



**The Springs at Osceola
Board of Directors Meeting Minutes
August 15, 2023 | 6:00pm**

**Location: Rocktown Realty Office & Zoom Videoconference
218 East Market Street, Harrisonburg, VA 22801**

Board Attendees: Tim Miller, Charlie King, Brent Lenz, Mike Beahm, Brenda Jogan, Terri Bradley, & Lindsey Sodikoff

Other Attendees: 4 owners attended via Zoom.

Management Attendees: Bernard Hamann & Kayleigh Sponaugle – Rocktown Realty

- 1. Call meeting to order & establish quorum:** 6:00pm (Tim); We have all 7 Board members in attendance, quorum has been established.
- 2. Review & approve of May 16, 2023 minutes:** Brent motions, Charlie seconds, minutes pass as written.
- 3. Financial Review (YTD, July 31st):** We have \$29,360.96 in total operating income through the end of July and \$18,950.06 in total operating expense.
- 4. Architectural Review:**
 - a. 2-44:** The owners submitted a request for fencing in the backyard.
 - The Board requests a more detailed drawing to scale with measurements be submitted.
 - For precedence, fencing cannot be over 4-feet in height.
 - The Board asks what type of wood fence?
 - Heather Perry is on the call and states that there would be random sections along the boundary for landscaping.
- 5. Old Business:**
 - a. Retention Pond**
 - Shifflett's did the first clearing of the retention ponds.
 - Trimming needs to be done, especially along Huntington Springs Rd. up to the curb.
 - Tractor needs to be removed.
 - Sumac needs to be killed.
 - Board states that once everything has been addressed, the invoice can be paid and then to let them know there will be no more work done this year.



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b. Lot Mowing

- Lot 59 Appeal: The owner reached out to Rocktown about removing the \$90 charge from April and was told that was a Board decision. The owner was going to submit an appeal to Tim, but this has not been done as of today.
 - Brenda motions to remove the \$90 charge from the account, Lindsey seconds, motion passes.
- Areas are not being trimmed on the vacant lots: around electric boxes, water meters, & pipes.
 - Rocktown will reach out to Sprouse and lot owners to be sure to take care of these areas.
- Lots 72 & 73: These lots still need to be brought up to levels where they can be properly bush-hogged.
 - Owners have not responded to any correspondence at this point.
 - The Board states that Rocktown follow-up with the owners and give them 30 days to take care of the lots until the association does it on their behalf.
 - Both accounts also have large balances on them, and the Board asks that Rocktown let the owners know they have until the end of the year to pay off their balance, and if they don't respond or pay, a warrant in debt and lien will be filed against them.

c. ARC Guidelines

- The goal is to have this document ready for the annual meeting to present to owners and the Board would ideally like to send it to owners 1 month prior to the annual meeting so they have time to review.
 - Board members have 10 days to send any edits to Tim (by 8/25).
- The ARC committee will comprise of Tim, Brent, & Charlie.

6. New Business:

a. Association Financial Outlook

- Bernard believes the association will be fine financially through the rest of the year and that we should be able to pay \$2,000 to landscape the second entrance sign in September or October.



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b. Annual Meeting Location

- The Board is good with holding the meeting at Hotel Madison again this year, so Rocktown will reach out to confirm availability and set the reservation.

7. Member Input:

- a. There is a large, exposed pipe on the property behind lot 44, which causes some flooding issues.
 - Rocktown will reach out to Rockingham County.

8. General comments/questions: None.

9. Adjournment: 7:37pm

10. Next meeting: October 17, 2023 at 6:00pm (Annual Meeting)