Mosby Mountain Community Association
MEETING OF THE BOARD OF DIRECTORS

Date and time: Tuesday, January 16, 2018, 7:00 pm
Meeting location: home of Jim and Marsha Peterson, 1969 Ridgetop Drive, Charlottesville VA

Board members present:
Jim Peterson, President, 1696 Ridgetop Drive
Joe Cantu, Vice President, 1945 Ridgetop Drive
Bryan Hamil, Secretary/Treasurer, 1230 Hatcher Court
Ted Miller, Director, 1437 Singleton Lane
George Urban, Director, 1236 Hatcher Court
Ryan Liverman, Director, 1647 Hubbard Court

Others present:
None

1. Welcome and introductions

President Jim Peterson called the meeting to order at 7:07pm.

2. Adoption of agenda

Mr. Peterson requested two agenda items be added, Website Update & Disclosure Packet Resolution (added as item 8 & 9 respectively).
On a motion by Mr. Cantu, seconded by Mr. Hamil, the agenda was adopted with the above additions.

3. Approval of the September 19, 2017, board meeting minutes (posted on the mosbymountain.org website)

On a motion by Mr. Cantu, seconded by Mr. Hamil, the minutes of the September 19th, 2017, board meeting were unanimously approved as distributed.

4. Presentation and discussion on the redevelopment of the Southwood Mobile Home Park, Rush Otis Director of Southwood Redevelopment, Habitat for Humanity for Greater Charlottesville

Ms. Otis presented the findings from their community planning meetings (see attached). Overall plan is 600 – 800 units and estimated to complete in 2033. Focus is on community ownership of planning process. Phase 1 will be land right off Old Lynchburg; layout/density dependent on community, could be more commercial/community building focused.
Questions can be directed to Rush Otis: ROtis@cvillehabitat.org, ph: 205-215-0889

5. Identification and discussion of major issues brought forward from 2017

Primary issue is work on community entrance signs. The initial sign replacement options/costs from Diego Anderson were distributed (see attached). No other significant issues were discussed.

6. Financial statements

Mr. Hamil distributed copies of the December 31, 2017 financial statements and 2018 budget (see attached). On a motion by Mr. Miller, seconded by Mr. Cantu, it was unanimously voted to accept the December 31, 2017 financial statements.

7. Committee reports (limited to items not already discussed in Agenda item 5 above)

a. Architectural Review Board

Mr. Miller reported the ARB handled on HOA disclosure packet for a house on Mattox Court.
Mr. Miller also confirmed that the ARB committee members would be Shawn Brydge and Sue Waters along with Mr. Miller.

b. Common Areas Committee

Mr. Liverman agreed to take over as committee chair for 2018. Mr. Liverman will reach out to his predecessor, Diego Anderson, to coordinate the transition.

c. Community Relations Committee

Mr. Urban agreed to take over as committee chair for 2018.

8. Website Update

Mr. Peterson and Mr. Liverman reported on fixes made to the MMCA website. Mr. Liverman was able to consolidate the amount of server space required which in turn allowed us to extend our agreement with GoDaddy at no additional cost. The site had gone down prior to the annual members meeting but is up and running now just fine.

9. Disclosure Packer Resolution

Mr. Peterson put forth a motion for board approval to authorize Ted Miller and Jim Peterson to prepare and distribute the MMCA HOA disclosure packets (see attached).
On a motion by Mr. Cantu, seconded by Mr. Urban, the board unanimously voted to adopt the resolution.

10. Comments on items not on the agenda

Mr. Miller informed the board he would be stepping down from his role on the Albemarle Count Community Advisory Committee (CAC). Mr. Urban informed the board that he is willing to apply for an appointed position on the CAC.

11. Establish calendar of board meetings for 2018

Board agreed to plan on meetings every other month. Mr. Peterson made note that it's important to have a September board meeting in order to approve the next year's budget.

12. Next regular board meeting

Next board meeting will be Tuesday, March 20th at the home of Ted and Jane Miller, 1437 Singleton Lane.

13. Adjournment

On a motion by Mr. Hamil, seconded by Mr. Cantu, the meeting was adjourned at 8:36pm.

Respectfully submitted,

Bryan A. Hamil
Secretary/Treasurer

Mosby Mountain Community Association, Inc. (MMCA)

Resolution

Preparation of Disclosure Packets

This resolution is to authorize MMCA members Ted Miller and James Peterson to continue to serve to prepare and issue Disclosure Packets on behalf of the Association as required by Virginia Code. This resolution naming the authorized members shall remain in effect until revoked or replaced by a new or revised resolution.

Adopted by the Board of Directors at its regularly scheduled meeting held on January 16, 2018.

Bryan Hamil, Secretary/Treasurer

December 2017 Balance Sheet	Dec 31, 17
ASSETS	
Current Assets	
Checking/Savings	
10300 · Cash - VNB - 6409	39,988.43
10500 · Capital One Business Savings	30,594.46
Total Checking/Savings	70,582.89
Accounts Receivable	
11000 · Accounts Receivable	-653.89
Total Accounts Receivable	-653.89
Other Current Assets	
12000 · Undeposited Funds	123.38
Total Other Current Assets	123.38
Total Current Assets	70,052.38
TOTAL ASSETS	70,052.38
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
20000 · Accounts Payable	1,701.75
Total Accounts Payable	1,701.75
Total Current Liabilities	1,701.75
Total Liabilities	1,701.75
Equity	
32000 · CAPITAL CONTRIBUTIONS	2,000.00
3900 · Retained Earnings	45,259.80
39996 · RETAINED EARNING	21,407.14
Net Income	-316.31
Total Equity	68,350.63
TOTAL LIABILITIES & EQUITY	70,052.38

December 2017 Budget vs Actual	Jan - Dec 17	Budget	$ Over Budget	% of Budget
Ordinary Income/Expense				
Income				
41000 · ASSESSMENT INCOME	52,436.70	52,360.00	76.70	100.15%
41500 · Fee Income	220.00			
43000 · INTEREST INCOME	121.90	150.00	-28.10	81.27%
Total Income	52,778.60	52,510.00	268.60	100.51%
Gross Profit	52,778.60	52,510.00	268.60	100.51%
Expense				
51000 · ACCOUNTING FEES	2,972.50	4,200.00	-1,227.50	70.77%
52000 · Liability, D&O, Bonding Ins	999.00	1,100.00	-101.00	90.82%
53500 · LICENSES AND FEES	61.21	150.00	-88.79	40.81%
54500 · MEETING EXPENSE	0.00	100.00	-100.00	0.0%
55000 · OFFICE EXPENSE	301.31	200.00	101.31	150.66%
55005 · Association Events	727.57	1,000.00	-272.43	72.76%
64500 · TRASH COLLECTION	19,278.00	19,278.00	0.00	100.0%
71000 · EXTERMINATING	225.00			
75300 · LANDSCAPING - CONTRACT	25,668.00	25,668.00	0.00	100.0%
75400 · LANDSCAPING - NON-CONTRACT	2,283.85	634.00	1,649.85	360.23%
85500 · WEBSITE EXPENSE	563.47	180.00	383.47	313.04%
85510 · Bank Service Charges	15.00			
Total Expense	53,094.91	52,510.00	584.91	101.11%
Net Ordinary Income	-316.31	0.00	-316.31	100.0%
Net Income	-316.31	0.00	-316.31	100.0%

