

Mosby Mountain Community Association

ANNUAL MEETING OF THE MEMBERSHIP

Minutes

Date and time: Tuesday, December 7, 2021, 7:00 pm

Meeting location: Held remotely over the Internet via the Zoom meeting platform

Note: Notification of this meeting, along with the agenda and all referenced information, was emailed to the membership on November 17, 2021, and hand-delivered to the two households which do not have email.

Attending:

Members from 20 households

Officers and directors present:

Ryan Liverman, President, 1647 Hubbard Court
George Urban, Vice President, 1236 Hatcher Court
Jim Peterson, Secretary/Treasurer, 1969 Ridgetop Drive
Chris Boggs, Director, 1671 Hubbard Court
Ken Garrison, Director, 1371 Singleton Lane
Carol Price, Director, 1146 Turnstone Drive
Steve Wasserman, Director, 1999 Ridgetop Drive

Other members present:

Scott Cathcart and Robert Cathcart, 1212 Hatcher Court
Bryan Hamil, 1230 Hatcher Court
Rohit Malhotra, 1623 Hubbard Court
David and Dora Degeorge, 1629 Hubbard Court
Alan and Barbara Strain, 1635 Hubbard Court
Brian Doench, 1712 Mattox Court
Andrea Carey, 1730 Mattox Court
Richard and Susan Heffner, 1731 Mattox Court
Diego Anderson, 1872 Rhett Court
Anita Wiggins, 1927 Ridgetop Drive
Michael Hightower, 1957 Ridgetop Drive
Brian and Stacey Diefenderfer, 2011 Ridgetop Drive
Gregory Sharrow, 1341 Singleton Lane
Preston Miller and Debra J Mincarelli, 1390 Singleton Lane

I. Call to order

Mr. Liverman called the meeting to order at 7:01 pm.

II. Declaration of quorum

Mr. Liverman asked for a call of the roll by street. With 119 members total, 18 are required to be present or by proxy in order to achieve a quorum. We have received 24 proxies and have 20 joining our Zoom meeting for a total of 44. Therefore, a quorum is declared.

III. Welcome and introduction

Mr. Liverman welcomed everyone and called for the adoption of the agenda.

IV. Adoption of agenda

On a motion by Mr. Peterson, seconded by Mr. Garrison, the agenda was adopted as distributed.

V. Approval of minutes of the December 1, 2020, Annual Meeting of the membership

On a motion by Mr. Boggs, seconded by Mr. Liverman, the minutes of the December 1, 2020, Annual Meeting of the Membership were approved as distributed.

VI. Year in review – board and committee reports

a. President's remarks

Utilizing a PowerPoint presentation, Mr. Liverman provided a review of the year and a look forward into next year.

- Lumos Fiber Update
 - Lumos engineers have been walking the neighborhood to get the final field notes in place since the beginning of December. This work will result in a completed design document by the end of December.
 - Expectation is to start construction within the first two weeks of January.
 - We have moved up our expected construction completion date up to the end of February.
 - Installs to each home with the expectation of the install schedule to complete all homes taking two to three weeks so by the middle of March all addresses should be have the service working.
 - Starting in the next two weeks there will be a lot more communication and announcements as Mosby will go into our normal routine of construction notification.
- Trash and Recycling Changes
 - During the year the recycling vender changed the pickup schedule from weekly to biweekly pickup as was done in Charlottesville and other surrounding areas. The vender indicated that they may be able to adjust this next year. The board will continue to follow this.

