

**Mosby Mountain Community Association, Inc.**  
**MEETING OF THE BOARD OF DIRECTORS**

**Date and time: Tuesday, September 12, 2023, 8:00 pm**

**Meeting location: Remotely over the internet via the Zoom meeting platform**

Board members present via Zoom:

Steven Wasserman, President, 1999 Ridgetop Drive  
Bryan Hamil, Secretary/Treasurer, 1230 Hatcher Court  
Ryan Liverman, Director, 1647 Hubbard Court  
Amy Isakson, Director, 1378 Singleton Lane  
Brian Doench, Director, 1712 Mattox Court

1. Welcome and introductions.

President Steve Wasserman called the meeting to order at 8:07 pm.

2. Adoption of agenda

Mr. Wasserman made a proposal to amend the agenda and add "Appointment of a nominating committee for 2024 Board members" as an agenda item after the 2024 Draft Budget.

On a motion by Mr. Hamil, seconded by Ms. Isakson, the agenda was adopted with the proposed change included.

3. Approval of the July 11, 2023, board meeting minutes (posted on the mosbymountain.org website)

On a motion by Mr. Wasserman, seconded by Mr. Liverman, the minutes of the July 11, 2023, board meeting minutes were unanimously approved.

4. Treasurer's Report

Mr. Hamil presented the most recent financial report (see attached).

Budget vs Actual is trending positive, with a high net income due to non-contract landscaping expenses being under budget. Projecting to stay on that trend as we wrap up 2023. Internet expenses incurred recently related to the transition of our website maintenance from Jim Peterson.

Mr. Liverman asked about any open discussions regarding the trash collection and service contract with GFL. Mr. Hamil mentioned that we intend to cover this in more detail later in the meeting.

5. Committee reports

- a. Architectural Review Board Committee: Mr. Liverman reported they had 3 new ARB requests that were approved.  
There was a brief discussion about the need to remind homeowners of the ARB process, deciding that there's no need for additional follow-up at this time.
- b. Common Areas Committee: Mr. Doench reported that regular maintenance is on-going. Trail maintenance has been done with some follow-up work to mow the grass. Another round of trail maintenance is planned for later this fall. There is one more planned round to do shrubs and brush clean up later this fall or early winter.  
There was a discussion about adding a solar light panel along the south entrance on Singleton. We are evaluating options for installing a new pole where we can hang the solar light. Mr. Doench intends to solicit input from neighbors through the Mosby Mountain Facebook group.
- c. Community Relations Committee: Ms. Isakson reported that movie night will occur on Friday, September 29. The movie will be "Hook" and a food truck will be on site. The committee will then begin planning the Halloween party as the next community event.

## 6. GFL Service Agreement Update

Mr. Wasserman reported that we are continuing negotiations with GFL to secure an updated service agreement. To date the new agreement will include:

- Larger recycling bins (95 gallon)
- Annual bulk trash pickup service
- Cancellation option with 6 months' notice
- 3-year service term with an auto-renewal for another 3-year period.

The anticipated monthly cost for the first year of this new agreement is ~\$2,400 (approximately 16% increase from our current service agreement rate). GFL is currently stipulating an annual increase cap of 7.45%. This would represent a significant cost increase and is an area of ongoing negotiations with GFL.

After some discussion the Mr. Liverman offered to help with soliciting other bids for trash services to the neighborhood.

## 7. 2024 Draft Budget

Mr. Hamil shared the most recent proposed budget for 2024 (see attached). The desired goal is to keep HOA dues the same as they were in 2023. In order to achieve this, Mr. Hamil highlighted the following items:

- Accounting fees will increase 4% from the previous year.
- HOA Events/Activities will increase in 2024.
- Common Area Maintenance accounts for the contractual 3% increase
- Non-contract landscaping will be decreased from 2023 to help offset increases in other areas.
- Trash collection includes the new proposed monthly rate by GFL based on the new service agreement (starting in May 2024)
- Reduced the specific contributions to the reserve fund based on the study approved by the board in 2022.

On a motion made by Mr. Doench, seconded by Mr. Hamil, the board unanimously approved the 2024 budget as presented.

## 8. Appointment of a nominating committee for 2024 Board members

Mr. Wasserman requested that we create this committee in order to help identify 2024 board nominees to replace departing board members at the end of 2023. The proposed committee would be made up of Mr. Wasserman, Mr. Dobson and Mr. Hamil.

On a motion made by Mr. Doench, seconded by Mr. Liverman, the board unanimously approved the creation of a nominating committee for 2024 Board members as proposed by Mr. Wasserman.

