

## Minutes - KFAMA Inc. Officers Meeting, July 28<sup>th</sup>, 2021

**Attending** – Susanne Koenig, Emily McFarland, Jody Rosier (part-time), Lee Snyder; Guest JUI General Manager Stephanie Reel

### **Treasurer's Report & Financials**

**Cash Flow Statement** – General Fund as of July 28<sup>th</sup> = **\$92,201** (plus **\$40,000** Reserve Fund)

**A/R Report** lists accounts that are past due. 89 accounts have overdue payments and 31 of those owe greater than \$1,000; could billing statements be generated by JUI?

### **Administrative**

- 1) **Legal training** – appointment date to be set with attorney Tyler Mayhew

### **Common Areas**

- 1) **Field by lake at Keyes Gap**
  - a) **bush hogging** – waiting on R&L/Charlie Lamp
  - b) **tree work** – Jesse Christner, insured tree worker, suggested possible future provider
- 2) **Cluster mailbox at Short Drive entry** – as part of Short Drive upgrade project discussed logistics of moving the boxes; ideas about lighting, protective shelter or pavilion

### **Road Related Issues**

- 1) **Road upgrades and drainage issues reviewed by JUI General Manager Stephanie Reel**
  - a) **Managing runoff on Cedar Hill** – near intersection with Wagon Trail remedial measures to be implemented to prevent water flow over road during heavy rainfall
  - b) **General road improvements** – discussed impact on roads by heavy construction machinery; intended path of new construction by Keyes Crossing construction company is to follow a progression that avoids back-tracking onto recently improved roads; guiding principle is to leave roads better than when work commenced
  - c) **Greentree Road** – 20° slope means challenge to maintain road surface; drainage ditch to be cut as part of water line installation; asphalt chunks at top of road to be milled out; road to be re-graded then seeded w/straw; this is final big JUI water project for season except for Lakeview Drive area
  - d) **Scarlet Oak Drive** – discussed ways to manage this challenging road: proposal to divert water that sluices down driveway onto road by cutting ditch on property halfway up hill (then cost est. needed from Grove); need to reach out to residents
  - e) **Cedar Hill at Chestnut Hill intersection** – discussed improving line of sight by removing some trees and cutting back embankment (see attached page). Highway Department needs to be contacted about cutting back embankment
  - f) **Short Drive upgrade project** – request to Greg Bonar of Frontier Communications to have utility pole moved as part of project to improve line of sight at Short Hill/Chestnut Hill intersection (part of Short Drive upgrade)

**Next meeting – 2pm Wednesday August 25th (4<sup>th</sup> Wednesday of month)**

## Minutes - KFAMA Inc. Officers Meeting, July 28<sup>th</sup>, 2021

- 2) **Decisions for vote by entire board** – to get a vote from all Board members, it was agreed to circulate four items for decision by email after the meeting. See attached sheet with those issues, which all received a unanimous vote “in favor”

**Next meeting – 2pm Wednesday August 25th (4<sup>th</sup> Wednesday of month)**

**1) Vote Y/N to approve: Lot conveyance. KFAMA to accept conveyed lot from Oak Meadow [lot 13, Section 7] as common KFAMA property.**

This lot includes the underground pathway of a recent Jefferson Utilities waterline installation and a newly constructed road extension from Scarlet Oak Place to Walnut Hill Drive. A utility easement that runs the length of the waterline pathway is understood to accompany the lot conveyance.

The water line easement will have the same conditions as those held by JUI on the original transfer of land to the KFAMA from Oak Meadow.

**2) Vote Y/N to approve: Formal statement of partnership between KFAMA, Inc. and Keyes Crossing, LLC.**

Keyes Crossing LLC, the home building company, has offered to donate \$5,000 per homesite (there may be more than one original platted lot per homesite) to KFAMA. These donations are to be matched dollar for dollar by KFAMA from their funds collected from lot owners. It is agreed that the donation to be matched will be expended on road paving of those roads very near to the homesites which generate the \$5,000 donations. It is the hope of both parties that these donations and KFAMA matched can continue as homes are constructed on other roads in KFA. Donations are intended to be made for each home Keyes Crossing builds and also on house sites which may be potentially sold to other builders.

**3) Vote Y/N to approve: New Bank account authorization. Approval for KFAMA to open a new BCT bank account to serve as an Escrow account.**

Escrow funds collected are to include the received financial contribution from Keyes Crossing, LLC toward KFAMA road improvement work. The purpose of this account is to hold contributions from Keyes Crossing LLC and other like contributions for the sole purpose of the partnership agreement. Escrow agent will be Jody Rosier.

As agreed, the understanding with Keyes Crossing is as follows: Per each new Keyes Crossing residence completed within KFA, \$5,000 is being donated as a road improvement contribution to KFAMA. The funds are to be directed to roadway improvement in proximity to the new dwelling, located within a pathway recognized as serving the new residents. The funds are to be matched \$1.00 to \$1.00 by KFAMA funds from collected from lot owners.

**4) Vote Y/N to approve: Tree removal. As part of a road project to improve driver safety, approval to remove trees, including the large fir tree at the SW corner of the Cedar Hill Drive and Chestnut Hill Drive intersection.**

To enhance driver egress safety at the same intersection, approval includes removal of trees and cutting back the embankment to improve line of sight along the western roadside of Chestnut Hill Road when turning both north and south out of Cedar Hill Drive.