

**Cherrywood Estates Homeowners Association**  
**HOA Annual Meeting Minutes, September 9, 2023**

Web: [cherrywoodhoa.org](http://cherrywoodhoa.org)  
Email: [cherrywoodestateshoa@gmail.com](mailto: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	<a href="mailto:richlandin@aol.com">richlandin@aol.com</a>
Rita Kretzschmar	Vice President	2022/2	1335 Jubilee Street	<a href="mailto:r.kretzschmar@frontier.com">r.kretzschmar@frontier.com</a>
Andrew Bagley	Secretary	2022/3	463 Royal Ann Court	<a href="mailto:drandrew@bagleydental.com">drandrew@bagleydental.com</a>
Carroll Phillips	Treasurer	2021/4	476 Cherry Blossom Loop	<a href="mailto:88carroll@gmail.com">88carroll@gmail.com</a>
Tyler Reeser	At Large	2022/all (4)	1310 Jubilee Street	<a href="mailto:tylerandwendy@yahoo.com">tylerandwendy@yahoo.com</a>

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 (ACC 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: There were 23 in attendance with 14 homes represented.  
Quorum (25%): Yes. 45 of the 66 ballots sent out were present and counted. Meeting  
Location: Bagley Residence at 463 Royal Ann Court

**Proceedings Convened**

Meeting called to order by Jackie Stout, President at 10:01 AM. Andrew Bagley, Secretary recorded minutes.

**Scheduled Business**

Introduction: Jackie Stout introduced the Board Members.

**President's Report**

- At the request of Homeowners at the 2022 HOA Annual Meeting, we contacted the City of Richland requesting that a left-hand turn lane be installed heading east on Keene Road. The City denied our request, saying that it was not a high priority intersection.
- Last year, 2 Homeowners were very late in paying their Dues despite sending them multiple reminders. This year, instead of reminding Homeowners multiple times of their unpaid Dues, the Board plans on

issuing one final writing warning. If the Dues are still not paid, then a lien will be filed on the property according to Section III D of the Covenants, Conditions and Restrictions for Cherrywood Estates.

O To date, we have received 58 out of 66 Dues payments. There are 8 outstanding Dues payments.

- Discussed the problems with the plants and irrigation along Lambert Street. Recommended replacing the irrigation lines and plants along Lambert Street and will most likely do so early next year.
- There were a lot of Architectural Control Committee requests this past year, most were for painting.
- Informed Homeowners that solar panels are allowed in our development as per Washington State law.
- Informed Homeowners that Cascade Natural Gas has insulation program for those who are interested.
- Discussed if there was continuing interest in having an annual neighborhood yard sale.
- Recommended that Homeowners properly store their garbage cans when it is not garbage day.
- Recommended that Homeowners care for their lawn and work to minimize invasive weeds.
- Discussed recent reports of suspicious persons in the neighborhood including a recent break in.
- Rich Lewis requested that Homeowners give him ample room to work when he is clearing snow from the neighborhood streets with his Bobcat front loader.

#### Election results

- Bud Heiman, residing at 457 Cherry Blossom Loop, served as a witness and counter.
- Witness and Carroll Phillips, Treasurer separately counted ballots and then compared counts.
- Election for Board Member from Mailbox zone 1 — Jackie Stout
- Election for Board Member from Mailbox zone 4 — Carroll Phillips
- Budget proposal — Passed

#### Old Business

#### New Business

Next Board Meeting: October 3, 2023 at 7:00 pm at 428 Cherry Blossom Loop Meeting  
adjourned at 10:45 AM

#### Attachments

Cherrywood Estates Homeowners Association  
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August 9, 2023

Dear Cherrywood Estates Homeowner,

August means it is almost time for our Cherrywood Estates Homeowners Association Annual Meeting. It also means that it is time to vote on new board members and the proposed budget. It is also time for the next cycle of annual dues, as our fiscal year runs from September 1, 2023 to August 31, 2024.

**Annual Meeting:** This year the Annual Meeting is scheduled for Saturday, September 9th at 10:00 AM at 463 Royal Ann Court, which is located in the cul-de-sac in the middle of our development. This mailing includes a self addressed and pre-stamped envelope for your ballot and your dues payment. We encourage you to carefully read through the contents of this mailing, fill out your ballot and return it along with your dues payment in the included envelope as soon as possible so that your ballot will arrive at our PO Box prior to September 9th, so that it can be counted at the annual meeting. Otherwise, you may present your ballot at the annual meeting itself.