## 9. Comments on items not on the agenda - Noe

## 10. Next regular board meeting:

The next board meeting will be the December annual meeting of the members, held on the Zoom meeting platform.

## 11. Adjournment

On a motion by Mr. Liverman, seconded by Mr. Doench, the meeting was adjourned at 9:11pm.

Respectfully submitted,

Bryan Hamil  
Secretary/Treasurer

| August 2023 Balance Sheet            |  | Aug 31, 23 | August 2023 YTD P&L                |  | Jan - Aug 23 |
|--------------------------------------|--|------------|------------------------------------|--|--------------|
| <b>ASSETS</b>                        |  |            | <b>Ordinary Income/Expense</b>     |  |              |
| Current Assets                       |  |            | Income                             |  |              |
| Checking/Savings                     |  |            | 41000 · ASSESSMENT INCOME          |  |              |
| 10300 · Cash - VNB - 6409            |  |            | 41200 · Internet Assessment Income |  |              |
| 10500 · Capital One Business Savings |  |            | 41500 · Fee Income                 |  |              |
| Total Checking/Savings               |  |            | 43000 · INTEREST INCOME            |  |              |
| Accounts Receivable                  |  |            | 44000 · Misc income                |  |              |
| 11000 · Accounts Receivable          |  |            | 45010 · Returned Check Charges     |  |              |
| Total Accounts Receivable            |  |            | Total Income                       |  |              |
| Total Current Assets                 |  |            | Gross Profit                       |  |              |
| TOTAL ASSETS                         |  |            | Expense                            |  |              |
| <b>LIABILITIES &amp; EQUITY</b>      |  |            | NSF Check (return deposit items)   |  |              |
| Liabilities                          |  |            | 51000 · ACCOUNTING FEES            |  |              |
| Current Liabilities                  |  |            | 53500 · LICENSES AND FEES          |  |              |
| Accounts Payable                     |  |            | 54500 · MEETING EXPENSE            |  |              |
| 20000 · Accounts Payable             |  |            | 55000 · OFFICE EXPENSE             |  |              |
| Total Accounts Payable               |  |            | 55005 · Association Events         |  |              |
| Total Current Liabilities            |  |            | 62500 · INTERNET SERVICE           |  |              |
| Total Liabilities                    |  |            | 64500 · TRASH COLLECTION           |  |              |
| Equity                               |  |            | 64600 · COMMON AREAS MAINTENANCE   |  |              |
| 32000 · CAPITAL CONTRIBUTIONS        |  |            | 75300 · LANDSCAPING - CONTRACT     |  |              |
| 3900 · Retained Earnings             |  |            | 75400 · LANDSCAPING - NON-CONTRACT |  |              |
| 39996 · RETAINED EARNING             |  |            | 85500 · WEBSITE EXPENSE            |  |              |
| Net Income                           |  |            | 85510 · Bank Service Charges       |  |              |
| Total Equity                         |  |            | Total Expense                      |  |              |
| TOTAL LIABILITIES & EQUITY           |  |            | Net Ordinary Income                |  |              |
|                                      |  |            | Net Income                         |  |              |

| August 2023 Budget vs Actual       | Jan - Aug 23 | Budget     | \$ Over Budget | % of Budget |
|------------------------------------|--------------|------------|----------------|-------------|
| <b>Ordinary Income/Expense</b>     |              |            |                |             |
| Income                             |              |            |                |             |
| 41000 · ASSESSMENT INCOME          | 90,107.00    | 106,386.00 | -16,279.00     | 84.7%       |
| 41200 · Internet Assessment Income | 16,875.00    |            |                |             |
| 41500 · Fee Income                 | 45.00        | 66.68      | -21.68         | 67.49%      |
| 43000 · INTEREST INCOME            | 20.68        | 66.68      | -46.00         | 31.01%      |
| 44000 · Misc income                | 25.00        |            |                |             |
| 45010 · Returned Check Charges     | 25.00        |            |                |             |
| Total Income                       | 107,097.68   | 106,519.36 | 578.32         | 100.54%     |
| Gross Profit                       | 107,097.68   | 106,519.36 | 578.32         | 100.54%     |
| Expense                            |              |            |                |             |
| 51000 · ACCOUNTING FEES            | 3,076.55     | 3,102.68   | -26.13         | 99.16%      |
| 53500 · LICENSES AND FEES          | 105.00       | 70.00      | 35.00          | 150.0%      |
| 54500 · MEETING EXPENSE            | 157.40       |            |                |             |
| 55000 · OFFICE EXPENSE             | 32.75        | 150.00     | -117.25        | 21.83%      |
| 55005 · Association Events         | 178.00       | 433.32     | -255.32        | 41.08%      |
| 62500 · INTERNET SERVICE           | 43,011.62    | 42,840.00  | 171.62         | 100.4%      |
| 64500 · TRASH COLLECTION           | 17,538.30    | 16,898.00  | 640.30         | 103.79%     |
| 64600 · COMMON AREAS MAINTENANCE   | 145.00       |            |                |             |
| 75300 · LANDSCAPING - CONTRACT     | 20,247.14    | 20,000.00  | 247.14         | 101.24%     |
| 75400 · LANDSCAPING - NON-CONTRACT | 2,930.00     | 10,556.64  | -7,626.64      | 27.76%      |
| 85500 · WEBSITE EXPENSE            | 751.34       |            |                |             |
| 85510 · Bank Service Charges       | 20.00        |            |                |             |
| Total Expense                      | 88,193.10    | 94,050.64  | -5,857.54      | 93.77%      |
| Net Ordinary Income                | 18,904.58    | 12,468.72  | 6,435.86       | 151.62%     |
| Net Income                         | 18,904.58    | 12,468.72  | 6,435.86       | 151.62%     |

