

Cherrywood Estates Homeowners Association
HOA Annual Meeting Minutes, September 12, 2020
Web: cherrywoodhoa.org
Email: cherrywoodestateshoa@gmail.com
PO Box 4253, West Richland, WA 99353-4253

Board members

Name	Position	Year/Zone*	Address	Contact
Andrew Bagley	President	2018/3	463 Royal Ann Ct	drandrew@bagleydental.com
Glenn Hammond	Vice Pres.	2018/all(1)	413 Cherry Blsm	glenn.hammond@charter.net
Heidi Stenner	Secretary	2019/1	436 Cherry Blsm	hstenner@gmail.com
David Rohrig	Treasurer	2019/4	470 Cherry Blsm	dkrohrig@gmail.com
Rich Lewis	At-Large	2019/2	1351 Jubilee St	rlewis9657@aol.com

*Term year & zone represented. ('Term year' is the same as 'election year' except for special elections.)

Architectural Control Committee: Dayle Gilson and Brett Nelson (liaison: Rich Lewis)

Welcoming Committee: Michelle Blaine (liaison: Andrew Bagley)

Attendance

Board Members Present: Andrew Bagley, Glenn Hammond, Heidi Stenner, David Rohrig.

Others Present: There were approximately five home-representatives present online through Zoom.

Quorum (25%): Yes

Meeting Location: Board members were present together at 463 Royal Ann Ct. The meeting was available to all members to join using Zoom video conference calling. This format was selected due the Covid-19 pandemic restrictions on public gatherings. Very heavy smoke in the air required even the small group of board members to meet indoors.

Proceedings Convened

Meeting called to order by Andrew Bagley at 10:00 am.

Heidi Stenner recorded minutes.

Scheduled Business

Introduce board and committee members. Andrew Bagley introduced the board and committee members. The board members explained their activities.

Board positions. Andrew Bagley explained the board positions open for election.

Budget presentation. David Rohrig explained the proposed budget for 2020-21, indicating that the largest expenses are groundskeeping and insurance. Other expenses include electricity and renting our post office box. We have an approximate \$20,000 reserve that is felt to be sufficient for "rainy days." Most of the changes from last year in the budget are minor and have been made to ensure there are explicit categories for as many charges as possible. The dues are \$60, the same as last year, when fees were reduced. There was a request for questions from the homeowners, none were heard.

Election results

- Rebecca Bagley was nominated to witness and count ballots.
- Rebecca Bagley and board member, Heidi Stenner, separately counted ballots and then verified that

the counts were the same.

- An opportunity to challenge the results was presented; there was no challenge.
- All Zones: Bryan McGlothlin: 42 votes, 1 abstained; no write-in votes. He was elected.
- Zone 3: Andrew Bagley: 12 votes by the eligible Zone 3 voters; no write-in votes. He was elected.
- Budget: For: 42; Against: 0; Abstained: 1. Budget passed.

General Discussion

Year in review. Andrew Bagley reviewed a few activities from this past year:

We welcomed in many new neighbors

Charles and Alenka Plesha

Carmen Marquart

Sean Reaksecker and Joanna Reeves

Tyler and Wendy Reeser

Allyn and Judith Snowwhite

Conrad and Richarda Gilbert

ACC. The Architectural Control Committee reviewed and approved multiple requests from homeowners.

ACC Guidelines. We revised the Architectural Control Committee Guidelines so that it was more in agreement with the Covenants, Conditions and Restrictions for Cherrywood Estates.

Legal Reports. We filed the required Annual Reports with Washington State. We filed the U.S Income Tax Return for Homeowners Associations.

Title Companies. We responded to requests from title companies for information about annual dues.

Entryway to Cherrywood. We worked with Desertgreen to maintain the plant life around the entrance to our development. We are trying help the far west tree to recover from previous lack of irrigation.

Erosion along the southern wall. We inspected the southern wall of our development and contacted several homeowners who appeared to have water erosion originating from their property and asked them to look into it.