December 2017 P&L	Jan - Dec 17
Ordinary Income/Expense	
Income	
41000 · ASSESSMENT INCOME	52,436.70
41500 · Fee Income	220.00
43000 · INTEREST INCOME	121.90
Total Income	52,778.60
Gross Profit	52,778.60
Expense	
51000 · ACCOUNTING FEES	2,972.50
52000 · Liability, D&O, Bonding Ins	999.00
53500 · LICENSES AND FEES	61.21
55000 · OFFICE EXPENSE	301.31
55005 · Association Events	727.57
64500 · TRASH COLLECTION	19,278.00
71000 · EXTERMINATING	225.00
75300 · LANDSCAPING - CONTRACT	25,668.00
75400 · LANDSCAPING - NON-CONTRACT	2,283.85
85500 · WEBSITE EXPENSE	563.47
85510 · Bank Service Charges	15.00
Total Expense	53,094.91
Net Ordinary Income	-316.31
Net Income	-316.31

MOSBY MOUNTAIN COMMUNITY ASSOCIATION, INC. -- BUDGET 2018

A	B	C	D	E	F	G	H	I
Categories	**Code**	**15 Budget**	**15 Actual**	**16 Budget**	**16 Actual**	**17 Budget**	**17 Actual**	**18 Budget**
Assessment Income	41000	$ 57,596.00	$ 57,686.32	$ 52,360.00	$ 52,419.54	$ 52,360.00	$ 52,436.70	$ 52,360.00
Fee Income	41500		$ 240.00		$ 180.00		$ 220.00	$ 175.00
Disclosure Packet	42000	$ -	$ 120.93	$ -	$ -	$ -	$ -	$ -
Interest Income	43000	$ -		$ -	$ 111.13	$ 150.00	$ 121.90	$ 150.00
Misc Income	44000	$ -	$ 25.00	$ -	$ 25.00	$ -	$ -	$ -
Total Income		**$ 57,596.00**	**$ 58,072.25**	**$ 52,360.00**	**$ 52,735.67**	**$ 52,510.00**	**$ 52,778.60**	**$ 52,685.00**
Write Off (Bad Debt Expense)			7.77					
Accounting	51000	$ 4,200.00	$ 4,771.42	$ 4,200.00	$ 2,893.89	$ 4,200.00	$ 2,972.50	$ 3,400.00
Bank Charges	51500		$ 10.00				$ 15.00	
Liability, DBO, Bonding Ins/ins general 66350	52000	$ 1,000.00	$ 1,070.00	$ 1,000.00	$ 1,037.00	$ 1,100.00	$ 999.00	$ 1,100.00
Legal	53000	$ -	$ 412.00	$ -	$ 621.00	$ -	$ -	
Taxes and Licenses	53500	$ 150.00	$ 135.73	$ 150.00	$ 63.84	$ 150.00	$ 61.21	$ 150.00
Meeting Expense	54500	$ 100.00	$ 100.00	$ 500.00	$ 100.00	$ 100.00	$ -	$ 100.00
Office Expense	55000	$ 500.00	$ 213.95	$ 500.00	$ 263.69	$ 200.00	$ 301.31	$ 200.00
Website Expense	85500	$ 180.00	$ 179.88	$ 180.00	$ 179.88	$ 180.00	$ 563.47	$ 17.00
Other Services	55500				$ 10.00		$ -	
Association events/activities 56200	55005	$ 1,000.00	$ 600.06	$ 1,000.00	$ 649.20	$ 1,000.00	$ 727.57	$ 750.00
Memberships	54000						$ -	
Miscellaneous expense	74200						$ -	
Common area maintenance ("contract")*	75300	$ 20,952.00	$ 21,729.00	$ 20,952.00	$ 21,564.00	$ 25,668.00	$ 25,668.00	$ 25,668.00
Misc Common Area Improvements	83000	$ 11,307.00		$ 4,171.00	$ 1,530.00		$ -	
Landscaping - Noncontracting	75400		$ 2,932.00	$ 1,500.00	$ 5,085.00	$ 634.00	$ 2,508.85	$ 1,450.00
Drainage / fencing 75200-82250 maintenance	82000						$ -	
Signage/Sign Maintenance	82500		$ 138.53				$ -	
Mailbox Maintenance	75800						$ -	
Trash Collection	71450	$ 18,207.00	$ 18,232.00	$ 18,207.00	$ 18,207.00	$ 19,278.00	$ 19,278.00	$ 19,850.00
Addition to reserve fund - see below	64500		0		0		$ -	
Addition to operating reserve fund - see belo	51700	$ -	0	$ -	0	$ -	$ -	$ -
Snow Removal			$ -		$ -		$ -	
Mosby Mtn Sign Replace/Repair Prjct								$ 18,000.00
Total Expense		**$ 57,596.00**	**$ 50,532.34**	**$ 52,360.00**	**$ 52,204.50**	**$ 52,510.00**	**$ 53,094.91**	**$ 70,685.00**
Quarterly Dues		***$ 121.00***	***$ 121.00***	***$ 110.00***	***$ 110.00***	***$ 110.00***	***$ 110.00***	***$ 110.00***
Addition to special reserve fund		$ -	$ -	$ -	$ -	$ -	$ -	$ -
Addition to operating reserve fund		**$ -**	**$ 7,539.91**	**$ -**	**$ 531.17**	**$ -**	**$ (316.31)**	**$ (18,000.00)**

December 2016

MMCA Board Members,

Find attached various quote options and costs for either renovating or replacing the Mosby entrance signs (on at Ambrose Commons and the other along Singleton). We will need to discuss at our next Board meeting to position a renovation option in 2017.