| MOSBY MOUNTAIN COMMUNITY ASSOCIATION, INC. -- BUDGET 2024 |       |                     |                     |                     |                     |                      |                      |                      |                      |                      |
|---|-------|---------------------|---------------------|---------------------|---------------------|----------------------|----------------------|----------------------|----------------------|----------------------|
| Categories  | Code  | 20 Budget           | 20 Actual           | 21 Budget           | 21 Actual           | 22 Budget            | 22 Actual            | 23 Budget            | 23 Projected         | 24 Budget            |
| Assessment Income   | 41000 | \$ 63,308.00        | \$ 63,245.91        | \$ 64,260.00        | \$ 64,449.95        | \$ 103,173.00        | \$ 106,661.92        | \$ 141,848.00        | \$ 141,848.00        | \$ 141,848.00        |
| Fee Income  | 41500 | \$ 100.00           | \$ 202.00           | \$ 150.00           | \$ 60.00            | \$ 50.00             | \$ 35.00             | \$ 100.00            | \$ 87.35             | \$ 75.00             |
| Disclosure Packet   | 42000 | \$ -                | \$ -                | \$ -                | \$ -                | \$ -                 | \$ -                 | \$ -                 | \$ -                 | \$ -                 |
| Interest Income   | 43000 | \$ 100.00           | \$ 123.36           | \$ 100.00           | \$ 59.18            | \$ 100.00            | \$ 31.05             | \$ 100.00            | \$ 45.27             | \$ 45.00             |
| Misc Income   | 44000 | \$ -                | \$ -                | \$ -                | \$ 25.00            | \$ -                 | \$ -                 | \$ -                 | \$ 50.00             | \$ -                 |
| <b>Total Income</b>                                       |       | <b>\$ 63,508.00</b> | <b>\$ 63,571.27</b> | <b>\$ 64,510.00</b> | <b>\$ 64,594.13</b> | <b>\$ 103,323.00</b> | <b>\$ 106,727.97</b> | <b>\$ 142,048.00</b> | <b>\$ 142,030.62</b> | <b>\$ 141,968.00</b> |
| Write Off (Bad Debt Expense)                              |       |                     | \$ 8.11             |                     | \$ 135.00           |                      |                      |                      |                      |                      |
| Accounting  | 51000 | \$ 3,600.00         | \$ 3,008.80         | \$ 4,475.00         | \$ 4,108.12         | \$ 4,475.00          | \$ 3,056.96          | \$ 4,654.00          | \$ 4,654.00          | \$ 4,840.16          |
| Bank Charges  | 51500 | \$ -                | \$ -                | \$ -                | \$ 70.00            | \$ -                 | \$ 25.00             | \$ -                 | \$ 20.00             | \$ -                 |
| Liability, DBO, Bonding Ins/ins general 66350             | 52000 | \$ 1,000.00         | \$ 916.00           | \$ 1,000.00         | \$ 960.00           | \$ 1,000.00          | \$ 974.00            | \$ 1,000.00          | \$ 1,100.00          | \$ 1,000.00          |
| Legal   | 53000 | \$ -                | \$ 833.15           | \$ -                | \$ -                | \$ -                 | \$ -                 | \$ -                 | \$ -                 | \$ -                 |
| Taxes and Licenses  | 53500 | \$ 70.00            | \$ 25.00            | \$ 70.00            | \$ 185.00           | \$ 70.00             | \$ 25.00             | \$ 70.00             | \$ 105.00            | \$ 70.00             |
| Meeting Expense   | 54500 | \$ -                | \$ -                | \$ -                | \$ 157.40           | \$ -                 | \$ -                 | \$ -                 | \$ 157.40            | \$ -                 |
| Office Expense  | 55000 | \$ 250.00           | \$ 250.00           | \$ 250.00           | \$ 336.35           | \$ 250.00            | \$ 232.00            | \$ 250.00            | \$ 89.24             | \$ 250.00            |
| Website Expense   | 85500 | \$ -                | \$ 336.42           | \$ -                | \$ -                | \$ -                 | \$ -                 | \$ -                 | \$ 751.34            | \$ -                 |