**Ballot for Board Directors:** This year there are 2 open board positions: a position representing Zone 1 and a position representing Zone 4. (see attached Zone map.) Only homeowners in Zone 1 will vote for the position for Zone 1. Only homeowners in Zone 4 will vote for the position for zone 4.

Homeowners in Zones 2 and 3 will not vote for a board member this year. Board members serve a term of two years. Each position's ballot includes a write-in to account for late nominees.

**Ballot for Budget:** The ballot includes the budget for 2023-24 for you to ratify. Changes with respect to last year include minor adjustments to reflect actual costs and expected inflation.

**Annual Dues:** Dues are \$75, a slight increase over last year. The mail-in ballot includes a payment form which you need to complete and mail to the Cherrywood Estates Homeowners Association Post Office Box. (Dues will be considered delinquent after September 9th, 2023.)

Thank you,

Jackie Stout, Rita Kretzschmar, Andrew Bagley, Carroll Phillips, and Tyler Reeser.

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## Dues Invoice

Dues for the 2023-24 fiscal year are \$75.00. They are due by September 9th, 2023.

Please remit by check, payable to Cherrywood Estates HOA.

Please submit your payment by mailing it in the enclosed self-addressed and pre-stamped envelope to PO Box 4253, West Richland, WA 99353.

To help track payments, please attach this invoice with your payment. Your canceled check will be your receipt.

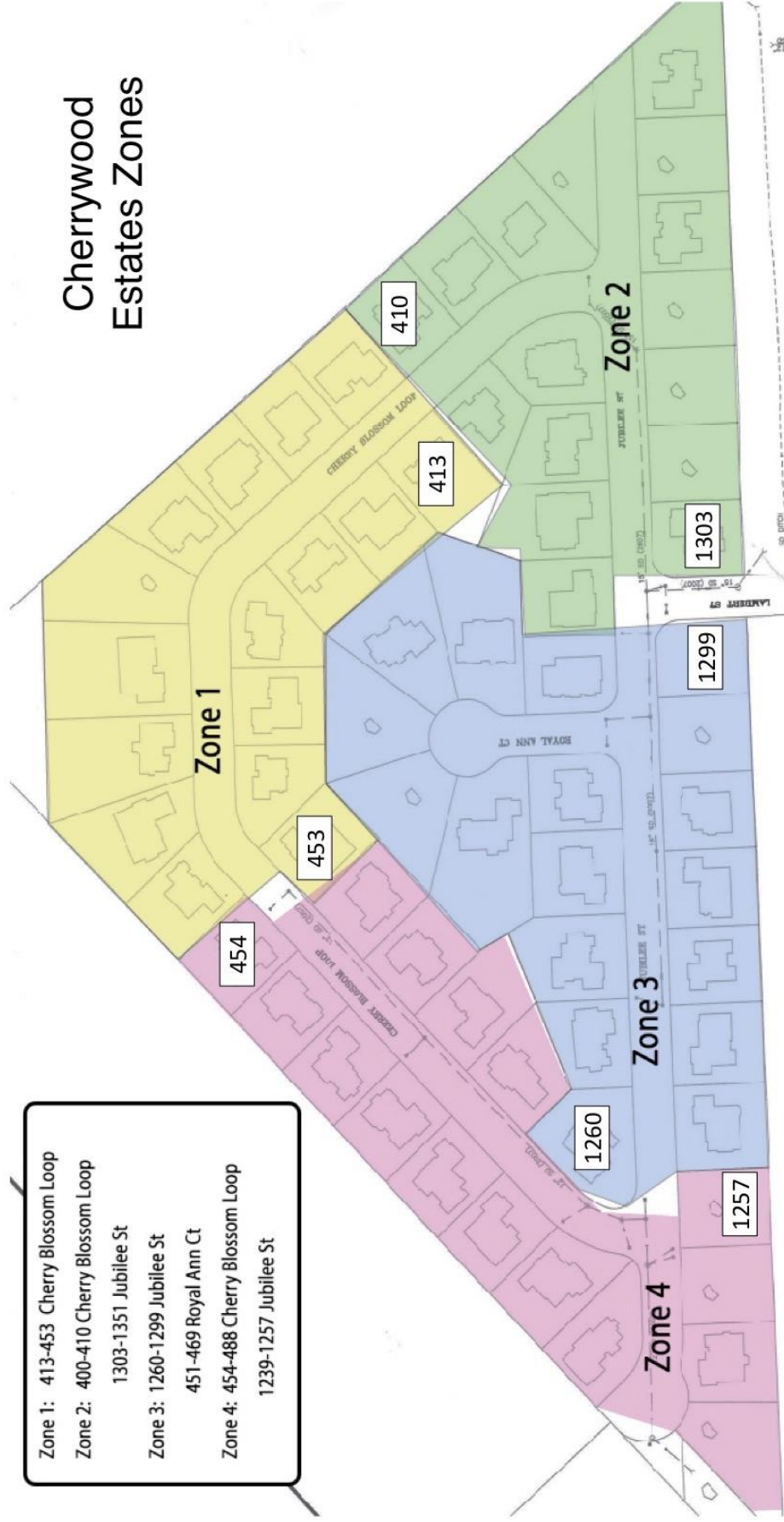
Please keep in mind that our CC&R's, section III D. states that a lien can be put on your property if dues are not received.

