THE TOWNES AT
CONGERS CREEK

Congers Creek POA, Inc.
2025 Annual Meeting of the Owners | Meeting Minutes
November 12, 2025 | 6:00pm
Location: Zoom Videoconference

Board Attendees: Jerry Scripture, Scott Rogers, Amar Gogia, & Kate Kelty
Owners: 21 units in attendance via Zoom and 2 represented by proxy.
Management: Bernard Hamann & Kayleigh Sponaugle – Rocktown Realty

1. **Call Meeting to Order & Establish Quorum:** 6:01pm (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 USPS.

3. **Review and approve of previous minutes (November 13, 2024):** Scott motions to approve the minutes as written, Julie H. seconds, motion carries.

4. **Financial Review (YTD, October 31st):** Through the end of October, we have $120,442.10 in total operating income and $118,480.30 in total operating expense. The discrepancy is largely from snow removal, retention pond mowing, and the trash contract price increase.
    a. The association commissioned a reserve study this year. It looks at the capitol items the association is responsible for and what the estimated cost is for repairing and replacing them, along with the life expectancy of each component. These items include the signage, pavilion, playground, mailboxes, private roads, etc.
        i. The goal of the study is to ensure that the association has enough funds available when the capital items come due by transferring an amount into reserves each year.
        ii. The study assumes a $0.00 balance to begin 2026, and we are projected to be ahead to start next year, so there is no need to increase dues at this time.
    b. Scott asks if there will be a line item on the balance sheet for the reserve account balance.
        i. Yes, there will be two buckets of funds that will appear on the balance sheet once the first reserve transfer has been made: an operating/cash account and a reserve account.

ii. Depending on the reserve account balance and expected future expenditures, the association can invest reserve funds in an FDIC-insured CD to earn interest.

5. Manager's Report/Community Update:

a. Delinquency – There are 5 owners that are over $500 past due, and 4 of them have made payments towards their balance in 2025. Delinquent notices were sent via USPS and email today.
b. Occupancy – All the Rocktown-managed units are rented out and all of Phase 3 has been sold.
c. Landscaping/Snow Vendor -The Board voted to switch vendors to Season After Season for 2026.
  i. A request is made that pet-safe salt and weed killer be used and that the scope of work be sent to owners, so they will know what the association is responsible for.
d. Dog Stations – Additional dog stations have been added this year as the community continues to grow.
e. Stone Veneer – This has been an issue primarily in Phase 1 and is being addressed as necessary.
f. Phase 4 (Scott) – This will be 57 townhomes, and Rockingham County finished reviewing the grading plan and that has been approved. The county is reviewing the site plan and layout over the next few months. The plans can be posted to the website once they have been approved.
g. Streetlights – The streetlights are in the process of being installed.
h. Towing/Parking – A towing policy was implemented beginning in April to tow vehicles parked along the private streets in the community.
i. Speeding – Speedbumps are planned, with a temporary one being installed on Palomino next week to get some feedback from owners.
j. Trash – The tote service through Waste Management is about $26 per townhome. The rates increased in February due to the increase in the landfill fees. This, and additional units being added, caused the discrepancy in the year-to-date actual vs. budgeted numbers.

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k. Retention Pond/Aerator Pump – The association took over maintenance about mid-year. The pond has currently dried up, and work needs to be done to have the sensor switch to pump to avoid this from happening in the future.

6. **Old Business:** None.

7. **New Business:**

a. Advisory Committee – an advisory committee was created last year to help increase owner involvement in the community.
- **i.** Sherrie C. thanks the Board for acting on concerns and feedback that have come up during the committee meetings.
- **ii.** Community survey feedback:
  1. Parking is one of the top concerns, and the committee asks if the developer will take this into account for phase 4 and include 2-car driveways for all townhomes.
     - **a.** Jerry states that 87% in phase 3 will have 2-car driveways, and Scott notes that this is on the pricing discussions list for phase 4.
     - **b.** Jerry also mentions that they have added additional overflow parking areas in the new phases.
  2. A concern about vehicles parking over sidewalks and sticking out from the driveways is brought up, as people have to go into the road to get around them.
     - **a.** This is an ongoing issue that will continue to be discussed to try and determine the best course of action to handle and enforce this and other parking violations.
  3. Playground lighting: Scott states that it would be possible to have lighting in the area and they could be set on a timer.
     - **a.** A notice could be sent to owners in this area to gauge interest, as they would be most affected by additional lighting.
- **iii.** Expected phase 3 completion: Scott states they should all be completed by the end of March 2026.

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iv. Will additional trees/plantings be done in common areas?
    1. Jerry is open to add more trees.
    2. Sherrie will go back to the committee for suggestions on locations and types of trees.
v. Emails will be sent to owners about any scheduled Board meeting dates.
vi. Proactive communication about parking and/or vehicles would be helpful.
vii. Property values are between $330-$350/360,000.

8. **Board of Directors Elections:** None, community still under Developer control.

9. **Adjournment:** 7:34pm