



**Congers Creek POA, Inc.**  
**2024 Annual Meeting of the Owners | Meeting Minutes**  
**November 13, 2024 | 4:00pm**  
**Location: Zoom Videoconference**

Board Attendees: Jerry Scripture, Scott Rogers, & Amar Gogia

Board Absentees: Kate Kelty

Owners: 14 units in attendance via Zoom

Management Attendees: Bernard Hamann, Kayleigh Sponaugle, Sandra Craig, & Drew Preston – Rocktown Realty

- 1. Call Meeting to Order & Establish Quorum:** 4:04pm (Jerry)
  - a. The association is still under Developer control, so with Jerry present, quorum has been established.
  
- 2. Proof of Annual Notice:** Annual notices were sent to all owners via email or by USPS.
  
- 3. Review and approve of previous minutes (November 7, 2023):** Jerry motions to approve the minutes as written, Scott seconds, motion carries.
  
- 4. Financial Review (YTD, October 31<sup>st</sup>):** Through the end of October, we have \$96,318.00 in total operating income and \$81,787.67 in total operating expense.
  
- 5. Manager's Report/Community Update:**
  - a. Delinquency – We have 4 units that are past due; one unit is 9 months delinquent, two units are 7 months delinquent, and one is over \$1,000 past due and are on a payment plan to pay off the balance.
  - b. Sales/Occupancy – All of the Rocktown-managed units are fully rented and range between \$2,200 - \$2,500 per month.
    - i. The townhomes are selling between \$320,000 - \$360,000.
  - c. Playground – The playground was installed in Section 2 and has held up nicely.
  - d. Dog Stations – Two pet stations were added to the community this year and are maintained by the landscaper.
  - e. Stone Veneer – Stones were falling off the townhomes primarily in Section 1 and were addressed as they were reported.
  - f. Cracked Concrete – A walkthrough was done and there was one section of sidewalk that was noted and is on the list to address if it has not been done already.



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- g.** Phase 3 – A third section is planned for the association.

    - i.** Scott: Framing is beginning on the first set of townhomes. 45 units are planned and expected to be complete in 18 months; a bus stop and dog area are planned as well.
  - h.** Streetlights – The streetlights are currently being paid for by the builder and the responsibility will be transferred to the association.
  - i.** Parking – ‘No Parking’ signs were added in a few locations throughout the community this year.
  - j.** Speeding – Rocktown has received complaints about speeding from residents.
  - k.** Trash – The association has tote service through Waste Management. Screens for tote storage have been added to the townhomes that do not have a garage.
- 6. Old Business:** None.
- 7. New Business:** None.
- 8. Member Input:**
- a.** Sharon Blanchette states that there are additional areas of cracked concrete that need to be addressed and asks who paid for the repair that was done.

    - i.** The builder paid for the repair.
  - b.** Sharon B. asks if the delinquent owners reside in the community or if their units are rented out and Sherrie Colby asks for the percentage of rentals.

    - i.** Sharon asks if Rocktown can send owners an update on the percentage of unit owned vs. units rented.
    - ii.** Sherrie states that section 6.1 of the Covenants states that owners are to give notice of leases to the association.
    - iii.** Julie Hamann: Rocktown can do a poll of owners to determine the ratio and send the findings to the community.
  - c.** David & Claire Dick have spoken with tenants in the community who said they were not aware that they were in an HOA.

    - i.** All owners are provided this information in the resale certificate, and it is their responsibility to inform their tenants.



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- ii. Scott Rogers asks Rocktown to create an informational sheet with rules and regulations to provide to owners for their tenants.
- d. Chris Harper: Asks if stop signs be added to all exits onto Congers Creek Road.
  - i. At the end of Palomino, there are a lot of children playing outside and pets.
    - 1. Speed limit signs can be added throughout the community, but it is hard to enforce due to the roads being private. Speed bumps can also be added.
- e. David Dick asks what the plan is for the retention pond.
  - i. Jerry: The pond needs vegetation, and additional work will be done. The material has not been put in yet until more work is done due to serving the new and old sections. We can check on adding a fence if needed to help with mosquitos.
- f. Stephanie Frederick asks if overflow parking or lights will be added in the new section.
  - i. Scott: Lights are based on sidewalks, which is a county requirement, but he and Jerry will investigate additional lighting.
- g. Sharon mentions there are spikes missing in the perimeter around the playground.
  - i. Rocktown will check the area during the next inspection to determine where repairs are needed, and Scott will send the contact information for the installer.
- h. Stephanie F. asks if there are plans for capital expenses.
  - i. Bernard: A reserve study has not been done yet, but Rocktown is working with the Board to get one commissioned.
    - 1. The study looks at capital expenses to help build reserve funds for when they become due. For Congers Creek, this would include the private streets, playground, pavilion, etc.
- i. Michael White mentions the lack of grass around the playground area and if there are any plans for that.
  - i. Scott: We can get more seed and straw down in the spring.
- j. Julie H. states that she is willing to do a walkthrough with other owners to look at areas that need to be addressed throughout the community, such as dead landscaping, the playground, curbs, concrete, etc.



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- k. Stephanie F. Asks about any community events.
    - i. Scott: There is a Facebook page for owners.
  - l. Sherrie C. asks if there are plans to have a committee of owners.
    - i. Amar: If owners want to start organizing an advisory committee, they can.
      - 1. Rocktown can send this out in an email to the community, along with information about the Facebook page.
  - m. Tom Ugrlavitch: There is a lack of lighting on Congers Creek Road, is there an update on this?
    - i. Scott: The current lights were installed per the approved plans by the county and no additional lights are planned for the area.
      - 1. The estimated cost per light would be about \$1,200 and the builders would be happy to facilitate; the advisory committee could also weigh in.
  - n. David D. asks if additional lighting is planned for the playground area.
    - i. Scott: There are no additional plans, but this can also be discussed with a committee.
- 9. Board of Directors Elections:** None, community still under Developer control.
- 10. Adjournment:** 5:03pm