



**Meadowbrook Property Owners' Association**

**Board Meeting Minutes**

**Tuesday, February 27, 2024 | 6:00pm**

**Location: Rocktown Realty Office & Zoom Videoconference**

**218 East Market Street, Harrisonburg, VA 22801**

Board Attendees: Michael Litwin, Holly Early, Larry Heatwole, & Nasir Jalal

Board Absentees: John Woods & Michael Morrison

Other attendees: We had 16 owners join virtually via Zoom.

Management Attendees: Bernard Hamann & Kayleigh Sponaugle – Rocktown Realty

- 1. Call meeting to order & establish quorum:** 6:01pm (Michael L.); we have 4 of 6 Board present, quorum has been established.
- 2. Review & approve previous meeting minutes from January 16, 2024:** Holly motions, Michael L. seconds, minutes pass as written.
- 3. Manager's Report:** Bonnie Andrade has resigned from the Board, which leaves 6 members.
  - a. Delinquency:** There are still two owners who have not paid 2023 dues. They have a court date of 3/19 and have been informed they must pay before then. If they do not, a judgment will be filed against them.
    - i.** There are some owners who have not paid first quarter dues, but this has improved dramatically from last year.
  - b. Basketball Court:** Rocktown obtained quotes for the concrete slab and for fencing for the proposed basketball court. The concrete quote came in at \$38,000 and the fence came in at \$8,800. Unfortunately, the association does not have the funding for this at this time.
    - i.** A soccer field could also be an option.
    - ii.** Mr. Uzdanovic requests that the Board put a stay on basketball hoops being removed in the community so that children will have somewhere to play.
      - 1.** Temporary basketball hoops are not an issue; the only ones needed to be removed are the permanent ones, per the information we received from VDOT.
      - ii.** Victor B. asks if there are any other locations in the community where this could be done. He also states that having the basketball court would cause there to be unsupervised children in the community with no policing, which is already a concern.
      - iv.** Bernard and Holly state that the Board can get input from owners prior to any projects.
      - v.** Derrick Stultz asks about the permanent hoop on Wiltshire.



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1. The owner, Mr. Thompson, requests Rocktown send him the information from VDOT regarding the hoops.
- c. Speeding: Rocktown contacted the Rockingham County Sheriff's Department, who stated they would patrol the community more often, especially along Suffolk Drive.
  - i. Bernard spoke with the owner of the property where it had been reported a resident has been seen frequently speeding in the community.
    1. Mr. Imbrescia states that the frequency has decreased since.
- d. Trailer: A trailer that had been parked in the common area on Tanners Court was removed by VMS and taken to their parking lot to avoid additional storage fees.
  - i. The owner of the trailer contacted Rocktown and was informed that trailers are not permitted in the community per the Covenants.
- e. Chickens: Rocktown received a complaint from a resident on Wiltshire about a neighbor who had chicken coops and chickens in their backyard. Rocktown went and got documentation of this and has contacted the owner of the property to have the chickens and coops removed. The association's Covenants do not allow chickens to be kept.
- f. VDOT Update: Finn Court and Romney Court have not been handed over to VDOT yet.
  - i. Rocktown reached out to VDOT and were informed that a checklist of things that needed to be done was sent to Sam to take care of before they could be handed over.
    1. Michael L. says that Algers is handling all of this and will follow up with them for an update.
- g. Romney Ct. Construction: There is growing concern regarding the construction vehicles and equipment parking along Romney Ct. The road is already narrow, and it makes it difficult to drive through, especially at night.
  - i. Rocktown will reach out to Sergey about this, and Holly brings the point up that emergency vehicles would not be able to get through if necessary.

4. **Financial Review (YTD, January 31<sup>st</sup>):** We have \$19,438.29 in total operating income through the end of January and \$3,992.46 in total operating expense.



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**5. Old Business:**

- a.** ARC Design Standards: Holly will make final edits on the document and will send to the Board for review and then an email vote prior to sending to owners and posting to the website.
  - i.** Regarding the question on setbacks, Bernard spoke with a representative of Rockingham County who informed him that the community is zoned R5, which has no setbacks, and that the original plat setbacks for the community would be observed.
    - 1.** Bernard will reach out to the County for the plat.
- b.** Rules & Regulations: Holly will make final edits and add rules specific to construction on lots to the document and will send to the Board for review and vote via email.
  - i.** Per the Board's request, Rocktown will get pricing on dog waste stations for the community.
- c.** Walking Trails: Holly first wants to thank Melanie for going through the walking trails and for providing the video and other input on what is needed.
  - i.** Holly drafted a scope of work to provide to vendors to give an estimate and will send the final copy to Rocktown.

**6. New Business:**

- a.** Townhome Presentation (Brian Wilfong): Mr. Wilfong has not reached out regarding this, so we will wait to hear from him.
  - i.** The overall input from owners is not to permit the easement off Suffolk due to the already heavy traffic and speeding concerns in the community.
- b.** Board Vacancy: Bonnie was the treasurer and because she has resigned, the Board needs to appoint another member to fill the role.
  - i.** The Board appoints Michael Morrison as treasurer.

**7. Member Input:**

- a.** There is a home on Suffolk that has been under construction for a long time and has not been completed, but lights have been seen inside the property.
  - i.** Rocktown will reach out to the owner.
- b.** There is a vacant lot on Suffolk that is being used as a dumping ground for construction materials, trees, etc.



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- i. Rocktown will reach out about this as well.
- c. In the common area behind Finn Court, there are blue pipes that have not been cut down by Sergey and will cause an issue once mowing begins.
  - i. Rocktown will reach out to Sergey to have this addressed.

**8. Adjournment:** 7:15pm (Michael L.)

**9. Next Meeting:** March 19, 2024 at 6:00pm