Summary is below:

Option	Proposed Method	Vendor	Cost/sign	Total (both signs)	Note
1	Replacement w. Stone	M3	$ 23,000	$ 46,000	Does not include new landscape if needed
2	Replacement w. wood (similar to existing)	High-tech signs	$ 5,238	$ 10,476	Does not include new landscaping if needed
3	Painting Renovation	High-tech signs	$ 2,409	$ 4,818	Deteriorated wood issue
4	Painting Renovation	Holloway Painting	$ 2,000	$ 4,000	Deteriorated wood issue

2017 Initiative – Entrance Sign Renovation

- Entrance Signage Renovation at:
  - Ambrose Commons
  - Singleton
- Discoloration and deteriorating wood
- Options being considered:
  - Re-Paint ➔ $2000 – 2400/sign
  - Replace with wood ➔ $5,237 /sign
  - Replace with Stone ➔ $23,200/sign
- Further Discussion needed on options

Hightech Signs
2165 Seminole Trail
Charlottesville, VA, 22901-2901 USA
Phone: (434)-974-7900 Fax: (434)-974-6898
www.htsva.com
info@htsva.com

PROPOSAL

HIGHTECH SIGNS

MOSBYMO001
Diego Anderson
Mosby Mountain Community Association
P.O. Box 6397
Charlottesville, VA 22906- USA

Quote Number: **080338**
Quote Date: 11/18/2016
Sales Rep: lcox

Phone (434) 760-8778
Fax
Email [illegible]

Quantity	Product Description	Unit Price	Total
2	REFURBISH EXISTING SIGNS 48" H x 96" W x 1.75" thick Includes: - sanding existing panel - prepping for new paint - cost of new paint - labor for masking off gold leaf **HTS does not use gold leaf in house. Gold leaf on this panel will be protected to the best of our ability and kept in its current condition.	$2,000.00	$4,000.00
2	Art/Design Time to recreate artwork for paint masking	$65.00	$130.00
1	Installation labor charge Includes: - Removal and transportation of existing signs - Re-installation of refurbished signs	$475.00	$475.00

For:
HIGHTECH SIGNS
_____ Date: _____

For:
Mosby Mountain Community Associat
_____ Date: _____

1. Hightech Signs (HTS) hereby sells and the Customer hereby purchases the items and services listed at the prices specified. Unless credit terms have been agreed, payment is due upon completion . HTS will assess a service charge of 2% per month on all past due amounts (APR 24%).
2. This contract , signed above by authorized representatives of both parties constitutes the entire agreement. It may be canceled only by written consent of both parties.

IF ADDITIONAL TERMS AND CONDITIONS APPLY, PLEASE INITIAL AND RETURN TO HIGHTECH SIGNS WITH THE SIGNED PROPOSAL.

This Quote is good for 30 days from receipt.

Page 1 of 2

Hightech Signs
2165 Seminole Trail
Charlottesville, VA, 22901-2901 USA
Phone: (434)-974-7900 Fax: (434)-974-6898
www.htsva.com
info@htsva.com

PROPOSAL

HIGHTECH SIGNS

MOSBYMO001
Diego Anderson
Mosby Mountain Community Association
P.O. Box 6397
Charlottesville, VA 22906- USA

Quote Number: **080338**
Quote Date: 11/18/2016
Sales Rep: Icox

Phone (434) 760-8778
Fax
Email [redacted]

Quantity	Product Description	Unit Price	Total

We appreciate your business.

Freight:	$0.00
Fuel Surcharge:	$0.00
Taxable:	$4,000.00
Nontaxable:	$605.00
Sales Tax:	$212.00
OrderTotal:	**$4,817.00**
Deposit Due:	$2,408.50

For:
HIGHTECH SIGNS
_____ Date: _____

For:
Mosby Mountain Community Associat
_____ Date: _____

1. Hightech Signs (HTS) hereby sells and the Customer hereby purchases the items and services listed at the prices specified. Unless credit terms have been agreed, payment is due upon completion . HTS will assess a service charge of 2% per month on all past due amounts (APR 24%).
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Page 2 of 2

Hightech Signs
2165 Seminole Trail
Charlottesville, VA, 22901-2901 USA
Phone: (434)-974-7900 Fax: (434)-974-6898
www.htsva.com
info@htsva.com

PROPOSAL

HIGHTECH SIGNS

MOSBYMO001
Diego Anderson
Mosby Mountain Community Association
P.O. Box 6397
Charlottesville, VA 22906- USA

Quote Number: **080339**
Quote Date: 11/18/2016
Sales Rep: lcox

Phone (434) 760-8778
Fax
Email [illegible]

Quantity	Product Description	Unit Price	Total
2	48" x 96" x2" thick custom made single sided carved HDU sign panel - finished per art and in customer required colors with Gold Leafing	$4,815.00	$9,630.00
1	Installation labor charge - Install (2) new entrance monument signs	$335.00	$335.00

We appreciate your business.

Freight:	$0.00
Fuel Surcharge:	$0.00
Taxable:	$9,630.00
Nontaxable:	$335.00
Sales Tax:	$510.39
OrderTotal:	**$10,475.39**
Deposit Due:	$5,237.70

For:
HIGHTECH SIGNS
_____ Date: _____

For:
Mosby Mountain Community Associat
_____ Date: _____

1. Hightech Signs (HTS) hereby sells and the Customer hereby purchases the items and services listed at the prices specified. Unless credit terms have been agreed, payment is due upon completion . HTS will assess a service charge of 2% per month on all past due amounts (APR 24%).
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This Quote is good for 30 days from receipt.

Page 1 of 1

MARSHALL CONTRACTING & MASONRY, INC.
3294 Doctors Crossing / Charlottesville, VA 22911
Tel: 434-974-7806 / Fax: 434-975-6010

SWAM CERTIFICATION: 652655
CERTIFIED WOMAN-OWNED BUSINESS

NOVEMBER 11, 2016

MOSBY MOUNTAIN COMMUNITY ASSOCIATION
1500 AMHERST STREET
CHARLOTTESVILLE, VA 22903
ATTN: MR. DIEGO ANDERSON
FAX:

RE: MOSBY MOUNTAIN – ENTRANCE SIGN

PRICE INCLUDES ALL LABOR, MATERIALS AND EQUIPMENT TO CONSTRUCT (2) STONE COLUMNS 36" X 36" X 6'-4"PER SCOPE LISTED BELOW:

