

Mosby Mountain Community Association
MEETING OF THE BOARD OF DIRECTORS

Date and time: Wednesday, August 6, 2008, 6:30 pm

Meeting location: home of Vic and Ilse Peña, 1869 Rhett Court

Board members present:

Preston Miller, President, 1390 Singleton Lane
Jim Peterson, Secretary/Treasurer, 1969 Ridgetop Drive
Todd Pullen, 1212 Hatcher Court
Brian Roy, 1647 Hubbard Court
Barbara Strain, Board Member, 1635 Hubbard Court

Other members of the Association present:

Pat Campbell, 1219 Hatcher Court
Beverly Glascock, 1374 Singleton Lane
Kevin Elgin, 1866 Rhett Court
Debbie Mincarelli, 1390 Singleton Lane
Vic and Ilse Peña, 1869 Rhett Court

1. Welcome and introductions

Mr. Miller called the meeting to order at 6:38 p.m. and thanked Ilse and Vic Peña for once again hosting the meeting.

2. Adoption of agenda

Mr. Peterson suggested adding an item to address planning for the September 3 general membership meeting noting that issues such as the discussion of the formation of the Neighborhood Watch program were to be decided at that meeting. Ms. Strain added an item to follow up on the status of the meeting planned with Board of Supervisors member Sally Thomas. On a motion by Ms. Strain, seconded by Mr. Roy, the agenda was unanimously adopted with the additions noted.

3. Approval of July 2, 2008, board meeting minutes

Mr. Roy noted that the amount approved for the block work and landscaping of the three entrance signs was \$4,750.00, not \$4,700.00 as shown in the draft minutes. On a motion by Ms. Strain, seconded by Mr. Roy, the minutes of the July 2, 2008, board meeting were unanimously approved as corrected.

4. Financial statements

Mr. Peterson distributed copies of reports from Joseph Saunders, CPA, for the period ending June 30, 2008, showing a cash balance of \$20,714.88. The checking account balance does not reflect the new reserve account established with ING Direct (opened on July 2) with an initial deposit of \$10,000.00 pulled from checking.

On a motion by Ms. Strain, seconded by Mr. Roy, the financial reports for the period ending June 30, 2008, were unanimously approved as distributed.

5. Common Areas Committee report

Mr. Roy reported that the entranceway projects have been completed. After the work was initiated, however, it was determined by the contractor, Blue Ridge Lawn Care, that that either a step down could be included or the addition of more blocks to increase the height of the wall, and that the later would have

much great aesthetic value. Mr. Roy authorized the contractor to proceed with a materials cost of \$380.00 to Luck Stone, and a labor cost of \$120.00 to the contractor.

Mr. Peterson moved, seconded by Ms. Strain, to approve the \$500.00 additional cost. Ms. Strain asked for clarification if the contractor had first cleared this with Mr. Roy who responded that they had, and that Mr. Roy had told them to go ahead with the work. The motion to approve the additional \$500.00 cost was unanimously approved.

Mr. Roy reported that the new plantings will require watering twice a day for at least the first 30 days in order to establish their viability, and the cost for this would be \$1,500.00. There was considerable discussion about the necessity to protect the investment of the new plantings and to not allow them to perish as had been the case with the shrubbery along the guardrail, but also the members were concerned about the cost. Mr. Roy suggested that he could work with the contractor to negotiate a more favorable cost. On a motion by Ms. Strain, seconded by Mr. Roy, it was unanimously voted to authorize Mr. Roy to negotiate for 30 days of watering not to exceed \$1,000.00. Ms. Glascock asked about including watering for the remaining shrubs at the guardrail on Singleton Lane, and the consensus was that if plantings could not survive after their initial viability had been established, then more drought-resistant varieties should be substituted.

With regard to the washouts on Hubbard and Mattox, Mr. Roy had asked the contractor to look at these and they responded that given the type of rock installed by the developer, if the rocks were moved back into place, they would most likely just wash out again during the next heavy rain. Mr. Miller said this issue would be added to the list to discuss with Beights Development. Ms. Strain reported that she had told the neighbors that a meeting was scheduled with the County and Ms. Thomas and that no action would be taken until after the meeting. Mr. Peña reported that he had taken measurements of the washed out area, and during the process determined that it was a County issue. Mr. Campbell asked that the washout on Hatcher Court be added to the list even though he was told by Jon Scheel (1225 Hatcher Court) that he was attempting to reach the county officials directly.

