

Hollybrooke DSS HOA Board Meeting

When: Tuesday October 6, 2026 - 7:00PM via zoom

In Attendance: Eli, Dave, George, Jon, Jody, Sharon, Heather – MTM
Leslie Carey - President of DS1, Bill Gustavson

Welcome

Approval of Minutes – 2nd - Approved

Officer Reports

President: Dave Minier

CCOC mediation update – awaiting further information from the committee.

Vice President: Jonathan Tubman –
nothing to report

Treasurer: George Wolohojian

2027 Draft Budget discussion (review; community notification in October of November session for final votes)

Due to inflation, we will have to raise our fees. We have been presented by MTM, budgets with a 4%, 7% or 10% increase. In 2027. Expense items that impact the increase are periodic audit costs, legal support, common area lawn & landscape maintenance, and MTM property management fees. Meeting expenses include a new item; electronic voting, required by law. To save some money, we decided to no longer print the newsletter. It will be delivered via email.

Community improvements expenses are used for common ground bamboo remediation. There was a question if Yellowstone, the landscaping company, had done barrier remediation in addition to cutting the area. MTM will confirm the scope and effort so far with Yellowstone.

After discussion, the board decided to raise the fees by 7%.

Secretary: Eli Nadel – the final printed newsletter will come out by the end of the month. Future editions will be sent by email. The listserv has most HOA members email address. The final hardcopy version of the newsletter and the notice of the budget meeting will encourage members to share their email address with the HOA and MTM to improve electronic communications.

Committee Report(s) – AERC Liaison – Martin Benevides

Since the last meeting we've had 4 requests for external issues such as roofs, gutters & shutters. These were all approved.

We had one request to install a window-a/c unit that was declined by the AERC and the board. This request led to a meeting with the AERC and Board to go over the window a/c restriction where it was determined that this restriction will remain in place.

We also sent notices to 2 residences regarding window units - both removed the units. We also sent a notice to a homeowner regarding a boat in the driveway- this issue was also resolved.

Current Business

Call for Halloween Parade Coordinator – Denise Usher, who has coordinated the Halloween parade since its inception, is unable to do it this year. An email was sent to the community via the listserv, asking for a volunteer coordinator. So far, there have not been any volunteers. There might not be a parade this year.

New Business

Open Items

Waiting for our portion of the community wide ice cream & movie night social expense we share DS2 & DS1. DS2 is planning another movie night for Oct. 30th, details will follow when they are available.

Annual meeting November 10, 2026 at 7pm via zoom

Adjourn

Derwood Station South HOA, Inc. - Draft 2027 Budget						
	Account	Description	2026 Budget	2026 JULY YTD Actual	2027 Budget	COMMENTS
Operating Accounts						
Income Accounts						
Assessment Income						
	40-4000-00	Assessment Income	\$79,483.80	\$76,505.57	\$85,026.99	Increase by 7% TH \$257.54, SF \$170.47
Other Income						
	43-4340-00	Late Fee Income	\$300.00	\$240.00	\$300.00	
	45-4501-00	Reserve Interest Income	\$6,000.00	\$3,522.29	\$6,000.00	
Income Accounts Total			\$85,783.80	\$80,267.86	\$91,326.99	
Expense Accounts						
General & Administrative						
	50-5010-00	Audit Fees	\$800.00	\$650.00	\$3,750.00	Audit year
	50-5130-00	Legal Fees	\$2,000.00	\$1,974.00	\$3,000.00	CCOC pending action
	50-5110-00	Insurance	\$2,000.00	\$1,032.66	\$2,800.00	
	50-5085-00	HOA Commission Expense	\$1,510.00	\$1,501.50	\$1,510.00	
	50-5170-00	Mgmt Fee Other	\$1,000.00	\$958.33	\$1,000.00	
	50-5400-00	Social Committee Expense	\$1,000.00	\$0.00	\$1,000.00	
	50-5600-00	Federal Income Tax	\$800.00	\$1,657.00	\$1,000.00	Reduction noted
	50-5700-00	Operating Reserve	\$2,000.00	\$0.00	\$1,000.00	Reduction noted
	50-5350-00	Printing & Duplication	\$500.00	\$482.47	\$800.00	
	50-5230-00	Meeting Expense	\$0.00	\$750.00	\$750.00	Addition noted - Electronic voting
	50-5330-00	Postage	\$675.00	\$481.83	\$675.00	
	50-5050-00	Committee Expense	\$500.00	\$0.00	\$500.00	
	50-5290-00	Office Supply & Expense	\$500.00	\$77.69	\$500.00	
	50-5620-00	State Income Tax	\$400.00	\$40.00	\$400.00	
	50-5005-00	Architectural Review Expense	\$300.00	\$60.00	\$300.00	
	50-5250-00	Newsletter	\$700.00	\$363.79	\$0.00	Newsletter now delivered via email
Maintenance						
	65-6530-00	Community Improvements	\$9,169.48	\$0.00	\$8,915.93	
	65-6230-00	Dog Waste Maintenance	\$4,100.00	\$2,671.66	\$4,300.00	
	65-6525-00	Tree Maintenance	\$3,000.00	\$0.00	\$3,000.00	
	65-6510-00	Tot Lot Repairs/Maintenance	\$2,500.00	\$0.00	\$2,000.00	
	65-6220-00	General Maintenance/Repairs	\$650.00	\$0.00	\$500.00	
Contract Services						
	75-7610-00	Lawn & Landscaping Maintenance	\$26,000.00	\$18,401.26	\$26,975.00	Increase by \$975
	75-7860-00	Property Management Contract	\$18,660.00	\$10,885.00	\$19,400.00	
	75-7800-00	Snow Removal	\$7,000.00	\$0.00	\$6,126.06	Surplus of \$1,126.06 added
Contract Services						
		Transfer to Reserves	0	0	\$ 1,125.00	Addition noted from 2026
Expense Accounts Total			\$85,764.48	\$41,987.19	\$91,326.99	
Operating Accounts Net			\$19.32	\$38,280.67	\$0.00	