

Minutes - KFAMA Inc. Officers Meeting, June 24th, 2020

Attending – Susanne Koenig, James Nelson, Emily McFarland, John Womack, Lee Snyder
(John excused early)

Treasurer's Report and Financials

Cash Flow Statement – As of June 23rd, Balance = **\$92,969**. Of that total, \$39,884 is held aside in 'Reserve for Snow Removal and Other Emergencies.'

\$46,514 is the balance available for project expenditures (after accounting for funds committed to other anticipated annual expenses).

Road Safety and Signage

- 1) **"Road Closed" signs** – ten signs were ordered. They are ready for installation.
- 2) **Roadside greenery trimming** –
 - a) Landscaper has been given contract for trimming greenery along Lakeview and Burkett at cost of \$3200. Awaiting his commitment.
 - b) A copy of the landscaper's insurance policy was given to Emily.
 - c) Price of \$350 to cut and remove large hanging branch from prominent tree beside pond at the end of McArthur was agreed upon by Board.

Common Areas

- 1) **Lock for gate at river access area** – because too many trespassers have lock code, it was agreed to change the combination as of July 1st; signs will be posted at gate and mailboxes to alert people to get new code by reaching Emily.

Road Care/Maintenance issues

- 1) **Viability of millings.** The adhering quality of millings purchased in 2019 needs to be determined. To test quality, a small project will be undertaken. If Lakeview Drive near Honeysuckle can be built up without needing a culvert, millings will be spread there. James will make initial assessment whether a culvert is recommended. Whatever location is established, Grove will be contracted to spread a load of millings.
- 2) **Commitment to 2020 road projects (see list below).** The board agreed upon a firm commitment to the projects listed below totaling **\$40,390**. If there are no project cost overruns—and possible savings if millings already purchased can be used— funds may be available to commit to an additional project/s. The Wagon Trail/White Dogwood maintenance upkeep project is reserved dependent on funds available this season.

Construction/Maintenance Projects Committed to for Season 2020

Cost	Date	Priority	Project	Notes
2,000	July/?	High	Burkett / Lakeview (left of Short Dr.) – maintenance grading + stone	Upkeep of heavily traveled road that takes a beating from seasonal conditions
10,000	July/?	High	Cedar Hill Drive – patch/paving Wagon Trail – patch/paving	Heavily traveled road with areas of significant deterioration
3,200	July	High	Lakeview – roadside trimming	Promoting roadway visibility
11,160		High	Renie Drive – Upper	High priority due to extensive erosion of road and regular traffic going to river access area
5,510		High	Renie Drive – Lower	
3,520		High	Sprouse – runoff management + grading; and Wagon Trail – runoff management	Priority due to commitment to property owners; mitigate runoff damage to Cedar Hill Dr.; and help preserve Wagon Trail Road repair and maintenance
5,000	As needed		Unexpected spot repairs – funds held in reserve for problems that arise unexpectedly	Reserve funds
\$40,390	Total cost	Out of	\$46,514 available leaves \$6,124	This balance can be committed later once status of other project expenditures is determined
			See next page for projects currently deferred until funds become available	

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[]		High	Short Drive – concrete step	Waiting on price quote before commitment to project
7,500		High	Wagon Trail / White Dogwood – maintenance: grading + stone	Important to maintain roads already repaired but this project postponed until other projects are completed so we know what funds are available
[]		Medium	Lakeview (right of Short Dr.) – stone or millings	Grading only, dependent on available funds
2,400		Medium	White Dogwood – culvert, runoff management + grading	Deferred until funds are available
1,500		Medium	Removal of 3 Dead Trees in field near Keys Gap	Deferred until funds are available
[]		High	Scarlett Oak – culvert, water management + grading	Scope of project won't be known until JUI completes work near Scarlett Oak

Speed humps. Installing a speed hump (at about 3" deep and 12' wide) was estimated to require roughly as much as five tons of asphalt. Even a single asphalt speed hump is not presently allowed by budget constraints.

Next regular officers' meeting: 2pm July 22nd (fourth Wednesday of month)

Location – Conference Room, 270 Industrial Blvd., Kearneysville