TOTAL BASE BID: (EACH SIGN) **$ 23,200.00**

DISCOUNT OF $2,150.00 IF BOTH SIGNS ARE DONE UNDER ONE CONTRACT

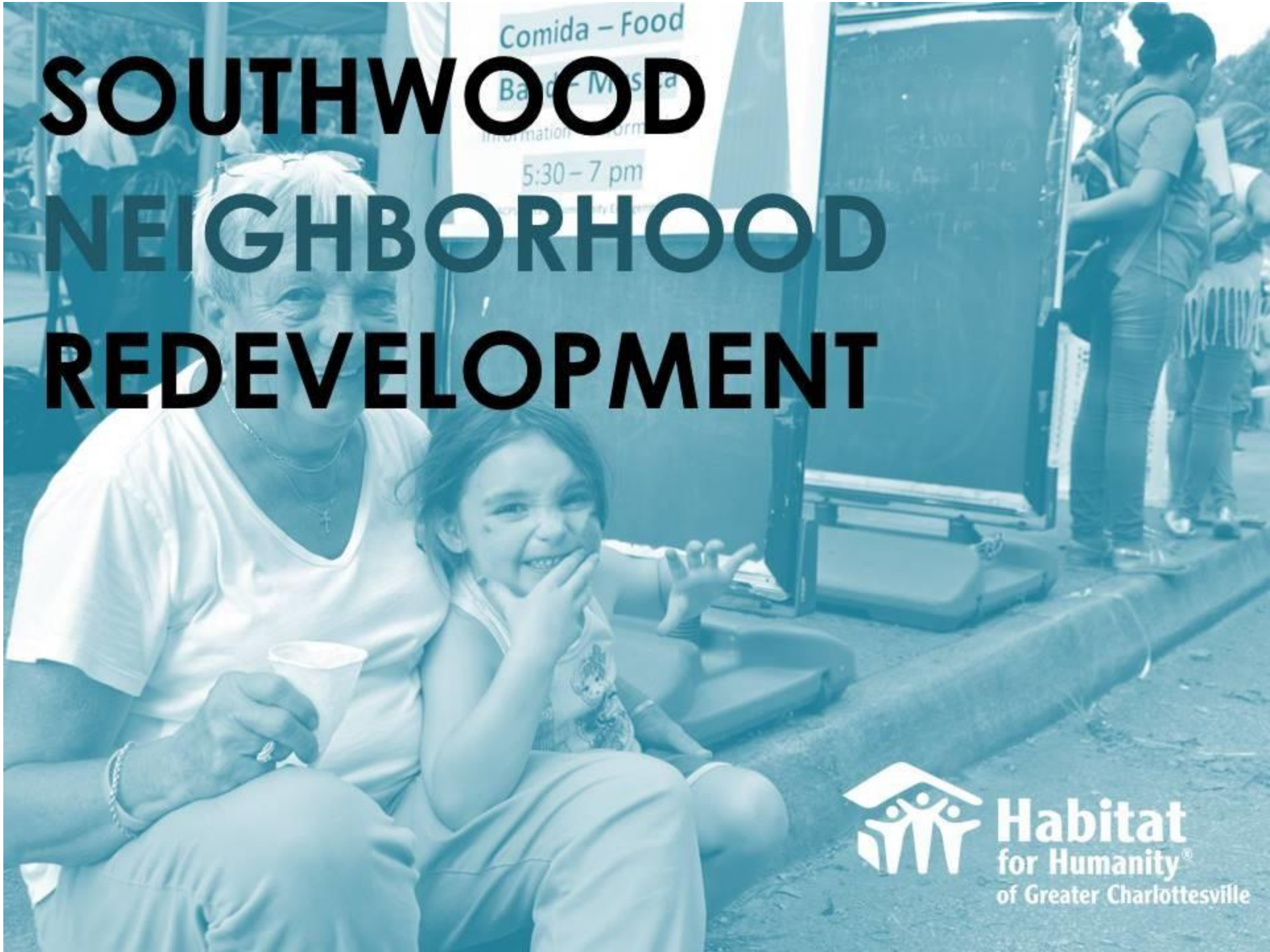
- INCLUDES DEMOLITION AND REMOVAL OF EXISTING POST AND PICKET FENCE
- INCLUDES SALVAGING OF EXISTING SIGN FOR RE-USE
- INCLUDES DIGGING AND POURING OF CONCRETE FOOTING FOR NEW SIGN BASES
- INCLUDES CMU INSTALLATION WITH WALL TIES FOR STONE VENEER
- INCLUDES USING THIN STONE MATERIAL AND STYLE MATCHING SIGN ENTRANCE OF MOUNTAIN VIEW SUBDIVISION
- INCLUDES WASHING OF STONE AFTER COMPLETION
- INCLUDES REMOVAL OF DEBRIS FROM SITE
- INCLUDES HAND GRADING OF DISTURBED AREAS AND APPLYING GRASS SEED AND STRAW
- INCLUDES INSTALLATION OF NEW ANGLE IRONS AND MOUNTING OF EXISTING SIGN
- INCLUDES RE-WORKING OF ELECTRICAL DISCONNECT AND RECEPTACLE
- INCLUDES INSTALLATION OF NEW FIXTURE TO ILLUMINATE SIGN (FIXTURE TO BE PROVIDED BY OWNER)
- DOES NOT INCLUDE LANDSCAPING, ORNAMENTAL PLANT REPLACEMENT OR REMOVAL
- DOES NOT INCLUDE PERMITS OR FEES

BLUESTONE CAP ALTERNATE: **$ 2,300.00**

- 3'-4" X 3'-4" X 3" BLUESTONE CAP WITH THERMALED TOP AND ROCK FACED EDGES
- PRICE WILL NEED TO BE ADDED TO BASE BID PRICE LISTED ABOVE

