



**Meadowbrook Property Owners' Association
Board Meeting Minutes
Tuesday, December 16, 2025 | 6:00pm
Location: Rocktown Realty Office & Zoom Videoconference
218 East Market Street, Harrisonburg, VA 22801**

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

Board Absentees: Michael Litwin & Shavan Farag

Other Attendees: 5 owners present via Zoom.

Management Attendees: Bernard Hamann & Kayleigh Sponaugle – Rocktown Realty

- 1. Call meeting to order & establish quorum:** 6:00pm (Michael M.)
 - a. Steve joins the meeting at 6:08pm, which gives us 4 of 6 Board members present; quorum has been established.
- 2. Review & approve previous meeting minutes from October 16, 2025:** Larry motions to approve the minutes as written, Ashley seconds, motion carries.
- 3. Manager's Report:**
 - a. Delinquency – Delinquency in the community has improved significantly, but there are 5 owners that are past due, with plans to reach out to them for payment.
 - b. VDOT Update – Rocktown reached out to Jeff Nicely with VDOT, who informed us that information has been sent from them to Rockingham County for them to pass a resolution on the streets.
 - i. At an upcoming meeting, it will be on their agenda to do so, and once that has been done, everything will go to the VDOT central office in Richmond for the official acceptance.
 - ii. Everything in the field has been completed, with the last steps involving final paperwork.
 - c. Sales – The last 3 property sales were all above \$500,000.
- 4. Financial Review (YTD, November 30th):** Through the end of November, we have \$93,823.88 in total operating income and \$96,841.75 in total operating expense.
 - a. The discrepancy is largely from snow removal costs, trash invoice timing and price increase, and the retention pond maintenance.
- 5. Old Business:**
 - a. Free Library – This will be tabled until the spring.



**Meadowbrook Property Owners' Association
Board Meeting Minutes
Tuesday, December 16, 2025 | 6:00pm
Location: Rocktown Realty Office & Zoom Videoconference
218 East Market Street, Harrisonburg, VA 22801**

- b. 2026 Landscape Bids – The Board unanimously approves ratifying the email vote approving CML Landscaping with the updated contract and language that includes an opt-out clause.

6. New Business:

- a. Trash Contract – Michael M. motions to ratify the email vote approving the switch to Waste Management from Meridian Waste, Steve seconds, motion carries.
- b. Snow Removal – The Board agrees to initiate communication with the developer to pass along snow removal costs for roads not yet accepted by VDOT.
- c. 2026 Budget – The 2026 budget is reviewed, with the following line items noted:
 - i. The dues will remain the same at \$175/quarter.
 - ii. The trash contract will switch from Meridian Waste to Waste Management as of March, which will save the association about \$10,000.
 - iii. The landscape contract price is for the new vendor, CML Landscaping.
 - iv. Management fees to Rocktown increase to \$9/month/home.
 - 1. Michael M. motions to approve the budget, Ashley seconds, motion carries.
 - 2. Rocktown will post the budget to the website and send 1st quarter dues statements this week.
- d. Architectural Review – The Board discusses the new home build request submitted by the builder, with their main concern of the project being a spec house and requesting the floor plan/exterior color be changed and the request resubmitted.
 - i. They agree to wait for the changes/response from the builder before taking further action.
- e. 180 Suffolk Chickens – The owner has been asked on multiple occasions to remove the chickens from their property, as they are not permitted per the covenants and rules & regulations, but no changes have been noted.
 - i. Michael M. motions to send the owner a notice giving them until 12/31 to remove the chickens and then assess an initial fine of \$50 if this has not been done, followed by \$10/day for up to 90 days or until the issue has been resolved: Larry seconds, motion carries.
- f. Rules & Regulations – The Board discusses enforcement of community rules and adding fines for violations. They agree to set a precedent with 180 Suffolk and then go from there on how to address violations in the future.



**Meadowbrook Property Owners' Association
Board Meeting Minutes
Tuesday, December 16, 2025 | 6:00pm
Location: Rocktown Realty Office & Zoom Videoconference
218 East Market Street, Harrisonburg, VA 22801**

7. Member Input:

- a. Ashley asks if GloFiber can be contacted regarding their storage of supplies in the community.
- b. Mr. Uzdanovics brings up the frequency of Board meetings being changed from bi-monthly to quarterly next year, with some concerns about owners not being aware of decisions made by the Board in between meetings.
 - i. The Board assures him that they would maintain communication with the community about important issues that may arise between meetings.

8. Adjournment: 7:02pm (Michael M.)

9. Next Meeting: Tuesday, February 17, 2026 at 6:00pm

DRAFT