

Mosby Mountain Community Association
MEETING OF THE BOARD OF DIRECTORS

Date and time: Wednesday, September 15, 2010, 6:30 pm

Meeting location: home of Barbara and Alan Strain, 1635 Hubbard Court

Board members present:

Barbara Strain, President, 1635 Hubbard Court
Jim Peterson, Secretary/Treasurer, 1969 Ridgetop Drive
Matthew Althoff, Community Relations Committee Chair, 1372 Singleton Lane
Todd Jenkins, Architectural Review Board Chair, 1749 Mattox Court
Jeff Horsman, Common Areas Committee Chair, 1718 Mattox Court

1. Call to order

Ms. Strain called the meeting to order at 6:42 p.m. and introduced everyone present.

2. Adoption of agenda

The agenda was adopted as distributed by consensus.

3. Approval of August 10, 2010, board meeting minutes

On a motion by Mr. Jenkins, seconded by Mr. Althoff, the minutes of the August 10, 2010, board meeting were adopted as distributed.

4. Financial Statements and 2011 budget prep planning

Mr. Peterson distributed copies of the July 31, 2010, Budget Report and Balance Sheet (see attached). The cash balance was \$31,160.60, and the reserve balance \$10,342.33. The differences between the reports discussed last month were a result of cash vs. accrual accounting wherein the Robinson Farmer Cox (RFC) report contained an additional month of trash collection expense due to the accrual method. Also, RFC had made adjustments of about \$30.00 comprised of two checks from the previous year that had never cleared and the write-off of the 21 cents that had not been included in the dues payments from several homeowners. The reports are now in agreement.

With regard to the planning for the 2011 budget, the major items in the budget and the time table for completion of the proposed budget were discussed. RFC has submitted a proposed letter of engagement for next year that would increase the quarterly charge from \$400 to \$600 based on the experience to-date. This would still be \$300 to \$350 less per quarter than other earlier proposals.

If bids are going to be sought for trash collection and recycling again this year (third year in a row), then this must be done soon so that a contract can be in place and service available January 1. The proposed homeowner's recycling survey was discussed, and it was suggested that for those respondents who stated they were willing to pay more for single-stream recycling, a question should be added to determine how much the respondent was willing to see their dues increased to cover the added cost. The survey will be sent out next week with a quick turn-around requested.

Mr. Horsman, chair of the Common Areas Committee (CAC), reported that the CAC is working to establish a proposed cost for the 2011 common areas maintenance contract. Possible common areas improvements for 2011 include scattered tree beds and willows by retention ponds. He is also continuing to research the potential costs for long-term maintenance of the bio-retention ponds in order to make recommendations for the reserve study. Initial projections suggest that the cost of replacement would be \$8,000 to \$10,000 for each of the six ponds. Although there is no basis yet to suggest when replacement may be necessary, some amount should be included in each year's budget to build the required reserve fund.

Mr. Althoff, chair of the Community Relations Committee, suggested that the 2011 budget for Association events should be increased from the current amount of \$350 to \$600 to cover the yard sales, neighborhood socials, and Halloween celebration.

It was agreed that the next board meeting would be held on Wednesday, October 13, 2010, and at that time figures for the 2011 proposed budget would be firmed up.

5. Committee appointments

There were no appointments at this time.

6. Common Areas Committee (CAC) report; rip rap in drainage areas

Mr. Horsman reported that the CAC has scheduled Sunday, October 17, for the next Community Work Day. Projects will include the repainting of the entrance signs; edge new flower bed; plant grasses in front of the crash barrier; grass edge on lot on Ambrose Commons Drive; fall plants (mums); generally tidy up; apply weed killer on graveled area; and possibly seal bridges. Some of this work will be performed by Blue Ridge Lawn Care and some by the neighborhood volunteers.

Discussion was given to possibly covering the graveled areas near the pump house with top soil and plantings, but it was suggested that the county planning department and the Albemarle County Service Authority must first be contacted to receive clearance to proceed.

The grass near the "Neighborhood Watch" sign on Ambrose Commons Drive needs reseeding and the CAC is in the process of determining if it is the homeowner's or the Association's responsibility.

Information is being sought to order a replacement solar panel for the entrance sign lighting.

The CAC is concerned about the lack of lawn care on some homeowner's lots and the authority the ARB has to enforce proper maintenance. Article VIII, Section 4 (Rights of the Company to Clear Property), states that:

In order to implement effective insect, reptile, rodent, and woods fire control, the Company (*now the Association*) and its agents have the right to enter upon any Property for the purpose of moving, removing, clearing, cutting, or pruning underbrush, weeds, or other unsightly growth which in the opinion of the Company detracts from the overall beauty, setting, and safety of Mosby Mountain. The cost of this vegetation control shall be kept as low as reasonably possible and shall be paid by the Owner of the Property. Such entry shall not be made until thirty (30) days after the Owner of the Property has been notified in writing of the need of such work and unless the Owner fails to perform the work within said thirty (30) day period. The provisions in this paragraph shall not create any obligation on the part of the Company (*Association*) to mow, clear cut or prune any Property. *Italics added.*

The ARB is in the process of following up on issuing a letter to the property owners who are not mowing their lawns.