Bluestone Cap
Option
Stone to match Mounta
Sign Columns
Mosby
Mountain
6' 4"
3
8

SOUTHWOOD NEIGHBORHOOD REDEVELOPMENT



Habitat for Humanity® of Greater Charlottesville

NON DISPLACEMENT

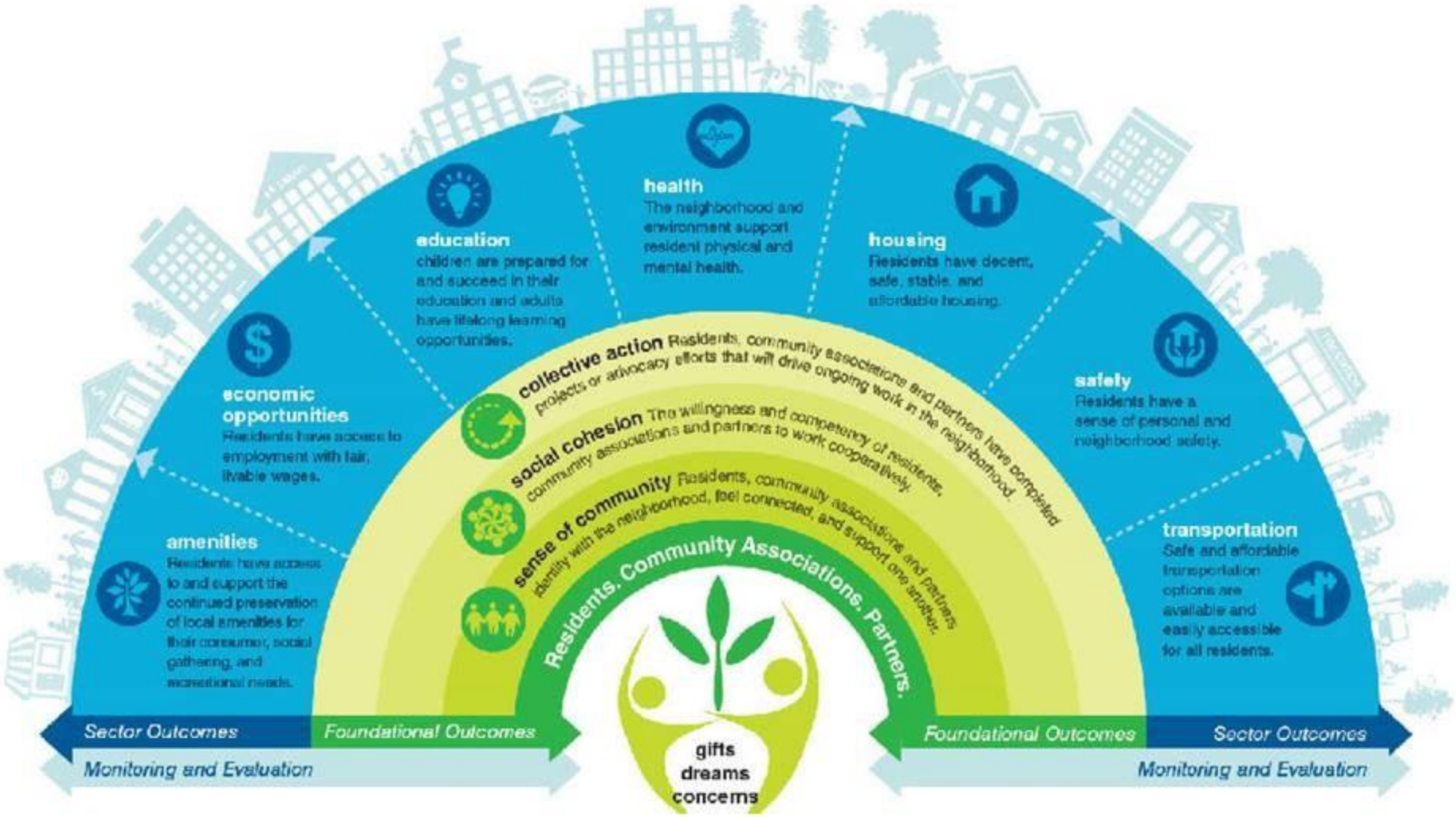
families

culture

community

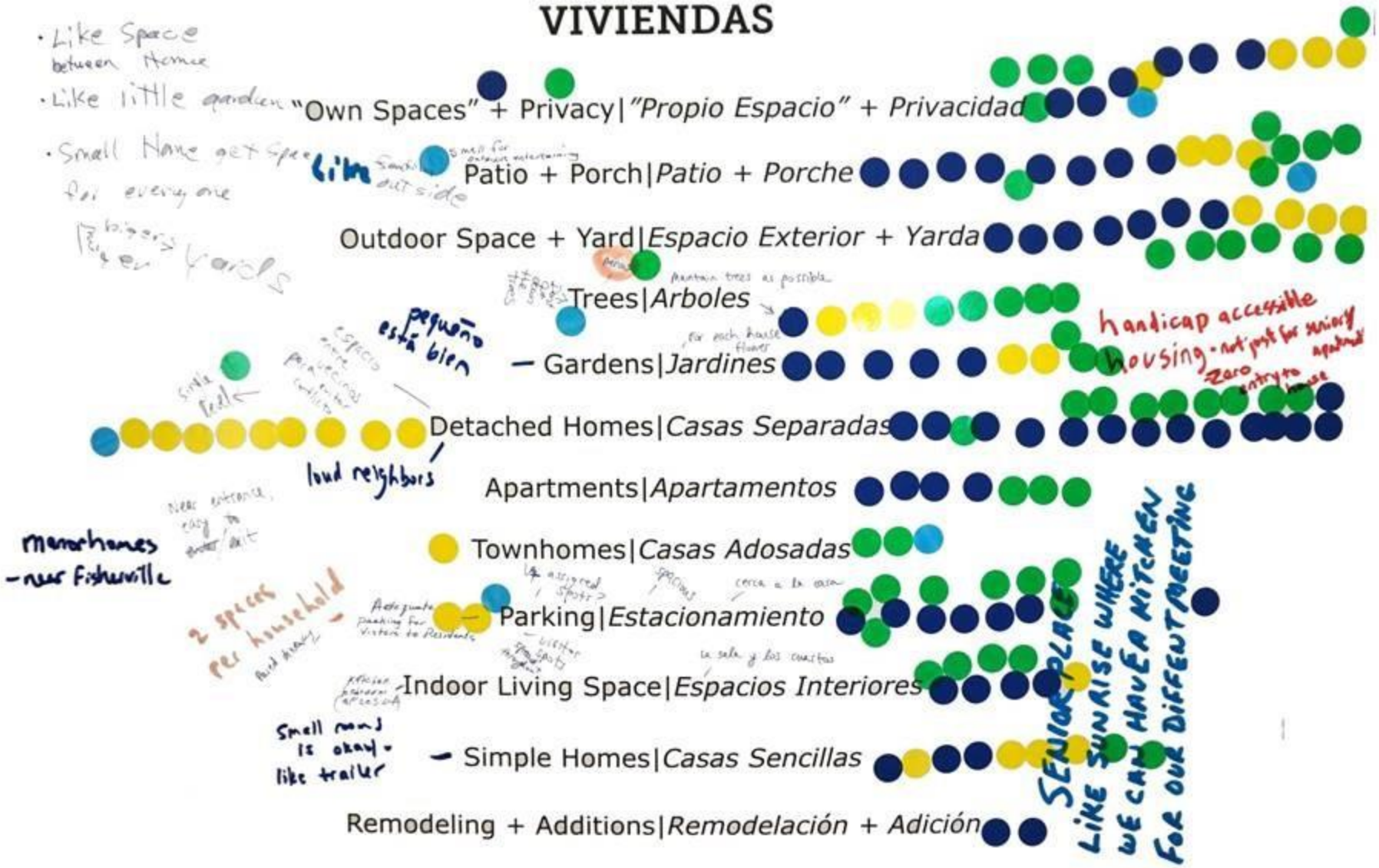
We aspire to provide a better life for our children and a legacy for generations to come