| Other Services  | 55500 | \$ -                | \$ -                | \$ -                | \$ -                | \$ -                 | \$ -                 | \$ -                 | \$ -                 | \$ -                 |
| Association events/activities 56200                       | 55005 | \$ 650.00           | \$ -                | \$ 650.00           | \$ 330.97           | \$ 650.00            | \$ 189.13            | \$ 650.00            | \$ 532.00            | \$ 1,485.00          |
| Memberships   | 54000 |                     |                     |                     |                     |                      |                      |                      | \$ -                 | \$ -                 |
| Miscellaneous expense                                     | 74200 |                     |                     |                     |                     |                      |                      |                      | \$ -                 | \$ -                 |
| Common area maintenance ("contract")*                     | 75300 | \$ 27,868.00        | \$ 27,828.00        | \$ 27,868.00        | \$ 27,828.00        | \$ 27,868.00         | \$ 27,828.00         | \$ 30,000.00         | \$ 25,590.00         | \$ 26,358.00         |
| Misc Common Area Improvements                             | 83000 | \$ -                | \$ -                | \$ -                | \$ -                | \$ -                 | \$ -                 | \$ -                 | \$ -                 | \$ -                 |
| Landscaping - Noncontracting                              | 75400 | \$ 3,700.00         | \$ 2,660.00         | \$ 3,700.00         | \$ 1,220.00         | \$ 5,000.00          | \$ 10,922.07         | \$ 15,835.00         | \$ 12,645.00         | \$ 14,000.00         |
| Drainage / fencing 75200-82250 maintenance                | 82000 |                     |                     |                     |                     |                      |                      |                      | \$ -                 | \$ -                 |
| Signage/Sign Maintenance                                  | 82500 |                     |                     |                     |                     |                      |                      |                      | \$ -                 | \$ -                 |
| Mailbox Maintenance                                       | 75800 |                     |                     |                     |                     |                      |                      |                      | \$ -                 | \$ -                 |
| Trash Collection  | 71450 | \$ 26,361.00        | \$ 25,347.00        | \$ 26,361.00        | \$ 25,347.00        | \$ 26,361.00         | \$ 25,327.28         | \$ 25,347.00         | \$ 25,347.00         | \$ 27,965.00         |
| Fiber Internet Services                                   |       |                     |                     |                     |                     | \$ 37,485.00         | \$ 40,415.62         | \$ 64,260.00         | \$ 64,260.00         | \$ 64,260.00         |
| Addition to reserve fund                                  | 64500 |                     |                     |                     |                     |                      |                      |                      | \$ -                 | \$ 1,500.00          |
| <b>Total Expense</b>                                      |       | <b>\$ 63,499.00</b> | <b>\$ 60,962.48</b> | <b>\$ 64,374.00</b> | <b>\$ 60,677.84</b> | <b>\$ 103,159.00</b> | <b>\$ 108,995.06</b> | <b>\$ 142,066.00</b> | <b>\$ 135,250.98</b> | <b>\$ 141,728.16</b> |
| <b>Quarterly Dues</b>                                     |       | <b>\$ 133.00</b>    | <b>\$ 133.00</b>    | <b>\$ 135.00</b>    | <b>\$ 135.00</b>    | <b>\$ 273.00</b>     | <b>\$ 273.00</b>     | <b>\$ 298.00</b>     | <b>\$ 298.00</b>     | <b>\$ 298.00</b>     |
| Addition to operating reserve fund                        |       | \$ 9.00             | \$ 2,608.79         | \$ 136.00           | \$ 3,916.29         | \$ 164.00            | \$ (2,267.09)        | \$ (18.00)           | \$ 6,779.64          | \$ 239.84            |