

Minutes - KFAMA Inc. Officers' Meeting (via Zoom) January 18th 2023

Attending Board members – Susanne Koenig, Emily McFarland, Curt Mueller, Jody Rosier, Bryan Sutherland; Lee Snyder present until 3pm. James Nelson unable to attend. Guests J. Miller, V. Rentrop

Treasurer's Report & Financials

- 1) **BCT Operating Account** – \$111,241 as of January 18th; **\$41,157 Developer Escrow** (Keyes Crossing monetary contribution for road projects to be matched dollar for dollar by KFAMA funds); **\$164,837 Accounts Receivable**; **\$50,030 Savings Reserve** (additional \$10K not yet transferred to Emergency Fund Account)
- 2) **2023 funds for road projects** – money carried over from previous two years brings funding for 2023 road projects to **\$147,332** (not counting \$40K reserved for Short Drive entry)
- 3) **Escrow funds available** – money set aside in Keyes Crossing Development Co. escrow to be released for roadwork alongside Lakeview Drive lots and at Greenwood Road near Cedar Hill Drive intersection which amounts to \$20K

Administrative

- 4) **Overdue road fees being pursued through court** – 10 additional cases have been filed and served
- 5) **2022 fiscal year tax prep** – paperwork has been submitted to CPA, Darnell & Co.
- 6) **Insurance claim against KFAMA** – Nationwide settlement is waiting on engineer's assessment; and claimant's in-person statement scheduled for end of January

Road Related Issues

- 7) **Secret Drive** – 'Dead end' sign installed near road entry
- 8) **Cedar Hill entry at Keys Gap** – volunteer has offered to fill pothole where vehicles cut corner of intersection
- 9) **Burkett Road/Lakeview roadside work** – below these Minutes, please find itemized summary of extensive roadside drainage improvements recently completed December through January
- 10) **Cedar Hill Drive shoulder** – roadside to be weed whacked as needed instead of costly improvement to ease shoulder edge drop-off that's problematic for mowing equipment
- 11) **Relocation of power company poles** – improvements planned at Short Drive and Wagon Trail are delayed until power company moves poles further from edge of road
- 12) **Short Drive entry plans:**
 - a) **Plant mix asphalt instead of tar & chip** – due to heavy entryway traffic, more durable 'plant mix' alternative suggested as treatment instead of tar & chip surfacing at Short Drive entry area
 - b) **Cluster box relocation** – Bryan offered to contact HF Postmaster to enquire about relocating Short Drive cluster mailboxes
 - c) **'Cut through' lane** – adding a connecting lane between in- and outward-bound lanes inside Short Drive entry under consideration
 - d) **Entry sign** – review of cost figures deferred until Lee Snyder present
- 13) **Ditch stabilization** – in steep new ditches, instead of rip rap check dams to slow runoff, discussed and approved using straw matting (suggested by Albert) as effective & more economical
- 14) **Cedar Hill Drive speed management:**
 - a) **Speed hump installation** – \$5K to \$7K approved for speed hump installation
 - b) **Way to measure speed?** – will seek Civil engineer thoughts on feasibility of blind measuring 'before and after' speed to assess impact of installing of speed humps

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- c) **Donation offered** – resident's offer to contribute toward speed hump installation considered. Decision is that donation of a general nature would certainly be appreciated, and spirit of this offer very generous. But accepting specially earmarked donations not advisable due to potential influence on project or program decisions

Common Areas and Culverts

- 15) **Lot owner request to assess culvert blockage** – will check to see if recent KFAMA roadside work (at Scarlet Oak Drive and White Dogwood) may be contributing to blockage (and help clear) nearby culvert
- 16) **Culvert inventory** – Curt shared starting point toward developing inventory of culverts; he noted that assessing care needed is a highly subjective judgement
- 17) **Landscape consultation fee approved** – approved 2-hour consultation at \$50/hour with landscaper to explore feasibility of introducing low-mow ground cover alternative to grass with goal to ultimately reduce mowing requirements

Meeting adjourned 3:40pm

Next Regular Officers' Meeting: 2pm February 15th via Zoom

(Meeting schedule is every 3rd Wednesday of each month)

Summary: Roadwork Completed January 2023

In summer of 2023, a plan will be scheduled to re-surface selected road sections (a process known as tar & chip). Re-surfacing will start at the Short Drive entry, turn south onto Lakeview to the curve where the road becomes Burkett, then extend along Burkett as far as—optimistically—the intersection with Renie Drive.

Roadside work just completed along these sections has been advance preparation for road re-surfacing. The intent of the recent work is to help roads shed residual water, a major contributor to road deterioration.

Work just completed by a contractor hired and paid with KFAMA road funds is summarized in the first three parts below.

The fourth part describes roadwork completed simultaneously. This additional work was done by a Snyder Environmental Services operator whose labor, hours and machinery were a donation by Lee Snyder to the community. This included re-grading, adding stone and compacting it to improve runoff drainage, reduce potholes and smooth road surfaces.

First, the summary of KFAMA work:

Work along Lakeview Drive (east) between Short Drive and 90° turn at Burkett:

Ditch cleared of debris and rip rap replenished — below existing driveway culvert on east side of road

At edge of road, new ditch cut to catch runoff and direct it to existing driveway culvert; rip rap added at mouth of culvert — above driveway culvert on east side of road

New ditch cut to meet new culvert — just past crest of hill, on east side of road above new driveway culvert

12" driveway culvert installed — just past crest of hill on east side of road

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Ditch cleared or re-cut — from new driveway culvert, down east side of hillside to 90° turn at Burkett

New ditch cut — Lakeview from crest of hill down (east side of) hillside to culvert at bottom of hill (at 90° turn)

Cleared culvert mouth in deep drainage depression, removing shrubbery and undergrowth then area lined with rip rap — inside corner of 90° turn at Burkett

Wider bowl cut and lined with rip rap — at mouth of culvert under driveway at 90° turn

Work along north side of Burkett Road starting at 90° turn, to as far as Renie

Ditch restored and sluices created to direct water over hillside — from 90° turn at Burkett (north side) up hill to McArthur

15" driveway culvert installed and curbside cut to direct water toward culvert — at Burkett and McArthur intersection

Ditch cut and road graded to direct water into ditch — at Old Chestnut and Burkett intersection

Ditches restored or re-ditched between culverts; and cleared mouth of culverts — length of Burkett from Old Chestnut to Renie

Ditches cut to meet downhill culvert and/or ditches — on each side of Lakeview (east) where it slopes down to intersection with Burkett

Work along south side of Burkett Road starting at Renie, back to 90° turn

Ditch cut — from hydrant near Renie to drainage bowl at outlet end of culvert under Burkett

Drainage bowl cleared, extended, then lined with rip rap — at culvert outlet under Burkett near Renie

Ditch restored or re-cut, and growth or saplings cleared where needed — from culvert at drainage bowl near Renie, extending entire length of Burkett back to 90° turn

Roadside shoulders built up by spreading stone and smoothing it — along Lakeview and Burkett where needed

Seeding and strawing — anywhere ground was disturbed

Summary of donated work:

Work completed with equipment and operator donated by Snyder Environmental Services

Road graded and drainage sluices cut as needed to direct runoff over hillside — the length of Renie Drive from storage compound down to base of hill

Stone spread and compacted — along selected spots on Renie, primarily at steep section near base of hill, just above and below Harwood Road

Graded roads, spread and compacted stone — as needed at sections of Wagon Trail in between Walnut Hill Drive and White Dogwood Road; then along length of White Dogwood Road from Wagon Trail to intersection of Renie and Burkett