In an effort to ensure our records are up-to-date, please include any corrections to your name, address, e-mail or telephone. Thank you!

Name \_\_\_\_\_  
Address \_\_\_\_\_  
E-mail \_\_\_\_\_  
Telephone \_\_\_\_\_

# Cherrywood Estates Zones

- Zone 1: 413-453 Cherry Blossom Loop
- Zone 2: 400-410 Cherry Blossom Loop  
1303-1351 Jubilee St
- Zone 3: 1260-1299 Jubilee St  
451-469 Royal Ann Ct
- Zone 4: 454-488 Cherry Blossom Loop  
1239-1257 Jubilee St



**Cherrywood Estates HOA FISCAL 2023-2024**

Cherrywood Estates HOA Fiscal Year 2021-2022	2022-2023 Actuals as of 07/22/2023	2022-2023 Approved Budget	2023-2024 Proposed Budget	Notes
Total Income from HOA Dues (66 homeowners at \$60/yr)	\$ 3,960.00	\$ 3,960.00	\$ 4,950.00	66 homeowners at \$75/yr
HOA Operating Expenses				
Annual HOA Meeting	\$ 24.16	\$ 75.00	\$ 75.00	
Attorney Fees		\$ 275.00	\$ 275.00	
Grounds Maintenance	\$ 1,386.95	\$ 1,500.00	\$ 1,866.00	
Insurance		\$ 1,120.00	\$ 1,120.00	Insurance premium due end of August
Mailbox Rental	\$ 176.00	\$ 200.00	\$ 200.00	
Registration Fees	\$ 20.00	\$ 30.00	\$ 30.00	
Supplies	\$ 157.88	\$ 250.00	\$ 200.00	
Utility Bill	\$ 319.18	\$ 410.00	\$ 410.00	
Website/Domain	\$ 72.83	\$ 80.00	\$ 80.00	
Welcome Committee		\$ 100.00	\$ 100.00	
Total Budget Expenses	\$ 2,157.00	\$ 4,040.00	\$ 4,356.00	
Checking	\$ 2,725.14			
Money Market (Reserve)	\$ 21,435.45			Cherrywood entrance, upgrade irrigation and replace plants east and west side of Lambert. Rough Estimate \$4,500
Cash Value of accounts (as of 07/22/2023)	\$ 24,160.59			

## CEHOA 2023/2024

Please return your completed ballot by mailing it in the enclosed self-addressed and pre-stamped envelope to PO Box 4253, West Richland, WA 99353 so that your ballot will arrive at our PO Box prior to September 9th, so that it can be counted at the annual meeting. Otherwise, you may present your ballot at the annual meeting itself.

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Cherrywood Estates Ballot, 2023/24 – Board Directors

Mailbox Zone 1 (only zone 1 members vote for this position): Full two-year term  
\_\_\_\_ Jackie Stout

Mailbox Zone 4 (only zone 4 members vote for this position): Full two-year term  
\_\_\_\_ Carroll Phillips

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Cherrywood Estates Ballot, 2023/24 – Budget

Budget (all homeowners vote): We approve/ratify the budget.

\_\_\_\_ For

\_\_\_\_ Against

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