The erosion issues were again discussed with the need for the developer to replace the inadequate rip-rap at Mattox Court (although one homeowner suggested he would prefer a concrete culvert) and on Ambrose Commons Drive, and for some resolution as to whose responsibility (the developer's, the builder's or the individual home owners') to correct the erosion problem in the ditch on Singleton Lane.

7. Architectural Review Board (ARB) report

Mr. Jenkins, ARB chair, reported that the ARB will issue letters regarding individual homeowners' failures to maintain their lawns. They are also continuing to look at the best way to promote the maintenance of mailboxes.

8. Neighborhood Watch Program (NWP)

The next meeting of the NWP will be held on September 30 and Ms. Strain encouraged all board members to attend. She mentioned the recent incidents involving attempted break-ins and said she would like more information as to what the NWP does after they receive this kind of information in order to avoid duplication of effort by the board or others. She also noted that Halloween falls on Sunday this year, and so if the Association seeks to engage an off-duty police officer (as was done last Halloween) it must be determined for which night(s).

9. Community Relations Committee (CRC)

Mr. Althoff, CRC chair, reiterated that the next community-wide yard sale will be held on Saturday, September 18 from 7 am - 1 pm. The committee has also sent out a few welcoming packets to new homeowners, but the lag time involved of learning of the arrival of new owners remains a problem. The committee is also working with the organizers of the Halloween bash.

10. Reserve Study discussion

This was covered in the discussion of the budget preparation in item 4 above.

11. Comments on items not on the agenda

There were no other items considered.

12. Next meeting

The next meeting of the board will be held on Wednesday, October 13, 2010, at a location to be determined.

The meeting was adjourned at 7:55 p.m.

Respectfully submitted,

James R. Peterson
Secretary/Treasurer

MOSBY MOUNTAIN COMMUNITY ASSOCIATION, INC.

BUDGET 2010

Budget Report as of July 31, 2010

BUDGET 2010		A	B	C	D	E
Adopted by the board on September 1, 2009		BUDGET 2009 \$129.87/qtr	ACTUAL 2009	BUDGET 2010 \$120.21/qtr = decrease of \$9.66 per qtr = 7.4% decrease	July	July
Version 3-3-2010					2010	to date 2010
INCOME						
1	Regular assessment income	61,818	61,721	57,220	14,304.99	42,914.87
2	Disclosure packets	39	150	0		14.00
3	Interest income	0	139	0	8.30	58.73
4	From developer for landscaping		10,000	0		0.00
5	Total income	61,857	72,010	57,220	14,313.29	42,987.60
EXPENSES						
6	Accounting/Management	4,225	3,697	3,000	400.00	800.00
7	Write Off (bad debt expense)					0.56
8	Legal	1,000	0	1,000		96.00
9	Taxes and licenses	50	250	174		79.93
10	Meeting expense	250	100	120		0.00
11	Office expense	1,150	595	500	127.68	228.42
12	Website expense	180	223	180		136.66
13	Other professional services	250	355	250		0.00
14	Association events		30	350		0.00
15	Liability, D&O, Bonding	897	928	984		0.00
16	Memberships			100		0.00
17	Common areas maintenance	19,500	17,971	19,000	1,500.00	11,560.64
18	Landscaping improvements	10,950	8,993	8,000		12,386.39
19	Special Assessment landscaping		2,805	0		
20	Signage/Sign maintenance	450	163	1,785		0.00
21	Snow removal	2,500	906	0		0.00
22	Community-wide trash pickup	20,163	20,045	21,777	3,629.50	14,518.00
23	Total expenses	61,565	57,062	57,220	5,657.18	39,806.60
24	Net Income	292	14,948	0	8,656.11	3,181.00

Note: the 2009 "Net income" (column "B" line 24) includes the \$10,000.00 contribution from the developer for landscape improvements. The Landscaping improvements expense-to-date for July (column "E" line 18) includes the expenditure of the \$10,000 funded by the developer in the previous year, and so the net income for the year 2010 through July (column "E" line 24) would be +\$13,181.00 factoring out the special landscaping improvements funded by the developer.

10:22 AM
09/01/10
Accrual Basis

Mosby Mountain Community Association
Balance Sheet
As of July 31, 2010

	<u>Jul 31, 10</u>
ASSETS	
Current Assets	
Checking/Savings	
10300 · Cash - VNB - 6409	31,160.60
Total Checking/Savings	<u>31,160.60</u>
Accounts Receivable	
11000 · Accounts Receivable	1,843.15
Total Accounts Receivable	<u>1,843.15</u>
 Total Current Assets	 33,003.75
Other Assets	
10500 · ING Direct CD	10,342.33
Total Other Assets	<u>10,342.33</u>
 TOTAL ASSETS	 <u><u>43,346.08</u></u>
 LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
20000 · Accounts Payable	1,814.75
Total Accounts Payable	<u>1,814.75</u>
 Total Current Liabilities	 <u>1,814.75</u>
 Total Liabilities	 1,814.75
Equity	
32000 · CAPITAL CONTRIBUTIONS	2,000.00
3900 · Retained Earnings	14,943.19
39996 · RETAINED EARNING	21,407.14
Net Income	3,181.00
Total Equity	<u>41,531.33</u>
 TOTAL LIABILITIES & EQUITY	 <u><u>43,346.08</u></u>

olution