

## Minutes - KFAMA Inc. Officers Meeting, September 19th, 2019

**Attending** – Susanne Koenig, James Nelson, Emily McFarland, John Womack, Lee Snyder; one guest, Mark Kheim

### **Treasurer's Report and Financial**

**Cash Flow Statement.** As of September 18th – Balance = **\$71,635**

**Expenditures** – signed check for road insurance policy. **Insurance policy covering Common Areas** – requires depth measurements for ponds (James); number of berms and dams (Susanne); calculate size of land/water area by providing tax map. **Setting annual road dues rate** – Prunty's legal advice rules out two-tier payment rate proposal. Contemplated how to maximize revenue yet maintain manageable rate for payers. If rate is raised, need to develop case justifying how extra funds would be used.

### **Administrative**

**Upcoming Regular Annual/Special meeting** – considered logistics of conducting votes; need for Proxies. Meeting Notice due to be mailed in early October. **Rules and Regulations** – Prunty's legal input means major document revision required. **Restricting use of common areas** (mainly river access) - if unit owner hasn't paid dues, restricting their use of area can be based on argument that they increase liability by their use without contributing toward cost of insurance which provides liability protection. **Regulating ATVs** - Jefferson County rules on ATVs may apply to KFA roads. **Notification to Realtors** – instead of a letter to local realtors re. establishment of KFAMA, better to target closing attorneys. James was going to look into acquiring a list. **Culvert installation under driveways** – need to explore association documents: does road easement obligate KFAMA for responsibility and cost of culvert installation or, since it's on private property, is unit owner responsible? **Information about abandoned house** – consensus that it is not prudent to provide neighbor with contact information for owner despite potential nuisance factor posed by house.

### **Road Safety and Signage**

**Discussion of 'chicanes'** – road obstacle barricades strategically placed to calm traffic; or add speed bumps or swales. **Signs printed** - ready for pick-up. James to coordinate installation. Once posted, need to inform Sherriff Dougherty. **Snow removal RFPs** – due Friday. Plan to open and review over weekend. **Wagon Trail Road repair status** – Awaiting communication from Kable Excavating. **Report of branch blocking Renie Drive** – intersection of Burkett and Renie checked, but no obstruction found. **Barbara Lane Assessment** – site visit confirmed rutted surface but passable at cautious speed. Will reassess during wet spring weather. **Sprouse Lane** – informed of possibility that drainage swale could expand into woods; to be reassessed at future date. **Millings acquisition** - discussed availability of another bargain price source of millings through Kable Excavating. **Grading and millings distribution** – discussed extensive scope and cost of project which improved Short Drive, Lakeview, Burkett, Renie, Walnut Hill, Wagon Trail, and White Dogwood Roads.

**Next regular officers' meeting: 2pm October 10<sup>th</sup>.** Location – 270 Industrial Blvd., Kearneysville