Mr. Roy said that the Common Areas Committee (CAC) is scheduled to meet on Wednesday, August 13, to firm up the cost estimates for the projects, and then he, along with Ellen Lubinsky and Vic Pena are scheduled to meet with Justin Beights on Friday, August 15, 9:00 a.m., to address all the many issues discussed and all of the developer's remaining responsibilities. Mr. Miller will seek to arrange a meeting with Ms. Thomas prior to the meeting with Beights.

Mr. Peterson noted that the neighbors on Mattox Court had asked for the washed out rock to be replaced, and so Mr. Peterson asked for clarification from Ms. Strain if the neighbors who had discussed the washout issues included those on Mattox Court and they did not. Again, there was consensus among all those present that no work should be authorized until the outcomes of the meetings with Ms. Thomas and the developer are known.

6. Continuing erosion issues on Singleton Lane and 1933 Ridgetop Drive

These matters are also pending the results of the upcoming meetings with Ms. Thomas and the developer.

7. Preparation of 2009 budget: board assignments to secure costs for 2009

Mr. Peterson distributed copies of a budget worksheet (see revised version attached) showing the budgets for 2005 through 2008 and then initial projections for 2009 which does not include any expenditures for new landscaping but rather just the mowing and spring and fall maintenance of the lawn in the common areas. The spreadsheet included two additional blank columns entitled "Tier I Landscaping" and "Tier II Landscaping" so that the CAC could add the costs of identified landscaping projects with Tier I requiring immediate action, and Tier II requiring resources over the next couple of years. The attached worksheet incorporates the comments made during the meeting and also increases the lawn maintenance amount by an additional \$5,500 to \$19,500 because several members felt the original figure was unrealistically low. In this scenario the dues for 2009 would be increased by 9 percent (from the current \$97.15 to \$105.89 per quarter, or \$8.74 over the current dues). In any event, the spreadsheet is only an initial starting point for budget planning purposes, and the CAC will provide a revised projected lawn maintenance cost to be incorporated into the base budget for the next iteration.

The discussion then moved to the budget implications of the evolving recommendations of the CAC. Mr. Peña recently measured every section of the common areas to determine the total square footage of areas that could be maintained in grass, and the total square footage that would likely require alternative ground cover such as junipers, etc. The following table summarizes his findings:

	LOCATION	VARIOUS (square feet)	SLOPED (square feet)	TOTAL (square feet)
1	Bridge – North Embankment	21400	26000	47400
2	Bridge – North Embankment	30800	30000	60800
3	1500 Block, Ambrose Commons	4000	4000	8000
4	Open Space along Ridgetop Drive	66000	0	66000
5	Catch Basin, Singleton Lane	0	0	380 linear feet
6	Roundabout, Turnstone Drive	2826	0	2826
7	Loop at Ambrose Commons and Ridgetop Drive	7500	0	7500
	Totals	132526 sq ft	60000 sq ft	192526 sq ft

Estimating ground cover planting for the bridge alone could require about 1,200 plants with a retail cost per plant varying from \$10 to \$30 with labor and watering on top of that. Mr. Roy noted again that the County has a spreadsheet for the Mosby Mountain development showing 320 plantings for \$40,000, and so it may well be that the developer must provide at least that amount of plantings to help stabilize the slopes. Other members commented that since the Ambrose Commons entrance serves as the gateway to the Mountain Valley Farm development, it would be to the developer's advantage to help assure a stable, attractive bridgeway. Conversely, if nothing were to be done, the soil would erode and eventually the bridge area would wash out.

There was consensus that plantings in the critical areas must be initiated this fall (a spring planting would require substantial additional watering and would still be marginal, so that would mean waiting another year until the next fall planting season), and depending upon how much of the responsibility is covered by Beights Development, the difference would require a special assessment.