IMPROVED QUALITY OF LIFE



LAND PLANNING WORKSHOPS

HOUSING
VIVIENDAS

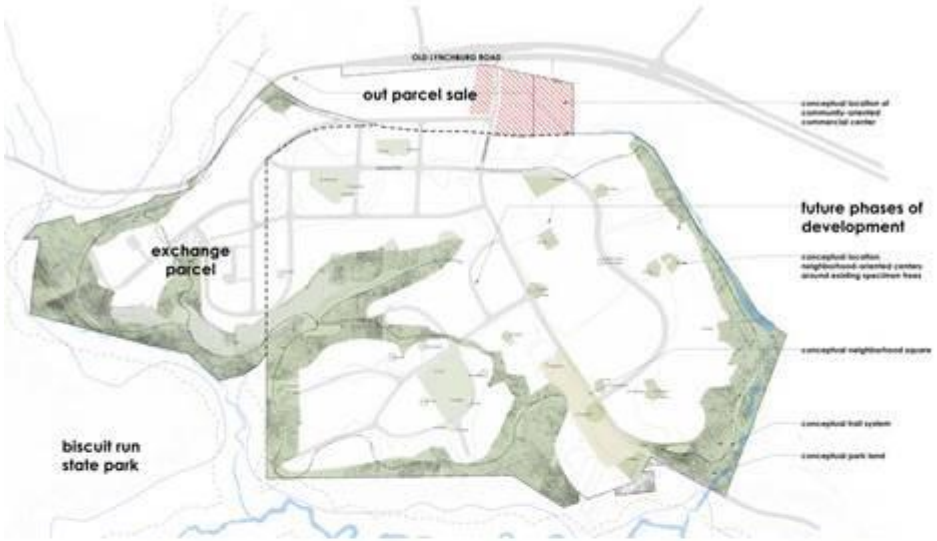


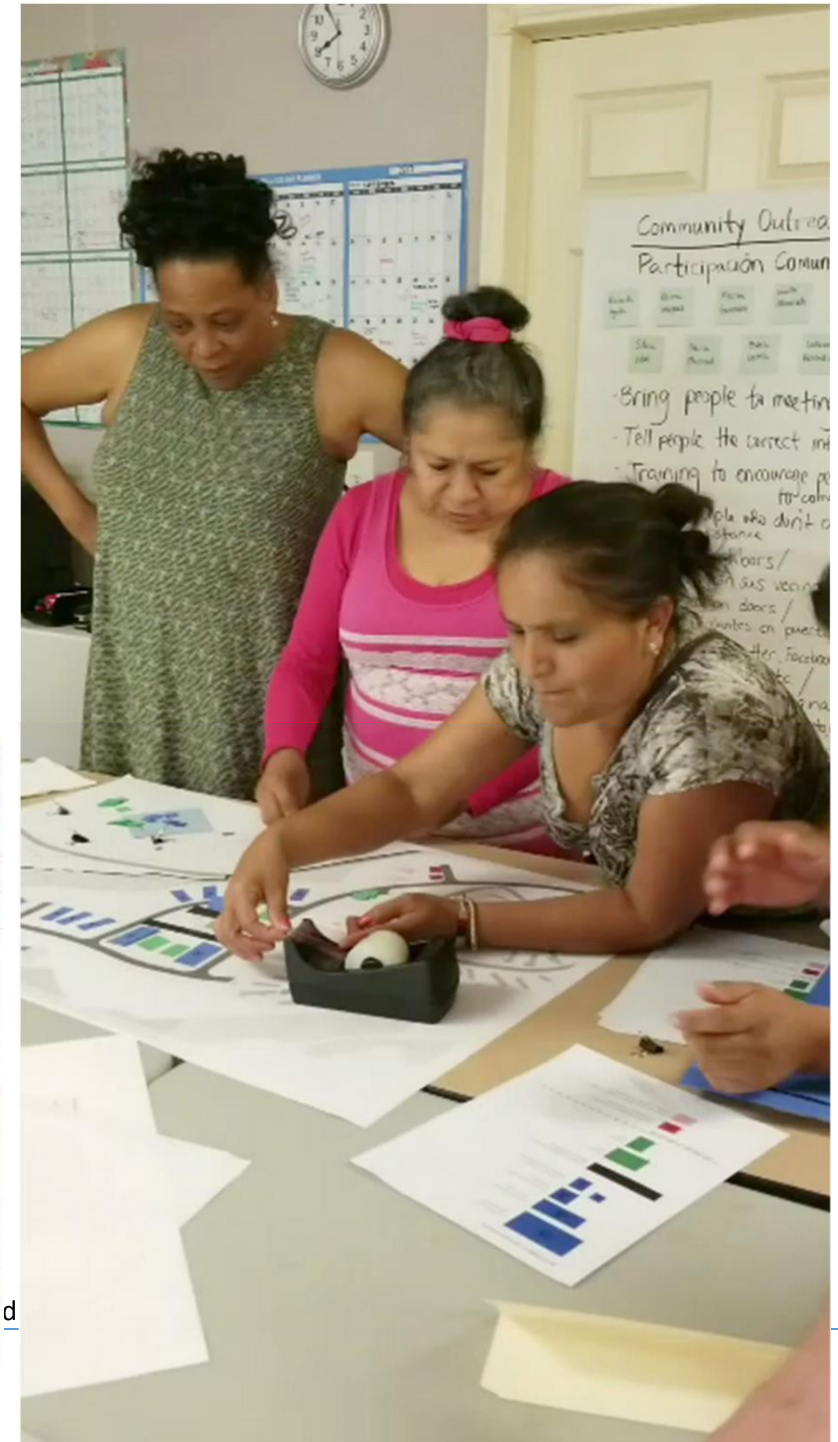
Maria
Rose
Reina
Maria T
Coca-Cola
Sprite

