



**Mahogany Vista Homeowners Association**  
**BOARD MEETING MINUTES**  
October 22<sup>nd</sup>, 2025 at 4 PM  
ZOOM

A meeting of the Board of Directors of the Mahogany Vista Homeowners Association was held on October 22<sup>nd</sup>, 2025 at 4 PM via ZOOM.

1. Call to Order
  - a. The meeting was called to order at 4:03 PM by Laura Brown.
2. Roll Call
  - a. Damon Crocker (Present)
  - b. Judd Clarence (Present)
  - c. Vacant Position
  - d. Laura Brown, Association Manager (Present)
3. Quorum
  - a. With 2/3 of the board members present, a quorum was established, and the meeting was called to order.
4. Approval Action Items:
  - a. A motion was made by Judd to approve the prior Board meeting minutes held on 9.5.24 as written. Seconded Damon. No discussion. Passed unanimously.
5. Management Report and Community Updates
  - a. Seasonal Contracts
    - i. Snow Removal – Contract for snow removal services for 25-26 season at 3-inch threshold was proposed by Daly Property Services. They are expected to provide snow removal of the parking lot, sidewalk and mailbox area, and stairs, along with ice mitigation of all areas.
      1. Motion made by Damon to approve contract. Seconded by Judd. No discussion. Passed unanimously.
    - ii. Landscaping – Contract for snow removal services for 2026 season was discussed. Additional work on the bushes around the front doors should be addressed.
      1. Motion made by Judd to approve contract. Seconded by Damon. No discussion. Passed unanimously.
  - b. On-going and Upcoming Projects
    - i. Exterior Maintenance and Gutters: Management provided an update on general exterior upkeep, including on-going touch ups around doors and gutter maintenance.
    - ii. Swamp Cooler winterization was completed for the season on 10/9. No major issues to report.
    - iii. Trash Contract: Overages continue with residents (or guests) leaving miscellaneous junk around the dumpster causing costly overages. The Board would like to install a “mock” camera to deter behavior, along with signage.
6. Board of Directors Update and Education
  - a. Collection Policy Update: The Board reviewed the current Collection Policy and the State-required update that was drafted by Western Law Group.
    - i. A motion was made by Damon to approve the contract as written. Seconded by Judd. No further discussion. Passed unanimously.
7. Financial Review
  - a. Financial statements for the period ending **September 30, 2025** were reviewed, including:
    - i. **Balance Sheet** – Total assets of **\$13,846.79**; reserves balance of **\$5,808.00**.
    - ii. **Income Statement** – YTD operating income of **\$19,505.36** with net income of **\$6,433.70**.
    - iii. **Budget Comparison** – Operating expenses running below budget with positive variance of **\$6,533.38** YTD.
  - b. Delinquency Report – No outstanding homeowner balances as of 9/30/25.

**APPROVED:** \_\_\_\_\_

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- c. Line of Credit with Alpine Bank: The current line of credit that was previously used as supplementary funds for roof replacement totaling \$3,058.56 is currently accruing interest at a rate of 10.75% with a credit limit of \$6k. The Board discussed paying the balance and keeping the account open for future projects.
  - i. A motion was made by Damon to pay off the balance using reserve funds but keeping the account open for future projects. Seconded by Judd. No further discussion. Passed unanimously.
- 8. **2026 Draft Budget Review – Presentation, Discussion, and Approval:** Management presented two Draft 2026 Budget (Budget A and Budget B), both included a detailed review of anticipated operating costs, insurance and utility trends, and the Association’s long-term capital needs. The Board discussed the following key components:
  - a. **Proactive Maintenance Planning:** The budget reflects a continued focus on preventative and seasonal maintenance to reduce long-term repair costs. This includes routine exterior upkeep, landscape health, irrigation efficiency, and annual service programs (e.g., swamp coolers, snow removal readiness).
  - b. **Reserve Funding for Major Capital Projects:** The Board reviewed the Association’s reserve contribution strategy to ensure adequate funding for large-scale future projects. Priority categories discussed included exterior building components, parking lot/drive lane resurfacing and long-term pavement management, lighting upgrades and other infrastructure improvements. The 2026 Budget increases contributions to reserves to better align with projected future needs.
  - c. **Insurance Premium Increases:** Due to ongoing statewide and regional market pressures affecting HOA master policies, the budget includes an anticipated increase to property and liability insurance premiums.
  - d. **Rising Utility Costs:** The Board reviewed the upward trend in trash, water, and general utility expenses and incorporated expected increases into the budget to ensure accuracy and financial stability.
  - e. **Budget A – \$350/month per unit (No Dues Increase)**
    - i. **Key Features:** Annual income: **\$25,200**, Reserve contributions: **\$5,300**. Total operating expenses: **\$25,195**. Net income: **\$5.00** (balanced budget). Continues existing dues of **\$350/month**, allowing financial stability without increasing owner expenses. Supports **proactive maintenance** including deck staining, gutter cleaning, swamp cooler service, snow removal, landscaping, and irrigation improvements (see page 1 for line-item details). Maintains funding for long-term needs such as **exterior repairs, parking lot maintenance**, and planning for future major capital projects. Includes increased allocations for **insurance** (\$6,600) and **utility costs**, which are trending upward regionally (page 2).
  - f. **Budget B – \$375/month per unit (Increase).**
    - i. **Key Features:** Annual income: **\$27,000**. Reserve contributions: **\$7,100** (higher than Budget A). Total operating expenses: **\$26,995**. Net income: **\$5.00**. Adds **\$100/month per unit annually to reserves**, offering stronger long-term funding for major capital repairs. Provides additional buffer for rising **property insurance, trash, irrigation water**, and inflationary pressures. Same maintenance-level funding as Budget A, but with greater reserve protection for aging infrastructure.
  - g. Homeowner affordability following previous **dues increases** and the **recent special assessment**. While Budget B offered stronger reserve growth, the Board emphasized supporting owners’ financial recovery and elected to defer additional increases until a later fiscal cycle.
  - h. **Board Action: Approval of the 2026 Budget:** After discussion, the Board agreed that **Budget A (\$350/month)** responsibly funds operations, continues proactive maintenance, and sustains long-term planning **without placing additional financial burden on homeowners**. After discussion, the Board determined that the 2026 Budget accurately represents the needs of the community and positions the Association responsibly for both near-term operations and long-term capital planning.
    - i. **Motion to Approve the 2026 Budget A (Dues remain at \$350/month/unit)** made by Damon. Seconded by Judd. Vote: Unanimous passed.



9. Old Business: Nothing further at this time.
10. New Business: Q1 2026 Board Meeting is scheduled for **March 4<sup>th</sup>, 2026 at 4 PM** via ZOOM.
11. Adjournment: There being no further business to come before this meeting, it was motioned by Damon Crocker to adjourn at 4: PM. Seconded by Judd. No further discussion. Unanimously passed. Meeting adjourned.

Respectfully Submitted,

Laura K. Brown, Association Manager  
Property Professionals

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**Note:** These meeting minutes are provided in *draft form* and are not considered official until reviewed and approved by the Board of Directors at the next scheduled meeting. Once approved, they will become part of the Association's permanent records per CCIOA.

**APPROVED:** \_\_\_\_\_

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