

Minutes - KFAMA Inc. Officers' Meeting via Zoom, January 26th 2022

Attending (remotely) – Board members Susanne Koenig, Emily McFarland, Jody Rosier, James Nelson, Lee Snyder; joined by KFA resident guests M. Kheim, C. Mueller, B. Sutherland, and N. Swanton

Treasurer's Report & Financials

- 1) **Cash Flow Statement** – as of January 26th General Operating Account Balance \$87,028. \$57,827 = 2021 funds carrying over to 2022 (a portion of these funds are already committed to projects not completed in 2021); \$50,005 = Reserve Account for Snow and Other Emergencies; \$55,719 = Developer Escrow Account (money contributed toward road projects by Keyes Crossing company to be matched dollar for dollar by KFAMA funds); \$86,251 = 2022 funds available for roads and common area projects.
- 2) **Drawing Escrow funds** – Treasurer explained procedure for drawing on Escrow money: eligible road projects are billed to KFAMA and vendor is paid entire amount from KFAMA account. One-half of that billed amount is then transferred from the Escrow funds to the KFAMA account as reimbursement.
- 3) **Overdue funds collected** – \$19,895 is the amount of overdue past fees recently collected since the final days of 2021 (explained further under next section, "Civil Action Process" Total A/R as of January 26th including past due and 2022 billing \$156,159.

Administrative

- 1) **Civil Action process** – Treasurer gave status overview:
 - a) **Process serving** – Lot owners with overdue fees dating back to 2019 were the first cases to be pursued. Extensive efforts to reach these people significantly reduced the number of cases filed with the Magistrate Court. By agreement, payment plans or other payment was arranged
 - b) **Serving papers** – Papers have been successfully served to several lot owners, with a certain few who still need to be reached.
 - c) **Tracking case status** – tracking the cases and next actions has been honed to a shared routine between the Treasurer and Secretary
 - d) **First case scheduled** – March 14th is date of the first case to come before the Court
 - e) **Arduous effort recognized** – the process of pursuing these cases is time consuming and arduous; praise and appreciation were expressed to the Treasurer for taking the lead, and to the Secretary for assisting, for the prolonged efforts that have already yielded substantial returns to the benefit of the full community
- 2) **2022 billing preparation** – with the exception of one lot owner with numerous addresses, mailing the annual bills went without complications. The Secretary was thanked for completing this tedious but vital task
- 3) **Bylaws amendment** – at the upcoming February meeting, the status of the vote count for a Bylaws amendment will be reviewed. The total number of KFA lots needs confirmation and any necessary outreach will be made to new incoming residents to request their ballots

Common Areas

- 1) **Short Drive entry sign** – design proposal has been taken to a sign company for further refinement, materials recommendation and cost estimate. New design image not yet

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available for viewing, but further design development got nod of encouragement. Inquiry to be made about potential size of sign and installation options.

- 2) **'Road Closed' sign** – winter weather intervened before sign could be placed as requested by Hill Top Loop residents; a nearby resident volunteered to follow through, using signs left over from a previous project. Thank you, MK

Road Related Issues

- 1) **Culvert and ditch clearing** – contract awarded to K&E Landscaping company for a few different projects to improve runoff management, but winter weather has delayed action
- 2) **Snowy/icy road care** – \$1315 has been spent to date for winter road care after two snow storms; an extra run to spread cinders on Renie Drive has also been billed in the amount of \$211. Prolonged freezing temperatures created more challenging conditions for road clearing than typical. Normally the amounts accumulated in the recent storms would melt within days. Instead, frozen road surfaces have required a tougher treatment response. These issues have been reviewed in discussion with the provider
- 3) **Springtime road conditions** – the earliest anticipated significant roadwork is likely to be when the freeze/thaw cycle promotes mushy road conditions. Laying stone in the past has perhaps already stabilized some of these sections and is the likely strategy for future problematic areas

Upcoming 2022 Developments to Anticipate

- 1) **Slowed construction progress** – as a general overview of Keyes Crossing house projects, a number of issues were cited as slowing progress, among them, winter weather, supply shortages and, in particular, delayed service by the power company. A few home closings are imminent, meaning new KFA residents are about to take occupancy

Next Officers' Meetings – via Zoom 2 pm February 23rd – 4th Wednesday of month