We over Me

LAND PLANNING WORKSHOPS

RESIDENT COMMITTEES





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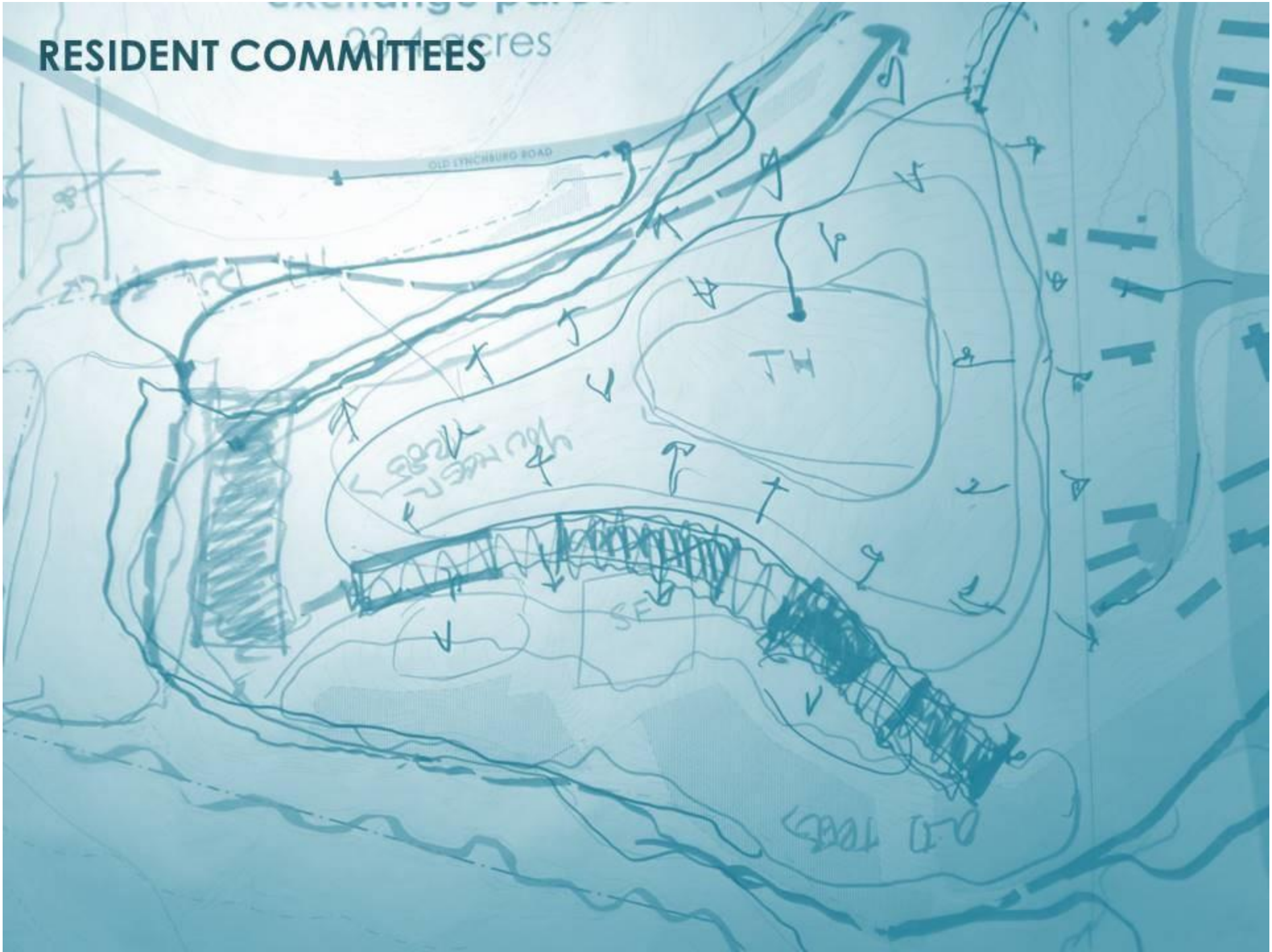
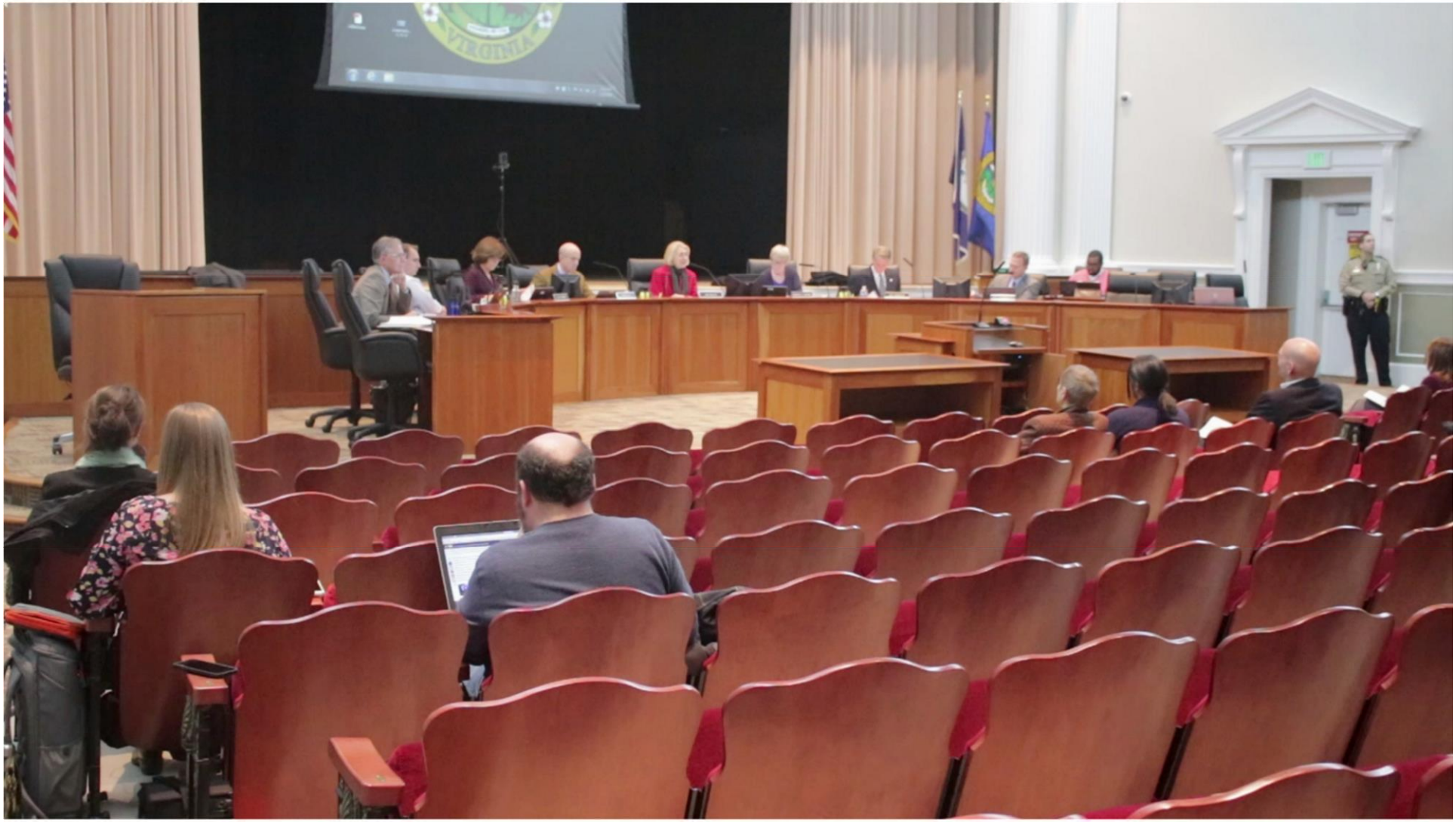
RESIDENT COMMITTEES



ACTION PLAN



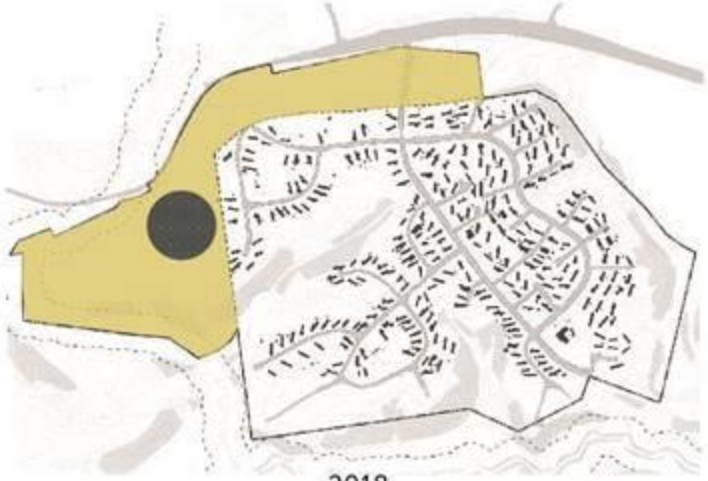
ACTION PLAN

COMMUNITY VISION
MASTER PLAN
REZONING
SITE PLAN
HOUSING
COMPLIANCE
PLANNING
ROAD DESIGN
FRONTAGE
ACCESS
UTILITIES
MAINTENANCE
POLICY
COMMUNITY VISION
COMMUNITY VISION
EXEC
SERVICES
EDUCATION
AMENITIES
ECONOMIC
DEVELOPMENT
SAFETY
HEALTH
TRANSPORTATION
FUNDING
COMMUNITY
ENGAGEMENT
PREDEVELOPMENT
PLANNING
LAND DEVELOPMENT
IMPLEMENTATION
COMMUNITY VISION

