



## 2025 Annual Meeting of the Owners Agenda

September 9, 2025 | 6:00 pm

Location: Horizons Edge Sports Campus – Party Room 3  
325 Cornerstone Lane, Harrisonburg, VA 22802

Board Attendees: Gail Mitchell, Lisa Souder, Chad Williams, Samantha Lamas, & Cindy Parnell

Board Absentees: David Bates

Other Attendees: We have 42 owners present in person or by proxy.

Management Attendees: Bernard Hamann, Kayleigh Sponaugle, & Erica Crawford – Rocktown Realty

1. **Call meeting to order and Establish Quorum (50% required – 41):** 6:00pm (Gail)
  - a. We have 42 owners represented in person or by proxy, quorum has been established.
2. **Proof of Annual Meeting notice:** Notices were sent to owners via SignWell or USPS.
3. **Approval of meeting minutes from 09/10/2024:** Gail motions to approve the minutes as written, Lisa seconds, motion carries.
4. **Financial Update (YTD, August 31<sup>st</sup>):** Through the end of August, we have total income of \$66,549.86 and total expense of \$69,334.42.
  - a. The discrepancy is from going over on snow removal and the dumpster pad, front visitor spaces, and step projects that were completed, but not budgeted for this year.
5. **Manager's Report:**
  - a. **Dumpster Pad Extension** – This project was completed in April and extended the concrete pad further out to help mitigate where the asphalt was sinking from the trash truck.
  - b. **Front Visitor Space Repair** – The two visitor spaces at the front of the community were sunken in and had some asphalt repairs that were needed. This was also completed in April.
  - c. **Step Repair** – The steps between 24 and 30 Cedar Point had some loose areas and crumbling that were repaired earlier this year.
  - d. **Rules & Regulations** – This document was updated to include language regarding AC window units and was distributed to owners and hung at each door with spring reminders.
  - e. **Bio-Retention Ponds** – The association will be changing vendors for the retention pond maintenance from ExactStorm to Colman Engineering, and this will help save some money as well.
  - f. **Dominion Energy Work** – Fiber optic installation is planned for the community, with Dominion installing the main line. This will not affect the main traffic area and will involve underground work; this is scheduled for later this month.
  - g. **Sales/Occupancy** – Two townhomes sold in 2025: 48 Cedar Point, for \$256,000 and 186 Cedar Point, for \$270,000.



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**6. Old Business:** None.

**7. New Business:**

- a. Concerns of lawn care maintenance are brought up, where there were some instances this season of yards being overgrown.
  - i. There were delays in the timing of the landscapers being on-site due to weather conditions, but any issues were addressed with them by Rocktown.
  - ii. Rocktown completes weekly inspections for the community, which is the only managed association that is structured this way. It is suggested that the frequency be reevaluated along with weed management standards.
    - 1. Owners in attendance state that they appreciate the standards, as it helps to keep up the curb appeal of the community.
    - 2. It is also suggested to have the landscapers take care of the front bed weed removal, but owners in attendance mention that they prefer to take care of the maintenance themselves.
- b. A question is raised about contractor vehicles being parked in visitor spaces while doing work.
  - i. The contractors would need visitor tags to park in a visitor space, and owners can contact Rocktown for a pass if necessary.
- c. Rocktown has started the bidding process for the upcoming year and accepts suggestions from owners for additional vendors to reach out to for bids.

**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.

- a. There are currently 5 Board members; Gail has one year of her term remaining, while the others each have two years remaining.
  - i. David has resigned from the Board and Paula also resigned due to selling her townhome.
- b. As no additional nominations or volunteers arise for additional members, no elections are necessary this year.

**9. Adjournment:** 6:47pm (Gail)