



**Meadowbrook Property Owners' Association
Board Meeting Minutes
Tuesday, August 19, 2025 | 6:00pm
Location: Rocktown Realty Office & Zoom Videoconference
218 East Market Street, Harrisonburg, VA 22801**

Board Attendees: Michael Litwin, Michael Morrison, Larry Heatwole, Steve Johnson, & Ashley Robey

Board Absentees: Shavan Farag

Other Attendees: 6 owners are present via Zoom

Management Attendees: Bernard Hamann & Kayleigh Sponaugle – Rocktown Realty

- 1. Call meeting to order & establish quorum:** 6:00pm (Michael L.)
 - a. We have 5 of 6 Board members present; quorum has been established.
- 2. Review & approve previous meeting minutes from April 22, 2025:** Michael M. motions to approve the minutes as written, Larry seconds, motion carries.
- 3. Manager's Report:**
 - a. Vehicles – Vehicle issues in the community are addressed as needed.
 - i. Larry mentions an unlicensed pick-up truck on Buck Run Ct. and Bernard suggests that the Sheriff's office can be contacted to tag the vehicle since it's a public street.
 - b. Delinquency – There is one owner that is extremely delinquent, and the association has filed a lien and warrant in debt against them and received judgement.
 - i. Other owners were sent delinquency notices last week for past due balances.
 - c. Sales – There is currently one active listing in the community – 4111 Finn Court is listed at \$479,000.
 - i. There is one pending sale – 4125 Romney Court's list price is \$545,000.
 - ii. The last 3 homes that have sold ranged from \$470,000 - \$495,000.
- 4. Financial Review (YTD, July 31st):** Through the end of July, we have \$67,923.38 in total operating income and \$62,444.64 in total operating expense.
 - a. The discrepancy is from snow removal costs, delinquency, timing of landscaping invoices, and the retention pond maintenance, which was not budgeted for.
- 5. Old Business:** None.



**Meadowbrook Property Owners' Association
Board Meeting Minutes
Tuesday, August 19, 2025 | 6:00pm
Location: Rocktown Realty Office & Zoom Videoconference
218 East Market Street, Harrisonburg, VA 22801**

6. New Business:

- a. Townhome Presentation (Brian Wilfong) – Mr. Wilfong currently owns 2 parcels of land near the entrance of the community and is looking to redevelop these properties.
 - i. He met with Rockingham County and explored options, which include townhomes or single-family homes.
 - ii. The county wants to remove the entrance off Route 11 and suggested using a crossover to access the properties, which would require an access easement over a strip of land owned by the association. He is seeking approval for this access route.
 - 1. The consensus between Board members and owners in attendance is that this would negatively impact the traffic within the community, along with the distinction between Meadowbrook and the proposed development.
 - 2. A suggested solution is made involving a right taper from Suffolk Drive and a deceleration lane.
 - 3. Everyone agrees that more concrete details are needed from the developer before considering approval.
 - iii. Mr. Wilfong will send more detailed plans to distribute to all community owners.
- b. Mailboxes – An employee for the builder came by inquiring about new mailboxes and was instructed to source them and then bill; the association can then determine who is responsible.
- c. Landscaping – Common areas are still not being consistently maintained by the landscaper and Rocktown continues to follow-up with the vendor to ensure all services listed on the contract are being addressed.
 - i. A suggestion is made to add cancellation term to future contracts.
 - ii. The Board discusses the possibility of pursuing legal action against the vendor but decide not to do so due to the potential cost to the association.
- d. Free Library – Ashley will gather information on free library designs and pricing options and send photos of examples to be discussed at future meetings.
 - i. Placement can be determined after spring landscaping has been completed.



**Meadowbrook Property Owners' Association
Board Meeting Minutes
Tuesday, August 19, 2025 | 6:00pm
Location: Rocktown Realty Office & Zoom Videoconference
218 East Market Street, Harrisonburg, VA 22801**

7. Member Input:

- a. Vacant lots owned by the developer are not being maintained and construction equipment and materials are being left on lots and common areas throughout the community.
 - i. Bernard will have a conversation with Sam and Sergy about cleaning up lots, construction debris, and trash.
- b. Dead trees that were removed need to be replaced.
 - i. Donna Imbrescia will send photos to identify the locations as well as other trees that need to be removed in the community. Once this has been done, the association can look into getting estimates for replacements.

8. Adjournment: 7:39pm (Michael L.)

9. Next Meeting: Thursday, October 16, 2025 at 6:00pm