Southwood Update (see attached map - Map A - Southwood)

- Phase 1 (336 units) – over next six months to a year
 - Undergrounding lines
 - Hickory open in March
 - Old Lynchburg Road Clearing / Noise in January, not on Sundays
 - House construction Summer 2022
- Phase 2 (~1,000 units) – tentative, subject to change, approvals needed
 - 20-year timeline
 - 93 acres, common and residential
 - No planned access to Avon Street / state route 20

During discussion a question was asked about the promised buffer along Old Lynchburg Road. This is still the plan and will include trees and a trail but for now it was necessary to do some clearing in order to install the utilities. Concerns were raised about the increasing traffic and it was suggested that informational updates could be posted on the website.

b. Architectural Review Board (ARB)

Mr. Garrison, chair of the ARB gave the report:

- ARB processed 24 applications in 2021
- Handled five disclosure packets for home sales
- The projects were in the traditional pattern of patios, steps, walkways, general landscaping and retaining walls.
- Homeowners are beginning to need to replace siding, trim, garage doors etc. as our homes approach that 16-year age range where choices are being made to repair or replace on some exterior items.

c. Common Areas Committee

Mr. Boggs, chair of the Common Areas Committee, gave the report:

- Overview:
 - Maximum of 26 mowings throughout the year
 - Once a year “cutting back” of the nature trails

- Annual mulching of the beds, seeding/aeration, and 2x removal of leaves
- Major Works:
 - Removal/replacement of common-area trees at Singleton/Old Lynchburg
 - Riprap repair at Singleton/Hubbard
- Outlook:
 - Riprap repair at Singleton/Trail entrance
 - Bridge repairs on Trails
 - Exploring connection of trails between Ridgetop/Singleton to Whittington in a joint effort with the Whittington HOA. See attached map – Map B -Trails

During discussion it was suggested that more clipping was needed of branches along the trail. This is already in process and the contractor will also remove the clippings rather than let them build up along the trails. There was also clarification about the location of the connection of the Ridgetop Trail to Whittington which remains under study given the constraints of topography and the identification of sufficient common space on both sides to accommodate the connection. A question was asked about potential liability issues if the trails are used by nonresidents and Mr. Boggs said he would follow up on that. On a separate issue, it was pointed out that of the three replacement trees planted on Ridgetop Drive in the last year or two, at least one has died, and also the spacing would suggest that another should be added. Mr. Boggs replied that he is working within budgetary constraints when addressing these and other issues.

d. Community Relations Committee

Mr. Urban, chair of the Community Relations Committee, provided the following report:

- Yard Sale: a yard sale was held this year, and though small, it was a success for those who participated
- Large Item Pick-up: multiple attempts were made to communicate with the trash vendor to schedule a large item pick-up, but they were unresponsive to all efforts to reach them, probably due to being overwhelmed by recent acquisitions and integration of trash vendors.
- Halloween Party: this event was successfully resumed following last year's hiatus due to pandemic restrictions.

VII. 2020 Financial Report and 2021 Budget

Mr. Peterson reported that the board worked over the summer to prepare the budget for 2022 and it was approved by the board at their September 2021 meeting (see attached with updated 2021 year-end projections). The budget information was sent out to all 119 homeowners on September 13 which read in part:

The base operations quarterly dues will increase by \$3.00 per quarter (from \$135.00 to \$138.00 per quarter). The budget also includes a projection for the implementation of the neighborhood fiber internet system to become effective in June of 2022 at which time the pass-through cost of \$45.00 per month per household would be incurred with a corresponding increase in dues (\$45.00 per month or \$135.00 per quarter) as approved by the membership at the special meeting of the membership on July 30, 2020. Therefore, beginning in June 2022, or at such time as the fiber internet system becomes fully operational, the total quarterly dues will be \$273.00 per quarter.

The current balance in our operating account stands at \$22,807, and the reserve fund, required by Virginia code for the maintenance or possible replacement of major capital items such as our bioretention ponds) stands at \$31,020.

VIII. Election of directors and officers

Mr. Liverman noted that directors Chris Boggs, Ken Garrison and Jim Peterson will continue on the board for the year 2022 as they complete the second year of their two-year board terms.

a. Slate of Officers and Directors

- i. Directors (two-year terms): Brian Doench, Bryan Hamil, Amy Isakson and Steve Wasserman
- ii. Officers (one-year term): Steve Wasserman, president, Jim Peterson, vice president, and Bryan Hamil, secretary/treasurer

- b. Mr. Liverman asked if there were any nominations from the floor. Hearing none, he asked for a motion to approve the slate.

