The Springs at Osceola
Board of Directors Meeting Minutes
Tuesday, November 10th, 2026 | 6:00pm
Location: Rocktown Realty Office & Zoom Videoconference
218 East Market Street, Harrisonburg, VA 22801

Board Attendees: Charlie King, Scott Arbogast, Mike Beahm, Brent Lenz, Mike Loso, and Heather Perry
Board Absentees: Terri Bradley
Management Attendees: Bernard Hamann & Sara Pittella (Rocktown Realty)
Owner Attendees: James & Catherine Phillips

1. **Call meeting to order & establish quorum:** 6pm, Charlie calls to order; 6 out of 7 Board members are present, quorum is established.

2. **Review & approve of August 11th, 2026 Minutes:** Mike L. motions to approve the minutes as written, Heather seconds, called to vote; all in favor, none opposed, motion carries.

3. **Manager's Report:**
   - **a.** Delinquency-
     - **i.** 2 homeowners have balances of more than $2,000, but these charges are due to vacant lot mowing and both homeowners historically remit payment at the end of mowing season, once all the mowing charges have been added to their ledgers. We are waiting on the final invoice of the season from Sprouse, and then Sara will reach out and inform homeowners their "bill" is final and ready to pay.
     - **ii.** 4 homeowners have balances ranging between $300 - $600; 3 of these homeowners have yet to remit payment for 2026 annual dues.
     - **iii.** The Board discusses how current late fee policy (10% or $30 on the 1st of February may not be sufficient to discourage homeowners from making significantly late payments.
   - **b.** Mowing-
     - **i.** After discussion, the Board agrees to waive the monthly mowing requirements (vacant lots to be mowed by the 1st and the 15th) for the remainder of the mowing season/November.
     - **ii.** A notice will be sent to all homeowners.
   - **c.** Trash-
     - **i.** Trash totes have continued to be stored properly within the community.

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4. **Financial Review (YTD, October 31st):** Total operating income is $39,871.98 and total operating expenses are $45,303.51. The association will end 2026 with a budget shortfall of over $5,000.

5. **Architectural Review:**
   - **a.** Lot 60 (Strong)-
     - i. Homeowners (Phillips) from across street from lot 60 attended to view proposed home design by lot 60's owners and share their concerns over an abundance of white farmhouse style homes within the neighborhood; wants to avoid community looking "cookie cutter" and very similar home designs.
     - ii. After reviewing the finishes, the Board and Phillips agree that the style is different and colors are different enough from the Phillips' home to not be a concern.
   - **b.** Lot 36 staked-
     - i. Board reports that a home location has been staked out, but the HOA has not received a new home build application.
     - ii. Sara will reach out to the homeowner to make sure they know no work can commence until the Board approves a staked location and a new home build application.
   - **c.** Arbogast shed-
     - i. Scott recused himself from the voting, as it is his ARC application.
     - ii. Charlie, Mike L., and Brent approve the shed.
     - iii. Heather and Terri will visit staked-out location in coming days before submitting their approval or denial.
     - iv. Sara will email Board asking for votes in a day or two.
   - **d.** Lot 63 (Beck)-
     - i. Homeowners & builder were already informed of approval, but Board did not recall viewing plans and home finishes, just approving staked-out location.
     - ii. After secondary review, the Board stands by their initial approval given via email, and the homeowner & builder will be informed work can commence.

6. **Old Business:** None.

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7. **New Business:**
    - **a.** Review of Annual Meeting-
        - **i.** Reserve smaller room for next year's annual meeting; will hopefully improve acoustics and make it easier for people to hear one another.
    - **b.** CD Investment-
        - **i.** No action to be taken currently; table for discussion at next Board meeting, after initial phase of fence line improvement project is completed.
    - **c.** Homeowner & Builder Rules & Regulations-
        - **i.** Board discusses that document was initially created as a quick reference for builders.
        - **ii.** Sara to go through and cross-reference to be sure all rules & regs noted in this document are also included in the Design & Community Standards.
    - **d.** 2027 Landscaping Bids-
        - **i.** Pugh's Landscaping (for common area maintenance, etc.)- Charlie motions to approve, Scott seconds, called to vote; all in favor, none opposed, motion carries.
        - **ii.** Grassroots Landscaping (for tree watering)- Mike L. motions to approve, Charlie seconds, called to vote; all in favor, none opposed, motion carries.
        - **iii.** Ahead of February's Board meeting, Sara will reach out to Josh at Site Work LLC to obtain quote for retention pond mowing and maintenance of common area behind pond.
    - **e.** Entrance Sign Update from SignPro-
        - **i.** Sara is working with Kerry at SignPro on obtaining quotes for solutions to illumination issue. Kerry suggested either replacing letters with ones made from a reflective material or painting a reflective coating on the background of the sign.
    - **f.** Pleasant Valley Rd Fence Line Improvement-
        - **i.** Discussion of how to proceed with fence line improvement project. Quotes from 2 vendors are $5,000 and $5,800; Scott is going to look into obtaining business insurance so he can continue to perform major mowing/bush hogging tasks. He says he will remove fence and cut overgrowth down for less than lowest quote.
        - **ii.** Board decides to table final decision and will vote on how to

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proceed via email once Scott confirms he has purchased insurance.

g. Vacant Lot Mowing by Sprouse-
  - **i.** Per the discussion during the Manager's Report, the Board agrees to waive the monthly mowing requirements (vacant lots to be mowed by the 1st and the 15th) for the remainder of the mowing season/November; a notice will be sent to all homeowners.
  - **ii.** Sara will reach out to all vacant lot owners in March who currently have Sprouse mow their lots to confirm they would like to continue.
  - **iii.** Any vacant lots that are **not** on Sprouse's current scope of work will also be contacted to see if they would like to opt in to having their lots mowed.

h. Dues Increase-
  - **i.** After discussion of desire to avoid another projected budget shortfall at the end of 2027, the Board decides that a $100 dues increase is a good place to start.
  - **ii.** Brent motions to increase dues $100 (from $300 to $400 annually), Mike L. seconds, called to vote; all in favor, none opposed, motion carries.
  - **iii.** Sara will create official letter notifying homeowners of dues increase; will send to Board for review before sending.
    - Notice letter to include Board's reasoning: avoid another deficit, help fund community beautification projects (ie- Pleasant Valley Road fence-line improvement project), etc.

8. **Member Input:** None.

9. **Adjournment:** 7:36pm, Charlie adjourns.

10. **Next meeting:** Board Meeting, February 9th, 2027 @ 6pm

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