

Minutes - KFAMA Inc. Officers Meeting, February 26th, 2020

Attending – Susanne Koenig, Emily McFarland, John Womack, Lee Snyder; guest Mark Kheim

Treasurer’s Report and Financials

Cash Flow Statement – As of February 26th, Balance = **\$69,333.75** [\$49,449 of which is available for general expenditures]. Board agreed to formally assign \$5,000 of this year’s winter road care to build on the “Reserve for Snow and other Emergencies” fund with the intention of gradually doing the same again as the year progresses. Payments authorized toward deferred billing by SES for work done in 2019 (\$750 monthly checks, now issued as of January 2020).

Insurance coverage of common areas – Policy proposal from Nationwide tentatively approved contingent on review of final details. Coverage will include roads and D&O insurance.

“Simple acquisition” policy adopted – Board agreed that need to seek competitive bids will be triggered if cost of project or acquisition is anticipated to exceed \$5K

Administrative

Legal action against non-payers – with James’ absence, no available status update

Bylaws amendment – 9.5 votes still needed to reach requisite majority

Road Safety and Signage

Contacting delivery service providers – Susanne to draft letter requesting use of smaller trucks within KFA by Apple Valley Waste and alternate trash service.

Speed management – research needed on county ATV regulations to see if they can be applied within KFA; Installation of speed humps or chicane to be deferred until surface repairs made along Cedar Hill Drive

Roadside greenery survey – Curt Mueller has agreed to lead project to identify trimming needs

Road Care/Maintenance issues

Culvert installation policy – strategy needed to encourage lot owners to install culverts adhering to minimum specs for length and size of pipe. Introduced idea of offering potential partnering where KFAMA installs culvert if lot owner will pay for pipe. For guideline culvert, need to establish specs; intention to establish policy that ‘new builds’ require installation of culvert and in accordance with specs. Well worth looking into whether any funds may be available from state or fed related to storm water management.

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Road Care/Maintenance issues, continued

Repair of Barbara Lane near Laurie Dr.– letter of inquiry proposed to see if lot owner would consider contributing toward cost of road repair; otherwise, commitment agreed to up to \$4,000 toward project.

Cedar Hill Drive repair – discussion begun about feasible extent of 2020 repairs. Though not most cost-effective long-term solution, “scratch” paving method (smoothing road with a thin laid surface) is most expedient short-term strategy. Proposed plan of action is to survey where repairs are needed to get idea of extent of work involved. Then get estimate of how much asphalt required and cost [5 loads = about 100 tons].

Outline of 2020 roads repair plan – In broad-brush terms, began process of identifying highest priority road repair sections. If +/- \$100K projected overall income from road dues is accurate then, after anticipated obligations, about \$53K available for road repairs and misc. care. If \$5K set aside for misc. spot fixes and spur-of-the-moment needs, then \$48K available to allocate to various projects. Process of identifying needs was started; assumptions to be fine-tuned awaiting review by Lee to compile initial estimate and what might be accomplished at areas suggested:

Roadside drainage management and repair – a general focus for KFA-wide improvement

Barbara, Sprouse, Lakeview – medium size projects already committed

Burkett and Wagon Trail – reinforce 2019 work done by applying new layer of stone

Lower Renie, upper Wagon Trail, Cedar Hill Dr. – largest scale projects under consideration

Five-year plan – observation made that framing a plan outlining general direction of progress extending out five years ideally should be prepared; but limited time left in meeting allowed no further discussion

Common Areas and Related Policy

ID cards – at this meeting, no further discussion or action taken regarding policy/s

Next regular officers' meeting: 2pm March 25th (fourth Wednesday of month)

Location – Conference Room, 270 Industrial Blvd., Kearneysville