On a motion by Mr. Peterson, seconded by Mr. Garrison the slate of directors and officers was elected by acclamation.

Mr. Peterson spoke on behalf of the board and membership to recognize and thank Mr. Liverman for the outstanding job he has done as president and George Urban for his as vice president, and he noted the many areas for which these officers had moved the organization forward.

IX. Items from the membership not on the agenda

A question was asked as to how a member could become involved with the Common Areas Committee. Mr. Boggs will follow up on this.

Mr. Urban noted the extreme overcrowding in our elementary school, Mountainview, and a school committee has been studying recommendations for a new school and redistricting, so the board and membership should follow this as it progresses over the next several years.

X. Adjournment

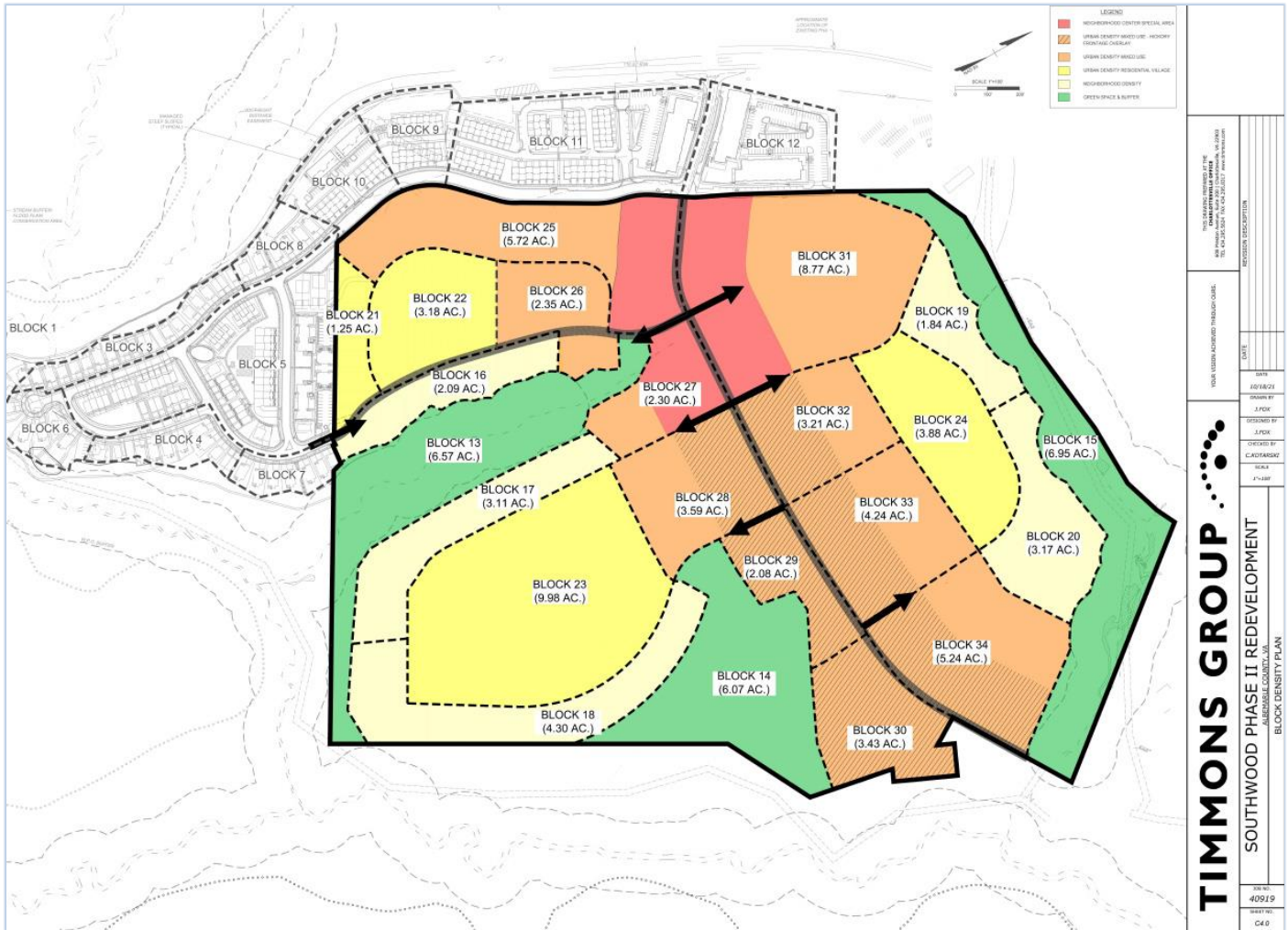
The meeting was adjourned at 7:48 pm.

