

Minutes - KFAMA Inc. Officers Meeting, November 21st, 2019

Attending – Susanne Koenig, James Nelson, Emily McFarland, John Womack, Lee Snyder; guests Mark Kheim, Wayne Pangle, Amadale (potential buyer Lots 19 & 20 of Section 17) [John left early after giving treasurer's report]

Treasurer's Report and Financial

Cash Flow Statement. As of November 21st – Balance = **\$22,838** [\$20,000 of this is a dedicated reserve fund for winter road care costs; leaving a balance of just **\$2838** for routine expenses]

Common Areas insurance coverage - An outstanding anticipated expense is the premium adjustment for coverage expanded to Common Areas – information required to satisfy the insurance company is being collected and will be ready to submit by early December.

Payment reminder – 20% of lot owners still owe 2019 road dues; one final reminder is being mailed. Billing for 2020 dues will be mailed January 2nd. ****For future information: when dues remain the same as the previous year, the notice does not need to be a certified mailing.****

Administrative

Returned certified mailings – one additional attempt will be made to re-send information to those who did not pick up their certified mailing packet. Per recommendation of USPS, the certified number can be added to the duplicate info then sent again in a non-certified envelope and regular postage.

Merging lots policy – less one vote (John absent), a newly established policy regarding merged lots was unanimously agreed upon. To settle the question of what fee is owed by an owner once lots are merged, the decision is that: the validity of the merge will be considered retro-active to the beginning of the year in which the merger is legally completed. Therefor the fee due will be based on number of lots once merged. **Costs involved** - an attorney's fee, Planning Commission fee (\$100), recording fee (\$25) and the surveyor's fee. The attorney's fee might range from around \$300 to \$400; the greatest cost is the surveying fee which is contingent upon identifying all property markers. Because it can be difficult to know how difficult finding the markers will be, advance total cost is hard to estimate, but almost certainly is the most expensive part of the process.

Notification to Closing Agents – about six main local closing agents have been identified; James got a list. To alert them to collect road dues that may be in arrears at time of a property settlement, a letter will need to be drafted informing them about the KFAMA association.

Road Safety and Signage

'Chicanes' or road obstacle barricades – discussion was re-visited about strategies to calm traffic; rubber speed bumps may offer good budget, earliest and easiest potential approach. Issue needs to be re-visited once funds are available.

Hydrants – Mark Kheim volunteered to mark hydrants in case of deep snowfall; he'll use tomato stakes painted blue lashed to back of hydrants. To keep hydrants dug out in case of

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heavy snowfall, ideally nearby community members might respond. In 2020, funds should be allocated to remove saplings that are beginning to obscure visibility and accessibility to hydrants.

Road related issues

Snow Plowing- James is designated first line of contact with contractor Kevin Grove.

Emily will convey messages to James or Susanne when she gets a call or an email from a KFA resident. Susanne is secondary contact.

Road work – Despite acknowledged areas where work might ideally be done if only because they are rather small issues, unless they pose a serious safety risk, any presently available funds need to be held for now in case of emergency until funds are replenished starting January 2020.

Tar and Chip – discussion of this surfacing option, merits/shortfalls tabled until John present because of his experience near where he lives

Next regular officers' meeting: TBD. Location – 270 Industrial Blvd., Kearneysville