

Cherrywood Estates Homeowners Association

HOA Board Meeting Minutes, December 6, 2022

Web: cherrywoodhoa.org

Email: cherrywoodestateshoa@gmail.com

PO Box 4253, West Richland, WA 99353-4253

Board members

Name	Position	Year/Zone*	Address	Contact
Jackie Stout	President	2021/1	428 Cherry Blossom Loop	richlandin@aol.com
Rita Kretzschmar	Vice President	2022/2	1335 Jubilee Street	r.kretzschmar@frontier.com
Andrew Bagley	Secretary	2022/3	463 Royal Ann Court	drandrew@bagleydental.com
Carroll Phillips	Treasurer	2021/4	476 Cherry Blossom Loop	88carroll@gmail.com
Tyler Reeser	At Large	2022/all (4)	1310 Jubilee Street	tylerandwendy@yahoo.com

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

Architectural Control Committee (ACC): Dayle Gilson and Brett Nelson (liaison: Rita Kretzschmar)

Welcoming Committee: Tyler and Wendy Reeser

Attendance

Board Members Present: Jackie Stout, Rita Kretzschmar, Andrew Bagley, Carroll Phillips and Tyler Reeser

Others Present: None

Quorum (25%): Yes

Meeting Location: Stout Residence at 428 Cherry Blossom Loop

Proceedings Convened

Meeting called to order by Jackie Stout at 7:00 PM

Andrew Bagley, Board Secretary, recorded minutes

Current Business

Past Minutes.

- There were no minutes to approve since October's meeting minutes have already been approved via email and posted online

President's Report

- We contacted the City of Richland Public Works Department questioning the appropriateness of having yield sign for cyclists and pedestrians at the main entrance to Cherrywood Estates
- We received a thoughtful and lengthy response from the City of Richland Public Works Department explaining the rationale for having a yield sign for cyclists and pedestrians at the main entrance to Cherrywood Estates

- The City of Richland Public Works Department indicated that yield signs will remain in place
- A motion passed directing the Secretary to post the response from the City of Richland Public Works Department on the Cherrywood Estates Homeowners Association website in the Frequently Asked Question page

ACC Report

- The request from Dave and Katherine Eder at 453 Cherry Blossom Loop to upgrade their fence was reviewed and approved
- The request from Dave and Kara Rohrig at 470 Cherry Blossom Loop requesting repainting the exterior of home and was reviewed and approved

Welcoming Committee Report

- Tyler Reeser and Andrew Bagley visited Sal Alvarez at 475 Cherry Blossom Loop and delivered to him a welcome packet and gift
- The residence at 480 Cherry Blossom Loop is scheduled to close soon. The new homeowners are expected to move in after the New Year
- The residence at 406 Cherry Blossom Loop is up for sale

Treasurer Report

- Printed copies of the budget to date were distributed and reviewed
- At the Annual Meeting, one Homeowner said that the HOA needs to increase its reserves
 - The Board discussed how much money the HOA should have in reserve
 - The Treasurer said that he would look into estimates for possible future needs
 - No motion for increasing the annual dues was made
- 64 Homeowners have paid the Annual Assessment for the current year
- There are 2 Homeowners who have not paid the Annual Assessment for the current year
 - An Email reminding the Homeowners that their assessment is past due has been sent
 - A Letter reminding the Homeowners that their assessment is past due has been sent
 - The Board discussed what next step to take to collect the past due assessments
 - We read Covenants, Conditions and Restrictions section III. D. Assessments
 - A motion passed to send certified letters to the 2 Homeowners who are overdue
- The Cherrywood Homeowners Association Calendar has been updated

Secretary Report

- Christmas lights have been installed at the entrance to the development
- There was discussion whether an email should be sent to remind Homeowners of their responsibility to clear their sidewalks of snow
 - City Ordinance (RMC Title 12.16.020) requires snow removal from sidewalks
 - No motion was passed

Old Business

- None

Next board meeting will be held on February 7, 2023 at 7:00 PM at the Kretzschmar residence at 1335 Jubilee Street

Meeting adjourned at 8:10 PM

Attachments

- Current Budget

Cherrywood Estates HOA FISCAL 2022-2023

Cherrywood Estates HOA Fiscal Year 2021-2022	2022-2023 Approved Budget	2022-2023 Actuals as of 11/30/2022	Notes
Total Income from HOA Dues (66 homeowners at \$60/yr)	\$ 3,960.00	\$ 3,840.00	64 homeowners HOA Dues are current at \$60/yr
HOA Operating Expenses			
Annual HOA Meeting	\$ 75.00	\$ 24.16	Expenses for September 11th, 2022 HOA Annual Meeting
Attorney Fees	\$ 275.00		
Grounds Maintenance	\$ 1,500.00	\$ 341.27	
Insurance	\$ 1,120.00		
Mailbox Rental	\$ 200.00		
Registration Fees	\$ 30.00		
Supplies	\$ 250.00		
Utility Bill	\$ 410.00	\$ 103.23	
Website/Domain	\$ 80.00		
Welcome Committee	\$ 100.00		
Total Expenses	\$ 4,040.00	\$ 468.66	
Checking		\$ 4,293.48	
Money Market		\$ 21,410.56	
Cash Value of accounts (as of 11/30/2022)		\$ 25,704.04	