Turning into Cherrywood Estates. We requested that the City of Richland Public Works Department look at the possibility of making a left-hand turn lane into our development or other traffic interventions to increase safety at the intersection at the entrance to Cherrywood Estates. Heidi Stenner received a letter from the City on this matter, but believing that all neighbors had received a similar letter she failed to bring the letter to the meeting to read out loud. Instead, she reported what the letter stated using her recollection only. A copy of the actual letter is attached to these minutes. Essentially, the City considers the crash records at many intersections and the intersection of Keene Road and Lambert Street at the entrance to Cherrywood Estates is low on the list as far as being considered for interventions at this time. At the end of the meeting, resident Dayle Gilson proposed that a solar-powered current-speed sign could be installed on Keene Road to reduce the general speed, which could reduce the incidence and severity of accidents at the intersection. The board agreed to discuss this option at the next board meeting and possible approaches to the City on this matter.

Looking forward. We are looking at submitting a revision to the Covenants, Conditions and Restrictions to the Homeowners for a vote. The intent is to get the ACC Guidelines and the CC&R's in agreement with each other

Meeting adjourned at 10:40 am

Attachments

- Annual meeting notice and ballot
- Budget
- Letter from the City of Richland regarding the intersection at our neighborhood's entrance

Cherrywood Estates HOA FISCAL 2020-2021

2020-2021 Budget	2020-2021 BUDGET
Budget income is based on 66 homeowners each paying \$60 for a total income of \$3960.00	
Insurance	\$1,100.00
Attorney Fees	\$250.00
Ground Maintenance	\$1,300.00
Mailing & Supplies	\$150.00
P.O. Box Rental	\$106.00
Utilities Electric Bill	\$420.00
Annual HOA Meeting and / or picnic	\$150.00
Website Annual Renewal	\$70.00
Operating Expenses	\$100.00
Welcome Committee	\$200.00
Registration Fees	\$100.00
Total Expenses	\$3,946.00
Total Income from HOA Fees	\$3,960.00
Over Budget / Under Budget [Under budget is positive, over is negative]	\$14.00



August 31, 2020

RE: Response to Cherrywood Estates Residents

Dear Homeowner:

The City recently received several letters from homeowners in the Cherrywood Estates subdivision about the intersection of Keene Road and Lambert Street. The letters included a tally of recent years' vehicle crashes and a request for identification of measures to reduce the number of crashes. Richland's Public Works Engineering and Police Department staff regularly monitor crash records in our city and evaluate the need for mitigation measures, so the requested evaluation is a normal part of City business.

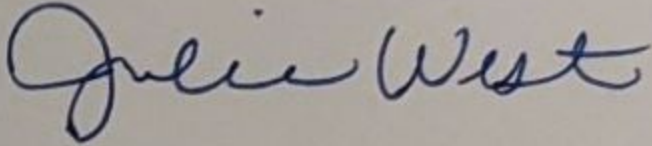
The most recent city-wide evaluation of crash records was conducted in March 2020 to prepare proposals for road system safety improvement grants. That evaluation considered the crash records at 101 intersections in Richland, 54 with traffic signals and 47 without signalization. The intersection of Keene Road and Lambert Street ranked at number 89 out of the 101 intersections. In a typical grant cycle, only the top three to five ranked locations are considered competitive for grant funding.

Another criteria used to consider the need for traffic safety mitigation is if a location has three or more correctable crashes a year, for three or more consecutive years. This is a benchmark developed by City staff from a number of relevant industry benchmarks. A correctable crash is one for which there is a very strong chance that an intersection improvement would eliminate that crash or ones like it. This analysis is also influenced by the severity of consequences represented in the crash history. Thus far, neither the number of crashes nor the severity of consequences from them have met the threshold to warrant installation of a designated left turn lane. As is the City's ongoing practice, City staff will continue to monitor this location and others throughout the City for patterns that should be elevated for funding consideration.

One measure City staff has pursued is dialog with the Ben Franklin Transit regarding the bus stop near the intersection on the eastbound side. The bus stop is on the trailing side of the intersection and when a bus stops at this location, it may interfere with thru vehicles choosing to use the right lane to pass a left turning vehicle. Ben Franklin Transit staff have committed to evaluating moving the bus stop further away from the intersection to help provide space for vehicles to utilize the right lane for passing.

Thank you for contacting City staff with your concerns. I hope you found the above information helpful. City staff will continue to monitor this location and consider mitigation options in the future when warranted or when other opportunities arise. Please don't hesitate to contact me in the future with this or other traffic concerns.

Sincerely,

A handwritten signature in blue ink that reads "Julie West". The signature is written in a cursive, flowing style.

Julie West
Transportation & Development Manager