorum (50% required – 41):** 6:03pm (Gail); We have 51 owners represented in person or by proxy, quorum has been established.
2. **Proof of Annual Meeting notice:** Notices were sent to owners via Docusign or USPS.
3. **Approval of meeting minutes from 09/13/2023:** Gail motions to approve the minutes as written, David seconds, motion carries.
4. **Financial Update (YTD, August 31<sup>st</sup>):** Through the end of August, we have \$60,845.20 in total operating income and \$41,753.43 in total operating expense.
  - a. In non-operating expenses, \$2,420 was used to complete an updated reserve study, which is legally required to be done every 5 years.
  - b. We are scheduled to transfer \$34,469 into the reserve account at the end of the year.
5. **Manager's Report:**
  - a. Door Painting: Rocktown did inspections of the townhome doors in the spring and gave owners until 6/30 to have them done. There were 3 doors that were not completed by the deadline; they are scheduled to be completed this week.
  - b. Deck Staining: Rocktown did inspections of the townhome decks in the spring and gave owners until 7/31 to have them done. There were 4 decks that were not completed by the deadline; they are also scheduled to be completed this week.
  - c. Sidewalk Power Washing: The sidewalk at the front entrance and the steps between 24 and 30 were power washed earlier this year due to having moss/mildew accumulate from being in the shade.
  - d. ARC Update: The ARC guidelines were updated to include information on the approved color of landscape rocks for individual beds and had a rule added about front beds being required to have plants.
    - i. Stephenie Williams mentions that there needs to be more definition on the landscape guidelines. The Board will discuss this at their next meeting.
  - e. Trash/Dumpsters: There have been 10 overages charged to the association so far this year, in the amount of \$2,250; this is due to the dumpsters being over-filled. The association has also had to pay the landscapers to haul away extra trash and bulk items from the enclosure.



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- i. Some owners in attendance suggest looking into other vendors for the dumpster pick-up: Bobby's Trash Service, Affordable Container Service, & Algers Excavation. Rocktown will reach out for options and pricing.
  - ii. An owner asks that Waste Management center the dumpsters after they are tipped.
  - iii. Paula mentions the asphalt is deteriorating by the units leading up to the dumpster enclosure. Rocktown will check this area during this week's inspection.
- f. **Parking/Vehicles:** Rocktown has noted many vehicles with expired tags or inspections this year, along with damaged vehicles.
  - i. Please make sure everything is up-to-date and to not keep damaged/totaled vehicles in the parking lot.
- g. **Reserve Study:** An updated reserve study was completed this year, as is legally required.
  - i. Upon reviewing the study, no drastic changes were noted; however, the study does project the amount transferred into reserves to increase each year.
  - ii. The 2024 study has been posted to the Cedar Point website.
- h. **Sales:** No units have been sold in the community since 2023.
- i. **AC Window Units:** Rocktown has noted a few townhomes with AC window units.
  - i. Please just let us know if work is being done on your HVAC to warrant a temporary window unit, and we will work with you.
  - ii. One unit had not reached out or kept us informed on this and the unit still has not been removed.
  - iii. The Board wants to add specific language to the rules and regulations to prohibit window units, unless they are there temporarily.

#### **6. Old Business:**

- a. **Playground:** The option to install a playground was discussed at last year's meeting, and the Board did a site visit to determine the placement of the playground.
  - i. The overall cost was the main deterrent for this, as well as not having a lot of common area space. Liability and insurance coverage was also a concern.

#### **7. New Business: None.**

#### **8. Board of Directors Elections:**

According to the Bylaws, there may be up to 7 board members. At the initial election of directors, which was held in 2020, the director elected with the most votes shall serve for a term of three years. The person receiving the next highest shall serve for a term of two years, and the person receiving the third highest shall serve a term of one year. There are 4 Board members up for re-election this year.



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- a. Paula Miller nominates herself to be a Board member.
- b. Chad Williams also nominates himself for the Board.
- c. David nominates Lisa, Samantha, and Cindy to be re-elected.
- d. Gail nominates David for re-election.
- e. Gail motions to re-elect Lisa, David, Cindy, and Samantha and to elect Paula and Chad to the Board, Craig Souder seconds, motion carries.

### **9. Member Input:**

- a. Gail is happy with how the community looks overall.
- b. Paula feels safe in the community and is happy with how diverse it is.
- c. Stacy McDonald mentions that speeding is an issue.
  - i. Please let Rocktown know if you can determine which units the vehicles belong to, so they can be contacted directly.

### **10. Adjournment: 7:03pm (Gail)**