

Blakely Park

Blakely Park POA
Annual Meeting of Owners
Meeting Minutes
July 29, 2025 | 6:00pm
Location: Zoom Videoconference

Board Attendees: Chad Branson & Justin Brydge

Management Attendees: Bernard Hamann & Kayleigh Sponaugle – Rocktown Realty

1. **Call meeting to order & establish quorum:** 6:00pm (Chad)
 - a. Per the Bylaws, 20% of owners must be represented by proxy or in attendance, which is 3 units. We have 8 units represented by attending via Zoom and we have 1 proxy given to Chad as the president, for a total of 9 units. Quorum has been established.
2. **Proof of Notice:** Rocktown sent annual meeting notices and proxies via SignWell or USPS to all owners.
3. **Review and approve of previous meeting minutes from July 30, 2024:** Justin motions to approve the minutes as written, Chad seconds, motion carries.
4. **Financial Review (YTD, June 30th):** Through the end of June, we have \$11,700.00 in total operating income and \$2,475.00 in total operating expense.
5. **Manager's Report:**
 - a. Dues Increase – As of July 1st, dues were increased to \$140/month (\$420/quarter).
 - b. 2024 Reserve Study – The study has us projected to move about \$13,000.00 into reserves at the end of the year.
 - i. The study calls for the asphalt overlay to be completed this year.
 - ii. In 2028, roofs, gutters, and downspouts are projected to be replaced for 5 of the 15 townhomes.
6. **President's Report:** None.
7. **Treasurer's Report:** None.

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8. New Business:

- a. Retention Pond – The City of Harrisonburg requires the retention ponds to be maintained to certain standards and file a report.
 - i. Colman engineering did an assessment of the ponds and provided their recommendations based on city requirements.
 - 1. Rocktown reached out to vendors for estimates based on what is needed and received one proposal back in the amount of about \$28,000.00.
 - 2. 5 vendors were contacted for estimates; 2 declined, 1 provided the proposal, and we are following up with the others.
 - 3. This can be readdressed once additional estimates are received and a Board meeting will be scheduled.

9. Board of Directors Election:

- a. Chad motions to re-elect the existing Board, Justin seconds, motion carries.
 - i. Per the Bylaws, there must be a minimum of 3 Board members.
 - 1. Rocktown will reach out to owners to gauge interest.
 - 2. Rocktown will check Bylaws to determine if Board members must own a unit in the association.

10. Member Input: None.

11. Adjournment: 6:16pm (Chad)