Respectfully submitted,

James Peterson
Secretary/Treasurer

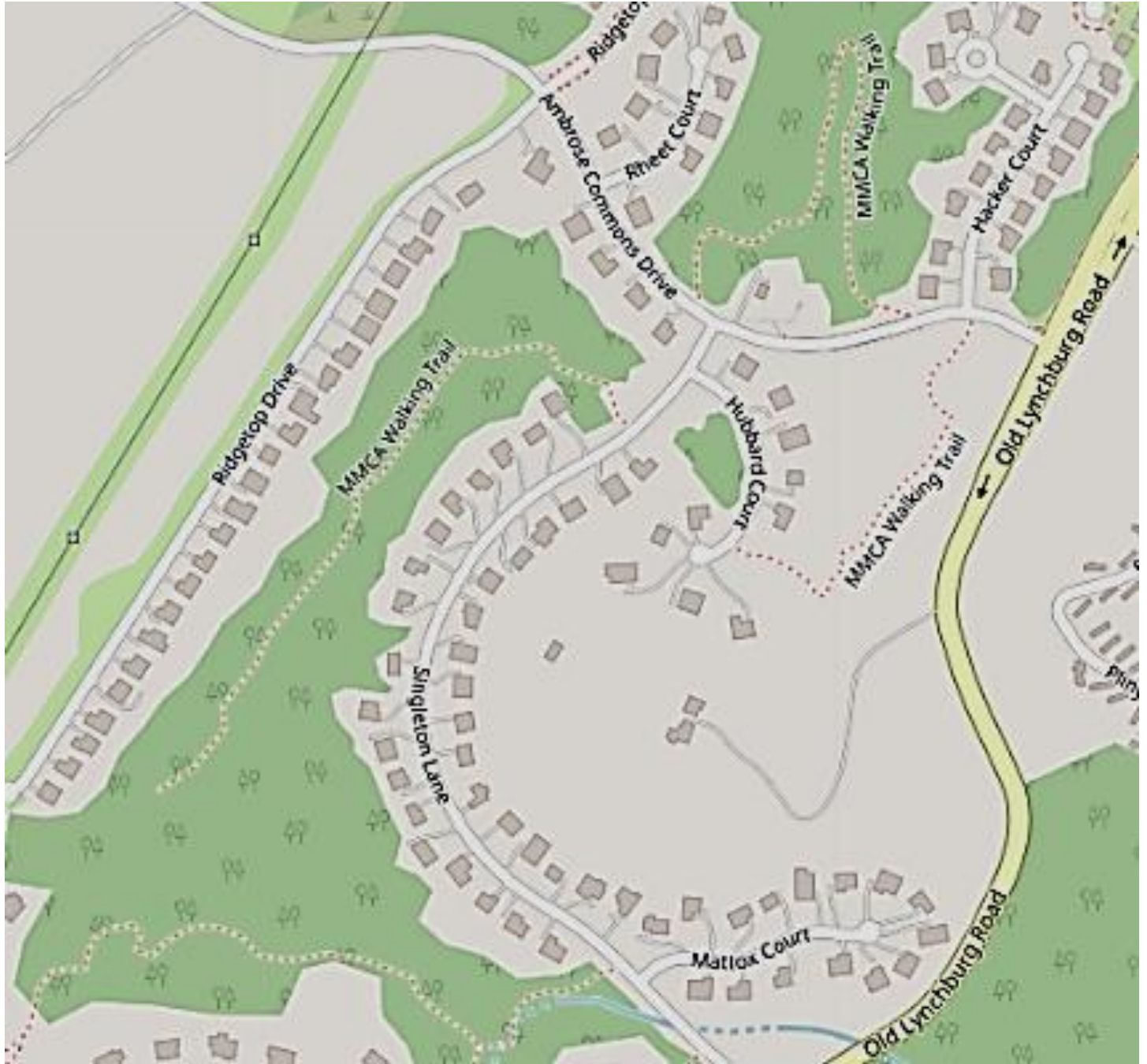
Minutes posted on mosbymountain.org: December 16, 2021