REZONING

KEY

- REZONING
- CONCEPT PLANNING
- SITE PLANING
- BUILDING
- COMPLETED



2018

Phase I is rezoned and a concept plan for the First Model Village is underway

2019

First Model Village site plan is approved and a concept plan is underway for the next village in Phase I

PROJECTED TIMELINE

Exhibit B

Comprehensive Redevelopment Timeline

CONCEPTUAL REDEVELOPMENT TIMELINE

This projected timeline makes many assumptions about the process of land development as well as the iterative process of resident-driven design and community development. In the redevelopment of Southwood, the process is equally important to the product it creates, therefore there are many opportunities for this timeline to flex to accommodate resident buy-in and community input. At this time, we project complete build-out of Southwood to occur around 2033 and result in 600-800 new housing units, a mixture of deeply subsidized, affordable, workforce, and market rate products.

2018
Phase I is rezoned and a concept plan for the First Model Village is underway

2019
First Model Village site plan is approved and a concept plan is underway for the next village in Phase I

KEY

- REZONING
- CONCEPT PLANNING
- SITE PLANING
- BUILDING
- COMPLETED

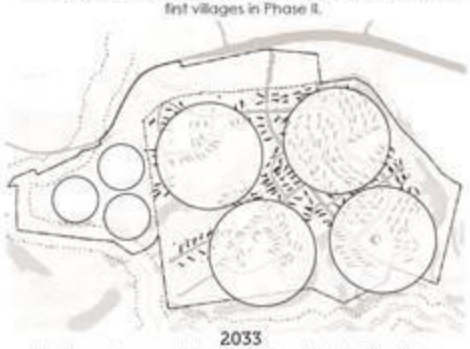
2020
Phase II is rezoned and the First Model Village is under construction. Site planning and conceptual design for the remaining villages in Phase I continues

2021
Conceptual Design begins in Phase II while construction and site planning is ongoing in Phase I. The first residents move into the First Model Village

2023
Phase I is completely built out and construction has begun for the villages in Phase II. Resident rehousing is complete for the first villages in Phase II.

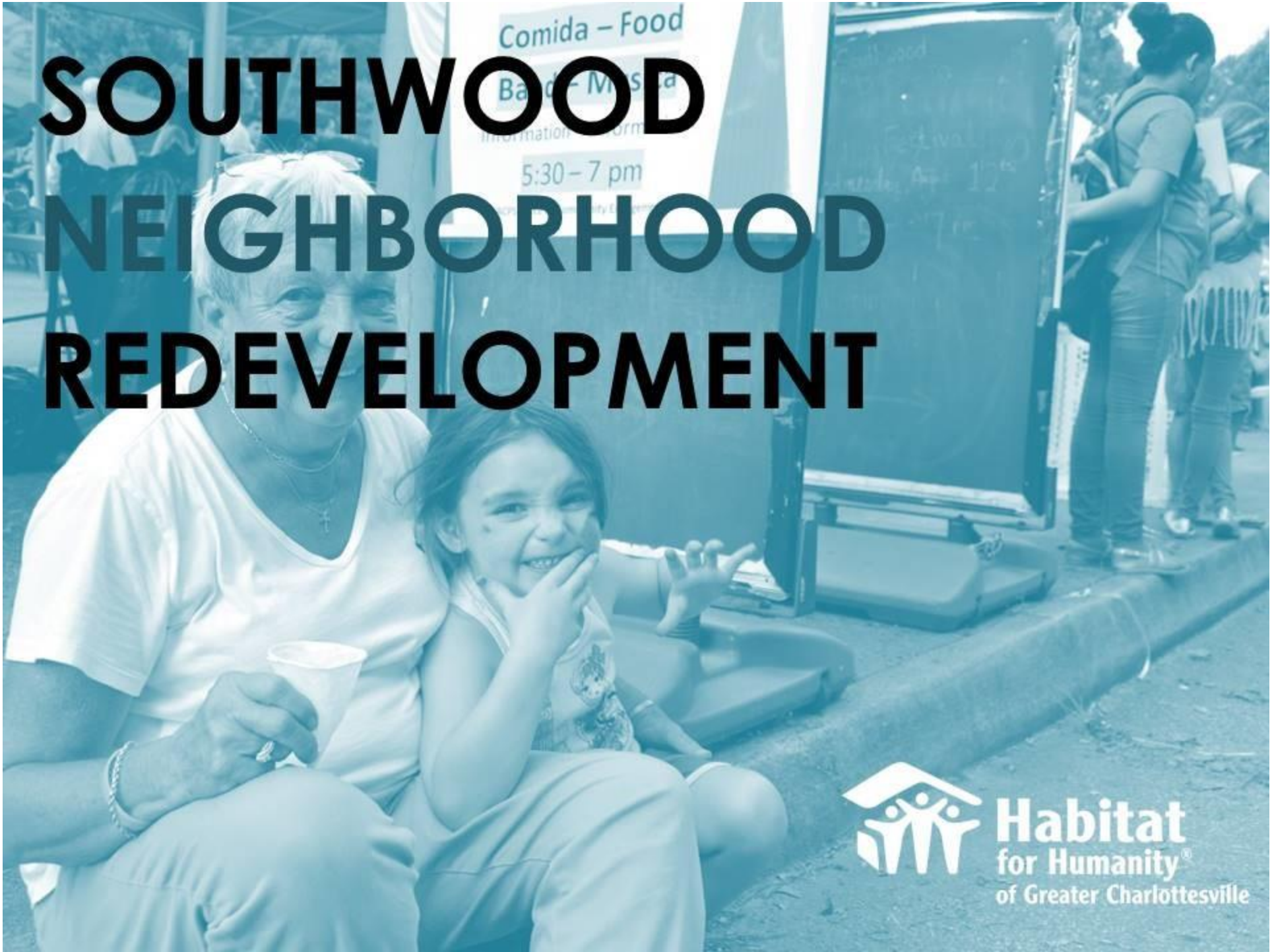
2026
Residents move into Phase II villages while construction and conceptual designs continue.

2030
Final home construction in Phase II is drawing to a close



2033
Southwood is completely built out, resulting in 700-800 new housing units, new public park land, trails, and community and neighborhood-centric commercial space

SOUTHWOOD NEIGHBORHOOD REDEVELOPMENT



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