

Cherrywood Estates Homeowners Association

HOA Board Meeting Minutes, February 7, 2023

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, 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, Board President, at 7:00 PM

Andrew Bagley, Board Secretary, recorded minutes

Business

Past Minutes

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

President's Report

- Reviewed the Cherrywood Homeowners Association Calendar and discussed needed updates
- President will submit the Annual Report for the HOA in April and submit a receipt for reimbursement for the associated fee
- Discussed questions from a board member from the Sagewood Meadows HOA
 - President will respond to answer questions
 - President will encourage them to contact a larger HOA, such as Applewood Estates

ACC Report

- A request to build an Outbuilding was received from the Homeowner at 451 Royal Ann Court
 - The Architectural Control Committee reviewed the request and approved it

Treasurer Report

- Printed copies of the current budget were distributed and reviewed
- Discussed Homeowners who have not paid the Annual Assessment for the current year
 - Certified Letters were previously sent to 2 Homeowners who had not yet paid
 - One Homeowner responded to the Certified Letter and paid the Annual Assessment
 - The other Homeowner signed for the Certified Letter on 2/1/2023, but has not yet paid
 - The Certified Letter indicates that the Homeowner has 30 days from the date on the letter to pay the Annual Assessment, otherwise a Lien will be placed on their home
 - A motion passed to give the Homeowner until 3/1/2023 before the Lien is filed
 - A motion passed to have an Attorney file the Lien so that it is handled properly
 - A motion passed to include a quote from Covenants, Conditions and Restrictions section III. D. Assessments in future Annual Assessment notifications to emphasize the requirement that each homeowner has to pay Annual Assessments in a timely manner
- Received a contract from Senske Landscaping for 2023
 - DesertGreen Landscaping was bought out by Senske Services
 - The cost of the new proposed contract is significantly higher than the previous year
 - Reviewed the services on the proposed contract for clarity and completeness
 - A motion passed to request that Senske change the wording of the contract to state that weed control would be completed for all curb lines in Cherrywood Estates
 - A motion passed to accept the proposed contract after the recommended wording change is made
 - The board is of the opinion that due to the significant increase in landscaping costs, it may be necessary to increase the amount of the Annual Assessment to cover the costs

Welcoming Committee Report

- The residence at 480 Cherry Blossom Loop has been sold
 - The new residents have not completely moved in yet
- The residence up for sale at 406 Cherry Blossom Loop has not been sold
 - Online sources indicate that there may be a pending offer

Secretary Report

- Secretary will renew the subscription to WordPress for the HOA website and submit a receipt for reimbursement
- A motion passed directing the Secretary to draft a letter to email out to all Homeowners that includes the following
 - How to find and read the HOA Board Minutes posted online
 - Inform those who are interested in adding additional insulation to their home that Energy Pro Insulation will work with a grant from Cascade Natural Gas that can significantly reduce the cost
 - Remind Homeowners to properly screen garbage cans so as to hide them from public view, for example behind a fence.

Next board meeting is scheduled for April 11, 2023 at 7:00 PM at the Kretzschmar Residence at 1335 Jubilee Street

Meeting adjourned at 8:00 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 01/31/2023	Notes
Total Income from HOA Dues (66 homeowners at \$60/yr)	\$ 3,960.00	\$ 3,900.00	65 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	\$ 75.70	
Utility Bill	\$ 410.00	\$ 167.26	
Website/Domain	\$ 80.00		
Welcome Committee	\$ 100.00		
Total Expenses	\$ 4,040.00	\$ 608.39	
Checking		\$ 4,213.75	
Money Market		\$ 21,417.84	
Cash Value of accounts (as of 01/31/2023)		\$ 25,631.59	