It was agreed to hold a special board meeting on Sunday, August 18, 3:00 p.m. at the home of Preston Miller and Debbie Mincarelli, 1390 Singleton Lane, for the primary purpose of completing the proposed 2009 budget and determining if a special assessment would be necessary this year. This will be accomplished by reviewing the results of the meetings with the County, Ms. Thomas and Beights Development, reviewing the specific recommendations and costs developed by the CAC, and after factoring out the developers participation, determine if a special assessment will be recommended to the membership for action at the September 3 meeting, and also adopt a proposed budget for 2009. The agenda of the special board meeting will be limited to the agenda items specified herein: approval of the August 6 board meeting minutes; reports on the meetings with the County, Sally Thomas and Beights Development; recommendations and cost figures from the CAC regarding landscaping improvements and maintenance; adopting a draft 2009 budget; determining if a special assessment will be recommended to the membership at the September 3 membership meeting; establishing the agenda for the September 13 membership meeting.

8. Committee appointments

Discussion was given to the appointment of an ad hoc committee to revisit the topic of paid vs. unpaid administration. Ms. Lesley Foster had issued an e-mail on July 31 based on the talking points paper distributed at the June 4 membership and the motion that was then adopted. In that e-mail she named Diego Anderson, Shawn Brydge, Lesley Foster, Kelley Hathaway, Ellen Lubinsky, Marsha Peterson and Ellie Sharp as members of the committee and she restated the charge and assignments. Although the points included in the paper had been exhaustively researched over a several months period last year which included soliciting, receiving and evaluating proposals from large, medium and small property management firms and accounting firms, the results of this extended and systematic effort are not reflected in the talking points paper, and further that in the absence of a balanced membership represented on the committee, this information would not be brought to the table to inform the committee. It is the responsibility of the board to appoint committees, and this board seeks to assure a broad representation of knowledge, experience and opinions. It is also the board's responsibility to establish the

charge for the committee. Mr. Miller will contact Ms. Forster and explore these issues in order to move the process forward.

9. Planning for the September 3 general membership meeting

This will be covered at the special board meeting scheduled for August 17.

10. Comments on items not on the agenda

There were no other items discussed.

11. Next meeting

The next special meeting of the board will be held on Sunday, August 17, 3:00 pm., at the home of Preston Miller and Debbie Mincarelli, 1390 Singleton Lane.

The next regular meeting of the membership will be held on Wednesday, September 3, 2008, 6:30 p.m. at a location to be determined.

The next regular meeting of the board will be held on Wednesday, October 6, 6:30 pm., at a location to be determined.

The meeting was adjourned at 9:15 p.m.

MOSBY MOUNTAIN
COMMUNITY ASSOCIATION
2009 BUDGET PLANNING
Version 1 revised
August 6, 2009

INCOME

	A	B	C	D	E	F	G	H	I	J	K
	BUDGET 2006	BUDGET 2006	BUDGET 2007	ACTUAL 2007	BUDGET 2008 5% increase (\$4.63) dues	Thru 6/30 2008	Projected Jul - Dec 2008	Projected 2008	BUDGET 2009 9% increase (\$8.74) dues	First-Tier Landscaping 2009	Second-Tier Landscaping 2009
1									\$105.89		
2		42,559	44,040	43,947	46,241	23,058	23,122	46,180	50,868		
3	--	--	--	--	--	64	26	90	39		
4											
5		200	100	11	100	0	0	0	0		
6											
7	0	42,759	44,140	43,958	46,341	23,122	23,148	46,269	50,907		
8											
9	4,500	7,898	8,711	7,527	4,700	2,083	2,100	4,183	4,225		
10											
11	500	1,000	1,000	3,173	1,000	0	1,000	1,000	1,000		
12											
13	400	50	100	75	50	44	50	94	50		
14											
15	--	--	250	100	250	0	250	250	250		
16											
17	--	1,000	750	1,331	1,200	340	610	950	1,150		
18											
19	--	--	--	--	--	105	45	150	180		
20											
21	--	500	250	0	250	0	250	250	250		
22											
23	3,500	750	250	815	900	0	815	815	897		
24											
25	23,500	26,100	21,900	18,637	13,500	2,175	13,325	15,500	19,500		
26											
27	700	1,500	750	568	450	316	0	316	450		
28											
29	6,500	5,000	2,500	771	2,500	1,403	797	2,200	2,500		
30											
31	--	--	--	--	20,163	13,769	6,719	20,488	20,163		
32											
33	39,600	43,798	36,461	32,996	44,963	20,236	25,961	46,197	50,614		
34											
35		(1,039)	7,679	10,962	1,378			73	292		