Map A – Southwood



Colored area is Phase 1, grey area is Phase 2

Map B - Trails Map



MOSBY MOUNTAIN COMMUNITY ASSOCIATION, INC. -- 2021 YEAR-END PROJECTIONS (as of December 7, 2021) and 2022 BUDGET

Categories	Code	17 Budget	17 Actual	18 Budget	18 Actual	19 Budget	19 Actual	20 Budget	20 Actual	21 Budget	November	Year-End	22 Budget
											To-Date	Projected	
Assessment Income	41000	\$52,360.00	\$52,436.70	\$52,360.00	\$52,774.27	\$60,298.00	\$61,022.94	\$63,308.00	\$63,245.91	\$64,260.00	\$64,449.95	\$64,449.95	\$103,173.00 *
Fee Income	41500		\$220.00	\$175.00	\$232.50	\$0.00	\$130.00	\$100.00	\$202.00	\$150.00	\$65.00	\$65.00	\$50.00
Disclosure Packet	42000	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Interest Income	43000	\$150.00	\$121.90	\$150.00	\$122.39	\$0.00	\$122.88	\$100.00	\$123.36	\$100.00	\$56.55	\$56.55	\$100.00
Misc Income	44000	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$25.00	\$25.00	\$0.00
Total Income		\$52,510.00	\$52,778.60	\$52,685.00	\$53,129.16	\$60,298.00	\$61,275.82	\$63,508.00	\$63,571.27	\$64,510.00	\$64,596.50	\$64,596.50	\$103,323.00
Write Off (Bad Debt Expense)					\$0.10				\$8.01				
NSF Check (return deposit items)											\$135.00	\$135.00	
Accounting	51000	\$4,200.00	\$2,972.50	\$3,400.00	\$2,803.46	\$3,400.00	\$4,367.45	\$3,600.00	\$3,008.80	\$4,475.00	\$3,414.49	\$4,475.00	\$4,475.00
Bank Charges and NFS check (return dep items)	51500		\$15.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$65.00	\$65.00	\$0.00
Liability, DBO, Bonding Ins/ins general 66350	52000	\$1,100.00	\$999.00	\$1,100.00	\$957.00	\$1,100.00	\$1,007.00	\$1,000.00	\$916.00	\$1,000.00		\$1,000.00	\$1,000.00
Legal	53000	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	-\$454.00	\$0.00	\$833.15	\$0.00			\$70.00
Taxes and Licenses	53500	\$150.00	\$61.21	\$150.00	\$62.22	\$150.00	\$38.00	\$70.00	\$25.00	\$70.00	\$105.00	\$105.00	
Meeting Expense	54500	\$100.00	\$0.00	\$100.00	\$0.00	\$100.00	\$0.00	\$0.00	\$0.00	\$0.00			
Office Expense	55000	\$200.00	\$301.31	\$200.00	\$250.30	\$200.00	\$337.89	\$250.00	\$336.42	\$250.00	\$336.35	\$336.35	\$250.00
Website Expense	85500	\$180.00	\$563.47	\$17.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00			
Association events/activities 56200	55005	\$1,000.00	\$727.57	\$750.00	\$638.78	\$750.00	\$35.00	\$650.00	\$650.00	\$650.00	\$330.97	\$330.97	\$650.00
Common area maintenance ("contract")*	75300	\$25,668.00	\$25,668.00	\$25,668.00	\$25,668.00	\$25,668.00	\$26,078.00	\$27,868.00	\$27,828.00	\$27,868.00	\$25,509.00	\$27,828.00	\$27,868.00
Misc Common Area Improvements	83000		\$225.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00			
Landscaping - Noncontracting	75400	\$634.00	\$2,283.85	\$1,450.00	\$8,185.00	\$3,000.00	\$2,642.50	\$3,700.00	\$2,660.00	\$3,700.00	\$1,220.00	\$4,500.00	\$5,000.00
Trash Collection	71450	\$19,278.00	\$19,278.00	\$19,850.00	\$22,866.80	\$26,361.00	\$25,347.00	\$26,361.00	\$25,347.00	\$26,361.00	\$23,234.75	\$25,347.00	\$26,361.00
Reconciliation discrepancies (bank v Mosby records)									\$0.10				
Mosby Mtn Sign Replace/Repair Prjct				\$18,000.00	\$18,368.50	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$37,485.00
Ting Internet													
Total Expense		\$52,510.00	\$53,094.91	\$70,685.00	\$79,800.66	\$60,729.00	\$59,398.84	\$63,499.00	\$60,962.48	\$64,374.00	\$54,350.56	\$64,122.32	\$103,159.00
					\$0.00								
Dues to cover Internet										\$0.00	\$0.00	\$0.00	\$135.00 *
Dues to cover all other costs										\$135.00	\$135.00	\$135.00	\$138.00
Total Dues		\$110.00	\$110.00	\$110.00	\$110.00	\$128.00	\$133.00	\$133.00	\$133.00	\$135.00	\$135.00	\$135.00	\$273.00
Addition to operating reserve fund		\$0.00	-\$316.31	-\$18,000.00	-\$26,671.50	\$199.00	\$1,876.98	\$9.00	\$2,608.79	\$136.00	\$10,245.94	\$474.18	\$164.00

*Note: Fiber Internet projected to be operational by June 2022 at which time the \$45.00 per month dues increase to cover the pass-through cost of the sytem will become effective.

YEAR TO DATE BALANCE SHEET - NOVEMBER 30, 2021

ASSETS				LIABILITIES & EQUITY			
Current Assets				Liabilities			
Checking/Savings				Current Liabilities			
	10300 · Cash - VNB		22,806.94	Accounts Payable			
	10500 · Cap One Bus Sa		31,019.64	20000 - Accounts Payable			
	Total Checking/Savings		53,826.58	Total Accounts Payable			
Accounts Receivable				Total Current Liabilities			
	11000 · Accounts Receiv		1,504.44	Total Liabilities			
	Total Accounts Receivable		1,504.44	Equity			
Other Current Assets				32000 · CAPITAL CONTRIBUTIONS			
	12000 · Undeposited Funds		0.00	3900 · Retained Earnings			
	Total Other Current Assets		0.00	39996 · RETAINED EARNING			
	Total Current Assets		55,331.02	Net Income			
	TOTAL ASSETS		55,331.02	Total Equity			
				55,331.02			
				TOTAL LIABILITIES & EQUITY			
				55,331.02			